



Municipality of Huron East
Council Agenda
Tuesday, May 17, 2022 – 7:00 P.M.
Virtual Meeting

1. Closed Session:

That a closed meeting of Council be held on Tuesday, May 17, 2022 at 4:30 p.m., electronically, in accordance with Section 239 of the Municipal Act, 2001 for the purposes of considering the following matters:

- 1.1 Adoption of April 19, 2022 Closed Session of Council meeting Minutes (Distributed Separately)**
- 1.2 Verbal Report under Section 239(2)(c) (f), advice that is subject to solicitor-client privilege in relation to the disposition of land**
- 1.3 Report under Section 239(2)(b), personal information about identifiable individuals (Distributed Separately)**

2. Call to Order & Mayor's Remarks

3. Land Acknowledgement

We would like to acknowledge that the land we stand upon today is the traditional territory of the Anishinaabe, Haudenosaunee and Neutral Peoples.

4. Reconvene into Open Session and Reporting Out

5. Confirmation of the Agenda

6. Disclosure of Pecuniary Interest

7. Minutes of Previous Meeting

- 7.1 [Regular Meeting – May 3, 2022](#)**

8. Public Meetings/Hearings and Delegations

- 8.1** Presentation: Paul Seebach, Seebach and Company re: [2021 Financial Statements](#)
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- Recommendation:**
- That the Council of the Municipality of Huron East receive and accept the 2021 Audited Financial Statements for the Municipality of Huron East and Trust Funds of the Municipality of Huron East as presented by Seebach & Company for information purposes.
- 8.2** [Delegation](#): BMGCC Renovation Fundraising Group re: Fundraising Campaign Progress and Current Project Status
- Page 38
- 9. [Accounts Payable](#) - \$1,504,697.80**
- Page 41
- 10. Reports & Recommendations of Municipal Officers**
- 10.1** [CBO-22-02](#), 2022 Year to Date Building Report
- Page 54
- 10.2** [VRC-22-01](#), Recreation Program Service Agreement County of Huron and Vanastra Recreation Centre
- Page 57
- 10.3** [CAO-22-26](#), Mileage Rate
- Page 58
- 10.4** [CAO-22-25](#), Brussels, Morris & Grey Community Centre Fundraising Gift Agreement Delegation
- Page 59
- 10.5** [CAO-22-27](#), BMGCC Renovation Tender Results
- Page 66
- 10.6** [CAO-22-28](#), Huron East Fire Services
- Page 67
- 11. Correspondence**

- 11.1 [Brussels Homecoming Committee](#) re: Requests for the Brussels 150th Homecoming 2022

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12. Unfinished Business

13. Municipal Drains

- 13.1 Court of Revision re: Fourteenth Concession Drain

14. Planning

- 14.1 [Planner's Report](#) re: Consent Application C12-2022 for Cody Diehl (Concession 5, Part Lots 13 and 14, Grey Ward)

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15. Council Reports

15.1 Council Member Reports

- 15.1.1 County Council Report

- 15.1.2 Other Boards/Committees or Meetings/Seminars

15.2 Requests by Members

15.3 Notice of Motions

15.4 Announcements

16. Information Items

- 16.1 [Town of Arnprior](#) re: Support for Humanitarian Efforts in Ukraine

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- 16.2 [Council Expenses – April 2022](#)

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17. Other Business

- 17.1 Council Format – Return to in person

18. By-laws

- 18.1 [By-law 035-2022](#), A By-law to Delegate Authority to the Chief Administrative Officer for Executing Gift Agreements for the Brussels, Morris & Grey Community Centre Renovation Fundraising Campaign

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- 18.2** **By-law 036-2022**, A By-law to Authorize the Signing of a Recreation Program Agreement between the Municipality of Huron East and the County of Huron

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- 18.3** **By-law 037-2022**, Confirm Council Proceedings

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19. Confirmatory By-Law

- 19.1** By-law 037-2022, Confirm Council

20. Adjournment



**Municipality of Huron East Council Meeting Minutes
Virtual Meeting
Tuesday, May 3, 2022**

Members Present:

Mayor: Bernie MacLellan; Deputy Mayor: Robert Fisher; Councillors: Raymond Chartrand, Brenda Dalton, Dianne Diehl, Larry McGrath, Alvin McLellan, Justin Morrison, Joe Steffler, and Gloria Wilbee

Absent:

Councillor Zoey Onn

Staff Present:

CAO Brad McRoberts; Finance Manager-Treasurer/Deputy Clerk Paula Michiels; Public Works Manager Barry Mills; Fire Chief Marty Bedard; and Clerk Jessica Rudy

Others Present:

Cody Diehl (Item 12.1)

Huron County Planner Jenn Burns

Shawn Loughlin, Editor, The Citizen

1. Call to Order and Opening Remarks

Mayor MacLellan called the meeting to order at 7:00 p.m.

2. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

3. Confirmation of the Agenda

Moved by Councillor Wilbee and Seconded by Councillor Morrison:

That the Agenda for the Regular Meeting of Council dated May 3, 2022 be adopted as circulated.

Carried

4. Disclosure of Pecuniary Interest

Councillor Diehl declared a Conflict of Interest on item 12.1 re: Planner's Report re: Consent Application C12-2022 for Cody Diehl (Concession 5, Part Lots 13 and 14, Grey Ward) due the applicant being a family member.

5. Minutes of Previous Meeting

Moved by Councillor Steffler and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East approve the following Council Meeting Minutes as printed and circulated:

5.1 Regular Meeting – April 19, 2022

Carried

6. Public Meetings/Hearings and Delegations

7. Accounts Payable

8. Reports & Recommendations of Municipal Officers

8.1 CAO-22-24, Site Plan Control Agreement – 255 Albert Street, Brussels

CAO Brad McRoberts provided an overview of the agreement noting that it was a result of a requirement from a recent Zoning By-law amendment. The various conditions due to the property being adjacent to an industrial zoned property were detailed.

Moved by Deputy Mayor Fisher and Seconded by Councillor McLellan:

That the Council of the Municipality of Huron East consider a By-law for a Site Plan Control Agreement between the Municipality of Huron East and JN Reno's & Construction Ltd. for development of a semi-detached residential home at 255 Albert Street, Brussels, Ontario.

Carried

8.2 FD-22-01, Termination of Fire Dispatch Agreement with Stratford Fire Department

In response to Council, Fire Chief Marty Bedard noted that a couple of neighbouring municipalities have issued a Request for Proposal (RFP) for dispatch services with two (2) of the same responses being received for both. An overview of the mapping service was provided demonstrating that dispatch is directing the respondents to the exact location.

Moved by Deputy Mayor Fisher and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East acknowledge receipt of the attached correspondence from the Stratford Fire Department regarding their intention to terminate our current dispatching agreement as of Friday, October 21, 2022; and

Further That Council authorizes the Fire Chief to draft and issue a Request for Proposal (RFP) to seek out a qualified and experienced Dispatch Service for the Huron East Fire Department.

Carried

8.3 PW-22-04, Reconstruction of Princess Street, Brussels (BM Ross Contract No. 18235)

Public Works Manager Barry Mills noted that Kurtis Smith Excavating Inc. is a local business located Brussels and has previously been used by the Municipality.

Moved by Councillor Morrison and Seconded by Councillor McLellan:

That the Council of the Municipality of Huron East accept the tender of Kurtis Smith Excavating Inc. in the amount of \$998,920.00 including HST, for the reconstruction of Princess Street from Dunedin Drive to CN Road Street in Brussels.

Carried

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That Huron East Council receive the following Reports of Municipal Officers as presented:

(1) CAO

(2) Fire Chief

(3) Public Works Manager

Carried

9. Correspondence

9.1 Ethel Minor Ball Committee re: Significant Event on June 24-25, 2022

Moved by Councillor McLellan and Seconded by Deputy Mayor Fisher:

That the Ethel Minor Ball Committee, being a Committee of the Municipality of Huron East, be authorized to apply for a special occasion permit for a 10 team co-ed mush ball tournament, a municipality significant event, being held on June 24 -25, 2022, with all proceeds being designated towards Ethel Minor Ball program and park improvements.

Carried

10. Unfinished Business

11. Municipal Drains

11.1 Notice of Request for Drain Improvement - Coates Municipal Drain

Moved by Councillor Morrison and Seconded by Councillor Wilbee:

That the Section 78 request for a Municipal Drain Improvement Request by Alex Zieleman (Concession 2, Lots 29, 30, 31) Coates Municipal Drain, be accepted and that Council instruct GM BluePlan Engineering Ltd. to prepare a report 30 days after notification to the Conservation Authorities.

Carried

12. Planning

12.1 Planner's Report re: Consent Application C12-2022 for Cody Diehl (Concession 5, Part Lots 13 and 14, Grey Ward)

Huron County Planner Jenn Burns provided an overview of the subject property, application details and rezoning requirements. The application was recommended for approval with 3.5 acres being retained opposed to the requested 10 acres in order to maintain policy consistency of providing enough land to support the house, septic and out buildings. A copy of the presentation is [appended](#) to the original minutes.

In response to Council discussion regarding the 3.5 acre requirement, J. Burns noted that it could be extended to 4 acres and explained that, if accepted, the decision could possibly be handled at the Huron County Planning Department level opposed to Huron County Council.

In response to the 10 acre request the applicant, Cody Diehl, explained that due to the property infrastructure and set back of the house the 3.5 acres only provides for a front lawn. He noted that future usage of the property includes a substantial garden, a small farm and potentially a self-owned business, which could be accommodated with the 10 acres.

As a result of Council discussion regarding the requested and recommended acreages. J. Burns explained that the planning requirements do not state an exact acreage amount with farm surplus but rather states that it should be the least amount of acreage to support the house, septic system and out buildings. Council noted that if the applicant agreed to the 3.5 or 4 acreage that they could buy back property, however that could result in higher prices and the potential of the refusal to sell.

J. Burns explained the various options Council has before them with respect to the application being, approval of the recommendation as presented; removal of the acreage condition; a deferral to allow the applicant to discuss further with Huron County Planning or dismissal the recommendation.

Council discussed the options with the applicant and decided to defer the application to allow the applicant and the Huron County Planning Department to continue in further discussion.

Moved by Councillor Steffler and Seconded by Deputy Mayor Fisher:

That the application, as presented, be deferred in order to allow the applicant to engage in further discussion with the Huron County Planning Department.

Carried [Conflict: D. Diehl]

13. Council Reports

13.1 Council Member Reports

13.1.1 County Council Report

Deputy Mayor Fisher noted that the agreement for the charging stations is being considered this week and that a large amount of paving is planned on County highways over the summer.

13.1.2 Other Boards/Committees or Meetings/Seminars

Mayor MacLellan provided an overview of a presentation at the Ontario Good Roads Association (OGRA) conference from an Engineering firm. He explained the approach presented focused on how road design and driver comfortability can determine the safety rating for drivers and pedestrians. He suggested that staff look at different approaches in future infrastructure planning.

13.2 Requests by Members

Deputy Mayor Fisher requested that when there is time allotted on a future agenda to have a discussion on property standards and related by-laws to address vacant businesses in Huron East.

Councillor Dalton requested that Huron County staff look at wind turbine provisions and potential amendments to the official plan.

In response to Councillor Dalton's request Deputy Mayor Fisher noted a recent webinar from Independent Electricity System Operator (IESO) in which they stated that they are investigating short, medium and long-term proposals for generating electricity. It was noted that wind and solar would potentially fall into the short and medium categories.

13.3 Notice of Motion

Council noted the importance of keeping the land owners informed and the need to determine who is ultimately responsible for tracking and communication in regards to municipal drain activities.

Moved by Councillor Diehl and Seconded by Deputy Mayor Fisher:

That the Council of the Municipality of Huron East direct staff to establish tracking protocols in regards to maintenance and improvement requests received for Municipal Drains, in order to improve communication and accountability.

Carried

13.4 Announcements**14. Information Items****14.1 Councillor Expenses - March 2022**

Received for Information.

Moved by Councillor Chartrand and Seconded by Councillor Morrison:

That Huron East Council receive the following Board and Committee meeting Committee minutes as submitted:

14.2 Walton Landfill Committee – April 25, 2022**14.3 Vanastra Recreation Centre/Day Care Committee – April 25, 2022**

Carried

15. Other Business**16. By-laws**

Moved by Deputy Mayor Fisher and Seconded by Councillor Wilbee:

That Be It Hereby Resolved that leave be given to introduce By-laws 33 and 34 for 2022.

By-law 033-2022 – A By-law to Authorize the Execution of a Site Plan Control Agreement between JN Reno's & Construction Ltd. and the Municipality of Huron East

By-law 034-2022 – Confirm Council Proceedings

Carried

Moved by Councillor Morrison and Seconded by Councillor Steffler:

That Be it Hereby Resolved By-law 033-2022, A By-law to Authorize the Execution of a Site Plan Control Agreement between JN Reno's and Construction Ltd. and the Municipality of Huron East be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

17. Closed Session And Reporting Out (Section 239 Of The *Municipal Act, 2001*)**18. Confirmatory By-Law**

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That Be It Hereby Resolved that By-law 034-2022, a by-law to confirm the proceedings of Council, be given first, second, third and final reading and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

19. Adjournment

This being the last Council meeting for Finance Manager – Treasurer/Deputy Clerk Paula Michiels, Mayor MacLellan thanked her work and dedication to the Huron East Council and residents.

Moved by Councillor Steffler and Seconded by Deputy Mayor Fisher:

The time now being 8:16 p.m. That the regular meeting do adjourn until May 17, 2022 at 7:00 p.m.

Carried

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

Consent Application C12-22 in the Municipality of Huron East

Owner/Applicant: Cody and Mackenzie Diehl

43712 Cardiff Road, Ethel, Concession 5, London Road Survey, Part Lots 13 & 14, Grey Ward.

Municipality of Huron East



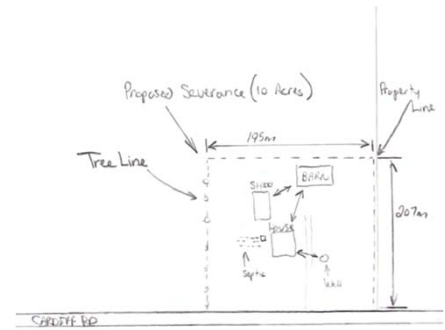
Subject Property



Subject Property



Site Sketch



Recommendation

- Based on the policies of the Provincial Policy Statement, 2020 (PPS), Huron County and Huron East Official Plan, it is recommended that the severed area be reduced from the proposed 10 acres to approximately 3.5 acres.
- The airphoto to the right shows a 3.5 acre parcel.



Recommended Conditions

Expiry Period

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

Municipal Requirements

- All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
- The sum of \$750 be paid to the Municipality as cash-in-lieu of parkland.
- The subject parcel be numbered and addressed for 911 purposes to the satisfaction of the municipality.
- Section 65 of the Drainage Act be addressed to the satisfaction of the Municipality.

Survey/Reference Plan

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

Zoning

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

Septic

- Applicant to provide a letter from a licensed contractor advising that the tank on the severed parcel has been pumped and is functioning properly to the satisfaction of the Municipality.

Other

- The severed parcel be reduced to a rectangle with a maximum area of 3.5 acres (1.4 hectares) containing the house, septic system, well and out buildings.
- The retained parcel be registered in the name of Evergreen Holdings Ltd.

MUNICIPALITY OF HURON EAST
REPORT TO COUNCIL
For the year ended December 31, 2021

The financial statements are presented on a consolidated basis and, therefore, include the proportional share of the assets, liabilities, operating revenues and expenditures of the various joint boards which the Municipality of Huron East belongs to.

Financial Indicators

	2021	2020	2019	2018	2017
Cash	1,857,639	875,399	1,343,245	407,878	307,576
Taxes receivable (note 1)	979,419	1,122,287	982,705	1,036,128	1,234,869
Accounts receivable	3,023,151	2,089,738	1,444,561	1,527,212	1,627,132
Investments	7,235,233	10,000,062	9,236,169	8,574,202	7,386,600
Long- term receivables	1,867,649	1,999,050	199,264	213,462	234,675
Inventory and prepaids	325,554	13,315	2,356	24,956	116,247
	<u>15,288,645</u>	<u>16,099,851</u>	<u>13,208,300</u>	<u>11,783,838</u>	<u>10,907,099</u>
Accounts payable	2,338,735	2,366,459	1,959,219	1,043,925	1,280,575
Deferred revenue	32,789	1,051,215	835,490	80,315	13,944
Deferred revenue - obligatory reserve funds	1,695,263	1,498,829	1,211,185	1,292,070	1,102,111
Municipal debt	952,844	1,039,625	201,764	228,217	296,406
	<u>5,019,631</u>	<u>5,956,128</u>	<u>4,207,658</u>	<u>2,644,527</u>	<u>2,693,036</u>
Net financial assets (note 2)	<u>10,269,014</u>	<u>10,143,723</u>	<u>9,000,642</u>	<u>9,139,311</u>	<u>8,214,063</u>
Tangible capital assets					
Net book value beginning of year	73,484,980	72,054,241	70,289,242	69,905,752	68,161,347
Purchases	5,022,786	5,096,922	4,851,394	2,994,314	4,050,958
Disposals and adjustments	(52,787)	(1,244,436)	(760,686)	(353,105)	(177,432)
Amortization	(2,531,483)	(2,421,747)	(2,325,709)	(2,257,719)	(2,129,121)
Net book value end of year	<u>75,923,496</u>	<u>73,484,980</u>	<u>72,054,241</u>	<u>70,289,242</u>	<u>69,905,752</u>
Accumulated surplus (note 3)					
General surplus and net investment in capital assets	73,713,030	71,204,745	70,778,239	69,089,021	68,425,120
Reserves and reserve funds	12,479,480	12,423,958	10,276,644	10,339,532	9,694,695
	<u>86,192,510</u>	<u>83,628,703</u>	<u>81,054,883</u>	<u>79,428,553</u>	<u>78,119,815</u>
	-	-	-	-	-

Note 1: Taxes receivable

Current year taxes receivable as percentage of total levy for year	3.9%	3.5%	3.3%	3.6%	4.0%
Total taxes receivable as percentage of total levy for year	5.7%	6.7%	6.2%	7.0%	8.8%
The municipality has maintained a low rate of arrears throughout the comparison period.					

Note 2: Net financial assets

Net financial assets represent the net amount of cash and items that will eventually be turned into cash or paid out in cash and indicates the extent of resources available to finance future operations.

Note 3: Accumulated surplus

Total accumulated surplus indicates the resources available to provide future services.
Adequate reserves are an indicator of flexibility and ability to deal with contingencies.

MUNICIPALITY OF HURON EAST
REPORT TO COUNCIL
For the year ended December 31, 2021

Five Year Comparison of Operating Revenue Expenses

	2021 Budget	2021 Actual	2020 Actual	2019 Actual	2018 Actual	2017 Actual
Revenue						
Taxation	8,157,537	8,014,867	7,694,911	7,075,430	6,553,349	6,195,745
Grants						
OMPF grant	1,065,400	1,065,400	1,156,100	1,319,700	1,499,600	1,730,600
Gas tax grant	289,813	427,926	33,742	695,580	138,742	233,734
OCIF grant	431,716	431,716	431,716	430,805	286,231	1,004,056
CWWF grants	-	-	-	-	-	186,188
Investing in Canada Infrastructure (ICIP)	2,136,665	1,179,131	-	-	-	-
Safe restart funding	75,700	333,200	20,996	-	-	-
Provincial drainage grants	32,200	37,428	41,432	32,487	76,898	38,470
Fire revenue from other municipalities	162,679	151,867	150,624	138,582	107,577	299,152
County of Huron- daycare revenue	301,701	460,929	273,313	275,419	296,622	272,559
Modernization funding	-	-	-	604,816	-	-
Aggregate resources grant	102,200	99,576	92,327	112,100	49,022	43,111
Other government grants	181,445	272,728	274,017	333,266	173,720	233,532
User fees						
Water and sewer	2,881,534	2,750,004	4,796,739	2,655,032	2,519,653	2,772,565
Garbage collection and disposal	229,789	220,223	217,367	196,988	163,764	86,457
Road charges and recoveries	55,900	175,790	92,643	76,218	97,753	290,126
Recreation	430,851	342,932	375,288	819,296	783,674	812,074
Daycare	201,379	141,938	79,632	198,635	206,555	160,230
Protective services permits and fees	385,740	509,089	382,646	480,014	401,301	275,996
Health care centre	256,867	254,807	256,356	256,654	252,980	231,426
Municipal drains	55,870	17,351	99,228	57,368	126,560	161,224
Wind turbine vibrancy funds	218,568	219,083	218,568	218,608	217,605	200,744
Gain (loss) on disposal of assets	13,000	(44,788)	10,774	(474,760)	(157,492)	118,833
Other fees and charges	179,250	150,440	212,065	165,233	205,001	194,543
Other income						
Bank interest and penalties on taxes	548,624	210,505	460,132	392,775	506,547	386,808
Licenses, permits, rents, donations etc.	173,237	204,494	213,729	265,763	172,014	193,575
Total revenue per financial statements	<u>18,567,665</u>	<u>17,626,636</u>	<u>17,584,345</u>	<u>16,326,009</u>	<u>14,677,676</u>	<u>16,121,748</u>
Expenditures (line items exclude depreciation and capital)						
Council	151,213	147,387	138,821	164,604	142,997	150,353
Other general government	1,161,598	1,171,454	1,040,555	977,468	894,920	881,199
Fire	894,740	763,472	841,804	877,681	825,371	733,940
Policing	1,690,599	1,697,160	1,700,850	1,623,978	1,543,942	1,530,442
Conservation authority	242,895	241,360	232,456	217,512	201,337	236,417
Building, water quality, and other protective serv	433,012	403,699	385,735	308,080	298,155	307,592
Roads and streetlights	3,190,125	3,423,751	3,724,540	3,042,509	2,762,475	2,819,600
Water and sewer	1,623,597	1,601,744	1,620,948	1,607,179	1,497,721	1,495,502
Waste collection and disposal	732,232	740,853	699,861	808,593	591,335	369,292
Cemeteries and other health and social services	240,627	187,116	194,204	218,467	201,199	224,848
Day care	616,540	663,033	393,598	563,714	581,986	519,945
Recreation	1,329,761	1,162,044	1,111,775	1,437,596	1,372,777	1,414,544
Municipal drains	120,270	72,185	273,773	346,728	33,970	331,229
Planning and development	200,286	256,088	229,858	179,861	163,034	266,779
Capital expenditures	8,147,684	5,022,786	5,096,922	4,851,394	2,994,314	4,050,958
Net transfers to (from) reserves	(2,185,177)	257,689	2,441,368	(127,841)	884,422	1,110,352
Total expenditures	<u>18,590,001</u>	<u>17,811,821</u>	<u>20,127,068</u>	<u>17,097,523</u>	<u>14,989,955</u>	<u>16,442,992</u>
Less: capital expenditures	(8,147,684)	(5,022,786)	(5,096,922)	(4,851,394)	(2,994,314)	(4,050,958)
net transfers to (from) reserves	2,185,177	(257,689)	(2,441,368)	127,841	(884,422)	(1,110,352)
Add: amortization and writedowns	<u>2,476,615</u>	<u>2,531,483</u>	<u>2,421,747</u>	<u>2,325,709</u>	<u>2,257,719</u>	<u>2,129,121</u>
Total expenditures per financial statements	<u>15,104,109</u>	<u>15,062,829</u>	<u>15,010,525</u>	<u>14,699,679</u>	<u>13,368,938</u>	<u>13,410,803</u>
Net surplus (deficit) per financial statements	<u>3,463,556</u>	<u>2,563,807</u>	<u>2,573,820</u>	<u>1,626,330</u>	<u>1,308,738</u>	<u>2,710,945</u>

**THE CORPORATION OF THE
MUNICIPALITY OF HURON EAST
FINANCIAL STATEMENTS
DECEMBER 31, 2021**

SEEBACH & COMPANY
Chartered Professional Accountants

Seebach & Company
Chartered Professional Accountants

P.O. Box 758, 41 Ontario Street
CLINTON, ONTARIO N0M 1L0
Tel: (519) 482-7979
Fax: (519) 482-5761
www.seebachandcompany.ca
vbs@vbsca.ca

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers
of the Corporation of the Municipality of Huron East

Opinion

We have audited the accompanying financial statements of the Corporation of the Municipality of Huron East ("the Municipality"), which are comprised of the consolidated statement of financial position as at December 31, 2021 and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2021, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAB).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAB, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Seebach & Company
Chartered Professional Accountants

P.O. Box 758, 41 Ontario Street
CLINTON, ONTARIO N0M 1L0
Tel: (519) 482-7979
Fax: (519) 482-5761
www.seebachandcompany.ca
vbs@vbsca.ca

INDEPENDENT AUDITOR'S REPORT (continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Seebach & Company

Chartered Professional Accountants
Licensed Public Accountants

Clinton, Ontario
April 13, 2022

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
CONSOLIDATED STATEMENT OF FINANCIAL POSITION

As at December 31	2021	2020
FINANCIAL ASSETS		
Cash	1,857,639	875,399
Taxes receivable	979,419	1,122,287
Accounts receivable	3,023,151	2,089,738
Investments (note 4)	7,235,233	10,000,062
Long-term receivables (note 5)	1,867,649	1,999,050
	<u>14,963,091</u>	<u>16,086,536</u>
LIABILITIES		
Accounts payable and accrued liabilities	2,338,735	2,366,459
Deferred revenue	32,789	1,051,215
Deferred revenue - obligatory reserve funds	1,695,263	1,498,829
Municipal debt (note 7)	952,844	1,039,625
	<u>5,019,631</u>	<u>5,956,128</u>
NET FINANCIAL ASSETS	\$ 9,943,460	\$ 10,130,408
NON-FINANCIAL ASSETS		
Tangible capital assets, net (note 9)	75,923,496	73,484,980
Inventory and prepaid expenses	325,554	13,315
	<u>76,249,050</u>	<u>73,498,295</u>
ACCUMULATED SURPLUS (note 11)	\$ 86,192,510	\$ 83,628,703

The accompanying notes are an integral part of this financial statement

**THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
CONSOLIDATED STATEMENT OF OPERATIONS**

For the year ended December 31	2021 Budget	2021 Actual	2020 Actual
Revenue			
Taxation for municipal purposes	8,157,537	8,014,867	7,694,911
Government transfers - Canada	2,432,378	1,669,089	49,198
Government transfers - Ontario	1,723,096	2,004,408	1,855,743
Government transfers - other municipalities	624,045	786,404	569,326
User fees and service charges	4,908,748	4,736,869	6,741,306
Licences, permits, rents, donations, etc.	173,237	204,494	213,729
Investment income	407,624	143,245	319,300
Penalties and interest on taxes	141,000	67,260	140,832
	<u>18,567,665</u>	<u>17,626,636</u>	<u>17,584,345</u>
Expenditure			
General government	1,386,324	1,416,558	1,334,938
Protection to persons and property	3,361,356	3,203,050	3,255,070
Transportation services	4,832,766	5,079,531	5,319,061
Environmental services	2,777,711	2,772,481	2,734,690
Health services	285,814	239,952	223,246
Social and family services	616,540	663,033	393,598
Recreation and cultural services	1,523,042	1,359,951	1,246,291
Planning and development	320,556	328,273	503,631
	<u>15,104,109</u>	<u>15,062,829</u>	<u>15,010,525</u>
Annual surplus (deficit)	3,463,556	2,563,807	2,573,820
Accumulated surplus, beginning of year	<u>83,628,703</u>	<u>83,628,703</u>	<u>81,054,883</u>
Accumulated surplus, end of year	<u><u>\$ 87,092,259</u></u>	<u><u>\$ 86,192,510</u></u>	<u><u>\$ 83,628,703</u></u>

The accompanying notes are an integral part of this financial statement

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

For the year ended December 31	2021 Budget	2021 Actual	2020 Actual
Annual surplus (deficit)	3,463,556	2,563,807	2,573,820
Amortization of tangible capital assets	2,476,615	2,531,483	2,421,747
Net acquisition of tangible capital assets	(8,147,684)	(4,969,999)	(3,852,486)
Decrease (increase) in inventory and prepaid expenses	-	(312,239)	(10,959)
	<u>(2,207,513)</u>	<u>(186,948)</u>	<u>1,132,122</u>
Net financial assets, beginning of year	<u>10,130,408</u>	<u>10,130,408</u>	<u>8,998,286</u>
Net financial assets, end of year	<u><u>\$ 7,922,895</u></u>	<u><u>\$ 9,943,460</u></u>	<u><u>\$ 10,130,408</u></u>

The accompanying notes are an integral part of this financial statement

**THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
CONSOLIDATED STATEMENT OF CASH FLOW**

For the year ended December 31	2021	2020
Operating activities		
Annual surplus (deficit)	2,563,807	2,573,820
Amortization expense not requiring cash outlay	2,531,483	2,421,747
Decrease (increase) in taxes receivable	142,868	(139,582)
Decrease (increase) in accounts receivable	(933,413)	(645,177)
Increase (decrease) in accounts payable and accrued liabilities	(27,724)	407,240
Increase (decrease) in deferred revenue	(1,018,426)	215,725
Increase (decrease) in deferred revenue - obligatory reserve funds	196,434	287,644
Decrease (increase) in inventory and prepaid expenses	(312,239)	(10,959)
Cash provided by (used for) operating activities	<u>3,142,790</u>	<u>5,110,458</u>
Capital activities		
Net disposals (purchases) of tangible capital assets	(4,969,999)	(3,852,486)
Cash provided by (used for) capital activities	<u>(4,969,999)</u>	<u>(3,852,486)</u>
Investing activities		
Decrease (increase) in investments	2,764,829	(763,893)
Decrease (increase) in long-term receivables	131,401	(1,799,786)
Cash provided by (used for) investing activities	<u>2,896,230</u>	<u>(2,563,679)</u>
Financing activities		
Proceeds from long-term debt issued	-	847,500
Principal repayments on long-term debt	(86,781)	(9,639)
Cash provided by (used for) financing activities	<u>(86,781)</u>	<u>837,861</u>
Increase (decrease) in cash position	982,240	(467,846)
Cash (overdraft) beginning of year	875,399	1,343,245
Cash (overdraft) end of year	<u>\$ 1,857,639</u>	<u>\$ 875,399</u>

The accompanying notes are an integral part of this financial statement

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 2021

1. Accounting policies

The consolidated financial statements of the Corporation of the Municipality of Huron East are the representation of management prepared in accordance with generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada as prescribed by the Ministry of Municipal Affairs and Housing for municipalities and their related entities.

Significant aspects of accounting policies adopted by the municipality are as follows:

a) Reporting entity

The consolidated financial statements reflect the financial assets, liabilities, operating revenues and expenditures, reserves, reserve funds, and changes in investment in tangible capital assets of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their financial affairs and resources to the Municipality and which are owned or controlled by the municipality. In addition to general government tax-supported operations, they include any water and sewer systems operated by the municipality and the municipality's proportionate share of joint local boards.

The following boards and municipal enterprises owned or controlled by Council have been consolidated:

Seaforth Business Improvement Area

Inter-departmental and inter-organizational transactions and balances are eliminated.

The statements exclude trust funds that are administered for the benefit of external parties.

b) Accrual basis of accounting

Sources of financing and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable, and recognizes expenditures as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

c) Long-term investments

Investments are recorded at cost less amounts written off to reflect a permanent decline in value.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

1. Accounting policies (continued)

d) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

- Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Category	Amortization Period	Capitalization Threshold
Land	not applicable	\$ 0
Land improvements	15 years	25,000
Buildings	7 - 40 years	5,000 - 25,000
Machinery and equipment	5 - 15 years	5,000 - 25,000
Furniture and fixtures	5 years	3,000
Information technology	3 - 7 years	3,000 - 5,000
Transportation infrastructure	15 - 75 years	5,000 - 100,000
Watermains infrastructure	15 - 80 years	15,000 - 100,000
Sewermain infrastructure	15 - 60 years	15,000 - 75,000

Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

The municipality has a capitalized threshold of \$0 - \$100,000 dependent on the category, so that individual tangible capital assets of lesser value are expensed, unless they are pooled because, collectively, they have significant value, or for operational reasons. Examples of pooled assets are computer systems, equipment, furniture and fixtures.

- Contribution of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Similarly, transfers of assets to third parties are recorded as an expense equal to the net book value of the asset as of the date of transfer.

- Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

- Inventories

Inventories held for consumption are recorded at the lower of cost or net realizable value.

e) Reserves for future expenditures

Certain amounts, as approved by Council, are set aside in reserves for future operating and capital expenditure. Transfers to or from reserves are reflected as adjustments to the respective appropriated equity.

f) Government transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates can be made.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

1. Accounting policies (continued)

g) Deferred revenue

Amounts received and required by legislation, regulation or agreement to be set aside for specific, restricted purposes are reported in the consolidated statement of financial position as deferred revenue until the obligation is discharged.

h) Landfill site closure and post-closure care

Landfill site closure and post-closure care costs are recognized over the operating life of the landfill site, based on capacity used. The liability is recorded at its discounted value, based on the average long-term borrowing rate of the municipality.

i) Amounts to be recovered in future years

Future years recoveries represent the requirement of the municipality to raise funds in subsequent periods to finance unfunded liabilities. A portion of the amounts to be recovered in future years will be recovered from deferred revenues earned.

j) Pensions

The municipality is an employer member of the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer, defined benefit pension plan. The municipality has adopted defined contribution plan accounting principles for this plan because insufficient information is available to apply defined benefit plan accounting principles. The municipality records as pension expense the current service cost, amortization of past service costs and interest costs related to the future employer contributions to the plan for past employee service.

k) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, the reported amounts of revenues and expenditures during the period, and the accompanying notes. Due to the inherent uncertainty in making estimates, actual results could differ from those estimates.

2. Operations of school boards and county

Taxation levied for school board and county purposes are not reflected in the financial statements. The amounts transferred were:

	2021	2020
County of Huron	\$ 6,494,118	\$ 6,435,557
School Boards	2,659,025	2,740,921

3. Trust funds

Trust funds administered by the municipality amounting to \$3,248,478 (2020 : \$3,129,493) have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
NOTES TO FINANCIAL STATEMENTS

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December 31, 2021

4. Investments

	2021	2020
Money market fund	57,813	1,996,713
Bond fund	<u>7,177,420</u>	<u>8,003,349</u>
	<u>\$ 7,235,233</u>	<u>\$ 10,000,062</u>

The investments have a market value of \$6,900,631 (2020 : \$9,849,811) at the end of the year.

5. Long-term receivables

	2021	2020
Due from residents and landowners	1,866,829	1,997,456
Tile loans, 6% - 8%, principal and interest receivable annually, due 2021 through 2030	<u>820</u>	<u>1,594</u>
	<u>\$ 1,867,649</u>	<u>\$ 1,999,050</u>

Amounts due in the next five years are as follows:

2022: \$67,400 2023: \$67,200 2024: \$69,000 2025: \$70,000 2026: \$71,600

6. Pension agreements

The municipality makes contributions to a multi-employer pension plan on behalf of members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The amount contributed for 2021 was \$222,824 (2020 : \$210,531) for current services and is included as an expenditure on the consolidated statement of operations.

The contributions to the Ontario Municipal Employers Retirement System ("OMERS"), a multi-employer defined benefit pension plan, are expensed when contributions are due. Any pension surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the municipality does not recognize any share of the OMERS pension surplus or deficit.

7. Municipal debt

The balance of the municipal debt reported on the consolidated statement of financial position is made up of the following:

	2021	2020
Health services debenture payable to Huron East/Seaforth Community Development Trust, 5% interest, due December 2038	183,798	190,531
Ontario Infrastructure and Lands Corporation (OILC) loan payable, 1.47% interest, \$45,721 blended payment payable semi-annually, due September 2030 (for transportation purposes)	768,226	847,500
Tile drain loans payable to Ministry of Finance, responsibility for payment of principal and interest charges have been assumed by individuals	<u>820</u>	<u>1,594</u>
	<u>\$ 952,844</u>	<u>\$ 1,039,625</u>

Principal payments for the next five years are as follows:

2022: \$88,300 2023: \$89,100 2024: \$90,600 2025: \$92,300 2026: \$93,900

8. Landfill closure and post-closure cost liability

The municipality will be required under provincial legislation to incur closure and post closure costs when landfill sites reach their capacity. The Seaforth landfill site has now been closed with the expenses of closure reported in 1995 to 2021 as incurred. Further expenditures will be expensed as incurred in 2022, and those amounts have not been accrued since they are not anticipated to be significant. No studies have been conducted on the Walton Landfill sites to determine estimates of closure and post closure costs. It is management's opinion that due to the significant capacity remaining at this site that the present value of any required expenditures would not be significant to these financial statements and therefore no accrual of these future costs has been included in these financial statements.

9. Tangible capital assets

The municipality's policy on accounting for tangible capital assets follows:

- i) Contributed tangible capital assets
The municipality records all tangible capital assets contributed by external parties at fair value.
- ii) Tangible capital assets recognized at nominal value
Certain assets have been assigned a nominal value because of the difficulty of determining a tenable valuation.

For additional information, see the Consolidated Schedule of Tangible Capital Assets information on the tangible capital assets of the municipality by major class and by business segment, as well as for accumulated amortization of the assets controlled.

10. Segmented information

The Municipality of Huron East is a diversified municipal government institution that provides a wide range of services to its citizens such as recreational and cultural services, planning and development, fire, and transportation services. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

This segment relates to the general operations of the municipality itself and cannot be directly attributed to a specific segment.

Protection to Persons and Property

Protection is comprised of fire protection, policing, court services, conservation authorities, protective inspection and control, building permit and inspection services, emergency measures and other protection services.

Transportation Services

Transportation services include road maintenance, winter control services, street light maintenance, parking lots, equipment maintenance and other transportation services.

Environmental Services

Environmental services include the sanitary sewer system, storm sewer system, waterworks, waste collection, waste disposal and recycling.

Health Services

This service area includes cemeteries and other health services.

Social and Family Services

This service area includes childcare and other social services.

Recreational and Cultural Services

This service area provides public services that contribute to the provision of recreation and leisure facilities and programs, the maintenance of parks and open spaces, library services, museums and other cultural services.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
NOTES TO FINANCIAL STATEMENTS

6

December 31, 2021

10. Segmented information (continued)

Planning and Development

This segment includes matters relating to zoning and site plan controls, land acquisition, development initiatives, agriculture and reforestation, municipal drainage and tile drainage.

For additional information, see the schedule of segmented information.

11. Accumulated surplus

The accumulated surplus consists of individual fund surplus/(deficit) amounts and reserve and reserve funds as follows:

	2021	2020
General revenue accumulated surplus		
and invested in tangible capital assets	\$ 73,713,030	\$ 71,204,745
Reserves and reserve funds	<u>12,479,480</u>	<u>12,423,958</u>
	<u>\$ 86,192,510</u>	<u>\$ 83,628,703</u>

For additional information, see the Consolidated Schedule of Continuity of Reserves, Reserve Funds, and Deferred Revenue.

12. Financial instrument risk management

Credit risk

The municipality is exposed to credit risk through its cash, trade and other receivables, loans receivable, and long-term investments. There is the possibility of non-collection of its trade and other receivables. The majority of the municipality's receivables are from ratepayers and government entities. For trade and other receivables, the municipality measures impairment based on how long the amounts have been outstanding. For amounts outstanding considered doubtful or uncollectible, an impairment allowance is setup.

Liquidity risk

Liquidity risk is the risk that the municipality will not be able to meet its financial obligations as they fall due. The municipality has a planning and a budgeting process in place to help determine the funds required to support the municipality's normal operating requirements on an ongoing basis. The municipality ensures that there are sufficient funds to meet its short-term requirements, taking into account its anticipated cash flows from operations and its holdings of cash and cash equivalents. To achieve this aim, it seeks to maintain an available line of credit balance as approved by the appropriate borrowing bylaw to meet, at a minimum, expected requirements.

Market risk

Market risk is the risk that changes in market prices, such as foreign exchange rates or interest rates will affect the municipality's income or the value of its holdings of financial instruments. The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing return on investments.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The municipality is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the variable rate of temporary borrowings and long-term liabilities and the value of fixed rate long-term liabilities.

There has been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure risks.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
NOTES TO FINANCIAL STATEMENTS

7

December 31, 2021

13. Budget amounts

Under Canadian public sector accounting standards, budgets amounts are to be reported on the consolidated statement of operations for comparative purposes. The 2021 budget amounts for the Corporation of the Municipality of Huron East approved by Council are unaudited and have been restated to conform to the basis of presentation of the revenues and expenditures on the consolidated statement of operations. Budget amounts were not available for certain boards consolidated by the municipality.

Approved budget annual surplus (deficit)	\$ -
Acquisition of tangible capital assets	8,147,684
Amortization of tangible capital assets	(2,531,483)
Debt proceeds / repayments	79,274
Net reserve, reserve fund, and surplus transfers	<u>(2,231,919)</u>
Budgeted surplus (deficit) reported on consolidated statement of operations	<u>\$ 3,463,556</u>

14. Financial impact of COVID-19 pandemic

On March 11, 2020 the World Health Organization declared COVID-19 a global pandemic. Subsequently, the Province of Ontario issued a state of emergency limiting the number of people in a gathering and requiring rolling closures and lockdowns of non-essential business for an indeterminate period of time. The dynamic nature of the COVID-19 crisis makes it impossible to predict the impact this will have on the organization's operations, cash flows and financial position. Management will continue to monitor the situation and reflect the impact in the financial statements as appropriate.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
Consolidated Schedule of Tangible Capital Assets
For the Year Ended December 31, 2021

	Land	Buildings	Machinery & Equipment	Vehicles	Plants and Facilities	Roads	Underground and other Networks	Bridges and other Structures	Assets Under Construction	TOTAL Net Book Value 2021	TOTAL Net Book Value 2020
Cost											
Balance, beginning of year	1,629,467	10,942,759	4,803,352	3,761,053	10,948,042	57,109,107	16,665,112	10,730,784	701,558	117,291,234	113,845,746
Add: Additions during the year		107,596	55,853	30,528		893,570	921,748	1,988,310	1,025,181	5,022,786	5,096,922
Less: Disposals during the year	(2)	(6,004)	(193,598)		(4,418)	(315,921)	(104,967)	(90,952)		(715,862)	(1,651,434)
Balance, end of year	<u>1,629,465</u>	<u>11,044,351</u>	<u>4,665,607</u>	<u>3,791,581</u>	<u>10,943,624</u>	<u>57,686,756</u>	<u>17,481,893</u>	<u>12,628,142</u>	<u>1,726,739</u>	<u>121,598,158</u>	<u>117,291,234</u>
Accumulated Amortization											
Balance, beginning of year		4,399,842	2,096,593	1,909,095	4,379,625	21,313,854	5,425,207	4,282,038		43,806,254	41,791,505
Add: Amortization during the year		246,498	275,843	161,571	210,627	1,245,687	205,841	185,416		2,531,483	2,421,747
Less: Accumulated amortization on disposals		(6,004)	(177,219)		(4,418)	(315,913)	(95,855)	(63,666)		(663,075)	(406,998)
Balance, end of year	<u>-</u>	<u>4,640,336</u>	<u>2,195,217</u>	<u>2,070,666</u>	<u>4,585,834</u>	<u>22,243,628</u>	<u>5,535,193</u>	<u>4,403,788</u>	<u>-</u>	<u>45,674,662</u>	<u>43,806,254</u>
Net Book Value											
of Tangible Capital Assets	<u>1,629,465</u>	<u>6,404,015</u>	<u>2,470,390</u>	<u>1,720,915</u>	<u>6,357,790</u>	<u>35,443,128</u>	<u>11,946,700</u>	<u>8,224,354</u>	<u>1,726,739</u>	<u>\$ 75,923,496</u>	<u>\$ 73,484,980</u>

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
Consolidated Schedule of Tangible Capital Assets
For the Year Ended December 31, 2021

	General Government	Protection	Transportation	Environmental	Health	Recreation and Cultural	Planning and Development	Work in Process	TOTAL Net Book Value 2021	TOTAL Net Book Value 2020
Cost										
Balance, beginning of year	2,224,877	3,146,342	72,996,848	28,107,214	1,996,882	7,285,608	831,905	701,558	117,291,234	113,845,746
Add: Additions during the year	9,847	75,456	2,881,880	921,748	28,111	80,563		1,025,181	5,022,786	5,096,922
Less: Disposals during the year	(5,695)		(594,776)	(109,385)	(305)	(5,701)			(715,862)	(1,651,434)
Balance, end of year	<u>2,229,029</u>	<u>3,221,798</u>	<u>75,283,952</u>	<u>28,919,577</u>	<u>2,024,688</u>	<u>7,360,470</u>	<u>831,905</u>	<u>1,726,739</u>	<u>121,598,158</u>	<u>117,291,234</u>
Accumulated Amortization										
Balance, beginning of year	621,566	1,490,405	27,969,942	9,836,733	385,849	3,501,759	-		43,806,254	41,791,505
Add: Amortization during the year	86,273	99,556	1,665,669	429,884	54,008	196,093			2,531,483	2,421,747
Less: Accumulated amortization on disposals	(4,316)		(552,482)	(100,273)	(305)	(5,699)			(663,075)	(406,998)
Balance, end of year	<u>703,523</u>	<u>1,589,961</u>	<u>29,083,129</u>	<u>10,166,344</u>	<u>439,552</u>	<u>3,692,153</u>	<u>-</u>	<u>-</u>	<u>45,674,662</u>	<u>43,806,254</u>
Net Book Value										
of Tangible Capital Assets	<u>1,525,506</u>	<u>1,631,837</u>	<u>46,200,823</u>	<u>18,753,233</u>	<u>1,585,136</u>	<u>3,668,317</u>	<u>831,905</u>	<u>1,726,739</u>	<u>\$ 75,923,496</u>	<u>\$ 73,484,980</u>

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
Consolidated Schedule of Continuity of Reserves, Reserve Funds and Deferred Revenue
For the Year Ended December 31, 2021

	Balance, beginning of year	Revenues and contributions			Transfers out Utilized During Year	Balance, end of year
		Interest	From Operations	Other		
Reserves and reserve funds						
Reserves						
for general government	1,374,537		542,747		(63,970)	1,853,314
for protection services	306,097		-		(7,360)	298,737
for transportation services	563,155		210,158		(12,435)	760,878
for environmental services	8,961,540		806,109		(1,335,264)	8,432,385
for health services	104,184		-		(6,215)	97,969
for recreation and cultural services	1,114,445		3,405		(82,653)	1,035,197
	<u>12,423,958</u>	<u>-</u>	<u>1,562,419</u>	<u>-</u>	<u>(1,507,897)</u>	<u>12,478,480</u>
Deferred revenue						
Parkland	68,499	77	11,000			79,576
Brussels Landfill (Morris)	21,340	2,874	30,124			54,338
Walton Landfill	243,722	5,338				249,060
Federal Gas Tax Funds	1,165,268	6,529		568,419	(427,927)	1,312,289
	<u>1,498,829</u>	<u>14,818</u>	<u>41,124</u>	<u>568,419</u>	<u>(427,927)</u>	<u>1,695,263</u>
Total	<u>\$ 13,922,787</u>	<u>14,818</u>	<u>1,603,543</u>	<u>568,419</u>	<u>(1,935,824)</u>	<u>\$ 14,173,743</u>

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

Segmented Information

For the Year Ended December 31, 2021

	General Government	Protective Services	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Culture	Planning and Development	Total 2021	Total 2020
Revenue										
Taxation	8,014,867	-	-	-	-	-	-	-	8,014,867	7,694,911
User charges	592,388	470,667	175,790	2,857,838	274,365	142,072	339,203	89,040	4,941,363	6,955,035
Government transfers	1,905,837	213,961	1,717,017	112,849	3,256	323,269	131,006	52,706	4,459,901	2,474,267
Interest and penalties	210,505	-	-	-	-	-	-	-	210,505	460,132
	<u>10,723,597</u>	<u>684,628</u>	<u>1,892,807</u>	<u>2,970,687</u>	<u>277,621</u>	<u>465,341</u>	<u>470,209</u>	<u>141,746</u>	<u>17,626,636</u>	<u>17,584,345</u>
Operating expenditure										
Wages, salaries and benefits	856,764	647,525	1,030,162	247,605	58,273	581,457	612,722	38,012	4,072,520	3,607,497
Contracted services	91,941	1,606,330	252,174	1,414,247	10,655	-	21,394	69,310	3,466,051	3,561,406
Supplies, materials and equipment	381,580	849,639	2,131,526	680,745	117,016	81,576	529,742	220,951	4,992,775	5,419,875
Amortization	86,273	99,556	1,665,669	429,884	54,008	-	196,093	-	2,531,483	2,421,747
	<u>1,416,558</u>	<u>3,203,050</u>	<u>5,079,531</u>	<u>2,772,481</u>	<u>239,952</u>	<u>663,033</u>	<u>1,359,951</u>	<u>328,273</u>	<u>15,062,829</u>	<u>15,010,525</u>
Net revenue (expense)	<u>9,307,039</u>	<u>(2,518,422)</u>	<u>(3,186,724)</u>	<u>198,206</u>	<u>37,669</u>	<u>(197,692)</u>	<u>(889,742)</u>	<u>(186,527)</u>	<u>2,563,807</u>	<u>2,573,820</u>

Seebach & Company
Chartered Professional Accountants

P.O. Box 758, 41 Ontario Street
CLINTON, ONTARIO N0M 1L0
Tel: (519) 482-7979
Fax: (519) 482-5761
www.seebachandcompany.ca
vbs@vbsca.ca

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers
of the Corporation of the Municipality of Huron East

Opinion

We have audited the accompanying financial statements of the trust funds of the Corporation of the Municipality of Huron East ("the Municipality"), which are comprised of the balance sheet as at December 31, 2021 and the statement of operations of trust funds for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2021, and its financial performance and its cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAB).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAB, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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INDEPENDENT AUDITOR'S REPORT (continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Seebach & Company

Chartered Professional Accountants
Licensed Public Accountants

Clinton, Ontario
April 13, 2022

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
TRUST FUNDS
BALANCE SHEET

As at December 31, 2021

	Brussels		Grey			Seaforth		McKillop	Egmondville		
	Perpetual	Hydro	Cranbrook	Mount	Carnochan	Heritage	Hydro	Zion	Perpetual	2021	2020
	Care		Perpetual	Pleasant	Memorial			Cemetery	Care		
Assets											
Cash	40,416	20,322	6,765	8,177		40,237	274,187	1,023	4,967	396,094	295,410
Loans receivable							3,000			3,000	-
Investments	194,500	525,000	7,100	45,772	25,000		1,149,940	7,500	60,000	2,014,812	1,988,554
Tangible capital assets, net							856,473			856,473	870,558
	<u>\$ 234,916</u>	<u>\$ 545,322</u>	<u>\$ 13,865</u>	<u>\$ 53,949</u>	<u>\$ 25,000</u>	<u>\$ 40,237</u>	<u>\$ 2,283,600</u>	<u>\$ 8,523</u>	<u>\$ 64,967</u>	<u>\$ 3,270,379</u>	<u>\$ 3,154,522</u>
Liabilities											
Accounts payable							21,901			21,901	25,029
Trust fund balance	234,916	545,322	13,865	53,949	25,000	40,237	2,261,699	8,523	64,967	3,248,478	3,129,493
	<u>\$ 234,916</u>	<u>\$ 545,322</u>	<u>\$ 13,865</u>	<u>\$ 53,949</u>	<u>\$ 25,000</u>	<u>\$ 40,237</u>	<u>\$ 2,283,600</u>	<u>\$ 8,523</u>	<u>\$ 64,967</u>	<u>\$ 3,270,379</u>	<u>\$ 3,154,522</u>

STATEMENT OF OPERATIONS

For the Year Ended December 31, 2021

	Brussels		Grey			Seaforth		McKillop	Egmondville		
	Perpetual	Hydro	Cranbrook	Mount	Carnochan	Heritage	Hydro	Zion	Perpetual	2021	2020
	Care		Perpetual	Pleasant	Memorial			Cemetery	Care		
Revenue											
Sale of plots, vaults, opening charges	5,380			1,350					1,700	8,430	6,460
Interest earned	5,364	13,989	149	321	438	91	32,954	206	1,746	55,258	59,161
Rent							183,053			183,053	185,554
Other		55					-			55	-
	<u>10,744</u>	<u>14,044</u>	<u>149</u>	<u>1,671</u>	<u>438</u>	<u>91</u>	<u>216,007</u>	<u>206</u>	<u>3,446</u>	<u>246,796</u>	<u>251,175</u>
Expenses											
Expenditures		13,781					74,439			88,220	76,739
Administration fee							8,375			8,375	8,325
Transfers to cemetery operating	5,171		149	321	438			206	1,750	8,035	7,797
Community projects							9,096			9,096	27,626
Amortization							14,085			14,085	14,085
	<u>5,171</u>	<u>13,781</u>	<u>149</u>	<u>321</u>	<u>438</u>	<u>-</u>	<u>105,995</u>	<u>206</u>	<u>1,750</u>	<u>127,811</u>	<u>134,572</u>
Excess of revenue over expenses	5,573	263	-	1,350	-	91	110,012	-	1,696	118,985	116,603
Trust fund balance, beginning of year	229,343	545,059	13,865	52,599	25,000	40,146	2,151,687	8,523	63,271	3,129,493	3,012,890
Trust fund balance, end of year	<u>\$ 234,916</u>	<u>\$ 545,322</u>	<u>\$ 13,865</u>	<u>\$ 53,949</u>	<u>\$ 25,000</u>	<u>\$ 40,237</u>	<u>\$ 2,261,699</u>	<u>\$ 8,523</u>	<u>\$ 64,967</u>	<u>\$ 3,248,478</u>	<u>\$ 3,129,493</u>

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
TRUST FUNDS
NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2021

1. Accounting Policies

Significant aspects of accounting policies adopted by the municipality are as follows:

a) Management responsibility

The financial statements of the trust funds are the representations of management. They have been prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada as prescribed by the Ministry of Municipal Affairs and Housing for municipalities and their related entities.

b) Basis of accounting

Capital receipts and income are reported on the cash basis of accounting. Expenditures are reported on the cash basis of accounting with the exception of administration expenses which are reported on the accrual basis of accounting, which recognizes expenditures as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

c) Investments

Investments are recorded at cost less amounts written off to reflect a permanent decline in value.

e) Capital assets

The following capital assets are owned and administered by the Huron East/Seaforth Community Development Trust - "Hydro", but may have benefit beyond the current financial period:

52 Main Street, Seaforth, Ontario (Post office building)

32 Centennial Drive, Seaforth, Ontario (Community Care Access Centre for Huron)

Capital assets are stated at cost less amounts amortized. The cost is amortized over the estimated useful lives of the assets at the following rates:

Buildings	75 years on the straight line basis
-----------	-------------------------------------

2. Seaforth Community Heritage Trust Fund

Seaforth Community Heritage Trust Fund was established by the Province of Ontario in 1985. The purpose of the Trust is to financially assist municipalities in establishing permanent capital funds for the purpose of investing in architectural conservation within the municipality. The Trust follows the Canadian public sector accounting standards issued by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada for municipalities and their related entities.

3. The Huron East/Seaforth Community Development Trust - "Hydro"

The Huron East/Seaforth Community Development Trust was established by a by-law of the Municipality of Huron East on April 2, 2002. The purpose of the Trust is to manage the proceeds of the sale of the former assets of the Seaforth Public Utilities Commission - Hydro. The Trust follows the Canadian public sector accounting standards issued by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada for municipalities and their related entities.

4. Investments

Trust fund investments have a market value equal to cost of \$2,014,812 (2020 : \$1,988,554).

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
TRUST FUNDS

NOTES TO FINANCIAL STATEMENTS 2 December 31, 2021

5. Tangible Capital Assets

	Cost	Accumulated Amortization	Net Book Value 2021	Net Book Value 2020
Land	57,001	-	57,001	57,001
Buildings	<u>997,859</u>	<u>198,387</u>	<u>799,472</u>	<u>813,557</u>
	<u>\$ 1,054,860</u>	<u>\$ 198,387</u>	<u>\$ 856,473</u>	<u>\$ 870,558</u>

Council Delegation Request

Members of the public or citizen group may submit a Delegation Request to appear before Council or a Committee for the purposes of making a presentation.

Delegation Requests must be received no later than Noon (12 pm) on the Thursday preceding the Council Meeting.

See our [Council Meeting](#) calendar for upcoming meetings.

Date of Council Meeting ***Name of Person(s) Making Presentation (Please include Title/Position, if applicable) *****Group/Organization Delegation Represents *****Full Mailing Address of Delegation(s) *****Phone Number *****Email Address ***

Discuss fundraising campaign progress as well as current status of the project

Please indicate the action/decision being requested of Council. *

Allow fundraising campaign to continue as scheduled & consider going ahead with the contractor that tendered the project.

Thank you for your Delegation Request.

Please note that delegations are limited to fifteen (15) minutes (including questions from Council) to address Council. Groups are encouraged to appoint one or two spokespersons to address Council on behalf of the group.

If the delegation would like printed information provided to Council in advance of the meeting it must be either delivered to the Clerk by Noon (12 pm) on the Thursday prior to the meeting or attached to this submission. This information will be placed on the Huron East Council Agenda and posted on the municipal website and is available to the public. Large submissions will be reviewed by the Clerk and included (or not) at his/her discretion. Delegates may be asked to provide multiple copies of a large document.

For further information on the procedure for appearing before Council as a Delegation, please contact the Administrative Assistant at 519-527-0160 ext. 29.

All information submitted will be considered to be public information and therefore subject to full disclosure, under the Municipal Freedom of Information and Protection of Privacy Act.

I acknowledge that all presentation material must be submitted to the Clerk's office by Noon (12 pm) on the Thursday before the Council meeting date. *

☒ I agree

Council Meeting Date *

5/17/2022



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Thank You

Change the text for this message.



**Municipality of Huron East
Accounts Payable Listing for Council
As of May 12, 2022**

Cheque Number	Date	Vendor Check Name	Invoice Description	Amount Paid
15536	4/18/2022	Cox Signs	BFD - LAWN SIGN 50% PREPAYMENT	4,395.14
15537	4/19/2022	Equitable Life of Canada	GROUP BENEFITS - MAY 2022	15,715.18
15544	5/6/2022	Minister of Finance	EHT - APRIL 2022	4,816.50
15545	5/6/2022	Receiver General	RTP - APRIL 2022	913.89
15546	5/6/2022	Receiver General	PAYROL REMITTANCE APR16-30, 22	34,787.45
15547	5/11/2022	Jacobs Consultancy Canada Inc	W/WW- PROFESSIONAL SERVICES	65,268.33
15547	5/11/2022	Jacobs Consultancy Canada Inc	ANNUAL MONITORING WALTON LF	17,747.70
15548	5/11/2022	Minister Of Finance	MARCH 2022 OPP COSTS	138,479.00
15549	5/11/2022	Allin, Nancy	VRC - PROF SERVICE	81.00
15550	5/11/2022	Aquam Aquatic Specialist Inc	VRC- POOL TOYS AND SUPLIES	1,336.43
15551	5/11/2022	Bell Canada	SCADA PHONE- APRIL 2022	132.96
15552	5/11/2022	Don Brown	SFD - DRIVERS MEDICAL	150.00
15553	5/11/2022	Brussels Lions Club	ECONO DEV- BRUSSELS JAMBOREE	100.00
15554	5/11/2022	Burchill Truck & Trailer Equip	PW - T1-04	476.27
15554	5/11/2022	Burchill Truck & Trailer Equip	PW - T1-04	137.18
15555	5/11/2022	Melissa Burrell	BMG - SWIMMING LESSONS REFUND	60.00
15556	5/11/2022	Clinton Foodland	TDN - GROCERIES	23.96
15556	5/11/2022	Clinton Foodland	TDN - GROCERIES	53.81
15557	5/11/2022	DB Perks & Associates Ltd	VRC - LADDERS	4,820.35
15558	5/11/2022	Ennis Paint Canada ULC	PW - PAINT	1,204.02
15559	5/11/2022	Federal Express Canada Ltd	BMG - COURIER	90.67
15560	5/11/2022	Festival Hydro	HYDRO-240 TURNBERRY SOLAR GEN	10.36
15561	5/11/2022	Firehall Bookstore	SFD/BFD - PUMPING HANDBOOK	1,492.08
15562	5/11/2022	Good Choice Appliances Inc	W/WW- FRIDGE	806.82
15563	5/11/2022	H Creates Graphic Design	BMG - RENOVATIONS	7,766.86
15564	5/11/2022	Semple, Jodi	BRSLs HOMECOMING- WRIST BANDS	381.31
15564	5/11/2022	Semple, Jodi	BRSLs HOMEC- ROCK CLIMB WALL	1,443.46

15565	5/11/2022 Josh's Gas Service	VRC - R&M EQUIPMENT	299.45
15566	5/11/2022 Keating's Pharmacy Ltd.	ADMIN - KLEENEX	18.06
15567	5/11/2022 Rosie Kellington	BRSLS HOMECOMING-DECORATIONS	20.33
15568	5/11/2022 Lexis Nexis Canada Inc	CBO-2022 ONT BUILDING CODE ACT	155.14
15569	5/11/2022 Madica Tan Lines	BIA GC REDEEMED	50.00
15570	5/11/2022 Marco-Clay Products Inc	BMG SPORTS FIELD -R&M SUPPLIES	1,150.00
15571	5/11/2022 Marmak Information Services	SDCC-COVID-19 TRACKING JAN22	113.00
15572	5/11/2022 McNain TV & Communications	VRC - RECEIVER	836.19
15573	5/11/2022 Mighton EGINEERING	BRYANS & ANDERSON SUBDIVISION	1,749.24
15574	5/11/2022 MTE Consultants Inc	BMG - CAPITAL RENOVATIONS	837.44
15575	5/11/2022 My Broadcasting Corp.	BIA RADIO ADS	350.30
15576	5/11/2022 Purolator Inc	W/WW - COURIER WATER TESTS	5.09
15577	5/11/2022 Seaforth Foodland	ADMIN - COFFEE/TP/KLEENEX	40.30
15577	5/11/2022 Seaforth Foodland	BIA GC REDEEMED	270.00
15577	5/11/2022 Seaforth Foodland	ADMIN-ALL STAFF MEETING CREAM	4.29
15577	5/11/2022 Seaforth Foodland	ADMIN - SUPPLIES	5.79
15577	5/11/2022 Seaforth Foodland	ADMIN - ALL STAFF MEETING FOOD	83.00
15578	5/11/2022 SGS Canada Inc.	WATER SAMPLES - VARIOUS	254.25
15579	5/11/2022 Stericycle ULC	ADMIN - SHREDDING	101.14
15580	5/11/2022 St. Annes Catholic Secondary School	BIA-ST. ANNE'S SCHOOL BURSARIE	100.00
15581	5/11/2022 City of Stratford	SFD/GFD/BFD-ACTIVE911 DEVICES	728.26
15582	5/11/2022 TAB Products of Canada Co.	RECORD MANAGEMENT SYSTEM	4,520.00
15583	5/11/2022 TALBOT MARKETING	GFD - PANT/SHIRT	126.45
15584	5/11/2022 Tas Excavating & Bin Rentals	W/WW - EXCAVATOR	5,028.50
15585	5/11/2022 Brad Van Bakel	SDCC - YOUNG BUCKS HOCKEY	1,888.00
15586	5/11/2022 Wighty's Repairs Inc.	PW - TOOLS	815.16
15587	5/11/2022 Workplace Safety & Ins Board	WSIB - APRIL 2022	7,064.28
15588	5/11/2022 Coca-Cola Bottling Co	SDCC - COKE SUPPLIES	518.61
Total Cheques for Approval			329,823.00

DIRECT DEBITS	4/1/2022 Bell Canada	PHONE - C4TH OPP	128.86
DIRECT DEBITS	4/1/2022 Bell Canada	PHONE - SFD	124.76
DIRECT DEBITS	4/1/2022 Bell Canada	PHONE - SDCC	66.13
DIRECT DEBITS	4/1/2022 Bell Canada	FAX - SDCC	46.72
DIRECT DEBITS	4/1/2022 Eastlink	VRC/TDN-CABLE/INTERNET/PHONE	174.60
DIRECT DEBITS	4/4/2022 The Beer Store	SDCC - BEER SUPPLIES	10,838.32

DIRECT DEBITS	4/4/2022 Hydro One Networks Inc	HYDRO-VANASTRA STP	3,174.61
DIRECT DEBITS	4/4/2022 Hydro One Networks Inc	HYDRO-STR LIGHTS BRIARHILL	25.39
DIRECT DEBITS	4/4/2022 Hydro One Networks Inc	HYDRO - GREY GARAGE	458.21
DIRECT DEBITS	4/4/2022 Otis Canada Inc	SLIB - ELEVATOR REPAIR	1,202.09
DIRECT DEBITS	4/7/2022 Union Gas	HEAT - BMD	97.93
DIRECT DEBITS	4/7/2022 Bell Canada	PHONE - MCKILLOP SHOP	58.02
DIRECT DEBITS	4/7/2022 Union Gas	HEAT-BFD	322.65
DIRECT DEBITS	4/7/2022 Union Gas	HEAT-C4TH WTP 30 WELSH ST	26.19
DIRECT DEBITS	4/7/2022 Union Gas	HEAT-BRUSSELS SHED	213.61
DIRECT DEBITS	4/7/2022 Union Gas	HEAT-FHT	818.46
DIRECT DEBITS	4/7/2022 Union Gas	HEAT - BMG	1,008.36
DIRECT DEBITS	4/7/2022 Union Gas	HEAT - BLIB	380.64
DIRECT DEBITS	4/8/2022 Kincardine Cable	INTERNET - GFD	41.75
DIRECT DEBITS	4/8/2022 Union Gas	HEAT - SDCC	3,444.98
DIRECT DEBITS	4/11/2022 Edward Fuels (A Division of McDougall En	SFD - FUEL	322.83
DIRECT DEBITS	4/11/2022 Hydro One Networks Inc	HYDRO-STREET LIGHTS	657.91
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO - BMG	5,596.38
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO - WELSH ST WELL	3,255.51
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO-BRSLS STREET LIGHTS	819.25
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO - C4TH ST LIGHTS	1,588.98
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO-S LIGHTS LLOYD EISLER	14.69
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO - SDCC	7,818.96
DIRECT DEBITS	4/12/2022 Festival Hydro	HYDRO - C4TH PUMP STATION	2,511.82
DIRECT DEBITS	4/14/2022 Union Gas	HEAT - VRC	1,753.11
DIRECT DEBITS	4/18/2022 The Beer Store	BMG-BEER SUPPLIES	2,246.02
DIRECT DEBITS	4/18/2022 Great-West Life Assurance Co	SFD - GROUP BENEFITS	260.76
DIRECT DEBITS	4/19/2022 Hydro One Networks Inc	HYDRO-SEAFORTH STP	7,285.44
DIRECT DEBITS	4/19/2022 Hydro One Networks Inc	HYDRO- MCKILLOP SHED	565.66
DIRECT DEBITS	4/19/2022 Hydro One Networks Inc	HYDRO-MCKILLOP OFFICE	607.72
DIRECT DEBITS	4/20/2022 Municipality Of Central Huron	VANASTRA WATER	6,364.40
DIRECT DEBITS	4/20/2022 Hensall District Co-op	FUEL/PROPANE - VARIOUS	31,003.31
DIRECT DEBITS	4/21/2022 Waste Management	WASTE RMVL-SEAFORTH	3,870.37
DIRECT DEBITS	4/21/2022 Waste Management	WASTE RMVL- SDCC	81.76
DIRECT DEBITS	4/21/2022 Waste Management	WASTE RMVL- BMG	507.35
DIRECT DEBITS	4/21/2022 Waste Management	WASTE RMVL-TUCKERSMITH SHED	1,329.31
DIRECT DEBITS	4/21/2022 Waste Management	WASTE RMVL-C4TH/BRSLs/VAN/TUCK	32,285.06
DIRECT DEBITS	4/21/2022 Union Gas	HEAT-TUCKERSMITH SHED	839.66

DIRECT DEBITS	4/21/2022 Union Gas	HEAT-TH	453.22
DIRECT DEBITS	4/21/2022 Union Gas	HEAT - SLIB	249.40
DIRECT DEBITS	4/22/2022 The Beer Store	BMG- BEER SUPPLIES	6,487.72
DIRECT DEBITS	4/22/2022 Telizon Inc	LONG DISTANCE CHARGES APR 22	8.60
DIRECT DEBITS	4/25/2022 Bell Canada	PHONE-BRUSSELS OPP	67.86
DIRECT DEBITS	4/25/2022 Bell Canada	PHONE - GFD	122.22
DIRECT DEBITS	4/25/2022 Bell Canada	PHONE - GREY SHED	81.08
DIRECT DEBITS	4/25/2022 Bell Canada	PHONE - GREY TWP OFFICE	60.01
DIRECT DEBITS	4/25/2022 Bell Canada	PHONE - BRUSSELS SHED	73.57
DIRECT DEBITS	4/25/2022 Bell Canada	PHONE - BFD	149.40
DIRECT DEBITS	4/25/2022 Eastlink	TDN - PHONE	38.86
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO - STREET LIGHTS	242.89
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO- TUCKERSMITH SHED	363.62
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-VANASTRA WATER	2,259.27
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO- VANASTRA FOOD BOOTH	35.51
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO- STREET LIGHTS	86.67
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-VANASTRA BALL PARK	35.51
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-STREET LIGHTS	162.60
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-VRC	2,162.10
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO - STREET LIGHTS	342.09
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-STREETLIGHTS	10.42
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-POWERING CRES DR	10.83
DIRECT DEBITS	4/25/2022 Hydro One Networks Inc	HYDRO-STREET LIGHTS	12.60
DIRECT DEBITS	4/25/2022 Tuckersmith Comm Co-Op	PHONE/INTERNET-TUCKER/GREY	109.87
DIRECT DEBITS	4/25/2022 Tuckersmith Comm Co-Op	INTERNET- BRUSSELS OPP	73.45
DIRECT DEBITS	4/25/2022 Tuckersmith Comm Co-Op	PHONE - MCKILLOP	344.65
DIRECT DEBITS	4/25/2022 Tuckersmith Comm Co-Op	PHONE/INTERNET-TH/SFD/BFD	447.57
DIRECT DEBITS	4/25/2022 Tuckersmith Comm Co-Op	INTERNET - SDCC	161.59
DIRECT DEBITS	4/25/2022 Tuckersmith Comm Co-Op	PHONE/INTERNET-BMG	118.28
DIRECT DEBITS	4/26/2022 Hydro One Networks Inc	HYDRO-BRUCFIELD WTP	843.64
DIRECT DEBITS	4/26/2022 Hydro One Networks Inc	HYDRO-GFD	100.89
DIRECT DEBITS	4/26/2022 Hydro One Networks Inc	HYDRO-BRSL S CEMETARY	40.42
DIRECT DEBITS	4/29/2022 The Beer Store	BMG - BEER SUPPLIES	6,502.12
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - FHT	1,256.51
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - CHURCH ST WELL	2,340.73
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-35 WLESH ST GRID ACCT	36.10
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BANDSHELL	33.73

DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BRSLs SEWAGE PUMP STN	617.40
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-40 WELSH ST GRID ACCT	36.74
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - SLIB	406.64
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BMD	521.67
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-SFD	311.81
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BFD	144.01
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BRSLs HEAT WTP	102.68
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - 72 MAIN ST S REAR	1,047.19
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - C4TH WATER TOWER	506.87
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BRUSSELS SHOP	251.71
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - C4TH TENNIS COURT	33.73
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BRUSSELS STP	4,276.33
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-C4TH PUMP SENTINAL LIGHT	23.12
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-S LIGHTS MAIN & GOUINLOC	197.19
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - TURNBERRY ST WELL	290.18
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - 35 OAK ST GRID ACCT	33.73
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BRUSSELS GRID	33.73
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - C4TH WATER PUMPHOUSE	995.96
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-BRSLs OPTIMIST PARK	35.69
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO - BLIB	157.22
DIRECT DEBITS	4/30/2022 Festival Hydro	HYDRO-C4TH OPP STATION	272.26
DIRECT DEBITS	5/5/2022 CIBC Visa	BRUS006 00000000000054673	11.24
DIRECT DEBITS	5/5/2022 CIBC Visa	LCBO001 00000000000054686	1,087.84
DIRECT DEBITS	5/5/2022 CIBC Visa	MINI014 00000000000054698	100.00
DIRECT DEBITS	5/5/2022 CIBC Visa	AMAZ001 00000000000054710	9.03
DIRECT DEBITS	5/5/2022 CIBC Visa	UNIV001 00000000000054722	180.80
DIRECT DEBITS	5/5/2022 CIBC Visa	BRUS006 00000000000054675	23.92
DIRECT DEBITS	5/5/2022 CIBC Visa	LCBO001 00000000000054688	476.16
DIRECT DEBITS	5/5/2022 CIBC Visa	MINI014 00000000000054700	100.00
DIRECT DEBITS	5/5/2022 CIBC Visa	AMAZ001 00000000000054712	17.28
DIRECT DEBITS	5/5/2022 CIBC Visa	4IMP001 00000000000054724	997.12
DIRECT DEBITS	5/5/2022 CIBC Visa	USTI002 00000000000054665	311.77
DIRECT DEBITS	5/5/2022 CIBC Visa	LCBO001 00000000000054682	641.40
DIRECT DEBITS	5/5/2022 CIBC Visa	MUNI002 00000000000054694	665.57
DIRECT DEBITS	5/5/2022 CIBC Visa	UPIE001 00000000000054706	162.00
DIRECT DEBITS	5/5/2022 CIBC Visa	ROYA006 00000000000054718	842.61
DIRECT DEBITS	5/5/2022 CIBC Visa	MUNI004 00000000000054730	224.87

DIRECT DEBITS	5/5/2022 CIBC Visa	LCBO001 00000000000054669	54.60
DIRECT DEBITS	5/5/2022 CIBC Visa	PIZZ001 00000000000054684	332.20
DIRECT DEBITS	5/5/2022 CIBC Visa	DOLL003 00000000000054667	40.01
DIRECT DEBITS	5/5/2022 CIBC Visa	PIZZ001 00000000000054696	37.50
DIRECT DEBITS	5/5/2022 CIBC Visa	ROYA006 00000000000054708	1,019.61
DIRECT DEBITS	5/5/2022 CIBC Visa	UNIV001 00000000000054720	180.80
DIRECT DEBITS	5/5/2022 CIBC Visa	MUNI004 00000000000054732	47.15
DIRECT DEBITS	5/5/2022 CIBC Visa	COCA001 00000000000054678	502.04
DIRECT DEBITS	5/5/2022 CIBC Visa	PIZZ001 00000000000054690	332.20
DIRECT DEBITS	5/5/2022 CIBC Visa	MINI014 00000000000054702	750.00
DIRECT DEBITS	5/5/2022 CIBC Visa	MUNI002 00000000000054714	355.95
DIRECT DEBITS	5/5/2022 CIBC Visa	CIVI001 00000000000054726	858.80
DIRECT DEBITS	5/5/2022 CIBC Visa	MOXI001 00000000000054704	93.34
DIRECT DEBITS	5/5/2022 CIBC Visa	ROYA006 00000000000054716	842.61
DIRECT DEBITS	5/5/2022 CIBC Visa	ASSO001 00000000000054728	902.87
DIRECT DEBITS	5/5/2022 CIBC Visa	LCBO001 00000000000054661	429.75
DIRECT DEBITS	5/5/2022 CIBC Visa	LCBO001 00000000000054663	145.56
DIRECT DEBITS	5/5/2022 CIBC Visa	WALM002 00000000000054680	6.61
DIRECT DEBITS	5/5/2022 CIBC Visa	BERE001 00000000000054692	231.00
Direct Debits For Approval			183,474.21

EFT000000004560	5/18/2022 A. G. Hayter Contracting Ltd	BAILLIE MUNICIPAL DRAIN	53,199.72
EFT000000004561	5/18/2022 Altruck Int'l Truck Centres	SFD - VEHICLE MAINTENANCE	4,134.85
EFT000000004562	5/18/2022 Arbor-aide	PW - TREE REMOVAL	1,384.25
EFT000000004563	5/18/2022 Arva Grain Corp	PW - M6-13	86.19
EFT000000004564	5/18/2022 Ausable Bayfield Conservation	MUNICIPAL LEVY	32,126.00
EFT000000004565	5/18/2022 Barmy Tech	BRSLs HOMECOMING- SHIRTS	85.88
EFT000000004566	5/18/2022 Amanda Becke	MILEAGE- A. BECKE	133.85
EFT000000004567	5/18/2022 Bluewater Recycling Association-MARS	MAY AUTOMATED	4,317.76
EFT000000004567	5/18/2022 Bluewater Recycling Association-MARS	C4TH/BRUSSELS- BAG TAGS	2,881.50
EFT000000004568	5/18/2022 Municipality of Bluewater	HEFD-BLUEWATER FIRE-LEVY FEES	34,937.36
EFT000000004569	5/18/2022 BluMetric Environmental Inc.	W- CONTRACTED SERVICES	7,905.76
EFT000000004570	5/18/2022 B M Ross & Associates Limited	STRUCTURE T19 -RODGERVILLE RD	2,719.91
EFT000000004570	5/18/2022 B M Ross & Associates Limited	STRUCTURE T-13 - KINBURN LINE	17,792.98
EFT000000004570	5/18/2022 B M Ross & Associates Limited	GODERICH ST E CONNECINGT LINK	1,470.02
EFT000000004570	5/18/2022 B M Ross & Associates Limited	LIONS PARK WATER SERVICE	798.92

EFT000000004570	5/18/2022 B M Ross & Associates Limited	STRUCTURE T-19- RODGERVILLE RD	11,175.82
EFT000000004571	5/18/2022 Canadian Red Cross	VRC- CERT FEE STUDENT PORTAL	164.00
EFT000000004571	5/18/2022 Canadian Red Cross	VRC - CHILD SAFETY POSTERS	157.21
EFT000000004571	5/18/2022 Canadian Red Cross	VRC-BABYSITTER/STAY SAFE COURS	196.96
EFT000000004571	5/18/2022 Canadian Red Cross	VRC - CERT FEE STUDENT PORTAL	20.50
EFT000000004572	5/18/2022 Carson Supply	W/WW - SEWER SADDLE	144.24
EFT000000004572	5/18/2022 Carson Supply	W/WW - PIPE	2,982.07
EFT000000004573	5/18/2022 Cimco Refrigeration London Br	SDCC - PUMP REPAIR	2,401.25
EFT000000004574	5/18/2022 Cochrane's Repairs	PW - L10-09	1,028.68
EFT000000004575	5/18/2022 Comco Fasteners	PW- VARIOUS SUPPLIES	98.30
EFT000000004575	5/18/2022 Comco Fasteners	PW - SUPPLIES	60.57
EFT000000004576	5/18/2022 ContinUIT Corp	ADMIN - IT SUPPORT	254.36
EFT000000004576	5/18/2022 ContinUIT Corp	ADMIN - NETWORK PERMISSIONS	266.96
EFT000000004576	5/18/2022 ContinUIT Corp	ADMIN - IT SUPPORT	281.14
EFT000000004576	5/18/2022 ContinUIT Corp	ADMIN - IT SUPPORT	1,824.95
EFT000000004576	5/18/2022 ContinUIT Corp	ADMIN-3 YEAR ESET PROTECTION	1,695.00
EFT000000004576	5/18/2022 ContinUIT Corp	ADMIN - IT SUPPORT	196.39
EFT000000004577	5/18/2022 Cut Rite Tree Service	PW - TREE SERVICE	508.50
EFT000000004578	5/18/2022 Dale Pump & Farm Service Ltd	PW - G1-07	67.67
EFT000000004578	5/18/2022 Dale Pump & Farm Service Ltd	PW - M2-03	196.52
EFT000000004578	5/18/2022 Dale Pump & Farm Service Ltd	VRC - CLAMP	18.84
EFT000000004579	5/18/2022 Brenda Dalton	MILEAGE- B. DALTON	8.07
EFT000000004580	5/18/2022 DATASOFT Software Solutions	PLC UPGRADES	110,988.60
EFT000000004580	5/18/2022 DATASOFT Software Solutions	BRUCEFIELD DATA EXPORT	858.80
EFT000000004580	5/18/2022 DATASOFT Software Solutions	SEAFORTH WWTP UV FLOW	2,126.00
EFT000000004581	5/18/2022 Dave Mustard Plumbing & Heat	VRC-FOUNTAINS/BALLPARK WATER	185.88
EFT000000004582	5/18/2022 Jutzi Water Technologies	WW - R&M EQUIPMENT	386.46
EFT000000004583	5/18/2022 Dianne Diehl	MILEAGE - D. DIEHL	39.27
EFT000000004584	5/18/2022 Brad Dietrich	CBO - MILEAGE - B. DIETRICH	1,203.51
EFT000000004585	5/18/2022 Charlene Dietrich-Illsley	BMD - APRIL 2022 CLEANING	340.00
EFT000000004586	5/18/2022 Donnelly & Murphy Barristers & Solicitors	LEGAL FEES - ANIMAL CONTROL	1,114.06
EFT000000004586	5/18/2022 Donnelly & Murphy Barristers & Solicitors	ADMIN- LEGAL FEES	678.00
EFT000000004587	5/18/2022 Elligsen Electric Ltd	VANASTRA STREET LIGHT REPAIRS	610.97
EFT000000004587	5/18/2022 Elligsen Electric Ltd	TDN - ACCESSIBLE DOOR OPENER	169.87
EFT000000004587	5/18/2022 Elligsen Electric Ltd	DAMAGED UNDERGROUND WIRE	203.40
EFT000000004587	5/18/2022 Elligsen Electric Ltd	PW - ADD LIGHT GREY SHED	277.02
EFT000000004587	5/18/2022 Elligsen Electric Ltd	PW - STREET LIGHT REPAIRS	1,617.76

EFT000000004587	5/18/2022 Elligsen Electric Ltd	TH - POWER ISSUE REPAIR	211.68
EFT000000004588	5/18/2022 Eric Cox Sanitation Equipment & Supplies	SDCC - EQUIPMENT R&M	395.50
EFT000000004588	5/18/2022 Eric Cox Sanitation Equipment & Supplies	SDCC - SOAP DISPENSER	33.90
EFT000000004588	5/18/2022 Eric Cox Sanitation Equipment & Supplies	SDCC - R&M BUILDING	627.77
EFT000000004589	5/18/2022 eSolutions Group Limited	ADMIN - WEBSITE CALENDAR WORK	565.00
EFT000000004590	5/18/2022 Excel Business Systems	PW - COPIER COSTS	41.90
EFT000000004591	5/18/2022 Fairholme Dairy Ltd - Evans Wholesale	TDN - GROCERIES	199.80
EFT000000004591	5/18/2022 Fairholme Dairy Ltd - Evans Wholesale	TDN - GROCERIES	120.60
EFT000000004592	5/18/2022 Fastenal Canada	GFD - MULTI OUT CORDS	402.62
EFT000000004593	5/18/2022 Finnbilt General Contracting Ltd	BRSLS WWTP BLDING & UV UPGRADE	29,380.00
EFT000000004593	5/18/2022 Finnbilt General Contracting Ltd	BRUSSELS WWTP NEW FILTER BLDG	44,025.61
EFT000000004594	5/18/2022 Food Basics- Store # 632	TDN - GROCERIES	159.67
EFT000000004594	5/18/2022 Food Basics- Store # 632	TDN - GROCERIES	129.81
EFT000000004594	5/18/2022 Food Basics- Store # 632	TDN - GROCERIES	202.16
EFT000000004594	5/18/2022 Food Basics- Store # 632	TDN - GROCERIES	171.06
EFT000000004595	5/18/2022 Foxton Fuels	BRSLS CEM - DIESEL FUEL	661.24
EFT000000004596	5/18/2022 Gabel Electric	BMG - R&M EQUIPMENT	734.50
EFT000000004597	5/18/2022 Gaffney Electrical Solutions	CRANBROOK HALL - HEATER REPAIR	90.40
EFT000000004598	5/18/2022 G. Heard Construction Ltd	SNOW RMVL - C4TH CORE	1,423.80
EFT000000004599	5/18/2022 G.R.Garrity Appliance Services	BMG- OVEN REPAIR	450.87
EFT000000004600	5/18/2022 Harrington McAvan Ltd.	KELLY PIT LICENCE APPLICATION	1,305.15
EFT000000004601	5/18/2022 Jeff Henderson	BP2021-083 - J. HENDERSON	2,000.00
EFT000000004602	5/18/2022 John Hill	APR22- MILEAGE - J. HILL	597.83
EFT000000004603	5/18/2022 H.O. Jerry (1983) Ltd	FHT - JANITORIAL SUPPLIES	246.13
EFT000000004603	5/18/2022 H.O. Jerry (1983) Ltd	VRC - CLEANER	169.47
EFT000000004603	5/18/2022 H.O. Jerry (1983) Ltd	TDN- CLEANING SUPPLIES	169.24
EFT000000004603	5/18/2022 H.O. Jerry (1983) Ltd	TH - FLOOR POLISH	45.47
EFT000000004604	5/18/2022 Hollandia Gardens Limited	VRC - ADAPTER NUT/VALVE	120.12
EFT000000004604	5/18/2022 Hollandia Gardens Limited	VRC - POOL SUPPLIES	1,209.90
EFT000000004605	5/18/2022 Huron Tire & Auto Inc.	PW - L2-19	1,452.62
EFT000000004606	5/18/2022 Huron Tractor Ltd	BRSLS CEM- OIL/GLOVES/BLADE	81.49
EFT000000004606	5/18/2022 Huron Tractor Ltd	BRSLS CEM- GLOVES	34.86
EFT000000004606	5/18/2022 Huron Tractor Ltd	BRSLS CEM- SUPPLIES	213.02
EFT000000004607	5/18/2022 Huronia Welding & Industrial	PW- OXYGEN/ACETYLENE	526.67
EFT000000004607	5/18/2022 Huronia Welding & Industrial	PW- OXYGEN	93.00
EFT000000004608	5/18/2022 Ideal Supply Inc	PW- BATTERIES/CLEANER	39.54
EFT000000004608	5/18/2022 Ideal Supply Inc	SDCC - R&M SUPPLIES	21.83

EFT000000004609	5/18/2022 Joe Johnson Equipment Inc	PW - M1-14	539.45
EFT000000004610	5/18/2022 Keppel Creek	APRIL 2022 BYLAW ENFORCEMENT	2,701.67
EFT000000004611	5/18/2022 Konecranes Canada Inc	PW - R&M BUILDING	1,162.77
EFT000000004612	5/18/2022 Langford Lumber & Builders Ltd	VRC - R&M BUILDING SUPPLIES	6.64
EFT000000004612	5/18/2022 Langford Lumber & Builders Ltd	TDN - R&M SUPPLIES	27.11
EFT000000004612	5/18/2022 Langford Lumber & Builders Ltd	VRC - R&M SUPPLIES	97.26
EFT000000004613	5/18/2022 The Lawn Master		1,704.00
EFT000000004614	5/18/2022 Lifesaving Society	BMG -POOL-SWIM PROGRAM LICENSE	150.00
EFT000000004615	5/18/2022 Bernie MacLellan	EXPENSE CLAIM- B. MACLELLAN	77.50
EFT000000004616	5/18/2022 Maitland Valley Conservation A	GENERAL LEVY 2022	188,569.00
EFT000000004616	5/18/2022 Maitland Valley Conservation A	PERMIT--ALT17/2022	750.00
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BLIB - ANT TRAPS	12.52
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG - POOL R&M SUPPLIES	193.14
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG POOL - R&M BUILDING	15.33
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	SDCC - TRIM	85.83
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	PW - WOODGRIPS	54.21
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG - TARP	73.44
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMD - JANITORIAL SUPPLIES	83.55
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BRSL S CEMETARY- SHOVEL	32.76
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	PW - SUPPLIES	38.40
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	VRC - BOILER ROOM DOOR REPAIR	177.98
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	PW - GREY SHOP R&M	404.09
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BRSL S CEM- MOTOR TREATM FOAM	16.94
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG - DOOR SCREWS	5.99
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	W/WW - LEADER HOSE	21.46
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG POOL - R&M BLDG SUPPLIES	193.14
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG POOL - PLASTIC BONDER	16.94
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	PW - PAINT/BRUSHES	180.74
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMD - ANT TRAPS	13.55
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG - FLAG/FAUCET CONNECTOR	48.23
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMD - SPRAY PAINT	16.94
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	PW - VARIOUS SUPPLIES	25.59
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	VRC - SIDING REPAIR	65.52
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	BMG - TOILET TANK CONNECTOR	7.42
EFT000000004617	5/18/2022 McDonald Home Hardware Building Centr	PW - M5-18	3.38
EFT000000004618	5/18/2022 McGavin Farm Equipment Ltd	PW - M1-14	67.53
EFT000000004618	5/18/2022 McGavin Farm Equipment Ltd	PW - PRESSURE WASHER HOSE	494.67

EFT000000004618	5/18/2022 McGavin Farm Equipment Ltd	PW - W1-07	305.69
EFT000000004618	5/18/2022 McGavin Farm Equipment Ltd	BMG - R&M BUILDING	75.88
EFT000000004618	5/18/2022 McGavin Farm Equipment Ltd	PW - HOSE/ CRIMP FITTING	494.67
EFT000000004619	5/18/2022 McLean Taylor Construction Ltd	T13 - KINBURN LINE	63,463.89
EFT000000004620	5/18/2022 Helen McNaughton	TH-CLEANING SERVICE APRIL 2022	1,107.20
EFT000000004621	5/18/2022 Brad McRoberts	MILEAGE - B. MCROBERTS	167.32
EFT000000004622	5/18/2022 McSweeney & Associates Consulting Inc	ECON DEV - STRATEGIC PLAN	11,269.49
EFT000000004623	5/18/2022 M G M Townsend Tire	PW - G1-07	565.45
EFT000000004624	5/18/2022 Paula Michiels	EXPENSE REPORT- P. MICHIELS	63.20
EFT000000004625	5/18/2022 Microage Basics	BMG - COMPUTER MOUSE/BATTERIES	62.13
EFT000000004626	5/18/2022 Mid Western Newspapers	ADMIN- SCHOOL BOARD AD	237.30
EFT000000004627	5/18/2022 Barry Mills	OGRA EXPENSES - B. MILLS	351.15
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	SDCC - R&M DOORS	59.27
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	PW - SPRAY NOZZLE	23.61
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	TDN - R&M DOOR	11.82
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	PW - SUPPLIES	44.10
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	BLDG MAINTENANCE - TOOLS	50.53
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	SDCC- R&M DOORS	17.50
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	PW - G5-15	301.52
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	BMG - TAPE/WIRE	23.71
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	SDCC - R&M DOORS	32.76
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	PW-PRESSURE TREATED WOOD	64.41
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	BLDG MAINTENANCE - TOOLS	18.29
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	SDCC - R&M DOORS	9.02
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	PW - PRESSURE TREATED WOOD	334.20
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	SDCC - R&M DOORS	140.58
EFT000000004628	5/18/2022 Moffat & Powell - Seaforth	SDCC R&M DOORS	157.16
EFT000000004629	5/18/2022 Kevin Moore	BFD - FLOOR CLEANING	200.00
EFT000000004630	5/18/2022 MRC Systems Inc	SFD - BATTERY	320.92
EFT000000004631	5/18/2022 NICOLE DUQUETTE CONSULTING	BMG FUNDRAISING CONSULTANT	8,567.29
EFT000000004632	5/18/2022 Township of North Huron	FIRE PREVENTION OFFICER Q1	4,145.93
EFT000000004633	5/18/2022 North Huron Publishing Inc	PW/ADMIN-TENDER AD/VARIOUS AD	474.60
EFT000000004634	5/18/2022 Orkin Canada Corporation	FHT - PEST CONTROL	83.11
EFT000000004634	5/18/2022 Orkin Canada Corporation	VRC - PEST CONTROL	73.22
EFT000000004635	5/18/2022 Pete's Paper Clip	ADMIN - LABELS	22.59
EFT000000004635	5/18/2022 Pete's Paper Clip	ADMIN - SUPPLIES	217.46
EFT000000004635	5/18/2022 Pete's Paper Clip	ADMIN - COPY STAMP	59.83

EFT000000004636	5/18/2022 PG Compliance Management Inc	LEGAL - OUD APPEAL	423.75
EFT000000004637	5/18/2022 Postmedia Network Inc.	PW/ADMIN-ADS TENDER/SCHL BOARD	1,146.95
EFT000000004638	5/18/2022 PPE Solutions Inc.	SFD - BOOTS	194.93
EFT000000004639	5/18/2022 Progressive Safety Inc	SFD - EQUIPMENT R&M	382.65
EFT000000004640	5/18/2022 PSD Citywide Inc.	ADMIN- SOFTWARE PROTECTION	7,745.79
EFT000000004640	5/18/2022 PSD Citywide Inc.	ADMIN - SOFTWARE PROTECTION	3,449.23
EFT000000004640	5/18/2022 PSD Citywide Inc.	ASSET MANAGEMENT PLAN SERVICE	7,345.00
EFT000000004640	5/18/2022 PSD Citywide Inc.	GIS LINKING & IMPROVEMENTS	3,616.00
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW- W1-07	39.08
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - VICE GRIPS	124.25
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - FLASH TUBE	37.89
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - W4-10	1.27
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW- VARIOUS SUPPLIES	127.15
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - ROADS SUPPLIES	37.90
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	BFD- BATTERIES	26.58
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - ROADS SUPPLIES	302.52
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - ORANGE FLAGS	99.30
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - BULBS	37.90
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - NEW CAT YELLOW (SUPPLIES)	58.62
EFT000000004641	5/18/2022 Radar Auto Parts - Brussels	PW - M22-10	245.62
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - SUPPLIES	27.50
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - TOOLS	40.14
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	SDCC - PLUG	8.93
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - SOCKET/FLOWERS	55.00
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - M1-14	41.97
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - L9-13	46.38
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - G1-07	89.11
EFT000000004642	5/18/2022 Radar Auto Parts - Clinton	PW - TOOLS	21.28
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	565.00
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	565.00
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	565.00
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	508.50
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	508.50
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	565.00
EFT000000004643	5/18/2022 Realtax Inc	ADMIN - CONSULT SERVICES	508.50
EFT000000004644	5/18/2022 Resurfix Corp	BMG - BLADE SHARPENING	152.55
EFT000000004645	5/18/2022 Rival Office Solutions Inc	VRC - COPIER	88.14

EFT000000004646	5/18/2022 R J Burnside & Associates Ltd	GEIGER MUNICIPAL DRAIN	12,647.53
EFT000000004646	5/18/2022 R J Burnside & Associates Ltd	BRSLS WWTP FILTER & UV UPGRADE	19,012.86
EFT000000004647	5/18/2022 Robinson Farm Drainage Ltd	BOLTON DRAIN #2- RLSE HOLDBACK	12,567.14
EFT000000004648	5/18/2022 Rowcliffe Trucking	PW - WINTER - SALT	565.00
EFT000000004649	5/18/2022 Joe Ryan	EXPAENSE CLAIM - J. RYAN	349.38
EFT000000004650	5/18/2022 Ryan Construction	WINTER MNTNCE- PLOW TRUCK	7,569.02
EFT000000004651	5/18/2022 Ryan Enterprises Truck Repair	PW - T8-09	2,275.43
EFT000000004652	5/18/2022 Seaforth Jewellers	BIA GC REDEEMED	100.00
EFT000000004653	5/18/2022 Seaforth Plumbing & Heating	FHT- HVAC INSPECTION	107.35
EFT000000004653	5/18/2022 Seaforth Plumbing & Heating	TH - PAINT GAS LINE	141.25
EFT000000004653	5/18/2022 Seaforth Plumbing & Heating	TH - REPAIR TOILET	146.28
EFT000000004653	5/18/2022 Seaforth Plumbing & Heating	VRC-WATER HEATER ADJUSTMENT	107.35
EFT000000004653	5/18/2022 Seaforth Plumbing & Heating	VRC-SWITCH REPLACE	834.51
EFT000000004654	5/18/2022 Sills Home Hardware	VRC - R&M SUPPLIES	119.22
EFT000000004654	5/18/2022 Sills Home Hardware	SFD - R&M SUPPLIES	193.04
EFT000000004654	5/18/2022 Sills Home Hardware	FHT - JANITORIAL SUPPLIES	84.65
EFT000000004654	5/18/2022 Sills Home Hardware	PW - SUPPLIES	675.57
EFT000000004654	5/18/2022 Sills Home Hardware	BIA GC/PW SUPPLIES/W/WW SUPPLI	472.52
EFT000000004655	5/18/2022 Stonetown Supply Services Inc	VRC - SUPREME TOWEL	131.08
EFT000000004655	5/18/2022 Stonetown Supply Services Inc	SDCC-JANITORIAL SUPPLIES	300.56
EFT000000004656	5/18/2022 Sunbelt Rentals of Canada Inc	W/WW - HAMMER/BIT	409.69
EFT000000004657	5/18/2022 Swan Dust Control Ltd	SDCC - MAT SERVICE	101.24
EFT000000004657	5/18/2022 Swan Dust Control Ltd	FHT - MAT SERVICE	117.01
EFT000000004657	5/18/2022 Swan Dust Control Ltd	FHT - MAT SERVICE	68.76
EFT000000004657	5/18/2022 Swan Dust Control Ltd	TH - MAT SERVICE	84.75
EFT000000004657	5/18/2022 Swan Dust Control Ltd	TH- MAT SERVICE	84.75
EFT000000004658	5/18/2022 Sysco - Southwestern Ontario	TDN - GROCERIES	733.37
EFT000000004658	5/18/2022 Sysco - Southwestern Ontario	TDN - GROCERIES	709.21
EFT000000004659	5/18/2022 Tricia Thompson	EXPENSE CLAIM- T. THOMPSON	860.58
EFT000000004660	5/18/2022 Toromont - CAT	PW - W3-15	324.59
EFT000000004660	5/18/2022 Toromont - CAT	PW - G6-11	9,150.93
EFT000000004660	5/18/2022 Toromont - CAT	PW - G4-19	651.73
EFT000000004660	5/18/2022 Toromont - CAT	PW - G5-15	6,493.04
EFT000000004661	5/18/2022 Total Image II	BIA GC REDEEMED- TOTAL IMAGE	120.00
EFT000000004662	5/18/2022 Treebelt Landscaping & Supplies	WW- R&M EQUIPMENT	79.10
EFT000000004663	5/18/2022 Van Bree Drainage and Bulldozing Ltd	WATSON DRAIN - RLSE HOLDBACK	4,979.74
EFT000000004664	5/18/2022 Van Driel Excavating Inc	VRC- SNOW RMVL FEB/MAR 22	3,217.13

EFT000000004664	5/18/2022 Van Driel Excavating Inc	SNOW RMVL - VANASTRA	8,350.70
EFT000000004665	5/18/2022 WaterART Fitness International	VRC - MITTS/TUBING/BELT	286.81
EFT000000004666	5/18/2022 Nancy Whidden	EXP CLAIM-N. WHIDDEN -GROCERIE	52.85
EFT000000004667	5/18/2022 Whites Wearparts Ltd	PW - WINTER MATERIALS	555.51
EFT000000004668	5/18/2022 Wilson, Anna	BMG REMUNERATION	1,017.64
EFT000000004669	5/18/2022 Wolseley Canada Inc	W/WW- TOOLS	1,895.01
Total EFT's For Approval			817,171.03

Total Payroll-Pay Period 9 & 10 - Full-time, Part-time and Monthly 174,229.56

TOTAL FOR APPROVAL BY COUNCIL 1,504,697.80

Mayor, Bernie MacLellan

CAO, Brad McRoberts

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad Dietrich C.B.O.
Date: May 17, 2022
Subject: 2022 Year to Date Building Report

Report:

As of January 1st of this year “ Tiny Homes “ have now been included in the Ontario Building Code . The OBC has officially defined Tiny Homes as *houses* that:

- (a) have no more than one dwelling unit,
- (b) are 37 m² or less in building area, and
- (c) are to be,
 - (i) partially constructed in one municipality and moved to be installed at a location in another municipality without having been previously occupied, or
 - (ii) partially constructed at one location and moved to be installed at a location that is not yet known without having been previously occupied.

The amendments to the OBC describe the new two-permit system for Tiny Homes. Specifically Tiny Homes that are built in one municipality and occupied in another. The purpose of having the dual permit system is to allow for the building to be inspected once before being moved onto a site, and again after installation. This is incredibly helpful in the scenario where it is unsure where the Tiny Home will be located.

If the Tiny Home is constructed in a different location, an “off-site” inspection will be conducted by the building official where the home is built – not by the municipality where it is to be located. This opens the door for factory-built and non-factory-built Tiny Homes to obtain a permit without necessary CSA certifications which allows for more custom and flexible designs. The second building permit is specific to the municipality where the Tiny Home will be installed. The purpose of the second permit is to confirm that the house will be safely connected to the site. By-laws such as setbacks and lot coverage still need to be followed, along with site-specific conditions like acceptable foundations and anchoring. Some may think that a second building permit is bothersome, however it is necessary to ensure responsibility is maintained for health and safety.

A building permit application has recently been submitted to the Building Department for the construction of a tiny home from a manufacturer in Vanastra. This home is being sold and moved and a second permit will be required from the Town of St. Marys. Huron East does not recognize Tiny Homes in our zoning by-law as of yet, this will likely be visited during the next zoning by-law review.

2022 Permit Activity**2021 Permit Activity**

Type	Count	Work Value	Fees
AA - Agri. Additions	1	\$50,000.00	\$400.00
ANC - Agri. New Construction	10	\$870,000.00	\$19,501.00
AR - Agri. Reno.	1	\$304,000.00	\$1,375.95
CA - Commercial Addition/Alteration	2	\$265,000.00	\$1,820.00
Class 4-New Installation	7	\$0.00	\$4,347.00
INC - Industrial New	1	\$600,000.00	\$4,260.00
Manure Storage - Round	1	\$200,000.00	\$1,140.00
MR - Multiple Residential	3	\$650,000.00	\$8,166.30
Plumbing Permit	28	\$0.00	\$16,040.00
RA - Residential Additions	10	\$651,000.00	\$6,565.25
RAB - Residential Accessory Bldg.	7	\$247,000.00	\$2,370.20
Repair- Alteration	1	\$0.00	\$303.00
SFD - Single Family Dwelling	8	\$3,061,810.00	\$28,731.15
	80	\$6,898,810.00	\$95,019.85

Type	Count	Work Value	Fees
AA - Agri. Additions	2	\$505,000.00	\$5,898.00
ANC - Agri. New Construction	23	\$9,389,700.00	\$55,434.75
AR - Agri. Reno.	1	\$75,000.00	\$625.00
CA - Commercial Addition/Alteration	5	\$152,580.00	\$1,340.00
Class 4-New Installation	7	\$0.00	\$4,347.00
DEMO - Demolition	3	\$5,000.00	\$0.00
IA - Industrial Addition/Alteration	1	\$458,633.00	\$3,313.00
INC - Industrial New	1	\$30,000.00	\$345.00
MR - Multiple Residential	2	\$1,500,000.00	\$37,020.00
Plumbing Permit	18	\$0.00	\$8,495.00
RA - Residential Additions	11	\$1,074,000.00	\$7,682.95
RAB - Residential Accessory Bldg.	12	\$322,000.00	\$4,711.75
SFD - Single Family Dwelling	11	\$3,331,000.00	\$20,695.10
SPIG - In Ground Swimming Pool	4	\$315,000.00	\$1,193.40
	101	\$17,157,913.00	\$151,100.95

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First Quarter Comparison (January to March)

	2021	2022
	<u>Building Permits Issued</u>	
• New Houses	11	8
• Multi-Residential	2	3
• New Commercial/Industrial	1	1
• New Farm Buildings	23	10

Others Consulted:

Cathy Garrick, Building Department Assistant

Financial Impacts:

n/a.

Signatures:

Brad Dietrich, C.B.O.

Brad McRoberts, MPA, P.Eng, CAO

Huron East Administration

To: Mayor MacLellan and Members of Council

From: Lissa Berard Facility Manager Vanastra Recreation Centre

Date: May 17, 2022

Subject: Recreation Program Service Agreement County of Huron and Vanastra Recreation Centre

Recommendation:

The Municipality of Huron East accept the terms and conditions of the Recreation Program Service Agreement from the County of Huron.

Background:

The Recreation Program Service Agreement is a service provider's requirement for recreation program delivery. The agreement outlines the requirements for obtaining a Recreation Program Subsidy Fee for children ages 4-12 enrolled in the Summer Day Camp program.

The Recreation Program Service Agreement also provides a \$500 Special Needs Resource Funding to use for additional, non-ratio staff wages and/or equipment that builds capacity and will include children with additional need to participate in summer recreation programs.

The Agreement is valid for the 2022 Summer Day Camp session.

Others Consulted: CAO, County of Huron

Budget Impacts: Subsidy funding contributes to approximately 25% of the Summer Day Camp enrollment.

Signatures:

Lissa Berard
Facility Manager

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: May 17, 2022
Subject: Mileage Rate

Recommendation:

That the Council of the Municipality of Huron East approve the amendment to the Employee Handbook, Section 9, Auto Allowance, as follows:

Where a Municipality of Huron East employee uses his/her personal vehicle in the course of employment duties, they are compensated for expenses at the following rates:

- a) The rate as established by Council for occasional use of an employee's personal vehicle; or
- b) Automobile allowance where the employee is designated to receive such an allowance by resolution of the Municipal Council.

Claims for Automobile Allowance should be made monthly on the proper expense form available from the Municipal Office.

Reimbursement rates for mileage traveled in ones personal vehicle while on municipal business, with the rate to be established **as per the Canada Revenue Agency prescribed Automobile Allowance rates.**

Background: With the significant rise in fuel prices, the current policy language in the Employee Handbook is outdated. While the language hints at conforming to the Huron County rates, it should be noted that Huron County has since moved to using the Canada Revenue Agency prescribed Automobile Allowance rates over 2 years ago.

By using this published rate it will ensure that employees will not be subjected to a taxable benefit if our rate is higher than their prescribed rate and secondly will permit automated adjustment without having to update the Employee Handbook language.

Others Consulted: Huron County.

Financial Impacts: A minor impact overall to Travel, Expenses, & Mileage line items in the budget, however, managers will need to accommodate any increases within their overall budgets.

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng.
Chief Administrative Officer

Huron East Administration

To: Mayor MacLellan and Members of Council

From: Brad McRoberts, MPA, P. Eng.

Date: May 17, 2022

Subject: Brussels, Morris & Grey Community Centre Fundraising Gift Agreement Delegation

Recommendation:

That the Council of the Municipality of Huron East consider a by-law delegating authority for the Chief Administrative Officer to execute Gift Agreements as part of the Brussels, Morris & Grey Community Centre Renovation Fundraising Campaign.

Background:

The fundraising campaign for the Brussels, Morris & Grey Community Centre Renovation is launch shortly and in preparation of the potential for naming rights as part of that campaign a Gift Agreement will be entered into with donors for naming rights. A copy of the Gift Agreement is provided in Attachment 1.

To ensure timely execution of these agreements and due the potential volume of agreement it is prudent to delegate authority to the Chief Administrative Officer to execute these agreements.

A progress report on the status of the fundraising campaign is provided in Attachment 2. It is highly positive to note that the campaign has reach pledges and gifts totaling \$1,530,000 during the first 4 weeks of the official campaign.

Others Consulted: Clerk, Fundraising Campaign Coordinator.

Financial Impacts: None.

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng.
Chief Administrative Officer

Attachments:

[Attachment 1](#) – Gift Agreement Template

[Attachment 2](#) – May 12, 2022 Capital Campaign Progress Report

Gift Agreement

This Gift Agreement ("Agreement"), effective as of _____ ("Effective Date"), is made and entered into by _____ ("Donor") and the Municipality of Huron East (the "Municipality") for the use and benefit of the Brussels Morris and Grey Community Centre's *Inspiring Our Future* campaign. Based upon the Recitals below, and in consideration of the mutual promises and benefits hereunder, the parties hereby agree as follows:

RECITALS

Donor wishes to make a charitable gift to the Municipality of Huron East for the use and benefit of the Brussels Morris and Gret Community Centre as set forth in this Agreement. The Council of the Municipality of Huron East desires to accept such gift, subject to the terms and conditions set forth in this Agreement.

AGREEMENT

1. Gift

Donor hereby pledges to the Municipality for the use and benefit of the Brussels Morris and Grey Community Centre the following gift: \$ _____

2. Payment of the Gift

The Gift is an irrevocable pledge that will be paid to the Municipality of Huron East over a period of up to five (5) years.

Payments in support of this pledge will begin immediately upon the execution of this Agreement with an initial payment of \$----- and will continue annually thereafter according to the following schedule:

<u>Amount of Payment by Donor</u>	<u>Due Date</u>
\$	2022
\$	2023
\$	2024
\$	2025
\$ _____	2026
\$	

Donor may accelerate the payment of any or all of this pledge at any time in Donor's discretion so long as the cumulative total of all gift payments meets the foregoing schedule. Payments shall be paid by Donor to the Municipality of Huron East via cheque, electronic funds transfer, stocks or other securities, or other methods acceptable to Donor and the Municipality.

3. Use of the Gift

The Gift shall be used to benefit the *Inspiring Our Future* campaign and be specifically designated to the major renovation of the Brussels Morris and Grey Community Centre.

4. Acknowledgment

In consideration for the Gift, the Municipality of Huron East will acknowledge the Gift by listing _____ on the permanent donor recognition wall. _____ will also be named as the sponsor of the _____ (Naming Opportunity). Before the Naming is erected, Donor shall demonstrate reasonable and timely pledge payments. After the Naming is affixed, Donor will continue pledge payments in accordance with the foregoing schedule. Subject to the terms of this Agreement, the Naming will last for the useful life of the Facility.

5. Termination of Naming

In addition to any rights and remedies available at law, the Municipality may terminate this Agreement and all rights and benefits of the Donor hereunder, including terminating the Naming:

- a. In the event of any default in payment of the Gift as provided in this Agreement, or
- b. In the unlikely event the Municipality determines in its reasonable and good faith opinion that circumstances have changed such that the Naming chosen by the Donor would adversely impact the reputation, image, mission or integrity of the Municipality of Huron East or the Brussels, Morris and Grey Community Centre in the event of a continued association with Donor and the continuation of the Naming provided for herein.

Upon any such termination of this Agreement and/or the Naming hereunder, the Municipality of Huron East shall have no further obligation or liability to the Donor and shall not be required to return any portion of the Gift already paid. The Municipality, however, may in its sole and absolute discretion determine an alternative recognition for the portion of the Gift already received.

6. Modification of Naming

If during the useful life of the Facility, the Facility is transferred or conveyed from the Municipality of Huron East, closed, deconstructed, destroyed or severely damaged, significantly renovated, upgraded, or modified; relocated, or replaced, then the Naming will cease. Should such an even occur within 20 years of the executive of the Agreement, and should an appropriate alternative exist under the new circumstances, the Donor, if available, and in consultation with and as mutually agreed by the Municipality, may have the ability, for no additional payment, to have another available and equivalent Naming after the Donor.

7. Publicity

For purposes of publicizing the Gift and the Naming, the Municipality of Huron East will have the right, without charge, to photograph the Donor and use the names, likenesses, and images of

the Donor in photographic, audiovisual, digital or any other form of medium ("Media Materials") and to use, reproduce, distribute, exhibit, and publish the Media Materials in any manner and in whole or in part, including in brochures, website postings, informational and marketing materials and reports and publications describing the Municipality's development and business activities. Unless the Donor's gift is considered anonymous.

8. Assignment

This Agreement and the rights and benefits hereunder may not be assigned by either party without the prior written consent of the other party, which consent shall be in the sole and absolute discretion of the non-assigning party.

9. Entire Agreement

This Agreement constitutes the entire agreement of the parties with regard to the matters referred to herein, and supersedes all prior oral and written agreement, if any, of the parties in respect hereto. This Agreement may not be modified or amended except by written agreement executed by both parties hereto. The captions inserted in this Agreement are for convenience only and in no way define, limit, or otherwise describe the scope or intent of this Agreement, or any provision hereof, or in any way affect the interpretation of this Agreement.

10. Council Approval

This Agreement and the recognition and naming provided for herein are subject to the approval by the Council of the Municipality of Huron East and this Agreement will not be effective unless and until approved by the Council.

ACCEPTED AND AGREED TO:

For the Donors:

For Municipality of Huron East:

Donor Signature

Date

CAO

Date



Inspiring Our Future

Capital Campaign Progress Report

May 12, 2022

Background

A fundraising feasibility study was completed in 2019. During the study a sample group of 36 individuals were interviewed as a representative segment of the population. Their feedback was used to assess the capacity of the community to support the fundraising campaign for the redevelopment of the BMG Community Centre in Brussels, ON. Please see report submitted June 2019 for full details.

Timeline

The readiness phase of the campaign began in January 2022. During that time, volunteer leadership was recruited, marketing materials were developed, a recognition program was established and volunteer orientation and training was provided.

The implementation phase began with a “quiet phase” in mid-April 2022. During the quiet phase, volunteer canvassers meet face to face with prospective donors to discuss their interest, willingness and capacity to give. Pledges to the campaign are confirmed. At the commencement of the quiet phase, the campaign target was set at a minimum of \$1.5 million. That number has since been revised to \$3.1 million.

Results to Date

During the first four weeks of the campaign, 41 pledges and gifts totaling \$1,530,000 have been confirmed. This is a very strong early result.

Assessment of Remaining Potential

Considerations:

Fundraising campaigns are based on an 80/20 rule. 80% of the gifts will come from 20% of the donors.

The gifts confirmed to date represent highly engaged donors. Future potential gifts will be from donors who are currently less connected to the project. This is a more uncertain group of prospects.

There has been very strong support for this project early on which indicates high potential for continued strong support from the pool of remaining prospects as momentum builds.

There are still notable resources to access – a large portion of the community has yet to be canvassed and corporate and foundation grants have not yet been applied for.

Delaying the project will likely have a detrimental effect on fundraising efforts. Fulfillment of pledges already committed will likely be delayed or reneged. The potential to further fundraise will be greatly reduced. Lack of trust in the Municipality to use donated funds as promised and in a timely manner will result in low willingness to give even from those who have capacity and interest. Demonstration that the Municipality is taking active measures to ensure a delay will result in a more favourable overall cost may mitigate some of these factors.

The campaign management team is made up of dedicated volunteers who are unrelenting in their determination to move this project through to completion regardless of financial hurdles that must be overcome.

Assessment:

The current total of **\$1,530,000** represents 49% of the \$3,100,000 goal.

In the short term, it is reasonable to expect new commitments of approximately **\$468,000 - \$625,000**.

In the longer term, there is still a large portion of the community to canvass. Even with a conservative outlook it is possible that an additional \$500,000 is available in potential contributions.

Based on current results and trends, and with the right tools in place, it is possible for the final total to exceed **\$2,500,000**.

Tools and Opportunities to Expand Giving

1. Community Builders Circle: An addition to the donor recognition program that provides special individual recognition to donors over \$100,000 in a separate display. Example: Steve Kerr Memorial Arena (Listowel)
2. Seat Sale: Offering naming rights to individual chairs in the heated viewing area
3. Expanded pledge period: Allowing donors contributing \$100,000 or more to fulfill their commitment over 7 or 8 years instead of 5
4. Corporate and Foundation grants: Many corporations and private giving foundations have formal funding programs for which applications can be submitted. This is a funding source that has yet to be tapped into. Access to these funds is dependent to meeting the program criteria and is subject to the timeline set by the granting organization. Engaging a local person associated with or employed by the granting organization can increase the likelihood of securing the funds.
5. Public announcement of gifts: Confirmed donors will be given the opportunity to publicly announce their contributions to the campaign. By strategically releasing those announcements momentum will build. Prospects will have the opportunity to see that their friends and neighbours have supported the campaign and gain context for the level at which their peers are giving.
6. Brussels Homecoming: This major upcoming event is an uncommon advantage. Leveraging the enhanced community spirit will provide an added opportunity to build engagement and connect with prospects who have ties to the town but may not live here. Piggybacking on this event will provide an ideal platform for everyone – regardless of giving level – to invest in the project, feel ownership and take pride in their town.

Next Steps

The quiet phase will continue at least through June - July 2022. The focus during this phase is to secure those top level gifts that will ensure the success of the campaign.

In consultation with the campaign management team, a public phase will commence between July - September 2022 to provide an opportunity for everyone to invest in a project they value and feel ownership and pride for their community. A public phase could include a seat sale, a mass mailing, a speaking tour, a public event and/or a media event.

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: May 17, 2022
Subject: BMGCC Renovation Tender Results

Recommendation:

That the Council of the Municipality of Huron East not accept the tender submission from Elgin Contracting & Restoration Limited.

Background:

Tenders for the Brussels, Morris & Grey Community Centre (BMGCC) Renovation were issued on April 1, 2022 and were closed on April 27, 2022. Only one submission was received from Elgin Contracting and Restoration Limited. The tender submission was approximately \$1.62M over the revised project construction budget.

General indications are that contractors are generally busy and that there is significant price variability in the current market.

As the tender is in excess of the budget, staff are not recommending award of the tender. The tender documents will be reviewed and a tender submission request will be reissued in the early fall of 2022.

While the re-tendering process will delay construction until the spring of 2023, the Investing in Canada Infrastructure Program (ICIP): Community, Culture and Recreation Grant has a project completion deadline of March 31, 2027. Depending on Council's direction we will have to update the ICIP program of our revised timeline, however, the project will still be completed well before the funding deadline.

Others Consulted: Finance Manager-Treasurer, GB Architect Inc., Fundraising Coordinator.

Financial Impacts:

No additional financial impacts if the project at this time if the project is not awarded. If Council awards the project for the tendered amount there will be an unfunded capital cost of approximately \$1.6M.

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng.
Chief Administrative Officer

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: May 17, 2022
Subject: Huron East Fire Services

Recommendation:

That the Council of the Municipality of Huron East direct Huron East Fire Services to undertake the following:

1. Establish standardized equipment use across all Huron East Fire Services;
2. Establish standardize training protocols for all Huron East fire services personnel;
3. Establish standardize Standard Operating Procedures for all Huron East fire services personnel;
4. All fire services personnel undergo workplace harassment training;
5. Undertake a comprehensive review of fire vehicle apparatus and develop non-bias justification reports for each apparatus;
6. Over the next 5 years phase out the Brussels and Grey Fire districts into a Huron East North Fire district;
7. Over the next 5 years phase out the Seaforth Fire district to the Huron East South district;
8. Undertake formal discussions with Huron County on the potential for a lease-based takeover of the Brussels Fire Hall for the Brussels Paramedic Service base; and
9. Establish a joint building working group from Grey Fire, Brussels Fire and Public Works to develop designs for a new Public Works North Operations Centre/North Fire District Fire Hall.

Background:

At the April 5, 2022 Council meeting, Council passed the following motion:

Moved by Councillor Morrison and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East support the concept of the consolidation of the Brussels and Grey Fire Departments pending more detailed cost and conceptual drawings and departmental & public consultation;

And Further That Council direct staff to proceed with concept designs for an expansion of the existing Brussels Fire Hall to accommodate:

1. Brussels/Grey Fire Department needs; and
2. County of Huron EMS.

Carried

Consultations were undertaken with both the Grey and Brussels Fire District firefighters on April 20, 2022. Based upon those discussions the following comments or concerns were expressed:

- Lack of standardization of equipment;
- Increased response times;
- Non-logical fire district service boundaries between Grey and Brussels;
- Challenge of flow of increased personnel through the Brussels fire hall;
- Took a long time for the two fire halls to begin to work together and this process could upset that relationship;
- Increased liability
- Challenge with current practice of Grey firefighters arriving at the scene versus the fire hall;
- Lack of standardized training and Standard Operating Procedures;
- Noted that Grey does not currently respond to medical calls while Brussels does – increased medical call if Brussels now covers Grey;
- What happens with officers;
- Treatment of female firefighters;
- Challenges of Brussels daytime fire response;
- Impact to firefighters due to increase number of calls;
- Local elementary school in Ethel;
- Increased level of post traumatic distress disorder due to increased number of calls;
- Increased cost of home owner insurance; and
- Opportunity to reduce costs significantly without closing Grey Fire Hall;

As expected, there is significant resistance, particularly in the Grey Fire Hall, to the proposed closure of the Grey Fire Hall. There is, or will be, significant resistance to the closure of Grey Fire Hall from the community, particularly from residents and businesses in the former Township of Grey. Much of this will be driven by:

- Loss of sense of community – local fire hall has provided a sense of localized community;
- Reduction in level of service – reducing levels of service is always perceived by the individual that they are getting less rather than getting what everyone else gets;
- Perception of increase financial impact;
- Perception of loss of life, health or safety;
- Historical animosity over amalgamation; and
- Historical significance – we have always had the Grey Fire Service and many generations have been dedicated to the fire hall.

Based upon these consultations the following themes emerged:

1. Lack of standardizations;
2. Financial impacts versus savings; and
3. Service levels and service boundaries;

Lack of Standardization

One of the systemic issues of the fire services throughout Huron East is the lack of standardization of equipment across all three fire service districts. This would pose operational challenges at any fire scene and if joint forces or equipment was required, they would not be compatible with each other. The lack of standardization also presents procurement challenges and loss of potential bulk purchasing value opportunities.

There is also evidence of the lack of standardization of training or standard operating procedures. During the consultations, it was raised as a concern that should the fire districts merge that fire fighters would not be familiar with the standard operating procedures or equipment storage locations of the other fire district.

Standardization of fire equipment, training and standard operating procedures should be developed and implemented across the municipality for all fire districts, regardless of any decision to close the Grey Fire Hall.

Insurance Implications

There has been speculation that homeowners insurance would rise due to the reduced level of service or increased response times, particularly by Grey residents. Staff consulted with insurance professionals to evaluate the impact if any on residential insurance. Insurance providers establish three grades for residential insurance:

Grade 1: Risks within 300 metres (1,000 ft.) of a fully pressurized fire hydrant and in a town, village or city with the responding fire hall;

Grade 2: Risks in communities with no hydrant protection and risks within 17 km of the responding fire department on roads normally kept open all year round.

Grade 3: Unprotected risks beyond 17 km of a responding fire hall.

While some companies vary slightly, the above is the general practice. Based upon the above, the closure of the Grey Fire Hall will have no impact of residential insurance as most, if not all residents, will remain within 17 km of a fire service hall.

Service Levels and Service Boundaries

Service boundaries of the Brussels and Grey fire districts are inappropriate. The current boundary along the western edge of the Grey fire district lies within as little as 2 km from the Brussels fire hall but more than 7 km from the Grey fire hall. If the Grey fire district is to remain, the fire district boundaries need to be overhauled to reflect response times and not historical township boundaries.

The following summarizes the straight-line distances in kilometers from the various fire halls to the limits of the three service areas:

Location	Grey	Brussels	Seaforth	
NE Limit of HE (Amberley Road & Perth Road 172	9.8	17.3	NA	
NW Limit of HE Service Area	13.7	10.2	NA	
SE Limited of Grey Fire Department Service Area	12.2	16.8	21.6	
SW Limited of Grey Fire Department Service Area	14.3	10.0	15.6	
SE Limit of Seaforth Fire Department Service Area	NA	NA	15.6	
NE Limit of Seaforth Fire Department Service Area	12.0	14.9	18.8	
S Limit of Seaforth Fire Department Service Area	NA	NA	8.7	
NW Limit of Seaforth Fire Department Service Area	NA	10.4	16.1	

Considering the project and its impact to fire service, it must be noted that the areas currently serviced by Grey Fire Department have a higher level of service (9.8 to 14.3 km) than those areas serviced by Seaforth Fire Department (8.7 to 18.8 km). Brussels Fire Department also has a very high level of service (10.0 to 10.2 km) but also has a much smaller service area.

By centralizing fire services in Brussels, we would change service levels at a consolidated Huron East Fire Department, North District, to an equivalent to Seaforth at 9.8 to 17.3 km.

Areas currently serviced by Brussels and Seaforth Fire Departments would see no change in the level of service. The areas currently serviced by Grey would see a reduced level of service but still within the limits of service levels in other parts of Huron East.

Attachment 1 provides a copy of the various fire districts throughout Huron County. It can be noted that most districts are larger than the current Brussels and Grey districts, save and except the southern half of the County where fire district generally remain as part of former municipal townships.

Both the size of other districts and the risk approach taken by insurance companies demonstrated that the proposed new service district is a reasonable level of service.

Staff would recommend that an Automatic Aid Agreement be established with the Municipality of North Perth's Listowel Fire Department to support fire services in the area of Molesworth. This would be a relatively low cost service agreement. Huron East's Fire Chief has been in consultation with the North Perth Fire Chief to assess their willingness to provide this service. The North Perth Fire Department has expressed a willingness to consider an agreement. An automatic aid agreement would permit both fire halls to be called to the same event and upon Huron East's fire service arriving the North Perth Fire Services would be relieved unless they were required to remain based upon the complexity of the event.

It's important to note that consolidation of the Brussels & Grey Fire District in Brussels would be more centric to the new large service district and locating the hall there is logical and not based upon any preference or bias for either fire hall.

There is no additional liability to the municipality when it sets fire service levels. Municipalities are able to establish their service levels based upon their financial abilities. Fire service levels are similar to winter maintenance service levels. Municipalities set their winter maintenance service levels knowing that the service level they establish will not eliminate the potential for loss of life, casualty, or property damage. Similarly, municipalities set their fire service levels knowing that the service level they establish will not eliminate the potential for loss of life, casualty, or property damage. Having unequal levels of fire service in Huron East is not equitable to all Huron East taxpayers.

Service Level Costs

The following table summarizes per household costs for fire services based upon the 2022 Budget:

	Budget Cost 2022 Budget	Households By Ward	Cost Per Household
Huron East Fire Services	\$787,400	3912	\$201
Seaforth ¹	\$447,500	2500	\$179
Brussels ¹	\$153,750	375	\$410
Grey ¹	\$176,000	1000	\$186
Grey & Brussels	\$329,750	1375	\$240
South Huron	\$1,226,786	4722	\$260
North Huron	\$659,187	2277	\$290

¹ – includes district cost plus allocation of Huron East Fire Chief

Reviewing the table notes that Huron East's cost overall for fire services is \$201 per household. The cost per household for the Seaforth Fire District is \$179. The cost for fire service within Grey Fire District is \$186. It should be noted that the per household

cost for Grey is likely undervalued and Brussels overvalued as the data is based upon ward boundaries and not all of the Grey ward is covered by the Grey Fire District (Note: households along Brussels Line and the first mile and quarter west of the village of Brussels is served by the Brussels Fire District). That being said the higher number for Brussels may indicate that the fire service agreement with Morris-Turnberry may need to be adjusted to better reflect true costs of providing the service to residents of Morris-Turnberry.

Looking at the joint per household costs of fire service for both Grey & Brussels fire districts indicates that the fire service cost collectively is high (\$240 per household) in comparison to Seaforth fire district (\$179 per household).

This analysis of household costs further supports the position that fire service levels within Huron East are not equitable.

Fire Calls

Table 1 provides a 5-year summary of fire calls within each of the Huron East fire districts. It is notable that Seaforth fire district has approximately the equivalent number of fire calls as Brussels and Grey fire districts combined.

Financials Considerations

Updated cost estimates for a new building/addition were obtained and are estimated to be approximately \$200/ft². Market value assessments were also done for the surplus properties by our Real Estate Advisor. Revisiting the original concept of a new fire hall and public works building provides a more positive outcome based upon this updated information. Staff also had further conversations with Huron County staff on the proposed paramedic service facility being located in Brussels in terms of timing and potential for them to use the surplus Brussels Fire Hall.

Cost Estimate New Building for Fire and Public Works

Item	Revenues	Expenditure
Sale of Grey Fire Hall	\$ 450,000	
Sale of Grey Public Works	\$ 450,000	
Sale of Brussels Fire Hall	\$ 1,000,000	
New Building (15,000 ft ²)		\$ 3,000,000
Land Purchase		\$ 150,000
Capital Equipment Savings	\$ 1,000,000	
	\$ 2,900,000	\$ 3,150,000
Net Capital Cost	\$ 250,000	

Annual Savings

New Taxation Income

Brussels Fire	\$ -
Grey Fire	\$ 8,900.00
Grey PW	\$ 8,900.00
Net Energy Savings	\$ 10,000.00
Annual Savings	\$ 27,800.00

Based upon this revised financial model, we would be able to construct a new fire hall and public works facility on a geographically centric new parcel of land for our current cost to add 1-1/2 bays onto the current fire hall (i.e. budget \$250,000) and still realize \$27,800 per year of savings from net energy savings and new taxation revenue from new buildings. These saving ignore any operational savings related to operation efficiencies and ignore any pending capital improvements to the existing three facilities.

Considering just an expansion of the existing Brussels Fire Hall to accommodate the merged fire districts will result in the increased annualized savings as outlined below:

Cost Estimate Expanded Brussels Fire Hall and Paramedic Service Base

Item	Revenues	Expenditure
Sale of Grey Fire Hall	\$ 450,000	
Sale of Grey Public Works	\$ -	
County Contribution	\$ 750,000	
New Addition (7500 ft2)		\$ 1,500,000
Land Purchase		\$ -
Capital Equipment Savings	\$ 1,000,000	
	\$ 2,200,000	\$ 1,500,000
Net Capital Cost	-\$ 700,000	
Savings over 20 years	-\$ 35,000	
Annual Savings		
New Taxation Income		
Brussels Fire	\$ -	
Grey Fire	\$ 8,900.00	
Grey PW	\$ -	
Net Energy Savings	\$ -	
Annual Savings	\$ 8,900.00	
Total Estimated Annual Savings	\$ 43,900.00	

A new building will likely help the fire fighters accept the merging of the two fire halls (i.e. common ground, fresh start, collaboration on design, etc.). The additional savings would likely be absorbed by the operational and annualized capital cost of maintaining the existing Brussels Fire Hall and Grey Public Works buildings.

Summary

The following is a summary of the above findings:

- Lack of standardization throughout Huron East Fire Services;
- No implications of increased insurance on residential homes if Brussels and Grey fire districts were merged;

- Merging of the Brussels and Grey fire districts would equalize fire service levels throughout Huron East;
- Service level costs per household are currently higher in the Brussels and Grey fire districts than in the Seaforth fire district;
- Combined fire calls in the Brussels and Grey fire districts are generally equal to the Seaforth fire district;
- Cost for construction of a new fire hall and public works building for a combined fire/public works building is financially supportable without any additional capital contributions based upon a \$200/ft² cost;
- Workplace harassment may be prevalent in the fire services; and
- Centralized and improved leadership is required within the Huron East fire services.

Others Consulted: Fire Chief, Brussels and Grey Firefighters, Huron County, Real Estate Advisor, and Building Consultant.

Financial Impacts:

Based upon current information the consolidation of the Brussels and Grey Fire Districts will result in approximately \$28,000 per year in savings ignoring operational efficiencies, reduction in operational and annualized capital building costs.

Signatures:

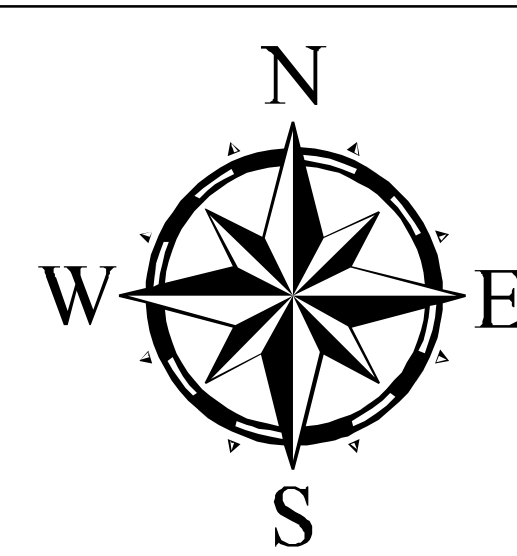
Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng.
Chief Administrative Officer

Attachments:

[Attachment 1](#) – Huron County Fire District Map
[Table 1](#) – 5-year Response Summary

HURON COUNTY FIRE BOUNDARIES



CLIFFORD
FIRE DISPATCH
519-824-3232

LUCKNOW
FIRE
DISPATCH
519-396-2000

GODERICH
FIRE
DISPATCH
519-524-4790

NORTH HURON
FIRE DISPATCH
519-376-4285

Legend

Fire ESZ

Department

- Bayfield
- Brucefield
- Brussels
- Clifford
- Clinton
- Dashwood
- Exeter
- Goderich
- Grand Bend
- Grey
- Hensall
- Howick
- Huron Park
- Lucknow
- North Huron Blyth Station
- North Huron Wingham Station
- Seaforth
- Zurich

1:86,466

Modified By J. Dodds: June 2 2014

Table 1
5-Year Response Summary
Huron East Fire Services

	Brussels						Grey						Seaforth					
	2017	2018	2019	2020	2021	5yr Avg	2017	2018	2019	2020	2021	5yr Avg	2017	2018	2019	2020	2021	5yr Avg
Medical	25	23	16	19	12	19	4	4	6	3	4	4.2	9	13	16	10	16	12.8
Motor Vehicle Collision	4	4	8	4	3	4.6	4	3	2	9	10	5.6	11	6	12	12	12	10.6
Fire - Motor Vehicle	1	1	2	2	1	1.4	3	2	3	0	1	1.8	3	6	7	2	2	4
Fire - Structure	3	1	5	2	3	2.8	7	2	7	4	2	4.4	18	6	4	6	5	7.8
Auto Alarm	2	12	5	2	9	6	8	5	2	1	3	3.8	6	25	17	14	12	14.8
Outdoor Fire	0	3	0	2	1	1.2	0	4	0	3	2	1.8	6	13	8	6	7	8
Public Hazard	3	2	1	5	1	2.4	1	2	0	3	2	1.6	5	6	4	2	4	4.2
Mutual Aid	1	7	5	5	3	4.2	5	5	3	0	1	2.8	1	8	7	9	5	6
Total	39	53	42	41	33	41.6	32	27	23	23	25	26	59	83	75	61	63	68.2

May 11, 2022

Hi Worship Bernie MacLellan

Mayor, Municipality of Huron East

72 Main Street South

Seaforth, ON

N0K 1W0

Greetings Mr. Mayor & Members of Council,

I am writing this letter in my capacity of chair of your Brussels Homecoming Committee. Firstly, we want to thank you for approving our first round of requests to council in November. It is my hope that other than a request for road closures for the parade on Saturday July 30, 2022, and the car show on Sunday July 31, 2022, this will be the last thing we request of council. I am hoping to get those additional requests in front of you as soon as possible.

The intent of this letter is to propose consideration of the below requests in order to assist us with planning our event.

Requests:

1. We would like council to consider waiving the rental fees for the use of the ball diamonds to host our events for the weekend. We will be hosting a slow pitch ball tournament as well as some "one-off" ball games such as Brussels vs Grey Fire Dept. and an Alumni game featuring the Brussels Tigers and the Walton Brewers. Being that we are a municipal event it would be of great assistance if we were able to utilize this municipal asset without charge.
2. We would like to close a section of Sports Drive between McCutcheon Drive and Flora Street between 8AM and 6PM on both Saturday July 30th and Sunday July 31st. This is the spot we are planning to have our kid's zone which consists of various activities for children. It is adjacent to the festival grounds so is the ideal location. We have discussed with the affected property owner and they have no concerns (only one home on this section of street).
3. We would like to close a section of Dunedin Drive from Turnberry Street to Stretton Street for our "Soap Box Derby". From 7am until 12PM
4. We would like council to consider waiving the charges and permits associated with us hosting food trucks at our event
5. We would also ask that the mayor or a member of council attend the opening ceremonies at 7PM on Friday July 29th to bring greetings in honour of the 150th anniversary of the founding of

Brussels. The opening ceremonies will be at the main event location, which is the Optimist Ball Park.

We thank council for their continued support of the Brussels Homecoming and hope that these requests will be granted in order to keep our event as profitable and accessible as possible.

We also wish to thank your staff, particularly in the administration and recreation departments for being so accommodating and great to work with. They have been a great asset over the past few years in planning our event. Namely Brad McRoberts, Jessica Rudy, Abi Corbett and Matt Snyder.

If required Mike Thomas or myself can be made available for a meeting with staff and/or council should any questions arise

Regards,

Dan Fritz

Committee Co-Chair

Brussels 150th Homecoming 2022



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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

www.huroncounty.ca

To: The Municipality of Huron East
 From: Jenn Burns, Planner
 Date: April 27, 2022
 Re: **Consent Application File C12-2022**
 43712 Cardiff Road, Ethel. Concession 5, Part Lots 13 & 14, Grey Ward, Municipality of Huron East
 Owner/Applicant: Cody Diehl

RECOMMENDATION

It is recommended that consent application C12-2022 be **approved** with the attached conditions (& any additional Municipal Conditions).

PURPOSE

The purpose of the consent application is to create a new lot under the surplus farm residence severance policies. The application affects the property known as 43712 Cardiff Road, Ethel.

The proposed severed area is approximately 4.05 hectares (10 acres) in size and consists of a house and shed. The proposed retained area is approximately 36.42 hectares (90 acres) in size and contains agricultural and natural environment features. The subject property is designated Agriculture and Natural Environment in the Huron East Official Plan, and zoned AG1 (General Agriculture), NE1 (Natural Environment- Full Protection) and NE2 (Natural Environment – Limited Protection) in the Huron East Zoning By-Law.

REVIEW

This application:

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

Applications that are unable to meet all of the foregoing criteria are referred to County Council for a decision.

Figure 1. 2020 Air Photo of Subject Property (10 acre severed parcel outlined in yellow, retained 90 acre parcel outlined in orange)



Figure 2. Close up air photo of the proposed severed land outlined in yellow, showing the existing house, shed & barn.



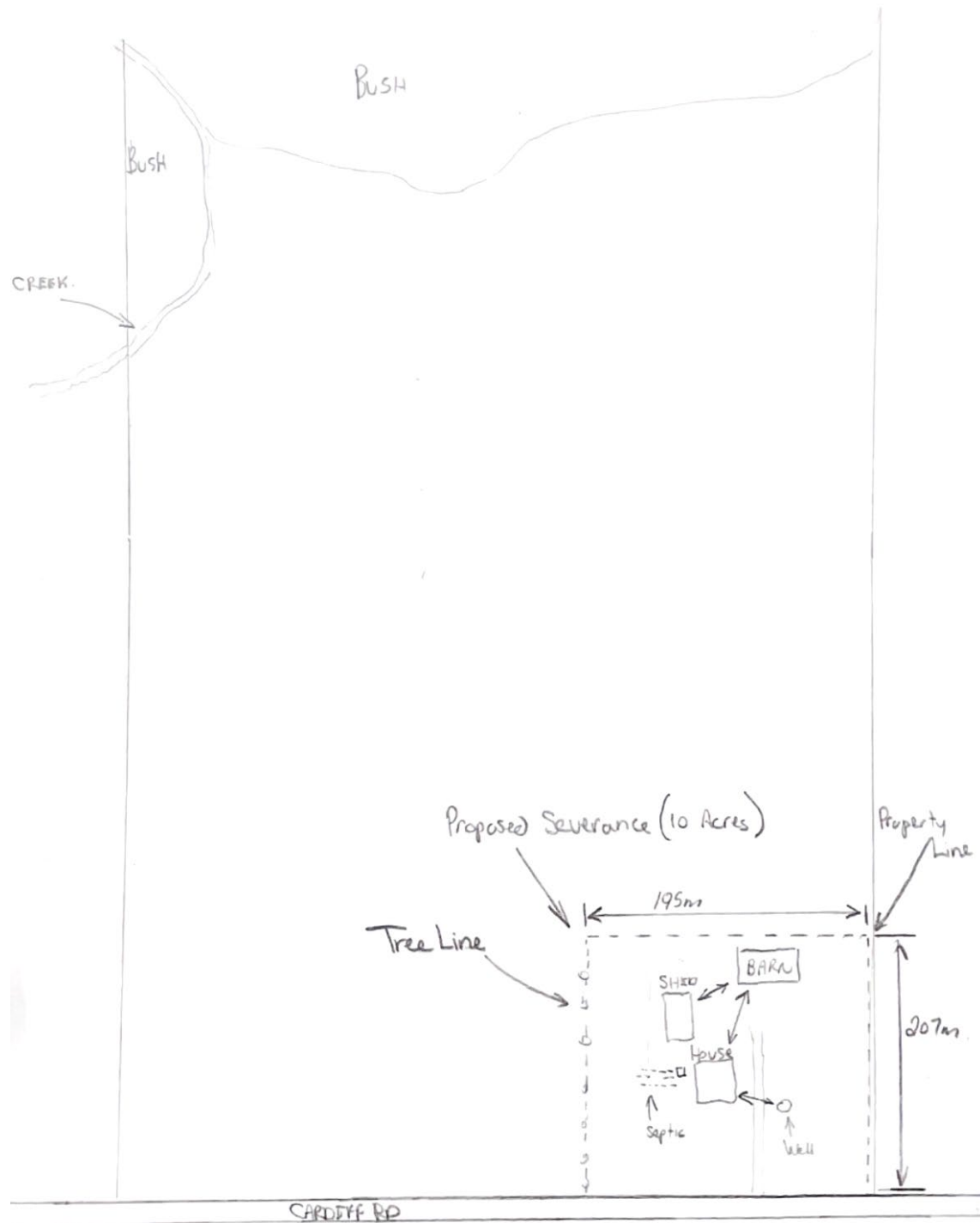
Figure 3. Sketch Provided by Applicant

Figure 4. 2020 Air Photo of Subject Property (showing recommended 3.5 acre severed parcel outlined in yellow, retained 96.5 acre parcel outlined in orange)



Figure 5. Site Photo from Cardiff Road



AGENCY/PUBLIC COMMENTS

There were no comments or concerns received from members of the public or staff during circulation and at the time of writing this report. Comments received from the Huron East Building Inspector included the recommended condition for septic inspection.

ADDITIONAL COMMENTS

- The existing house on the proposed severed area is surplus to the needs of the purchaser, Evergreen Holsteins' farm operation. Evergreen Holsteins own other farms with houses within Huron County.
- The Provincial Policy Statement, 2020 (PPS) permits the severance of surplus farm dwellings (a house surplus as a result of the acquisition of additional farm parcels to be operated as one farm operation). The PPS requires that the construction of a new residence on the retained farmland created by the severance be prohibited. This is addressed through the automatic rezoning provision to recognize the residential parcel (e.g. AG4) and the retained farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2). The PPS also requires that the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services. The proposed 10 acre severed parcel exceeds the amount of land required to support a residence, septic system and well. The proposed consent is consistent with the PPS, subject to the conditions recommended in this report.
- The Huron East Official Plan Section 10.3.1.7 permits surplus farm severances subject to a list of criteria. The criteria includes that the house is a minimum of 15 years old, habitable, and the area being severed is kept to a minimum size so as to not remove farmland from production. The proposed consent meets most of the criteria of the Official Plan policies, in that the house is a minimum of 15 years old, habitable, and the purchaser owns another farm with a house. However, the proposed severed does not appear to be kept to a minimum size to not remove farmland from the main farm holding.
- The proposed severed parcel is 10 acres in size and the retained parcel is 90 acres in size. Due to the amount of natural environment features to the rear of the property, if 10 acres for a residential holding is severed, there will be approximately 47 acres of workable land on the retained parcel. In order to address the proposed size of the severed parcel, a condition has been included in the list of recommended conditions to reduce the proposed severed area to 3.5 acres instead of the proposed 10 acres.
- As a result of the review above, provided that the conditions recommended in the report are included within the final approval, this application is consistent with the PPS, and conforms to the provisions of the Huron County Official Plan and the Huron East Official Plan. It is therefore recommended that this application be recommended for approval with the following conditions:

Recommended Conditions

Expiry Period

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

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. The sum of \$750 be paid to the Municipality as cash-in-lieu of parkland.
4. The subject parcel be numbered and addressed for 911 purposes to the satisfaction of the municipality.
5. Section 65 of the Drainage Act be addressed to the satisfaction of the Municipality.

Survey/Reference Plan

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

Zoning

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

Septic

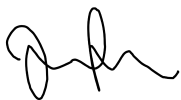
8. Applicant to provide a letter from a licensed contractor advising that the tank on the severed parcel has been pumped and is functioning properly to the satisfaction of the Municipality.

Other

9. The severed parcel be reduced to a rectangle with a maximum area of 3.5 acres (1.4 hectares) containing the house, septic system, well and out-buildings.
10. The retained parcel be registered in the name of Evergreen Holsteins Ltd.

Notes:

The applicant is hereby advised that the severed parcel will automatically be rezoned to recognize the residential parcel (eg AG4- special) and the retained farmlands will be automatically rezoned to prohibit a new residence (eg. AG2-special) in the Huron East Zoning By-law.



Jenn Burns, Planner, RPP

April 27, 2022

Date



Town of Arnprior Support for Humanitarian Efforts in Ukraine

To Whom it may concern,

Council of the Corporation of the Town of Arnprior passed the following resolution regarding supporting Ukraine in these difficult times. Council at their meeting, requested staff provide this resolution to all municipalities in the province of Ontario for their information.

Whereas the Council of the Corporation of the Town of Arnprior supports our Federal, Provincial and local municipalities in condemning the aggression and violent acts that Russia is taking upon Ukraine; and

Whereas on March 2, 2022 Mayor Stack issued a press release voicing the Town's support of "the Ukrainian people, who are fighting bravely against the invading Russian forces" and asked that everyone in Arnprior keep "these brave souls in our hearts and minds, and hope for a swift end to this conflict," and

Whereas the clock at the D.A. Gillies (Museum) will stay lit in blue and yellow until the attacks cease.

Therefore Be It Resolved That:

1. That Council support the humanitarian efforts in Ukraine with a \$1000.00 donation to the Canadian Red Cross Ukraine Humanitarian Crisis Appeal.
2. That the Mayor send a letter to the Ukrainian Embassy in Ottawa in support and solidarity of those in Ukraine, their friends and families across the globe and those of Ukrainian heritage within our community.

The Town of Arnprior has sent a donation to the Canadian Red Cross Ukraine Humanitarian Crisis Appeal, and the Mayor has issued a letter to the Ukrainian Embassy in Ottawa, as noted.

Sincerely,

Kaila Zamojski
Deputy Clerk
Town of Arnprior
613-623-4231 Ext. 1818

April 2022 Council Expenses

Date	Meetings	Raymond Chartrand	Brenda Dalton	Dianne Diehl	Bob Fisher	Bernie MacLellan	Larry McGrath	Alvin McLellan	Justin Morrison	Zoey Onn	Joe Steffler	Gloria Wilbee	Total
April 5	Council Meeting - Virtual	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	1,891.23
April 13	Administration Committee	82.95			82.95	82.95	82.95	82.95					0.00
April 13	Seaforth BIA Meeting				82.95								0.00
April 19	Council Meeting - Virtual	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	171.93	1,891.23
April 22	CHIP - Virtual											82.95	0.00
April 25	Vanastra Recreation Board	82.95											82.95
April 25	Walton Landfill		82.95 8.07	82.95 39.27									213.24
April 28	Cox Drain - Roadside Meeting							82.95					0.00
Total		509.76	434.88	466.08	509.76	426.81	426.81	509.76	343.86	343.86	343.86	426.81	4,078.65

The Corporation
of the
Municipality of Huron East
By-law No. 035 for 2022

Being a By-law to Delegate Authority to the
Chief Administrative Officer for Executing Gift
Agreements for the Brussels, Morris & Grey
Community Centre Renovation Fundraising
Campaign

Whereas Section 23.1 of the *Municipal Act, S.O. 2001, C 25* states that Council is authorized to delegation certain powers and duties;

Whereas Section 5 of the *Municipal Act*, provides that a municipality’s power shall be exercised by by-law;

Whereas the fundraising campaign for the Brussels, Morris & Grey Community Centre Renovation includes naming rights potential;

Whereas donors to the Brussels, Morris & Grey Community Centre Renovation Fundraising are required to enter into a Gift Agreement with the Municipality of Huron East for the use and benefit of the Brussels, Morris & Grey Community Centre

Whereas Council deems it expedient to delegate authority to the Chief Administrative Officer to execute the agreements;

Now Therefore the Council of the Municipality of Huron East enacts as follows:

- 1. That the Chief Administrative Officer is hereby delegated authority to execute the Gift Agreements as part of the Brussels, Morris & Grey Community Centre Renovation Fundraising Campaign.
- 2. That this by-law shall come into force and take effect on the date of final passing thereof.

Read a first and second time this 17th day of May, 2022.

Read a third and final time this 17th day of May, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East
By-law No. 036 for 2022

Being a By-law to Authorize the Signing of a Recreation
Program Service Agreement between the Corporation of the
Municipality of Huron East and the Corporation of the County of
Huron.

Whereas the *Municipal Act, S.O. 2001, c.25*, as amended, s. 8(1) contains broad authority to municipalities to enable municipalities to govern its affairs as it considers appropriate;

And Whereas pursuant to Section 9 of the *Municipal Act*, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

And Whereas pursuant to Section 11(2)3 and 11(2)4 of the *Municipal Act*, a municipality, acting within its sphere of jurisdiction may pass by-laws pertaining to the financial management of the municipality and matters pertaining to public assets of the municipality;

And Whereas the Corporation of the County of Huron has the authority pursuant to the legislation indicated in the *Child Care and Early Years Act, 2014 S.O. 2014, c. 11, Sched. 1*, and amendments, to enter into an agreement for the provision of child care and/or early years programs and services;

And Whereas the Corporation of the Municipality of Huron East, as a Service Provider, has agreed to provide child care and/or early years programs and services described in the *Child Care and Early Years Act, 2014*, as amended;

And Whereas the Council of the Corporation of the Municipality of Huron East is desirous of entering into a Recreation Program Service Agreement to continue to provide child care and/or early years programs and services pursuant to the *Child Care and Early Years Act, 2014*, as amended;

Now Therefore the Council of the Corporation of the Municipality of Huron East enacts as follows:

- 1. That the Mayor and Clerk are hereby authorized and instructed to enter into a Recreation Program Service Agreement with the Corporation of the County of Huron attached hereto as Schedule “A”.
- 2. That this by-law shall come into force and take effect on the date of final passing thereof.

Read a first and second time this 17th day of May, 2022.

Read a third time and finally passed this 17th day of June, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk



RECREATION PROGRAM SERVICE AGREEMENT

This Agreement made in duplicate

B E T W E E N: **The Corporation of the County of Huron**

("County of Huron")

- and -

("Service Provider")

WHEREAS, the *Child Care and Early Years Act, 2014 S.O. 2014, c. 11, Sched. 1* and amendments authorizes the County of Huron to enter into this Agreement for the provision of child care and/or early years programs and services;

AND WHEREAS, the Service Provider has agreed to provide child care and/or early years programs and services as described in the *Child Care and Early Years Act, 2014*;

THEREFORE, in consideration of the terms and provisions of this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged THE PARTIES agree as follows:

FOR PURPOSES OF THIS AGREEMENT:

"Child care and early years programs and services" means programs and services as defined by the *Child Care and Early Years Act, 2014*;

"County" means the County of Huron;

"County Staff" means the staff of the County of Huron authorized to exercise the rights and perform the duties of the County of Huron under this Agreement;

"Service Provider or Operator" means the party of the second part and shall be the "Delivery Agent" for purposes of provision of child care and/or early years programs and services pursuant to the *Child Care and Early Years Act, 2014* and its regulations.

PURPOSE:

Ontario regulation 138 made under the *Child Care and Early Years Act, 2014*, provides that CMSM's and DSSAB's may provide fee subsidies for children 4-12 years who are enrolled in recreation programs and whose parents are in financial need as determined by the income test.

The *Child Care and Early Years Act, 2014* exempts camps from obtaining a child care licence if the camp is serving children 4 years and up, not operating for more than 13 weeks per year, and does not operate on instructional school days. Programs serving children under 4 years old would require a licence from the Ministry of Education.

This document outlines the requirements for obtaining a *Recreation Program Fee Subsidy Purchase of Service Agreement* with the County of Huron.

SERVICE PROVIDERS REQUIREMENTS FOR RECREATION PROGRAM DELIVERY:

Funded Service Providers will be required to follow the program guidelines outlined in this document.

The County of Huron Recreation Program guidelines are modeled after The Ontario Child Care and Family Support Program Service Management 2022 and Funding Guidelines and the *Child Care and Early Years Act* Regulations.

1. Safe Arrival and Safe Dismissal:

1.1 Recreation programs must have policies and procedures in place to the satisfaction of the County of Huron to ensure the safe arrival and safe dismissal of each child enrolled. At a minimum these must include;

- 1.1.1 daily sign-in/sign-out procedures so that staff are aware of which children are in attendance each day, and those that have departed for the day
- 1.1.2 a policy and procedure to be followed if a child does not attend and if staff have not been notified in advance of the reason why
- 1.1.3 a daily record of attendance is kept showing: arrival, departure or absence of each child
- 1.1.4 a policy and procedure by which parents must inform the program operator in writing of who is or is not allowed to pick up their children
- 1.1.5 a policy and procedure by which parents must give their written consent for their children to sign themselves in and out

2. Police Record Checks

2.1 A policy is in place requiring police record checks, inclusive of a Vulnerable Sector Check, to be completed for all recreation program staff (full-time and part-time), or volunteer positions, over the age of 18, who will have direct contact with

children. This requirement also includes non-direct services staff or any other staff who are regularly on the premises where on occasion unsupervised contact with the children may be expected (drivers, cooks, facilities/maintenance staff). Staff under the age of 18 are required to sign an offense self-declaration form indicating that they have not been convicted under the Criminal Code of Canada.

3. Quality Assurance:

3.1 Recreation programs must;

- 3.1.1 Be accredited by the *Ontario Camping Association (OCA)* (and provide proof of accreditation thereof as requested)

Or

- 3.1.2 Have a letter from *High Five* confirming that their organization has met the following criteria for fee subsidy:

3.1.2.1 Program is currently registered with High Five

3.1.2.2 Conduct and submit a Quest 2 evaluation to High Five at minimum each July

3.1.2.3 Conduct and submit a Quest 1 evaluation to High Five every five years

3.1.2.4 Have 75 % of staff (front line staff and supervisors of front-line staff) trained in High Five's Principals of Healthy Child Development

3.2 The letter from High Five will list those trained staff working in the Summer Camp Program. The Recreation Programs will ensure that any subsequent recreation programs such as PD Day Program or March Break Program or Winter Camp Programs will also be staffed by 75% of the front-line staff and supervisors trained in High Five Principals of Healthy Child Development. A statement confirming this will be required in writing from the Recreation Program Provider to the County of Huron Children's Services Department prior to care being approved for any program other than summer programs.

4. Child Abuse Reporting

4.1 Each Recreation Program with which the County has a *Purchase of Service Agreement* has a *Child Abuse Reporting Policy* that all staff have reviewed and signed annually.

5. Fire Safety and Emergency Information Policy

5.1 Every operator must ensure that each member of staff and each volunteer in the Recreation Program are instructed as to his/her responsibilities in the event of a fire or emergency before commencing program.

- 5.2 Fire procedures must be reviewed with participants weekly **OR** fire drill must be conducted at least once per session where the session is less than one month. A written record must be kept of all fire drills.
- 5.3 Every operator must ensure that staff at each location has an up to date list of telephone numbers that is accessible in an emergency and includes phone (cell, work or home) numbers of a parent or guardian of each child enrolled and the name and telephone number of a person to be contacted if the parent or guardian cannot be reached.
- 5.4 Every operator shall ensure that staff has access to a phone in each location where Recreation Programs are provided.

6. III Health and Medical Supervision Policy

- 6.1 Every operator must ensure that there is a stocked first aid kit and current first aid manual readily available for first aid treatment
- 6.2 A policy is in place regarding ill health and accidental situations. A written record of any incident affecting the health, safety or well-being of the staff, volunteers or child enrolled in the program, must be kept and shall be maintained and kept for at least two years after the incident.
- 6.3 Every operator will have a procedure in place for reporting serious incidents to the County of Huron within one business day of the date of the incident. Serious incidents will be described as any of the following:
 - 6.3.1 Incident resulting in a death of child or staff
 - 6.3.2 Allegations of abuse and/or neglect of a child while at camp
 - 6.3.3 An incident resulting in a serious or life-threatening injury (serious or life-threatening injury would include anything that involves admittance to a hospital for over 12 hours)
 - 6.3.4 Missing or unsupervised children
 - 6.3.5 Any serious complaint or serious incident that poses a risk to the health safety or well-being of children
- 6.4 Reporting procedure would be to submit by email, inclusive of a brief description of the incident including time, dates and details of the incident. The report shall not include any personal or identifying information including names of children or staff. County of Huron Social and Property Services will provide a contact email address for incident reporting and then will follow up within five business days of the incident being reported.
- 6.5 Where an operator agrees to the administration of drugs or medications, the operator shall ensure that all drugs and medications are:
 - 6.5.1 stored in accordance with the instructions for storage on the label
 - 6.5.2 administered in accordance with the instructions on the label and the authorization received from parents

- 6.5.3 inaccessible at all times to children
 - 6.5.4 Administered to a child only when a parent of the child gives written authorization for the administration of the drug or medication including a schedule that sets out the times the drug or medication is to be given and amounts to be administered.
 - 6.5.5 administered to a child only from the original container as supplied by a pharmacist or the original package and that the container or package is clearly labelled with the child's name, the name of the drug or medication, the dosage of the drug or medication, the date of purchase and instructions for storage and administration.
 - 6.5.6 A policy in place identifying the designate staff person in each program location responsible for all drugs and medications. All drugs and medications are to be handled by that person or a person designated by that person.
- 6.6 Every operator must have anaphylactic policies and procedures in place including the following:
- 6.6.1 a strategy to reduce the risk of exposure to anaphylactic causative agents
 - 6.6.2 Development of an individual plan, with input from the child's parent or guardian and/or the child's physician, for each child with an anaphylactic allergy that includes emergency procedures in respect of the child.
 - 6.6.3 the individual plan for a child with anaphylaxis and the emergency procedures in respect of the child shall be reviewed as follows:
 - 6.6.3.1 By all employees before they begin their employment and at least annually afterwards.
 - 6.6.3.2 By volunteers and students who will be providing care or guidance at the recreation program before they begin providing that care or guidance and at least annually afterwards.
 - 6.6.3.3 By the staff person in charge of the recreation program before the child is placed at that location and at least annually afterwards.
 - 6.6.4 Training from a physician or a parent on procedures to be followed in the event of a child (who has been identified as having an allergy) who is having an anaphylactic reaction.

Note: The operator may permit a child to carry his or her own asthma medication or emergency allergy medication in accordance with the procedures established.

7. Behaviour Management Policy

7.1 Every operator must ensure that there are written policies and procedures with respect to discipline, punishment and isolation measures to be used in locations where Recreation Programs are provided.

- 7.1.1 These policies and procedures are reviewed with all staff including students and volunteers at the time of their initial employment and at least annually thereafter records will be kept with the date of each review of this policy, signed by the reviewer and kept for at least 2 years.
- 7.1.2 There are written policies and procedures with respect to actions to be taken if staff contravene the agency's *Behaviour Management Policy*.
- 7.1.3 There are written procedures for monitoring the behaviour management practices of employees, volunteers or students and that monitoring records are kept for at least two years.
- 7.1.4 This policy must state that discipline measures **must not** include:
 - 7.1.4.1 corporal punishment of a child
 - 7.1.4.2 deliberate harsh or degrading measures that would humiliate a child or undermine a child's self respect
 - 7.1.4.3 deprivation of a child of basic needs including food, shelter, clothing
 - 7.1.4.4 Use of a locked room for the purpose of confining a child

8. Enrolment and Records

8.1 Every operator must ensure that current child records are available at all times and are kept at each location at which Recreation Programs are provided.

8.2 Records shall include:

- 8.2.1 the name, date of birth and home address of the child
- 8.2.2 the names, home addresses and telephone numbers of the parents or guardians of the child
- 8.2.3 the address and telephone number at which a parent or guardian of the child or other designated person can be reached in case of an emergency during the hours when the child is receiving care
- 8.2.4 the names of persons to whom the child may be released
- 8.2.5 the child's history of conditions requiring medical attention
- 8.2.6 any symptoms indicative of ill health

- 8.2.7 written instruction signed by a parent or guardian of the child for any medical treatment or drug or medication that is to be dispensed during the hours the child is receiving care
- 8.2.8 written instructions signed by a parent or guardian of the child concerning any special requirements in respect of diet, rest or exercise.

9. Staff Training

9.1 It is the responsibility of the operator to ensure that all staff have received adequate and appropriate training prior to working with children. There must be written policies and procedures in place to ensure this occurs. Such training shall include:

- 9.1.1 job descriptions for each staff
- 9.1.2 orientation to agency and program mandate, policies and practices
- 9.1.3 certified first aid training; a minimum of emergency first aid or C.P.R.
- 9.1.4 child safety precaution, guidelines re: allergies
- 9.1.5 emergency procedures, accident reports and procedures
- 9.1.6 program planning
- 9.1.7 behaviour management philosophy and procedures
- 9.1.8 conflict resolution
- 9.1.9 child abuse protocol
- 9.1.10 procedures for offsite excursions and trips
- 9.1.11 Confidentiality (including social media)
- 9.1.12 communication with parents and guardians

10. Adult Supervision and Group Size

10.1 The number of employees required for the care of children enrolled when on the premises or during activities off the premises shall be determined by the operator with due attention to the program needs, safety, supervision and age of the children enrolled in the program.

10.2 The following are minimum requirements

- 10.2.1 1 staff for every 10 children 4-5 years
- 10.2.2 No children under 4 years are in the program at any time
- 10.2.3 1 staff for every 15 children ages 6 to 12 years

10.2.4 At least one adult (18 years or older) is on site at all times and is easy to locate in event of an emergency

10.2.5 All recreation staff are at least 16 years of age

10.2.6 The maximum number of children in a group shall be 20 (4-5 year old's) or 30 (6-12 year olds).

10.2.7 Special Needs Resource Teachers/Program Assistants are not to be counted in the ratio for staff.

11. Term

11.1 This agreement is in effect from date of signing to last day of June the following year

11.2 Either party may at any time terminate this Agreement in whole or in part, without penalty or cause, by giving a minimum of (60) days written notice to the other party and in the event the Agreement is terminated in part, the remainder of the Agreement, if capable of performance, shall continue in full force and effect.

11.3 If in the opinion of the County, the Service Provider is in breach of this Agreement, the County may terminate this Agreement immediately by giving written notice to the Service Provider. Notwithstanding the foregoing, the County may, in its discretion, provide the Service Provider with a reasonable period of time to rectify the breach.

11.4 In the event notice is given under sub-article 4.2, the Service Provider shall, during the notice period, provide only those services which the County, determines are reasonably required to complete the service in progress.

11.5 Upon termination of this Agreement, the Service Provider shall reimburse forthwith to the County any monies advanced by the County which are not expended in accordance with this Agreement.

11.6 Notwithstanding anything to the contrary in this Agreement, in the event that:

11.6.1 The Ministry at any time during the term of this Agreement revokes the designation of the County as a CMSM or ceases to provide sufficient funding to the County for any programs or services covered under this Agreement; or

11.6.2 The Service Provider, if it is a corporation, transfers the majority of its issued shares in the capital stock or if any transfer, issuance or division of any shares of the corporation or of any affiliated corporation of the corporation sufficient to transfer control to others than the then present shareholders of the corporation occurs; or

11.6.3 The Service Provider becomes insolvent or makes an application to appoint a receiver or trustee in bankruptcy; this Agreement shall, at the

sole discretion of the County, immediately become null and void and the County shall not in any way be liable to the Service Provider.

11.6.4 The County of Huron will pay to the Service Provider for admissible expenditures incurred pursuant to this Agreement. The County of Huron reserves the right within reason to determine the amounts, times and manner of such payments.

11.6.5 It is agreed and understood that the County of Huron may withhold payments if the Service Provider is in breach of its obligations under this Agreement or, as applicable, if the County is advised by the Ministry of Education that the Service Provider is in breach of its license requirements and obligations under the *Child Care and Early Years Act, 2014*.

11.6.6 The Service Provider shall hold any funds advanced to the Service Provider by the County in trust for the County until such time as the funds are expended in accordance with this Agreement.

12. Payment

12.1 The County shall pay to the Service Provider funding for the provision of child-care and early years programs and services consistent with the terms of the Agreement and the Schedules that form part of this Agreement. Failure to follow the terms of this Agreement, including submission of reports or data, may result in suspension of funding or termination of the Agreement.

12.2 The funding and payment amount may be amended from time to time by mutual agreement.

12.3 The Service Provider shall use the funds provided by the County only for the specific purpose for which the funds are provided.

12.4 Notwithstanding anything in this Agreement, no payments shall be due or payable to the Service Provider by the County under this Agreement unless such payments are eligible for Ministry funding pursuant to the Ministry requirements and as approved by the County.

12.5 Notwithstanding anything in this Agreement, any payments made by the County, which are for any reason in excess of the amount to which the Service Provider is entitled, shall be immediately refunded to the County by the Service Provider after due demand by the County or, at its sole option, the County may deduct or set off the overpayment from any subsequent monies due to the Service Provider.

12.6 The Service Provider shall, at the request of the County, change its fiscal year end to coincide with the year end of the County or to such other date as the County directs.

12.7 The Service Provider shall submit to the County a budget and/or reconciliation with respect to the services it provides pursuant to this Agreement, which budget

shall be provided at intervals as determined by the County and set out in the Schedules of this Agreement.

13. Reports

13.1 The Service Provider shall maintain the following reports and records:

13.1.1 Any report or record required pursuant to a Schedule to this Agreement;
and

13.1.2 Any report or record that the County or Ministry acting reasonably,
requests.

13.2 The Service Provider acknowledges that failure to submit the reports may result in either the withholding of payment until such reports are submitted or in the termination of this Agreement.

13.3 The Service Provider shall permit the County at any time during the term of this Agreement and for seven (7) years after its expiry or termination and during the Service Provider's usual business hours, to review all of the Service Provider's materials, records and other documents relating to this Agreement provided that the County gives the Service Provider twenty-four (24) hours' notice of its intention to do so.

13.4 Reports shall be submitted in a method compliant with the **Freedom of Information and Protection and Privacy Act** and will be communicated to the Service Provider in a manner determined by the County.

13.5 In the event the Service Provider ceases operation, it is agreed that the Service Provider will not dispose of any records related to the programs and services provided for under this Agreement without the prior consent of the County of Huron, which may be given subject to such conditions as the County of Huron deems advisable.

14. Observance of The Law

14.1 The Service Provider and its employees and representatives, if any, shall at all times comply with all applicable federal, provincial and municipal legislation, regulations and by-laws, the Guidelines, and the Operating Guidelines, including but not limited to the **Ontario Human Rights Code**, the **Freedom of Information and Protection of Privacy Act**, the **Accessibility for Ontarians with Disabilities Act**, the **Occupational Health and Safety Act**, **Employment Standards Act** and the **Workplace Safety and Insurance Act**. in respect of the performance of this Agreement.

14.2 This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

14.3 The parties hereby attorn to the exclusive jurisdiction of the courts of the Province of Ontario with respect to the enforcement and interpretation of this Agreement.

15. The Service Provider's Contractual Status

- 15.1 The Service Provider is an independent contractor and the Service Provider, its agents, officers and employees, in the performance of this Agreement, shall be taken to be acting in an independent capacity and not as officers or employees of the County.
- 15.2 The Service Provider shall be solely responsible for the payment of any subcontractors employed, engaged or retained by the Service Provider for the purpose of assisting it in the discharge of its obligation under this Agreement.
- 15.3 The Service Provider shall co-ordinate the services of any subcontractors employed, engaged or retained by it and the Service Provider shall be liable to the County for any and all costs arising from the errors or omissions of such subcontractors or any of them.
- 15.4 The Service Provider, any of its sub-contractors and any of their respective advisors, partners, directors, officers, employees, agents and volunteers shall not engage in any activity or provide any services to the County of Huron where such activity or the provision of such services, creates a conflict of interest (actually or potentially in the sole opinion of the County of Huron) with the provision of services pursuant to the Agreement. The Service Provider acknowledges and agrees that it shall be a conflict of interest for it to use confidential information of the County of Huron relevant to the services where the County of Huron has not specifically authorized such use.
- 15.5 The Service Provider shall disclose to the County of Huron without delay, any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.
- 15.6 A breach of this section by the Service Provider shall entitle the County of Huron to terminate the Agreement, in addition to any other remedies that the County of Huron has in the Agreement, in law or in equity.
- 15.7 Recreation providers must ensure that all requirements of this document are being met during all approved programs through the contract year.

16. Inspection

- 16.1 The Service Provider will grant access, at reasonable times, to County staff, or their authorized representative, to any premises used by the Service Provider in connection with the programs and services pursuant to this Agreement for the purposes of evaluation of the programs and services and for purposes of inspection of the records, documentation and data required to be maintained by the Service Provider pursuant to the *Child Care and Early Years Act* and Regulations, and if requested by the County, to provide copies of same.
- 16.2 The Service Provider agrees that its staff providing services pursuant to the Agreement shall, upon the request of the County, be available for consultation with employees of the County.
- 16.3 County of Huron Children's Services staff will meet with Recreation Program operators annually to review and complete program guidelines and checklist.

- 16.4 County of Huron reserves the right to an annual on-site visit to each recreation programs, or more often as required.
- 16.5 Ongoing contact between the County of Huron and program operators will be facilitated through written, electronic and telephone communication in order to ensure all parties are informed about issues or trends that may relate to Recreation Programs.

17. Confidentiality

- 17.1 The Service Provider, its officers, agents and employees shall treat all information, especially that relating to children and parents, guardians and caregivers which is obtained by it through its performance under this Agreement as confidential and shall not, unless required to do so by law, disclose same, other than in accordance with this Agreement, without the prior written approval of the County.
- 17.2 The Service Provider shall not, unless required to do so by law, release information pertaining to subsidized children and parents, guardians and caregivers receiving its services to third parties without first obtaining the written consent of the affected parent or the person entitled to give consent on behalf of the affected subsidized child.
- 17.3 The collection, use and disclosure of information by the County shall be governed by the **Municipal Freedom of Information and Protection and Privacy Act** in a method determined by the County and communicated to the Service Provider.
- 17.4 Security of confidential information stored and transferred by electronic means shall be ensured using password protection, encryption of data during transmission and use of firewalls.
- 17.5 Security of confidential information stored in hard copy format will be locked to prevent access by those who do not require access to the information for the performance of this Agreement.
- 17.6 Security of confidential information shall be ensured by restricting access to those individuals who require access to collect, use or transmit the information for the performance of this Agreement.
- 17.7 The Service Provider will protect all confidential information in its possession, including during transmission, in accordance with industry best practices.

18. Indemnity

- 18.1 The Service Provider shall at all times defend, indemnify and save harmless the Corporation of the County of Huron, its officers, elected officials, employees, agents, invitees, successors and assigns (all of which are hereinafter called the "County Indemnities") from and against any and all manner of claims, demands, losses, expenses, fines, costs (including legal, expert and consultant fees), charges, actions, claims, demands and lawsuits or other proceedings whatsoever made or brought against, suffered by or imposed on the County Indemnities, or

their property in respect of any loss, damage or injury (including fatal injury) to any person or property (including, without restriction, employees, agents and property of the County Indemnities, or of the Service Provider) directly or indirectly arising out of, resulting from or sustained as a result of the Service Provider's performance of or failure to perform this Agreement, excepting only those claims, demands, losses, costs, charges and actions that are a result of the negligence of the County Indemnities.

19. Insurance

19.1 During the term of this Agreement and any renewal thereof, the Service Provider shall provide and maintain the general liability insurance acceptable to the County of Huron in an amount not less than two million dollars (\$2,000,000.00) per occurrence and in respect of the services provided pursuant to this Agreement:

19.1.1 The insurance policy shall,

19.1.1.1 Include as an additional insured "the County of Huron" in respect of and during the provision of services by the Service Provider pursuant to this Agreement;

19.1.1.2 Contain a cross-liability clause endorsement; and

19.1.1.3 Contain a clause including liability arising out of the agreement or agreements.

19.2 The provider shall have, as a stand-alone policy or as part of the Commercial General Liability, abuse liability which shall include coverage for physical and sexual abuse. Coverage shall be underwritten by an insurer licensed to conduct business in the Province of Ontario for the following limit of liability for no less than \$2 Million.

19.3 The Service Provider will submit to the County of Huron, upon request, proof of insurance. All policies shall be endorsed to provide the County with not less than 30 days' written notice in advance of any cancellation, change, or amendment restricting coverage. All policies shall be with insurers licensed to underwrite insurance in the Province of Ontario. The insurance shall be with insurers acceptable to the County and with policies in a form satisfactory to the County. As determined by the County, the Service Provider may be required to provide and maintain additional insurance coverage(s) or increased limits which are related to this Agreement. All premiums and applicable deductibles under the above required insurance policies are the sole expense of the Service Provider. All policies shall apply as primary and not as excess of any insurance available to the County.

20. Notice

20.1 Any demand or notice to be given pursuant to the Agreement shall be properly made and given if made in writing and either delivered to the party for whom it is intended to the address as set out below or sent by prepaid registered mail addressed to such party as follows:

- a. Where the County is the intended recipient;
 The Corporation of the County of Huron
 Social and Property Services Division
 77722D London Rd. R.R.#5
 Clinton, ON N0M 1L0
 Attention: Children's Services Manager
- b. Where the Service Provider is the intended recipient;
 Service Provider's Name
 Address
 Address
 Attention:

20.2 Or to such other addresses as the parties may from time to time notify in writing, and any demand or notice so made or given shall be deemed to have been properly made or given and received on the day on which it shall have been so delivered or, if mailed, then, in the absence of any interruption in postal service in the County affecting the delivery or handling thereof, on the day following three (3) clear business days following the date of mailing.

21. General Provisions

21.1 Should any provision of this Agreement be declared or found to be illegal, unenforceable, legally ineffective or void, then each party shall be relieved of any obligation arising from such provision, but the balance of the Agreement, if capable of performance, shall remain in full force and effect.

21.2 No term or provision of this Agreement shall be deemed waived and no breach consented to unless such waiver or consent is in writing and signed by an authorized representative of the party claimed to have waived or consented.

21.3 No consent by a party to, or waiver of, a breach under this Agreement shall constitute a consent to, waiver of, or excuse for any other, different or subsequent breach.

21.4 This Agreement shall not be assigned in whole or in part by the Service Provider.

21.5 This Agreement shall not be varied, altered, amended or supplemented except by an instrument in writing duly executed by the authorized representatives of both parties.

21.6 Nothing contained in this Agreement, expressed or implied, shall confer upon any person, corporation or other entity, other than the parties hereto and their successors in interest and assigns, any rights or remedies under or by reason of this Agreement.

21.7 All representations and warranties and obligations of confidentiality and indemnification and the reporting requirements pursuant to articles 5, 9 and 10 as set forth in the Agreement shall survive termination of this Agreement.

21.8 The Service Provider shall ensure that any and all communication activities, publications, advertising and press releases referring to services provided pursuant to this Agreement must clearly acknowledge the contributions made by the Province of Ontario and the Government of Canada and shall include an appropriate acknowledgement, in term satisfactory to the County, of the County's contribution.

22. Non-Assignment

22.1 The Service Provider will not assign this Agreement, or any part thereof, without the prior written approval of the County of Huron, which approval may be withheld by the County of Huron in its sole discretion or given subject to such conditions as the County of Huron may impose.

22.2 For the purposes of this section, this Agreement shall be deemed to be assigned by the Service Provider: (a) upon the change in control of the Service Provider (as defined by the *Business Corporations Act*), if the Service Provider is a corporation; and (b) upon any reorganisation which results in a change in the effective control of the Service Provider, if the Service Provider is a partnership.

23. Schedules

23.1 This Agreement and the attached Schedules embody the entire Agreement and supersede any other understanding or Agreement, collateral, oral or otherwise, existing between the parties at the date of execution and relating to the subject matter of this Agreement.

24. No Partnership

24.1 The County and Service Provider shall not be deemed to be carrying on a partnership or joint venture relating to the delivery of the services pursuant to this agreement and the parties hereto agree that the Service Provider is an entirely independent contractor providing such services for the County pursuant to the terms and conditions of this Agreement.

24.2 The Service Provider acknowledges and agrees this Agreement is in no way deemed or construed to be an Agreement of Employment. Specifically, the parties agree that neither the Service Provider nor its employees are employees of the Municipality for the purpose of, but not limited to, the *Income Tax Act*, *Canadian Pension Plan Act*, *Employment Insurance Act*, *Workplace Safety and Insurance Act*, *Occupational Health and Safety Act* *Pay Equity Act*, *Health Insurance Act*, as amended from time to time and any legislation in substitution therefore.

IN WITNESS WHEREOF this agreement has been signed by an authorized County of Huron official on behalf of the County of Huron and the Service Provider by its proper signing officers.

Signed on the _____ day of _____, 2022.

Susan Cronin
 County Clerk,
 County of Huron

Glen McNeil
 Warden, on behalf of County of Huron

 Witness*

 By: ** Signing Officer Service Provider

 Position

(Seal)

 Witness

 By: ** Signing Officer Service Provider

 Position

* Witness required where the Service Provider is a sole proprietor or partner in a partnership. Not required when corporate seal is affixed.

** have the authority to bind the corporation

Service Provider Name

 Name:
 Title:
 (I have authority to bind the corporation)

 Witness
 Name:

 Name:
 Title:
 (I have authority to bind the corporation)

 Witness
 Name:

*Witness is required where the program is a sole proprietor or partners in a partnership. Not required when corporate seal is affixed.

**SCHEDULE A(R)
FEE SUBSIDY
(RECREATION PROGRAMS)**

SERVICE OBJECTIVE: Fee subsidy funding is intended to help families, in most need, to access, authorized camps and recreation services by financially assisting with the cost of care.

ELIGIBILITY: Families living in Huron County may enquire about eligibility for assistance with the cost of program fees by contacting Huron County Children's Services.

Families may be eligible to receive full fee assistance or may be responsible to pay a daily parental fee.

Only Recreation programs that have a Purchase of Service Agreement with the County of Huron will be eligible for fee assistance.

The daily parental fee determined by the County of Huron is payable to the service provider for all approved and scheduled days.

Service providers will be notified in writing of a family's eligibility and termination.

Parents are responsible to pay their daily parental fee in order for the County of Huron to pay the subsidy portion. Additional program costs such as bus trips etc. are the responsibility of the parent.

REPORTING REQUIREMENTS:

Service providers are responsible to advise the County of Huron when attendance becomes inconsistent or families fail to pay their determined daily fee.

During the first week of the month service providers will be able to access the previous month's attendance record on the *Ontario Child Care Management System* (OCCMS on-line). This attendance record will need to be verified by the service provider and submitted to the office by the 20th of each month. (Training on the attendance management program will be provided by Huron County Children's Services)

Payment for the previous month should be processed by the end of the following month.

AUTHORITY AND STANDARDS:

Child Care and Early Years Act, 2014

Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline (the "Provincial Guideline")

Children's Services Early Years and Child Care Service Plan 2019-2024

**SCHEDULE B (R)
SPECIAL NEEDS RESOURCE FUNDING
(RECREATION PROGRAMS)**

SERVICE OBJECTIVE:

To provide base financial support to Recreation Programs that have a Purchase of Service Agreement with the County of Huron, to build capacity and create inclusive environments for children with additional needs.

ELIGIBILITY:

The Service Provider will provide programming to children on whose behalf a fee subsidy is paid. All program requirements will be met in accordance with the *Child Care and Early Years Act* and the policies, guidelines, and requirements of the County of Huron.

- Approved recreation programs will receive \$500.00 prior to the commencement of the summer program
- Additional funding requests will be vetted through the Growing Together Resource Consultant Program
- All additional funding requests must be made prior to the final week of the program and will be subject to available funding

PURPOSE:

Huron County Social and Property Services agrees to support the approved **recreation program** in building a *program* that is responsive and inclusive to children with additional needs by providing services of Growing Together staff and resources.

The Service Provider will utilize the funding for the intended purpose of including and supporting children with additional needs.

Funding will be used for additional, non-ratio staff wages and/or equipment that builds capacity and will include children with additional need to participate in summer recreation programs.

The Service Provider will engage in ongoing communication and interaction with the Growing Together Early Learning Resource Consultant ensuring a supportive and inclusive environment.

REPORTING REQUIREMENTS:

- As requested, to provide to Huron County Children's Services any summer recreation program statistical or financial data that details the use of these funds and outcomes.
- To invoice the County of Huron by September 30 of the year the expenses were incurred for any additional approved dollars.

Failure to fulfill the above stated by either party will result in the following:

- Written notice forwarded to the offending party stating violations(s) of the Recreation Program Service Agreement
- Funding to cease.

Continuation of funding is subject to available funds.

AUTHORITY AND STANDARDS:

Child Care and Early Years Act, 2014

Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline (the "Provincial Guideline")
Children's Services Early Years and Child Care Service Plan 2019-2024

The Corporation
of the
Municipality of Huron East
By-law No. 037 for 2022

Being a By-law to Confirm the Proceedings of the Council of
the Corporation of the Municipality of Huron East

Whereas, the Municipal Act, S. O. 2001, c. 25, as amended, s. 5 (3) provides municipal power, including a municipality’s capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And Whereas, the Municipal Act, S. O. 2001, c.25, as amended, s. 8 provides a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And Whereas it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Huron East at this meeting be confirmed and adopted by By-law;

Now Therefore the Council of the Corporation of the Municipality of Huron East **Enacts as Follows:**

- 1. The action of the Council of the Corporation of the Municipality of Huron East, at its meeting held on the 17th day of May, 2022 in respect to each recommendation contained in the Reports of the Committees and each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of Huron East at these meetings, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
- 2. The Mayor and the proper officials of the Corporation of the Municipality of Huron East are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Municipality of Huron East referred to in the proceeding section hereof.
- 3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Municipality of Huron East.

Read a first and second time this 17th day of May, 2022.

Read a third time and finally passed this 17th day of May, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk