



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

1. Call to Order & Mayor's Remarks

2. 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.

3. Confirmation of the Agenda

4. Disclosure of Pecuniary Interest

5. Minutes of Previous Meeting

5.1 [Regular Meeting – May 17, 2022](#)

Page 6

5.2 [Special Meeting – May 24, 2022](#)

Page 23

6. Public Meetings/Hearings and Delegations

6.1 Delegation: Phil Beard, Maitland Valley Conservation Authority re: Memorandum of Understanding (Item 9.1)

6.2 [Public Hearing](#) re: Minor Variance Application MV02-2022, John and Lena Wall for 84337 Kent Line

Page 34

7. Accounts Payable

8. Reports & Recommendations of Municipal Officers

8.1 [CAO-22-30](#), Disconnection From Work Policy

Page 40

-
- 8.2** [CAO-22-31](#), Drainage Superintendent
Page 43
- 8.3** [CAO-22-32](#), BMGC Renovation Tender Results – Updated
Page 45
- 8.4** [PW-22-07](#), Brussels Subdivision - Bryans Street & Anderson Drive
Project No. 319009 GM BluePlan
Page 47
- 8.5** [CLK-22-08](#), Request for Proposal – Electronic Document and Records
Management System (EDRMS)
Page 50
- 8.6** [CLK-22-09](#), Citizen Appointment to the Huron East/Seaforth
Community Development Trust
Page 52
- 9. Correspondence**
- 9.1** [Maitland Valley Conservation Authority \(MVCA\)](#) re: Draft
Memorandum of Understanding – MVCA Services and Programs
Page 61
- 9.2** [Ethel Minor Ball Committee](#) re: Significant Event on July 22 – July 23,
2022
Page 79
- 9.3** [Brussels Tigers Fastball Club](#) re: Significant Event on July 22 – July
24, 2022
Page 80
- 9.4** [The Town of Blue Mountains](#) re: Support for Motion Regarding Voter's
List Information to Candidates
Page 81
- 10. Unfinished Business**
- 11. Municipal Drains**
- 11.1** [Section 78 Request for Improvement](#) - Glanville Municipal Drain -
McKillop

Page 82

Recommendation:

That the Section 78 request for a Municipal Drain Improvement by Lorne Glanville (Con. 13, Part Lot 25) for the Glanville Municipal Drain, be accepted;

And That Council instruct Dietrich Engineering Limited to prepare a report 30 days after notification to the Conservation Authorities.

12. Planning**13. Council Reports****13.1 Council Member Reports**

13.1.1 County Council Report

13.1.2 Other Boards/Committees or Meetings/Seminars

13.2 Requests by Members13.2.1 [By-law 63-2010](#), A By-law to Regulate ATV in Huron East, in response to the May 17, 2022 request

Page 85

13.3 Notice of Motions

13.3.1 Notice of Motion from Councillor Onn re: Huron East Fire District Reporting

Recommendation:

That the Huron East Fire Services Fire Chief, District Chiefs, and Huron East Deputy Chiefs of Brussels, Seaforth and Grey meet on a bi-annual basis and document relevant information in the Fire Chief's quarterly reports to the respective Councils.

13.4 Announcements**14. Information Items**14.1 [Municipality of Shuniah](#) re: Support for the Town of East Hawkesbury for the Funding Support for Infrastructure Projects

Page 88

14.2 [Municipality of Shuniah](#) re: Community School Alliance Action Plan

and Social and Economic Impact for Small Communities in Ontario
Study

Page 89

- 14.3** [Seaforth & District Community Centre Management Committee](#) re:
Minutes from May 11, 2022

Page 90

- 14.4** [Seaforth Area Fire Board](#) re: Minutes from May 19, 2022

Page 93

- 14.5** [Brussels Area Fire Board](#) re: Minutes from May 25, 2022

Page 102

- 14.6** [Administration Committee](#) re: Minutes from May 26, 2022

Page 110

- 14.7** [Vanastra Recreation/Day Care Management Committee](#) re: Minutes
from May 30, 2022

Page 114

- 14.8** [Water and Sewer Committee](#) re: Minutes from May 30, 2022

Page 118

15. Other Business

16. By-laws

- 16.1** [By-law 039-2022](#), A By-law to Temporarily Close a Portion of Sports
Drive and Dunedin Drive, Brussels for the Brussels Homecoming
Events

Page 123

- 16.2** [By-law 040-2022](#), A By-law to Authorize a Memorandum of
Understanding with the Maitland Valley Conservation Authority

Page 124

- 16.3** [By-law 041-2022](#), A By-law to Authorize a Shared Services
Agreement with the Township of Huron-Kinloss for a Drainage
Superintendent

Page 125

- 16.4 **By-law 042-2022**, A By-law to Appoint a Deputy Treasurer

Page 135

- 16.5 **By-law 043-2022**, A By-law to Confirm Council Proceedings

Page 136

17. Closed Session and Reporting Out (Section 239 Of The *Municipal Act*, 2001)

- 17.1 Adoption of May 17, 2022 Closed Session of Council meeting Minutes
(Distributed Separately)

- 17.2 Re: 239 (2)(a) - Information Technology Audit Results

- 17.3 Verbal Update re: 239 (2) (f) – Advice that is subject to solicitor-client
privilege relating to an appeal – refusal of proposed Zoning By-law
Amendment

18. Confirmatory By-Law

- 18.1 By-law 043-2022, Confirm Council

19. Adjournment



Municipality of Huron East Council Meeting Minutes
Virtual Meeting
Tuesday, May 17, 2022

Members Present:

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

Staff Present:

CAO Brad McRoberts; Fire Chief Marty Bedard; Public Works Manager Barry Mills and Clerk Jessica Rudy

Others Present:

Paul Seebach, Seebach and Company (Item 8.1)

Dan Fritz, Doug McArter, Brian TenPas, Roxane Nicholson and John Van Vliet, BMGCC Fundraising Committee (Item 8.2)

Gary Boyer and Max McLellan, Station Chiefs (Item 8.3)

Cody Diehl (Item 14.1)

Huron County Planner Jenn Burns

Shawn Loughlin, Editor, The Citizen

1. Closed Session

Moved by Councillor Chartrand and Seconded by Deputy Mayor Fisher:

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
- 1.2** 239(2) (c)(f), Advice that is subject to solicitor-client privilege in relation to disposition of land
- 1.3** 239 (2) (b) personal information about identifiable individuals

And that the Public Works Manager Barry Mills (Item 1.2); CAO Brad McRoberts and Clerk Jessica Rudy remain in closed session.

Carried

2. Reconvene into Open Session and Reporting Out

Moved by Councillor Wilbee and Seconded by Councillor Morrison:

That Council of the Municipality of Huron East resumes the regular Council meeting at 7:01 p.m.

Carried

Mayor MacLellan reported out from the Closed Session that Council received an update regarding disposition of land in Brussels and another matter regarding personal information about identifiable individuals.

3. Call to Order and Opening Remarks

Mayor MacLellan called the meeting to order at 7:03 p.m.

4. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

5. Confirmation of the Agenda

Moved by Councillor Chartrand and Seconded by Councillor Diehl:

That the Agenda for the Regular Meeting of Council dated May 17, 2022 be adopted as circulated.

Carried

6. Disclosure of Pecuniary Interest

Councillor Diehl declared a Conflict of Interest in regards to Item 14.1 Planner's Report re: Consent Application C12-2022 for Cody Diehl (Concession 5, Part Lots 13 and 14, Grey Ward) due to the applicant being a family member.

7. Minutes of Previous Meeting

Moved by Councillor McLellan and Seconded by Councillor Dalton:

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

7.1 Regular Meeting – May 3, 2022

Carried

8. Public Meetings/Hearings and Delegations

8.1 Presentation: Paul Seebach, Seebach and Company re: 2021 Financial Statements

Paul Seebach, Seebach and Company appeared before Council to present the

Auditor's report and 2021 Financial Statements.

P. Seebach congratulated staff on submitting the financial statements early and noted that the Municipality has received a clean auditor's report. A brief overview of the report and statement details were provided.

In response to Council, P. Seebach confirmed that a review of the internal controls and procedures were conducted and that all were in fairly good standing. It was noted that in the past staff were quick to implement any recommendations regarding internal procedures.

Moved by Councillor Morrison and Seconded by Councillor Diehl:

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.

Carried

8.2 Delegation: BMGCC Renovation Fundraising Group re: Fundraising Campaign Progress and Current Project Status

Dan Fritz, Doug McArter, Brian TenPas, Roxane Nicholson and John Van Vliet, appeared before Council in support of the report to not move forward with the one tender received and provided an overview of the successful fundraising campaign underway. It was requested that the fundraising plan be allowed to continue, so as not to lose momentum and that if the tender were to get reissued it is done in a timeframe to keep in line with the fundraising campaign.

Roxane Nicholson reviewed the donation process noting that every donator has the option to make their pledge over five years or as one payment.

Mayor MacLellan thanked the Committee for their impressive work to date and commented on their current success.

8.3 Delegation: Gary Boyer, Huron East Fire Department District Chief, Grey Station re: Merging of Grey and Brussels Fire Department

Prior to the delegation from Gary Boyer, Mayor MacLellan provided three points regarding the Huron East Fire Services discussion. He provided a background to the purpose of the report, noting that it is the result from a request of Council for the CAO to review all the fire districts in Huron East and provide the factual information for Council's consideration. It was stated that it is Council's responsibility to take the information and determine how it affects the public and to listen to their concerns and comments.

The second point was thanking the public for the phone calls received prior to the meeting and in particular the conversation with the delegation Gary Boyer. It was noted

that the information provided was beneficial and stated appreciation for sharing a viewpoint from Grey firefighters.

Finally, Mayor MacLellan thanked the individual who posted on social media clarifying the commitment of the firefighters and their dedication, noting that despite any potential mergers, the firefighters would continue to serve the community.

Gary Boyer, Huron East Fire Department District Chief, Grey Station appeared before Council as a representative of the Grey Fire district, in opposition of merging the Grey and Brussel fire halls.

G. Boyer stated that Grey and Brussels fire districts currently work well together with excellent response times from both districts. It was stressed that if a merger were to occur it would increase response times by travelling out of town resulting in Grey responders would have to attend calls in their own vehicles, an issue which is trying to be eliminated. It was further expressed that a service agreement with North Perth would still leave a large portion of Grey open to longer response times and that the Grey station does indeed respond to medical calls as required by Emergency Medical Services (EMS).

G. Boyer noted that the district stations are in agreement with the need to standardize equipment, operating procedures, and have a comprehensive review of vehicles and apparatuses, as well as workplace harassment training; however, he requested that Council listen to the voices that signed the petition to keep the districts separate.

9. Accounts Payable - \$1,504,697.80

Moved by Councillor Steffler and Seconded by Councillor Morrison:

That the accounts payable in the amount of \$1,504,697.80 be approved for payment.

Carried

10. Reports & Recommendations of Municipal Officers

10.1 CBO-22-02, 2022 Year to Date Building Report

In response to Council CAO Brad McRoberts confirmed that Tiny Homes are not currently the Municipality's Zoning By-law but it will be reviewed with an upcoming housekeeping amendment which will look at residency potentials and eliminating the need for multiple permits.

The report was received for information.

10.2 VRC-22-01, Recreation Program Service Agreement County of Huron and Vanastra Recreation Centre

Moved by Councillor Wilbee and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East consider a By-law to authorize the

Recreation Program Agreement with the County of Huron.

Carried

10.3 CAO-22-26, Mileage Rate

CAO Brad McRoberts provided a background to the report and noted that the revision to the employee handbook brings the Municipality in line with Huron County and Canada Revenue Agency rates.

Moved by Councillor Dalton and Seconded by Councillor Diehl:

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 a rate to be established as per the Canada Revenue Agency prescribed Automobile Allowance rates.

Carried

10.4 CAO-22-25, Brussels, Morris & Grey Community Centre Fundraising Gift Agreement Delegation

CAO Brad McRoberts provided a background to the agreement, noting that Nicole Duquette has been working on various aspects of the fundraising campaign and that the delegated authority will expedite the process and keep the campaign moving forward.

Moved by Councillor Onn and Seconded by Councillor Steffler:

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.

Carried

10.5 CAO-22-27, BMGCC Renovation Tender Results

CAO Brad McRoberts requested that the report be deferred until June 7, 2022 in order to investigate recent information regarding potentially significant cost saving measures with the one contractor who submitted the bid.

Council agreed to the deferral as requested by B. McRoberts.

10.6 CAO-22-28, Huron East Fire Services

Mayor MacLellan stated that the recommendation will be dealt with in two separate motions, the first dealing with the standardization and training aspects and the second dealing specifically with the potential merger of the two districts.

CAO Brad McRoberts provided a background to the report and provided an overview of the concerns he heard regarding the potential merger of the Grey and Brussels fire districts which included:

- Lack of standardization of equipment;
- Increased response times;
- Non logical fire district boundaries;
- Increased personnel;
- Upsetting the current relationship between districts;
- Increased liability;
- Lack of standardized training;
- Use of personal vehicles on scene;
- Lack of standard operating procedures;
- Increase in medical calls;
- Treatment of female fire fighters;
- Increase in post-traumatic stress disorders due to increased calls; and
- Increase to home owner insurance.

B. McRoberts outlined the emerging themes of lacking standardizations, financial impacts and service levels/boundaries. In response to the themes, it was explained that there is a need to develop standardization of equipment, training and operating procedures and that through research it was confirmed that home insurance would not be impacted. It was also stated that district boundaries should be reflective of response time and that service levels throughout Huron East are not equitable. An overview of the financial impacts for the two scenarios of building a new Fire

Services/Public Works building and expansion of the current Brussels Fire Hall were provided.

B. McRoberts provided an overall summary of observations, which included:

- Lack of standardization throughout Huron East Fire Services;
- No implications of increased insurance on residential homes if there were to be a merger of Grey and Brussels fire districts;
- The merger of the two fire districts would equalize fire service levels throughout Huron East;
- Service level costs per household are currently higher in Brussels and Grey compared to Seaforth;
- Cost for construction for a new fire hall and public works combined building is financially supportable without any additional capital contributions;
- Workplace harassment may be prevalent in fire services; and
- Centralized and improved leadership is required within Huron East fire services.

Council noted the importance of standardization to perform the job to the best ability and that the steps outlined in the recommendation provides good due diligence on behalf of the fire services offered to the public.

Moved by Councillor Morrison and Seconded by Councillor Wilbee:

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 standardized training protocols for all Huron East fire services personnel;
3. Establish standardized Standard Operating Procedures for all Huron East fire services personnel;
4. All fire services personnel undergo workplace harassment training; and
5. Undertake a comprehensive review of fire vehicle apparatus and develop non-bias justification reports for each apparatus.

Carried

Mayor MacLellan made note that the second portion of the recommendation addresses the merger of the Brussels and Grey Fire Districts. He stated that the report and recommendation is based on factual data and recommended that the second motion be

deferred until a minimum of three years to allow the training and processes addressed with the previous motion to gather results.

Council agreed with the position of the Mayor to allow the training and process to take place and see what happens after a few years before discussing any potential mergers.

Several of the Council members expressed concern over the lack of public consultation during the merger review process and stated that they were expecting more public consultation overall.

In response to public consultation B. McRoberts noted that it was intentional to not take a broad approach to public consultation during this phase of the review until further direction was provided by Council, he noted that there was no need to cause the public concern until Council provided direction with the data that was presented.

Councillor Onn noted that should would like to see bi-annual joint reports presented to Council from the three station chiefs on the progress of the standardization and training. Mayor MacLellan noted that the request could be presented as a notice of motion later in the agenda.

Councillor Diehl requested a recorded vote.

Moved by Councillor Diehl and Seconded by Councillor Onn:

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

1. Over the next 5 years phase out the Brussels and Grey Fire districts into a Huron East North Fire district;
2. Over the next 5 years phase out the Seaforth Fire district to the Huron East South Fire district;
3. Undertake formal discussions with Huron County and the potential for a lease-based takeover of the Brussels Fire Hall for the Brussels Paramedic Service base; and
4. 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.

Defeated, Unanimously

Diehl, Dianne	Nay	Grey Ward
Fisher, Robert	Nay	Deputy Mayor
MacLellan, Bernie	Nay	Mayor
McGrath, Larry	Nay	Tuckersmith Ward

McLellan, Alvin	Nay	Grey Ward
Morrison, Justin	Nay	Brussels Ward
Onn, Zoey	Nay	Brussels Ward
Steffler, Joe	Nay	Seaforth Ward
Wilbee, Gloria	Nay	McKillop Ward
Chartrand, Raymond	Nay	Tuckersmith Ward
Dalton, Brenda	Nay	McKillop Ward

Moved by Councillor Morrison and Seconded by Councillor Chartrand:

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

- (1) Chief Building Official
- (2) Vanastra Recreation Manager
- (3) CAO

Carried

11. Correspondence

11.1 Brussels Homecoming Committee re: Requests for the Brussels 150th Homecoming 2022

CAO Brad McRoberts provided an overview of the requests submitted from the Brussels Homecoming Committee.

Mayor MacLellan noted that the topic of waiving fees for services has been raised in the past noting that there should be policy in place as to where the funds will come from since we are hurting the revenue of the recreation centres.

It was requested that the waiving of fees include a note that the fee costs be recovered in the Huron East budget.

Moved by Councillor McLellan and Seconded by Deputy Mayor Fisher:

That the Council of the Municipality approve the following regarding the Brussels Homecoming Committee:

- a) The rental fee for the ball diamonds be waived and staff be directed to find the funds in the Huron East budget;
- b) Staff be directed to prepare a Road Closure By-law for a section on Sports Drive between McCutcheon Drive and Flora Street between 8:00 a.m. and 6:00 p.m.

on Saturday, July 30, 2022 and Sunday, July 31, 2022;

- c) Staff be directed to prepare a Road Closure By-law for a section of Dunedin Drive from Turnberry Street to Stretton Street from 7:00 a.m. until 12:00 p.m. on Sunday, July 31, 2022; and
- d) That the Mayor attend the opening ceremonies at 7:00 p.m. on Friday, July 29, 2022 on behalf of the Municipality of Huron East.

Carried

12. Unfinished Business

13. Municipal Drains

13.1 Court of Revision - Fourteenth Concession Drain

Councillor McLellan reported out from the Court of Revision meeting held on May 17, 2022 at 6:00 p.m. and stated the the following motion was passed in recognition of the numbered company being the highest of the beneficiaries for the project:

Moved by Councillor Diehl and Seconded by Councillor McGrath:

That the appeal of Steve and Debbie Rathwell and Ralph Haverkamp to the Court of Revision for the Fourteenth Concession Municipal Drain be acknowledged and that the Schedule of Assessment for the Fourteenth Concession Drain be amended as follows:

Decrease the benefit assessment by 5% for the property owners of R. Haverkamp, F. Albrecht, D & D Van Veen, S & D Rathwell and A. Menzi; and

Increase the benefit assessment by approximately \$5600 to be split between the two 1866025 Ontario Inc. properties.

Carried

14. Planning

14.1 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 providing a background to the report, noting that this was originally presented to Council on May 3, 2022 with it being deferred in order to allow further consultation between Planning staff and the applicant. It was stated that after consultation the recommendation from Planning is to remain as previously presented with the suggested 3.5 acres being retained.

Council discussed the application and stated that the letter sent by the applicant provided a good overview of the future usages and reasons for requesting the ten acres, however it was noted that someone else may not have the use for gardens and

farm on the property and that if the additional acreage is approved it may set a precedent. A copy of the letter to Council is [appended](#) to the original minutes.

Council inquired about the ability to add conditions on the purposed usage of land to ensure that is solely used as agricultural and noted that timelines for the future purposes may help the applicant when presenting to Huron County Council.

In response to Council, J. Burns stated that there is not a condition that can be added as part of the consent application itself, however the recommendation could add a stipulation that the applicant go through a rezoning application for the retained portion of the farm surplus to be zoned AG2, thus restricting the use of the land. It was noted that the process would have to be initiated by the applicant and would add additional time to the process and stressed that the proposed scenario has not yet been done and but staff would be willing to review at the direction of Council.

Councillor Chartrand noted support for applicant and moved that the 3.5 acre condition be removed from the recommendation, thus approving the 10 acres as requested by the applicant.

Councillor Steffler requested a recorded a vote.

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Jennifer Burns, dated April 27, 2022 and has no objection to severance application C12-2022 of Cody Diehl for Concession 5, Part Lots 13 and 14, Grey Ward, provided the following conditions are met:

- a) That the conditions imposed 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;
- b) That all municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality;
- c) That the sum of \$750 be paid to the Municipality in lieu of parkland;
- d) That the subject parcel be numbered and addressed for 911 purposes to the satisfaction of the Municipality;
- e) That Section 65 of the Drainage Act be addressed to the satisfaction of the Municipality;
- f) That a survey showing the lot lines of the severed parcel, easement, and the location of any buildings thereon and a reference plan based on the approved survey but provided to the satisfaction of the Municipality;
- g) That 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;

- h) That the applicant 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; and
- i) The retained parcel be registered in the name of Evergreen Holsteins Ltd.

Carried (7 in favour; 3 opposed) [Conflict: D. Diehl]

Steffler, Joe	Yay	Seaforth Ward
Morrison, Justin	Yay	Brussels Ward
McGrath, Larry	Yay	Tuckersmith Ward
Chartrand, Raymond	Yay	Tuckersmith Ward
Fisher, Robert	Yay	Deputy Mayor
Onn, Zoey	Yay	Brussels Ward
McLellan, Alvin	Yay	Grey Ward
MacLellan, Bernie	Nay	Mayor
Dalton, Brenda	Nay	McKillop Ward
Diehl, Dianne	Conflict	Grey Ward
Wilbee, Gloria	Nay	McKillop Ward

15. Council Reports

15.1 Council Member Reports

Deputy Mayor Fisher noted that a BBQ was held on the Main Street in Seaforth which raised \$1900 as a donation to the Lion's Club Splash Pad Initiative.

15.1.1 County Council Report

Deputy Mayor Fisher remarked on an interesting report regarding the production of hydrogen being used as a fuel and noted that the report is on the County website.

15.1.2 Other Boards/Committees or Meetings/Seminars

15.2 Requests by Members

Councillor McLellan asked for clarification around the usage of ATV's on municipal highways. Councillor Chartrand noted that through a previous request, it was reported that they are allowed on all highways as long as they are licensed, insured and helmets are worn. Staff noted that there is a current review of various enforcement by-laws, with the regulation of ATVs as one of them. Council requested that the current by-law be circulated on the next agenda to confirm the current regulations and permissions.

Councillor Onn requested that staff look into the usage of golf carts in the community, similar to what was recently piloted at Huron-Kinloss.

15.3 Notice of Motion

Councillor Onn put forward a notice of motion for the June 7, 2022 to have the fire station chiefs provide a bi-annual report to Council.

15.4 Announcements

16. Information Items

16.1 Town of Arnprior re: Support for Humanitarian Efforts in Ukraine

Received for information.

16.2 Council Expenses – April 2022

Received for information.

17. Other Business

17.1 Council Format – Return to In Person

Council discussed the return to in person meetings, particularly the option to go back to every other meeting being in person. It was noted that committee meetings could remain virtual, as much as possible, and that virtual meetings be revisited in the fall, ahead of the winter travel season.

In regards to the hybrid style meetings and in person meetings being scheduled as planning and delegation meetings, B. McRoberts stated that the Council Chamber is not currently set up for hybrid attendance and that the in person meetings being designated for public meetings and delegations will be attempted however it may not always be feasible.

Moved by Councillor Steffler and Seconded by Councillor Dalton

That the Council for the Municipality of Huron East return to in person meetings with every other meeting being held virtually.

Carried

B. McRoberts reminded Council that the rotation of virtual and in person meetings would be in effect for July and staff will notify Council which meeting will be in person well in advance.

Mayor MacLellan requested that since there is only one Council meeting in August that it be held in person.

18. By-laws

Moved by Deputy Mayor Fisher and Seconded by Councillor Morrison:

That Be It Hereby Resolved that leave be given to introduce By-law 35, 36 and 37 for 2022.

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

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

By-law 037-2022 – Confirm Council Proceedings

Carried

Moved by Councillor Chartrand and Seconded by Councillor Dalton:

That Be it Hereby Resolved By-law 035-2022, A By-law to 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, 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

Moved by Councillor McLellan and Seconded by Councillor Diehl:

That Be it Hereby Resolved 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, 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

19. Confirmatory By-law

Moved by Councillor Steffler and Seconded by Deputy Mayor Fisher:

That Be It Hereby Resolved that By-law 037-2022, 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

20. Adjournment

Moved by Councillor Diehl and Seconded by Councillor Dalton:

The time now being 10:01 p.m. That the regular meeting do adjourn until June 7, 2022 at 7:00 p.m.

Carried

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

Consent Application C12-22

Statement for Severance

To Members of Council,

Before we delve into the finer details of our request for severance, we feel that it is important for you to know a little bit about ourselves. We are Cody and Mckenzie Diehl, and we live on a 100-acre farm outside of Ethel with our two amazing children. I (Cody) grew up in Huron East on a poultry farm where the farm was our livelihood and the importance of its prosperity and success was placed above all else – aside from family. I spent most of my 20's in the western part of the country building my career with the reality and uncertainty of potentially never living close to home again. As life would have it, I have found myself back to the very place which I was raised, now raising my own children. My wife (Mckenzie) was born and raised in Timmins, Ontario. She grew up in the country and has always had a deep appreciation for the outdoors. When she came to Huron County for the first time, she instantly fell in love. Noticing signs from time to time stating "Fresh Produce" was something she had never really seen before, and she instantly fell into that culture of shopping for fresh produce and supporting small local family farms.

As a couple, something that instantly drew us to one another was our morals and how we wanted to raise our children. Living in the country is the only way we want to live our lives. We want our children to have space that allows us to teach them the importance of healthy living, respect for the land, what it means to care for animals, and the hard work which all of this comes with. These are the values above all else we want to instill in our children.

Our request to sever off a 10-acre parcel of land from our 100-acre farm was not a decision that we arrived at easily. We have put much consideration into what living in the rural means and how we want to pursue our lives in this setting. It must be understood what our true intention is for our request.

The intention of the 10 acres is not just to have an abundant amount of space for personal pleasure purposes, it is to have the adequate amount of space to pursue large market gardening/ large market produce, specialty crops, as well as have the ability to have a few animals to raise. This is not just something that provides for our family alone. It also has much potential to provide to other neighbors, community members and small businesses as well. It is our intention that this will remain agricultural land by all definitions, just on a smaller scale. In order to pursue this path, this will undoubtedly require considerable space to properly continue to move forward. There is also the probability of starting a business in the industry I am currently employed in. This may require a shop and yard space for parking of heavy equipment. This however is not the primary focus of the severance and may require other considerations if and when that ever comes to fruition.

The proposed 10 acres includes property line, infrastructure, and natural severance by way of a full-grown tree line, all of which have existed for decades. In our application we have requested the two

small pasture fields to the east and west of our dwelling, sheds, and barn as well as some minimal space behind the barn to provide the ability to maneuver equipment. The Municipality has recommended a severance of only 3.5 acres which does not take into consideration our request. The 3.5 acres does not meet the required amount of space needed to pursue our intentions. The scale on which we intend to pursue our future endeavors will require considerably more space than this. What we have proposed is a severance for which provides a clean severance from the remaining farmland, allows the rest to be farmed with ease, and makes for this specific property.

In closing it is my understanding that small agriculture in the municipality of Huron is widely encouraged. I would argue that the agriculture we have described in our above statement is just as important, if not of the utmost importance, as any other related agriculture both small and large. If the main concern of the Municipality is to protect farm and agriculture land, this undoubtedly does just that.

We are just starting out in many ways and have many plans and dreams on where we see ourselves in 5 to 10 years. We would like to thank the Council members for their time and consideration with our request and hope that the council members take much consideration in this request.

Regards

Cody & McKenzie Diehl



**Municipality of Huron East
Special Council Meeting Minutes
Council Chambers
Town Hall, 72 Main Street, South, Seaforth
Tuesday, May 24, 2022**

Members Present:

Mayor: Bernie MacLellan; Deputy Mayor: Robert Fisher; Councillors: Raymond Chartrand, Brenda Dalton, Justin Morrison, Zoey Onn, Joe Steffler, and Gloria Wilbee

Absent:

Dianne Diehl, Larry McGrath, and Alvin McLellan

Staff Present:

CAO Brad McRoberts, Public Works Manager Barry Mills and Clerk Jessica Rudy

Others Present:

Huron County Planner Jenn Burns

Huron County Manager of Planning Denise Van Amersfoort

Huron County Planning Summer Student Shae Stoll

1. Call to Order

Mayor MacLellan called the meeting to order at 11:17 a.m.

2. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

3. Confirmation of the Agenda

Moved by Councillor Wilbee and Seconded by Deputy Mayor Fisher:

That the Agenda for the Special Meeting of Council dated May 24, 2022 be adopted as circulated.

Carried

4. Disclosure of Pecuniary Interest

None declared.

5. Huron County Report: Through a Housing-Friendly Lens: A Review of Development Policy in Huron County

Huron County Planning Manager Denise Van Amersfoort provided an overview of the agenda and provided a presentation to Council noting that the effects of the housing shortage starting to impact the Huron East area, the average price for residential units in Huron Perth, and the County's approach to the housing crisis using the following guiding principles:

- Respond to the demand for housing;
- Facilitate choice in the types of units that are available;
- Promote compatible development,
- Be inclusive of all members of the community;
- Rely on cooperative efforts; and
- Make efficient use of land and services.

A copy of the presentation is [appended](#) to the original minutes.

As a result of a round table discussion on the perceived housing needs in the community the following response were provided:

- Cost effective housing solutions;
- Development geared towards younger families, inclusive of all amenities and daycare solutions;
- Builds for seniors that have no basement or stairs and smaller in size, includes compact areas that have smaller lots with communal gardens, social areas and recreation centres;
- Reduction of the family carbon footprint. i.e. modular style homes
- Family affordable neighborhoods;
- Ability to ensure properties are maintained during an influx in rented properties;
- Exploring funding from the Provincial and Federal level of government to create high quality affordable homes and social housing;
- Partnerships and collaboration with the County on vacant land to explore senior housing;
- Making use of lots available. i.e. the property in Brussels that has ten units on a narrow lot
- Consultation with the Leadership in Energy and Environmental Design (LEED) on

new builds for more energy efficient homes; and

- Changing the severance policies so that an additional home can be built on the property.

D. Van Amersfoort continued with the presentation highlighting how the Zoning By-law and Official Plan dictate how and what can be built, how the planning policies can not only help us but may also hinder as well, and provided an overview of for the review of policies and the associated goals.

Several policy areas, categorized below, were highlighted and opened for Council consideration.

Downtown Housing:

D. Van Amersfoort noted that the Seaforth and Brussel downtown core areas could be revisited to consider residential use on side streets and ground floor, creating mixed use zoning to respond to the demands. Another example included allowance for the larger historic homes to be converted to allow for multiple units. Parking in the downtown was covered, noting that perhaps the ratio of parking to residents could be reduced.

Council discussed the downtown housing scenarios and offered the following comments/suggestions:

- Decreasing the amount of cars needed per housing unit;
- Maintaining curb appeal, downtown buildings could be more affordable housing by renovation;
- Changing the design and layout of the downtowns, removing things like insurance on the ground floor as it is not a commonly used business;
- Evaluating the cost of tearing down or renovating the older buildings;
- No main floor residential and business as the dynamics with waste management and way of living does not mix well together;
- Allowing for different uses in the various downtown cores to keep them vibrant and occupied;
- Zoning schedules that indicate prior land use, making it more transparent to potential buyers on a go forward basis.

Housing for Agriculture:

D. Van Amersfoort provided an overview the current permitted usage of housing on agricultural land and noted there is an opportunity to permit additional smaller residential, attached or detached, units on AG1 and AG4 parcels. Some of the conditions include the dwelling having to be 200 feet from the main dwelling and use of the same lane way. It was noted that the there is no requirement to share the name of

the person taking occupancy of the secondary dwelling and there is no need to share services, although it is encouraged.

Huron County Planner Jenn Burns noted that there is a trend of inquiries for full, year round residential on farm land, to accommodate not only the laborer but also their family. This scenario would be permitted on AG1 parcels.

Urban Residential:

D. Van Amersfoort provided the existing density regulations for Huron East and noted that there needs to be a creation of more flexibility with low, medium and high residential densities. An overview of the ways in which this could be applied and examples of what would constitute a low, medium, and high density was provided.

It was set out that the Zoning By-law needs to be revised to allow for these changes and creating more ease of creation for density, nothing that right now for a dwelling to go from 1 to 2 units it requires a rezoning application, thus making it a hindrance, where an R1 should be able to permit up to four units.

D. Van Amersfoort provided an overview of the potential Official Plan policy changes and areas for review including the control of exterior design through the site plan control process. An overview of the Residential Intensification Guideline (RIG) was provided nothing that it works in conjunction with the Zoning By-law.

Council discussed further areas such as:

- Tiny Home requirements of having a main house on the property at a minimum of 1000 square feet and servicing provided through the main home;
- Lot coverage requirements; and
- Accommodating intensification in older neighborhoods with respect to climate change.

D. Van Amersfoort provided an overview of the discussion and outlined that next steps include an Official Plan and Zoning By-law amendment to be presented to Council by June 21, 2022 for review, after which there will be public consultation with a public meeting around September 2022. The final approval will be before Council by the Fall of 2022 and prior to the end of current Council Term.

Moved by Councillor Onn and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East direct Huron County Planning staff to proceed with the timeline, as presented, for the Official Plan and Zoning By-law amendments.

Carried

6. By-laws

Special Council Minutes – May 24, 2022

Moved by Deputy Mayor Fisher and Seconded by Councillor Morrison:

That Be It Hereby Resolved that leave be given to introduce By-law 38 for 2022.

By-law 038-2022 – Confirm Council Proceedings

Carried

Moved by Deputy Mayor Fisher and Seconded by Councillor Morrison:

That Be It Hereby Resolved that By-law 038-2022, 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

7. Adjournment

Moved by Councillor Chartrand and Seconded by Councillor Dalton:

The time now being 1:24 p.m. That the Special Council meeting do adjourn.

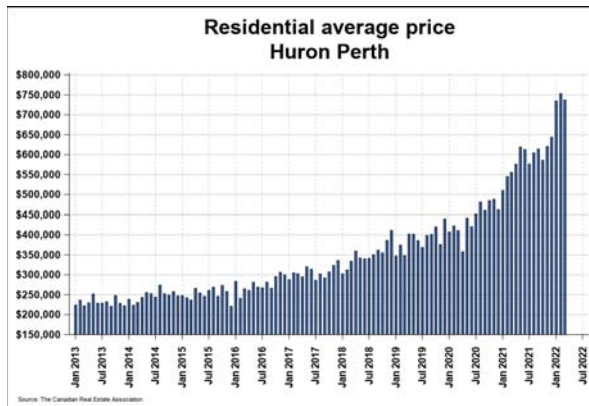
Carried

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

Planning for Housing in Huron East

Council Workshop – May 24, 2022



The County's approach to the housing crisis is based on the following guiding principles:

Respond to the demand for housing.

Facilitate choice in the types of units that are available (in terms of location, size, building form, price point).

Promote compatible development and sensitive intensification.

Be inclusive of all members of our community.

Rely on cooperative efforts.

Make efficient use of land and services.



Because how we grow matters!

www.huroncounty.ca/housing



Everyone deserves access to a safe and affordable home.

The Housing Continuum



Because how we grow matters!

www.huroncounty.ca/housing



I need an affordable home because...



Because how we grow matters!

www.huroncounty.ca/housing



Council Roundtable:

What are you seeing and hearing in regards to housing needs?

THROUGH A HOUSING FRIENDLY LENS: A Review of Development Policy in Huron



Housing Friendly Review – Why?

- To streamline the approvals process for housing developments with a focus on gentle intensification;
- To reflect changes in housing forms and types; and
- To ensure that the planning framework is designed to deliver the housing units needed to meet present and future needs of our community.



Housing Friendly Lens – How?

- Review commonly amended Official Plan policies and Zoning By-law provisions (avoid unnecessary planning applications);
- Increase flexibility in definitions, zoning requirements and lot measurements to allow for more compact forms of housing;
- Amend approvals processes to streamline process, saving time and cost;



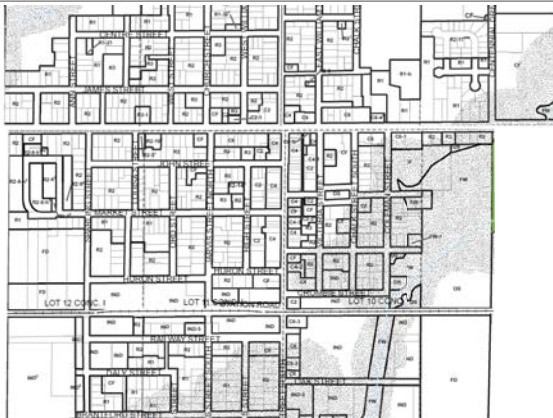
Housing in Different Contexts

- Downtowns
- Urban Residential
 - Fully Serviced
 - Privately Serviced
- Agriculture



Downtown Housing

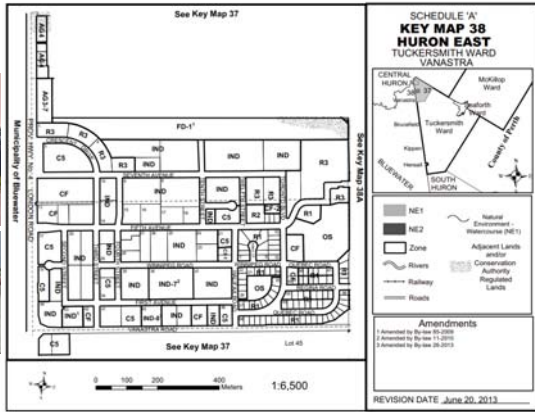
- Continue to permit dwelling units above and behind commercial storefronts;
- Permit ground floor residential in areas adjacent to main street;
 - Established within C6 and C2 zones
- Remove ability to have dwelling as an accessory use in close proximity to industrial zones/establishments.



Downtown Housing

- Facilitate off-site parking opportunity & reduce to 0.5 spaces per unit;
- Heritage Property Incentive Program (Seaforth)
- Community Improvement Plan (Brussels)
- Other opportunities to stimulate reinvestment in downtown specific to housing units?

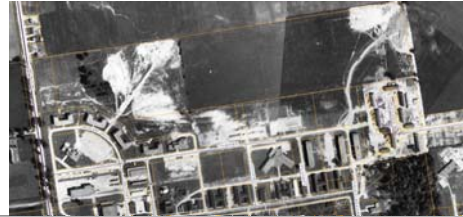




2020



1955



Housing for Agriculture

Currently permitted:

1. Residence accessory to agriculture.
2. Mobile home to accommodate farm family or labourers.
3. Conversion of principal farm residence to contain one additional dwelling unit.
4. Accessory residence for Agriculture Commercial- Industrial (AG3) uses.

Housing for Agriculture

Permit an Additional Residential Unit on AG1 and AG4 parcels either attached or detached. If detached, must locate within set distance (60 metres) of the main dwelling.

Rationale

- Aids in farm succession planning (can accommodate multiple generations);
- Close distance will deter future pressure for severance and mitigate increased Minimum Distance Separation impact on surrounding farms.

Provisions:

- Free-standing (stick built or pre-fab) or attached to accessory building ('shouse');
- No person named or agreement required;
- No requirement to share services; and
- Single point of access.



Image Source:
Epsbuildings.com
General Coach,
Waterloo-Cedar
Falls Courier

Housing for Agriculture (cont'd)

Farm Labour Accommodation (AG1, AG3)

- Provide increased flexibility for accommodating farm labour on permanent or temporary basis.
- Increased flexibility in the type of building permitted:
 - To date, only mobile homes have been permitted;
- Required to locate within a set distance of the existing building cluster.

Urban Residential



Existing Huron East Official Plan Policy Excerpts

Low Density Residential

Includes single detached, a second residential unit and converted dwellings.

Medium Density

Single detached, semi-detached, second residential units, triplexes, fourplexes, and multiple attached with a maximum of four units per building.

High Density Residential

Apartments, multiple attached dwellings with greater than four units, triplexes and fourplexes.

Excerpt of Primary Settlement Area Residential Policies

New housing should be carefully designed to blend with the form, scale, character and architectural design of existing development and should be compatible with existing or proposed surrounding uses.

Medium and high density housing proposals will be considered individually on their merits and prior to rezoning shall meet the following criteria:

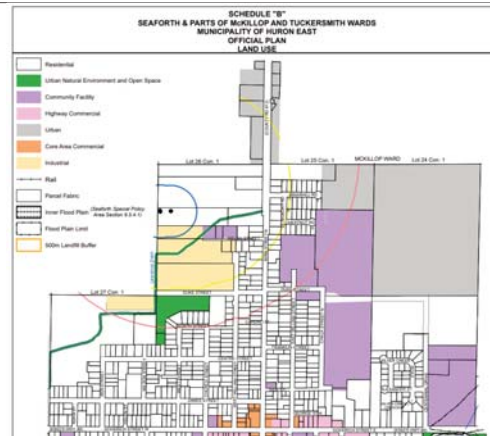
- medium and high density housing shall maintain a building profile similar to the surrounding residential area and their design should maintain the character of the residential area;
- all parking be off-street;
- attractive landscaping and adequate on-site amenities will be provided;
- the siting, design and coloration of buildings and structures should be used to create a harmonious blending with the surrounding residential area.

Local Official Plan Policy

- Update intensification policy which emphasizes support for denser forms of housing through sensitive integration;
- Include policies which supports development of full range of housing options (tenure, affordability, special needs, size, type);
- Clarify the intent of the word 'compatible': development or redevelopment which may not necessarily be the same as or similar to the existing development in the vicinity, but shall enhance the character of the community, while not creating any undue, adverse impacts on adjacent properties;
- Replace any language which speaks to maximum densities with minimum density concept (e.g. 15 units per hectare).

Local Official Plan Policy cont'd

- Identify where Master Plans/Secondary Plans are conceived of in next Five Year Review;
- Include community design criteria for newly developing areas;
- Transition from Highway Commercial to Arterial or Mixed Use and permit high density residential where appropriate;
- Include policy which conceives of pre-zoning sites for high density residential uses (including in Downtown), greenfield, redevelopment sites, etc; and
- Include policy which permits exterior design control for all residential units that are currently subject to Site Plan Control.



Zoning By-law Framework

- Reconsider density framework (low, medium and high);
- Amend housing-related definitions to create increased flexibility and clarify intent;
- Amend General Provisions which impact housing
 - Example: Reduce minimum parking requirements for residential uses in all contexts;
 - Example: Permit habitation of accessory buildings;
- Refine application of minimum unit size requirements and remove those metrics which are duplicative of the Ontario Building Code.

Permit new forms of housing (stacked townhouse)



Permit new forms of housing (back to back, stacked townhouse)

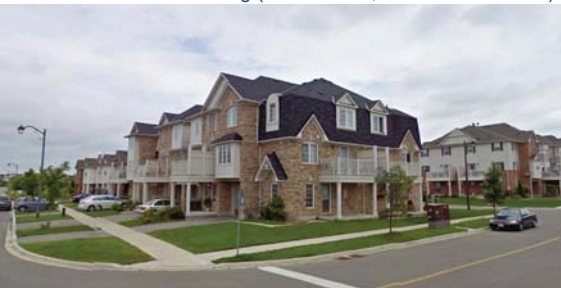


Photo Credit:
Viljoen Architecture



-

Additional Residential Units

A colorful illustration of a small, single-story house with a light blue exterior and a white gabled roof. The house features a front porch with white railings and a small set of steps. There are two arched windows above the porch and one rectangular window to the right. The house is surrounded by a green lawn, several trees (including a large deciduous tree on the left and a tall evergreen on the right), and a sidewalk. In the background, other houses are visible under a blue sky with light clouds. A small white car is parked on the street in front of the house.

Housing with Full Servicing

- ## Housing with Partial or Private Servicing

-



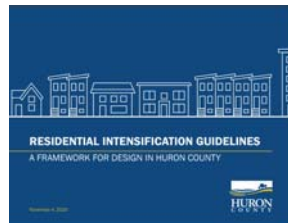
Provincial Policy Statement – 2020 Update

At the time of the official plan review or update, planning authorities should assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the character of rural settlement areas.

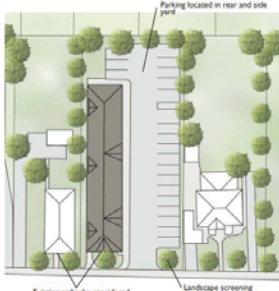
Where planning is conducted by an upper-tier municipality, the upper-tier municipality should work with lower-tier municipalities at the time of the official plan review or update to assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the desired character of rural settlement areas and the feasibility of other forms of servicing.

Planning Approvals Process

- Goal is to reduce the number of housing developments that require either a zoning amendment or variance; this will create a more predictable and streamlined development process.
- Commonly heard concerns will be addressed through application of the Residential Intensification Guideline through the Site Plan Control Process.



SECTION 3



Example multi-unit site layout with consideration given to the Building Corporation and Site Layout guidelines. The building orientation maintains similar building widths along the street and considers existing setbacks.

A QUICK CHECKLIST ON BUILDING ORIENTATION AND SITE LAYOUT:

- ☐ Consider the existing context
- ☐ Locate buildings to face surrounding public streets.
- ☐ Locate the main entrance to be visible from the street.
- ☐ For corner lots provide attractive elevations for both sides facing the street.
- ☐ Consider existing setbacks when determining building placement.
- ☐ Provide a pedestrian connection to any existing sidewalks
- ☐ Locate parking at the side or rear of the property where possible.
- ☐ Screen parking from surrounding lots with landscaping or privacy fencing.
- ☐ Provide landscaping along the frontage.

Planning Approvals Process

Site Plan Control

- Delegation to CAO
- Amend Site Plan Control By-laws to allow for wider application.

Application Notices

Where planning approval is required, enhanced planning application notices will be used to help neighbours better understand the process.

Next Steps

1. Council Direction
2. Prepare detailed amendment as per Council direction.
3. Provide detailed amendment for Council review prior to circulation.
4. Circulate OPA/ZBLA
 1. Newspaper Ads
 2. Social Media posts
 3. Email to Municipal Mailing List
5. Open House
6. Public Meeting



Municipality of Huron East
Public Hearing Agenda
Tuesday, June 7, 2022 – 7:00 P.M.
Virtual Meeting

The purpose of the public hearing of the Committee of Adjustment is to consider an application and decision for proposed minor variance to the Huron East Zoning By-law 52-2006.

- 1. Call to Order**
- 2. Confirmation of the Agenda**
- 3. Disclosure of Pecuniary Interest**
- 4. Minor Variance Applications**
 - a) [Planner's Report](#) for Minor Variance Application MV02-2022 by John and Lena Wall on 8437 Kent Line

Page 2

The proposed Minor Variance will provide relief from By-law 52-2006 (Huron East Zoning By-law) to permit the following variances:

Increase in the maximum building height for an accessory shed from 5m to 6.1m on the subject property.

- 5. Adjournment**



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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

www.huroncounty.ca

To: Municipality of Huron East, Mayor and Members of the Committee of Adjustment

From: Jenn Burns, Planner

Date: June 2nd, 2022

Re: MV02-22 Minor Variance

84337 Kent Line (Legally Described as Lot 97-100 PL 207), Municipality of Huron East

Owner/Applicant: John & Lena Wall

RECOMMENDATION

It is recommended that minor variance amendment application MV01-22 be approved with the following condition:

1. The variance approval is valid for a period of 18 months from the date of the Committee's decision.
2. That the proposed accessory building be constructed as per the sketch submitted with the application.
3. That the proposed accessory building be constructed in the footprint outlined on concept sketch provided with the application.

PURPOSE

The purpose of this application is to seek relief from Zoning By-law 52-2006 for the Municipality of Huron East. The property subject to this variance is zoned Residential Low Density Zone (R1) on Key Map 10A of the Huron East Zoning By-law, and designated Urban (Cranbrook) in the Huron East Official Plan.

The purpose of the Minor Variance is to request relief from the maximum permitted building height for an accessory building on the subject lands zoned "Residential Low Density Zone (R1)". The accessory building will be used for personal storage, including for the storage of an RV. The Minor Variance would permit an increase in the maximum building height from 5m to 6.1m.

Figure 1. 2020 Air photo of the subject lands outlined in orange



Figure 2. Minor Variance concept sketch (as provided by applicant). Sketch shows a 1.23 acre lot with a 2016 ft² one-storey dwelling, septic system, well and 2400 ft² shed.

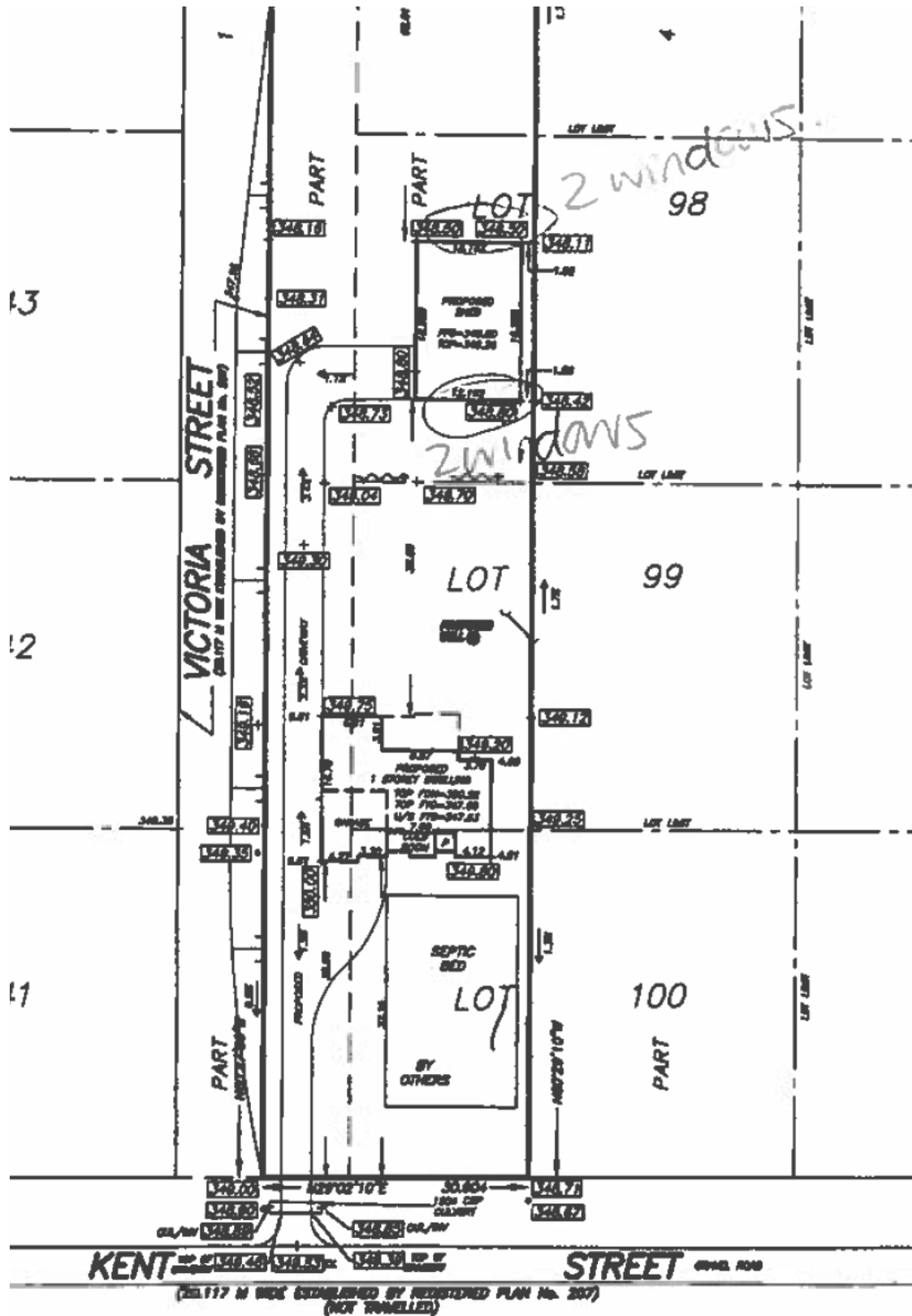
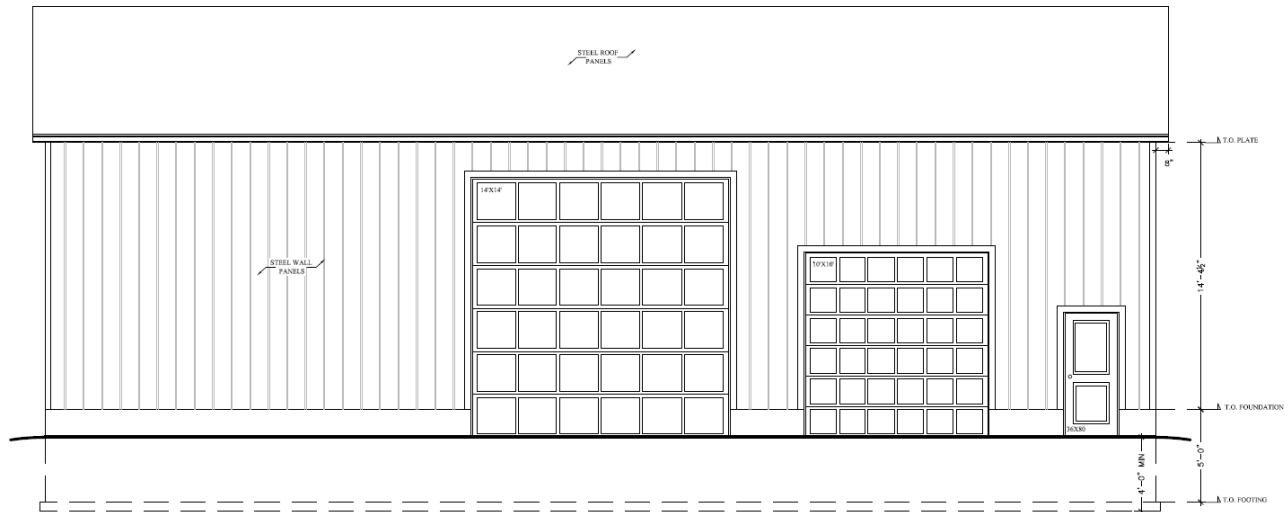


Figure 3. Sketch of buildings proposed

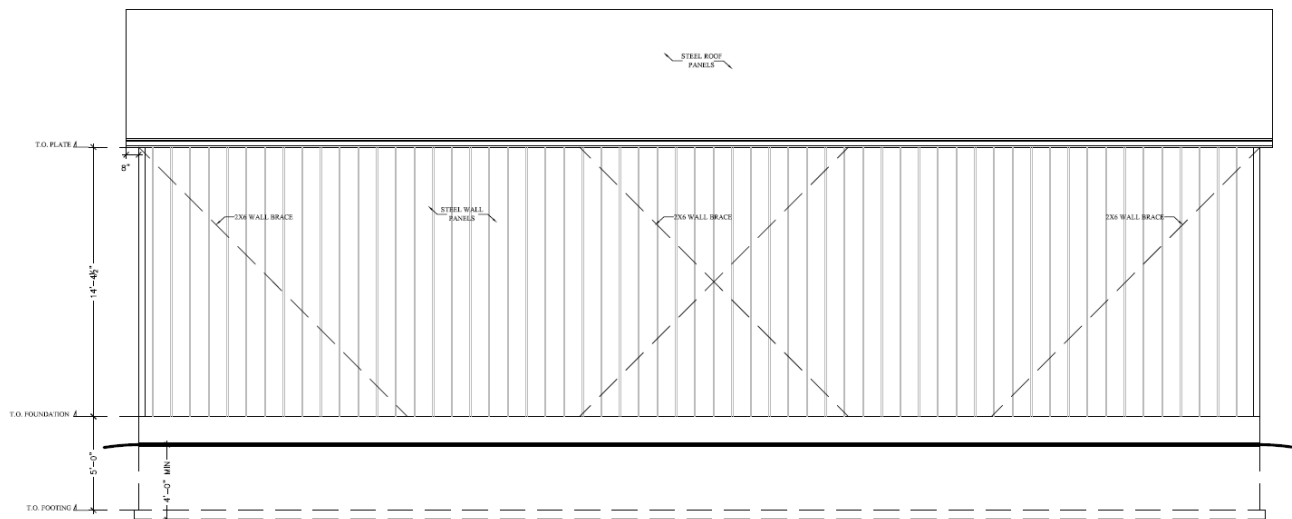


FRONT ELEVATION

Scale 3/16"=1'-0"

**REAR ELEVATION**

Scale 3/16"=1'-0"

**COMMENTS RECEIVED**

At the time of report submission, no comments were received during the circulation of this variance application from members of the public. No concerns were received from Municipal staff, neighbours or other agencies at the time of writing this report.

This report was prepared in advance of the Public Meeting. Additional comments may be presented at the Public Hearing for consideration by the Committee.

REVIEW

Each minor variance application must satisfy four tests set out under Section 45 of the Planning Act (1990), as amended. This minor variance application:

Meets the intent of the Huron East Official Plan

The subject lands are designated Residential in the Huron East Official Plan (HEOP) and within the Primary Settlement Area of Seaforth. Residential development, including uses accessory to a residence, are directed to Primary Settlement Areas. The HEOP Section 6.6.2 outlines a number of goals for Tertiary Settlement Areas such as Cranbrook, including that natural settings and aesthetic qualities of urban areas are preserved. This application will allow for the proponents larger personal items, such as an RV, boat, etc... to be stored inside instead of on the lawn to ensure that the property meets property standards requirements. The request to increase the height of the accessory structure from 5m to 6.1m meets the intent of the Huron East Official Plan.

Meets the intent of the Huron East Zoning By-law

The property is zoned R1 in the Huron East Zoning By-law, which allows for accessory structures. The proposal as shown in Figure 2 above, otherwise meets the applicable Zoning By-law provisions such as yard setbacks and lot coverage. The larger proposed height of the building will be the same height or lower than that of the proposed new dwelling. The proposal meets the rest of the requirements in the Huron East Zoning By-law and will continue to be utilized for personal residential use. As such, the proposal meets the intent of the Huron East Zoning By-law.

Is desirable for the appropriate development of the lands in question & is minor in nature

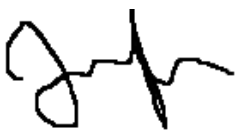
The subject property is within the Settlement Area of Cranbrook. Due to the design, size and location of the existing parcel, there is significant space to construct the size of garage the applicants are requesting. The property abuts agricultural lands to the rear and an established barn/large shed to the west. The applicants are proposing to site the shed to the rear of the house. As such, the visual impact of the shed is not anticipated to cause an issue with the surrounding neighbours or character of the establishing neighbourhood. The minor variance does not impede on the remainder of the subject lands from a compatibility perspective. The applicants sketch and application material demonstrates that the proposed garage will be built in compliance with the remainder of the plan satisfies all other applicable zoning provisions. Therefore, this application is considered desirable for the appropriate development of the lands and is considered to be minor in nature.

CONCLUSION

The variance requested is minor and appropriate and maintains the intent of both the Official Plan and Zoning By-law. It is recommended that the variance be approved with the included standard conditions.

Please note this report is prepared without the benefit of input from the public as may be obtained through the public meeting. Council should carefully consider any comments and/or concerns expressed at the public meeting prior to making their decision on this application.

Sincerely,



Jenn Burns
Planner

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, CAO
Date: June 7, 2022
Subject: Disconnecting From Work Policy

Recommendation:

That the Council of the Municipality of Huron East approve the Disconnecting From Work Policy;

Background:

On November 30, 2021, the Ontario government passed Bill 27, Working for Workers Act, 2021. It received Royal Assent on December 2, 2021. The amendments include the requirement for certain employers to establish a right to disconnect policy. It also bans businesses from using non-compete agreements.

Under the legislation, employers with 25 or more employees are required to have a Right to Disconnect Policy.

Staff have prepared a policy that meets the requirements of the legislation but also reflects our current corporate practices.

Others Consulted: Public Works Manager, Fire Chief, Clerk and various staff.

Financial Impacts: None.

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng., CAO



Disconnecting From Work – Policy No. 1.27	
Approved by: Huron East Council	Date: June 7, 2022
Last Review by:	Date:

Purpose:

1. To provide policy guidelines pertaining to the expectations and requirements the Municipality of Huron East regarding “Disconnecting from Work under the Employment Standards Act (ESA) as follows:
 - i. Expectations, if any, of employees to read or reply to work-related emails or answer work-related phone calls outside of scheduled work hours;
 - ii. Expectations for different situations. For example, the policy may contain different expectations depending on:
 - a) the time of day of the communication
 - b) the subject matter of the communication
 - c) who is contacting the employee (for example the Council, Department Head, supervisor, colleague, or public); and
 - iii. The employer’s requirements for employees turning on out-of-office notifications and/or changing their voicemail messages, when they are not scheduled to work, to communicate that they will not be responding until the next scheduled work day.

Scope:

2. All employees, as well as Council, while performing Municipality of Huron East business/duties (referred to throughout this policy as “Employees”).
3. Employees in certain departments, such as the Public Works and Fire, may have obligations under regulations, legislations or guidelines applicable to them which exceed the requirements under this policy. If the requirement under this policy reflects a higher requirement than any directive stipulates for a specific department, this policy will govern.

Definitions:

4. Employee: Anyone who is defined as an employee under the Employment Standards Act and includes for purposes of this Policy all staff paid wages by the Municipality of Huron East and members of Council.
5. Disconnecting From Work: Defined in the ESA to mean not engaging in work-related communications, including emails, telephone calls, video calls or sending or reviewing other messages, to be free from the performance of work.

Disconnecting From Work

Policy:

6. Employees of the Municipality of Huron East have the right to not engage in work-related communications, including emails, telephone calls, video calls or sending or reviewing other messages, to be free from the performance of work with the following exceptions:
 - i. Employees during scheduled working hours;
 - ii. Volunteer Fire Fighters;
 - iii. Employees scheduled for “On Call Duty”;
 - iv. The following positions are exceptions to the requirements:
 - a) Public Works staff who are scheduled for “On Call Duty”;
 - b) Department Heads;
 - c) Chief Administrative Officer;
 - d) Council.
7. Vacation or Sick Leave: Employees listed under 6 (iv) are required to assign a designate while on vacation or sick leave.
8. Out of Office Notifications: Employees that are on scheduled vacation or on sick leave are required to setup an out of office notification on emails and voicemail. The notification must indicate when they will be returning to the office and provide an alternate employee to contact if the matter is urgent and cannot wait until they return to work.
9. Urgency: For employees listed under 6 (iii) and 6 (iv) there will be no expectation of immediate response unless under the following circumstances:
 - i. The matter is determined to have impact to life, property, or health;
 - ii. The subject line of the communications has the term “Urgent”;

Responsibilities:

10. All levels of management are responsible for the administration of this policy.

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, CAO
Date: June 7, 2022
Subject: Drainage Superintendent

Recommendation:

That the Council of the Municipality of Huron East consider a by-law for a shared service agreement with the Municipality of Huron-Kinloss for the services of Drainage Superintendent;

Background:

The Municipality of Huron East currently retains the services of R.J. Burnside for the provision of the role of Drainage Superintendent for municipal drains in the Municipality of Huron East.

The cost of this service through a consulting service contract has been on average \$63,000 per year through the servicing arrangement. Half (50%) of these fees are recoverable through the Drainage Act grant program.

Under the policies of the Drainage Act, the following costs are eligible for grants:

- 50% of the salary or fees for the costs of drainage superintendent;
- Expenses up to 18% of the salary of the drainage superintendent; and
- Benefits costs up to 35% of the salary of the drainage superintendent.

The following table outlines the various contractual options for a drainage superintendent and their net costs to the municipality.

	Employee Gross Cost	Employee Net Cost	Shared Service Gross Cost	Shared Service Net Cost	Status Quo	Status Quo Net Cost
Salary	\$80,000	\$40,000	\$52,000	\$26,000	\$63,000	\$31,500
Benefits	\$28,000	\$0	\$0	\$0	NA	NA
Total	\$108,000	\$40,000	\$52,000	\$26,000	\$63,000	\$31,500

It was noted that the Municipality of Huron-Kinloss was seeking a part-time drainage superintendent. In preliminary discussions with the Municipality of Huron-Kinloss, they have indicated that they could use approximately 750 hours of a drainage superintendent. Huron East typically has a similar number of hours of drainage superintendent use based upon historical consultant invoices. The net result is that while the full time employment of a drainage superintendent is not cost beneficial, a

shared service agreement would achieve some cost savings while providing a higher or improved level of service. Having the role in-house can also provide professional support to the Clerk and Finance departments on the administration of the various municipal drain files. The role could also provide support to the public works department in providing advice on non-municipal drain drainage works.

The Municipality of Huron-Kinloss will be considering the Shared Service Agreement at their June 6th, 2022 meeting.

Others Consulted: Public Works Manager, Finance Manager-Treasurer, and CAO and Treasure of Huron-Kinloss.

Financial Impacts: Potential for a saving of \$5,500 per year with an improved level of service. There is also potential to add a third shared service partner which would achieve even greater savings.

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng., CAO

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: June 7, 2022
Subject: BMGCC Renovation Tender Results - Updated

Recommendation:

That the Council of the Municipality of Huron East accept the tender submission from Elgin Contracting & Restoration Limited in the reduced amount of \$7,263,000 + HST.

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.

In subsequent discussions Elgin Contracting & Restoration Ltd. indicated that there were opportunities to reduce costs based upon additional subcontractor pricing, costs included that were not specified as a requirement, proposed alternative approaches, substitutions, and minor deletions. Based upon the post tender modifications the tender would be revised to \$7,263,000 + HST, a net reduction of \$1,187,000. The Fundraising Campaign has, as of May 31, 2022, achieved \$1,630,000 in donations and pledges, which is \$230,000 over their original budgeted goal of \$1.4M. The outstanding budget shortfall considering the reduced tender price and the additional fundraising dollars is \$225,000 accounting for non-refundable HST.

The above noted savings on the tender include:

- No masonry price received at time of tender. Pricing has now been received;
- Allow use of existing natural gas for temporary heating;
- Delete cost of bonding - Should have been omitted based on specification. But bonds were provided and cost was carried in original bid price;
- Delete Builders Risk Insurance - Not called for in specifications but carried in bid;
- Hydroseed in lieu of Sod;
- Change to Asphalt Patching in lieu of full replacement;
- Delete Ceramic Tile & Add Concrete Polishing;
- Delete Foundation Waterproofing – not required or necessary;
- Reduce Sloped Insulation;
- GAF TPO Mechanically Fastened Roof in lieu of PVC Membrane;
- Change Design from Ordinary Hazard to Light Hazard – Ordinary Hazard is more typical of industrial or agricultural facilities;
- Change Rink Piping from Galvanized to Black;

- Remove wet system for new addition, only provide valve room work, fire department connection, dry valve, air compressor & dry system for the existing rink and bleacher area only;
- Change Millwork Contractor.

Each of the above items was reviewed and considered by staff, the architect and engineering consultants, and the BMGCC Renovation Sub-Committee. Considering the reduced budget shortfall and continuing efforts of the fundraising campaign, staff recommend that Council award the tender to Elgin Contracting and Restoration for the reduced cost of \$7,262,235 + HST.

Others Consulted: GB Architect Inc., Fundraising Coordinator, mechanical consultants, and BMGCC Renovation Sub-Committee.

Financial Impacts:

No impacts are anticipated assuming the fundraising campaign can achieve a final goal of \$1.9M.

Signatures:

Brad McRoberts (Original Signed)

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

Huron East Public Works

To: Mayor MacLellan and Members of Council
From: Barry Mills
Date: June 7, 2022
Subject: Brussels Subdivision – Bryans Street & Anderson Drive
Project No. 319009 GM BluePlan

Recommendation:

It is recommended that the Council of the Municipality of Huron East accept the tender of Kurtis Smith Excavating Inc. in the amount of \$2,456,620.00 including all provisional items, \$90,000 contingency and 13% HST, for the construction and servicing of Bryans Street and Anderson Drive in Brussels.

Background:

Huron East, through GM BluePlan, issued a tender for the construction and servicing of Bryans Street and Anderson Drive in Brussels through Bids & Tenders Bidding System. The project includes installation of water main, storm and sanitary sewer, asphalt and street lights.

Two tenders were received for Contract No. 319009 prior to the deadline on May 26th, 2022 at 2:00pm. Tenders were opened through Bids & Tenders at GM BluePlan

Comments:

Two (2) tenders were received and reviewed as follows, with Kurtis Smith Excavating Inc. being the lowest:

	<u>Contractor</u>	<u>Complete Price</u>
1.	Kurtis Smith Excavating Inc.	\$ 2,456,620.00
2.	Lavis Contracting Co. Limited	\$ 3,127,627.59

The tender from Kurtis Smith Excavating Inc. met the specifications of the Municipality of Huron East and was the lowest tender. GM BluePlan reviewed the tender documents and recommends Kurtis Smith Excavating Inc. be awarded the tender (report attached).

Please note: Surface works including top coat asphalt and sidewalks are not included. Surface works will be completed when the lots are 75% developed with houses constructed.

Others Consulted:

Brad McRoberts, CAO

Financial Impacts:

The Engineer's Estimate for the Bryans Street and Anderson Drive Subdivision Project is \$2,047,000 including tax. The tender cost will be \$2,212,264 accounting for non-recoverable HST.

Signatures

Barry Mills, Public Works Manager



Brad McRoberts, CAO

Attachment:

1. [Tender recommendation letter](#) – GM BluePlan dated June 1st, 2022.



PEOPLE | ENGINEERING | ENVIRONMENTS

June 1, 2022
Our File: 319009

Municipality of Huron East
72 Main Street South
Seaforth, ON N0K 1W0

Attention: Mr. Barry Mills, Public Works Manager

Re: Bryans & Anderson Drive Subdivision
Project No. 319009
Tender Recommendation Letter

Dear Mr. Mills:

Tenders for the above noted project were received electronically through Bids & Tenders Bidding System on Thursday, May 26, 2022 by 2:00pm. A total of two (2) bid packages were received. Tenders were analyzed for completeness and correctness. Each tender included acknowledgement of Addendum 1, 2 and 3, properly signed bid bond in the amount of \$25,000, agreement to bond and proof of insurance.

Kurtis Smith Excavating Inc. indicated on the tender document an anticipated commencement date of June 20, 2022 and completion date of October 15, 2022. Lavis Contracting Co. Limited indicated an anticipated commencement date of September 2022 and completion date of January 2023.

Results of the tender submissions are summarized as follows:

Order No.	Contractor	Tendered Price	Corrected Price	Difference
1	Kurtis Smith Excavating Inc.	\$2,456,620.00	---	---
2	Lavis Contracting Co. Limited	\$3,127,627.59	---	---

The above tendered prices include all provisional items, \$90,000 contingency and 13% HST.

We recommend that the contract for this work be awarded to the low bidder, Kurtis Smith Excavating Inc.

We trust you will find the above to be in order. Should you have any questions or concerns, please do not hesitate to contact us.

Yours truly,

GM BLUEPLAN ENGINEERING LIMITED

Per:

A handwritten signature in black ink that reads 'Brian Fritz'.

Brian J. Fritz, P.Eng.

Huron East Administration

To: Mayor MacLellan and Members of Council

From: Jessica Rudy, Clerk

Date: June 7, 2022

Subject: Request for Proposal – Electronic Document and Records Management System (EDRMS)

Recommendation:

That the Council of the Municipality of Huron East award the Electronic Document and Records Management System (EDRMS) Request for Proposal (RFP) to Image Advantage.

Background:

Staff submitted an application to the Municipal Modernization Funding – Intake 3 and included a Records Management and Electronic Document Management Program as part of that request. The Municipality of Huron East was successful in receiving the funding.

On April 13, 2022, the Municipality of Huron East issued a RFP for an Electronic Document and Records Management System. The Request for Proposal closed on May 5, 2022 and four (4) submissions were received as follows:

- RBRO Solutions Inc.
- Salumatics Inc.
- Image Advantage, and
- Konica Minolta

Image Advantage is recognized and used in over 30 Municipalities for its FileHold application. The other three solutions offered little municipal experience but did have a varying degree of use in law firms, medical offices and various branches within the Federal and Provincial governments throughout Ontario.

The submissions were evaluated against prescribed scoring criteria as outlined in the Request for Proposal. Proponents were required to achieve a minimum score on their technical proposal before their separate and sealed fee proposal was opened and scored according to a formula-based calculation. The combined technical score and fee score was used to provide a total score for consideration of award.

The technical proposal was worth a maximum of 80 points and the fee proposal was worth a maximum of 20 points.

As part of the technical scoring each of the proponents were invited to provide a demonstration on the every day use of the software and the lifecycle of a record. A representative from ContinulT Corporation, our Information Technology (IT) provider was present for all the software demonstrations to offer advice and knowledge on compatibility with our IT infrastructure.

The following table outlines the consolidated results of the evaluation of the submissions by the Executive Assistant, CAO and Clerk.

Three of the four submissions passed the technical score to receive financial scoring. Based off the RFP submission and the subsequent demonstration from Salumatics Inc. it did not meet the full requirements of what we are looking for in an electronic document management solution.

Category	RBRO Solutions Inc.	Salumatics Inc.	Image Advantage	Konica Minolta
Technical Score	64	28	78	73.0
Fee Score	4.9	0	20	15.5
Total Score	68.9	28	98	88.5

Based upon the result of the evaluation staff are recommending the award of the EDRMS to Image Advantage for the fee of \$40,650.00 excluding HST.

Comments:

In March 2022 Council approved a Records Retention By-law which uses The Ontario Municipal Records Management System (TOMRMS). The application presented by Image Advantage is 100% integrated with TOMRMS and will be included in the training that will be provided by Image Advantage.

Others Consulted: Executive Assistant, ContinulT, and CAO.

Proponent references were also contacted and confirmed.

Financial Impacts:

The initial cost of the EDRMS is funded through the Municipal Modernization Funding Intake 3.

Technical support and software upgrades will be paid on an annual basis for \$5,175.00.

Signatures:



Jessica Rudy, AMP , Clerk



Brad McRoberts, MPA, P. Eng, CAO

Huron East Administration

To: Mayor MacLellan and Members of Council

From: Jessica Rudy, Clerk

Date: June 7, 2022

Subject: Citizen Appointment to the Huron East/Seaforth Community Development Trust

Recommendation:

That the Council of the Municipality of Huron East approve the citizen appointment of Ann Bettles to the Huron East/Seaforth Community Development Trust for a term ending in 2026.

Background:

In March of 2022 the Huron East/Seaforth Community Development Trust (the Seaforth Trust) received the resignation of Ellen Whelan with an immediate effective date.

Upon notification, staff placed advertisements in the local newspapers and the Huron East website welcoming applications. The application period ran until May 27, 2022.

A total of one application was received from Ann Bettles. The application was reviewed and approved by Christie Little, Chair of the Seaforth Trust.

It is the recommendation of staff that Ann Bettles be appointed to the Seaforth Trust in order to fill the vacancy left by Ellen Whelan for a term ending in 2026.

Others Consulted:

Christie Little, Chair, Huron East/Seaforth Community Development Trust was consulted through the advertising and selection.

Financial Impacts:

NIL

Attachments:

[Appendix A: Application for Ann Bettles](#)

Signatures:



Jessica Rudy, AMP , Clerk



Brad McRoberts, MPA, P. Eng, CAO

Advisory Committee and Local Board Application Form

This applicaiton is an opportunity for you to express your interest in a particular committee and explain the value you believe you will brign to the committee.

First Name *

Ann

Last Name *

Bettles

Are you 18 years of age or older? *

- ☐ Under 18 years of age
- ☐ 18-24 years of age
- ☐ 25-30 years of age
- ☐ 31-40 years of age
- ☒ 41-55 years of age
- ☐ 56-65 years of age
- ☐ Over 65 years of age

Email *

annmariebettles@gmail.com

Contact Number

519-496-7552

Home Address *

9 Duke Street Seaforth ON N0K 1W0

Which Ward of Huron East do you reside? *

Seaforth

Huron East/ Seaforth Development Trust

Please tell us about particular interest in serving on the committee. *

I would like to positively contribute to our community and feel my experience compliments the mission of "promoting the health, safety, morale, and welfare" of the ratepayers of Huron East/ Town of Seaforth.

Please provide us a list of skills, training or qualifications you would bring to the committee *

Involvement with Regional Government, Policies/ Procedures and Program Development
Management of Multiple Provincial Budget Streams and Grants for Current Programming
Responsible for biweekly/ monthly/ quarterly/ annual reports for both financial and client metrics/ KPI

*Please see attached expression of interest and resume.

Please indicate any/all availability you would have to attend meetings *

☐ During regular business hours (8:30-5:00)

☐ After regular business hours (After 5:00 p.m.)

☒ During evening hours (After 7:00 p.m.)

Do you have any files you would like to include with your application? (e.g. resume, cover letter, references etc)

File Name



RESUME SPRING 2022.docx

21.6 KB

Collection of personal information

Personal information, as defined by Section 2(i) of the [Municipal Freedom of Information and Protection of Privacy Act](#) (MFIPPA) is collected under the authority of the [Municipal Act, 2001](#), and in accordance with the provisions of MFIPPA. Personal information on this form will be used to assess candidates' qualifications for appointment to one of the Municipality's various committees or boards. Personal information may form part of meeting agendas and minutes, and therefore may be made available to members of the public at the meetings, through requests, and through the website of the Corporation of the Municipality of Huron East. Questions regarding the collection, use, and disclosure of this personal information may be directed to the Clerk, 72 Main Street South, Seaforth, Ontario, N0K 1W0.

May 5, 2022

Municipality of Huron East,
72 Main Street South,
Seaforth, Ontario
N0K 1W0

Dear Mayor MacLellan and Council

RE: Draft Memorandum of Understanding-MVCA Services and Programs

MVCA's Members have reviewed the comments that we received regarding municipal support for our services and programs as well as the development of a MOU to cover all MVCA's services and programs. Based upon the responses that we have received, MVCA's Members have decided to prepare a draft MOU that will cover all of MVCA's services and programs.

A draft of the proposed MOU is enclosed for council's review and consideration.

The draft MOU includes the following provisions:

- a) The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs.
- b) The Members agree to be charged a levy for such services in accordance with the levy stated in Schedule "A" to be apportioned among the Members.
- c) The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties.
- d) The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
- e) The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.
- f) This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.

If your municipality is prepared to sign the MOU, please contact Phil Beard, General Manager Secretary Treasurer and we will arrange for the MOU to be forwarded to you for signing.

We appreciate your support.

Sincerely;

A handwritten signature in blue ink, appearing to read "Matt Duncan", with a stylized flourish at the end.

Matt Duncan
Chair

AGREEMENT FOR SERVICES

THIS AGREEMENT dated this day of , 2022.

BETWEEN:

THE MAITLAND VALLEY CONSERVATION AUTHORITY
(hereinafter called “Authority”)

OF THE FIRST PART

– and –

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON, THE CORPORATION OF THE TOWNSHIP OF MAPLETON, THE CORPORATION OF THE TOWN OF MINTO, THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH, THE CORPORATION OF THE TOWN OF GODERICH, THE CORPORATION OF THE MUNICIPALITY OF HURON EAST, THE CORPORATION OF THE TOWNSHIP OF PERTH EAST, THE CORPORATION OF THE MUNICIPALITY OF WEST PERTH, THE CORPORATION OF THE MUNICIPALITY OF NORTH PERTH, THE CORPORATION OF THE TOWNSHIP OF HURON KINLOSS, THE CORPORATION OF THE MUNICIPALITY OF SOUTH BRUCE, THE CORPORATION OF THE MUNICIPALITY OF MORRIS TURNBERRY, THE CORPORATION OF THE MUNICIPALITY OF CENTRAL HURON, THE CORPORATION OF THE TOWNSHIP OF HOWICK, THE CORPORATION OF THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH
(Hereinafter called the “Members”)

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Conservation Authority is prepared to provide certain non-mandatory services to its Members;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs attached hereto as Schedule “A”.
2. The Members agree to be charged a levy for such services in accordance with the levy stated in Schedule “A” to be apportioned among the Members.
3. The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties.
4. The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
5. The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.

6. This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE MAITLAND VALLEY CONSERVATION
AUTHORITY

Per: _____
Chair – _____

Per: _____
General Manager Secretary Treasurer – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE TOWNSHIP OF NORTH
HURON

Per: _____
Reeve – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE CORPORATION OF THE TOWNSHIP OF
MAPLETON

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE CORPORATION OF THE TOWN OF MINTO

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE TOWNSHIP OF
WELLINGTON NORTH

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF
, 2022.

THE CORPORATION OF THE TOWN OF GODERICH

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE MUNICIPALITY OF
HURON EAST

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE TOWNSHIP OF PERTH
EAST

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE CORPORATION OF THE MUNICIPALITY OF
WEST PERTH

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE CORPORATION OF THE MUNICIPALITY OF
NORTH PERTH

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE CORPORATION OF THE TOWNSHIP OF HURON
KINLOSS

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

**SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.**

THE CORPORATION OF THE MUNICIPALITY OF
SOUTH BRUCE

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE MUNICIPALITY OF
MORRIS TURNBERRY

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE MUNICIPALITY OF
CENTRAL HURON

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE TOWNSHIP OF
HOWICK

Per: _____
Mayor – _____

Per: _____
Clerk – _____

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF ,
2022.

THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

Per: _____
Mayor – _____

Per: _____
Clerk - _____

I/we have the authority to bind the Corporation

Schedule “A”

Category 1: Mandatory Services: Risk of Natural Hazards: Flood and Erosion Safety Services	
a) Preparedness <ul style="list-style-type: none">i) Flood & or Erosion Risk Emergency response planning with municipalitiesii) Flood & or erosion risk mapping updatesiii) Administration of Development, Interference, Alteration Regulation in flood prone, shoreline, river valleys, dynamic beaches, wetlands, and watercoursesiv) Plan input and review support to municipalities regarding natural hazard policies and development applications.	
b) Monitoring <ul style="list-style-type: none">i) Year-round monitoring and data acquisition for river levels, snowpack, precipitation, and runoff potentialii) Maintenance of all rainfall and streamflow monitoring equipmentiii) Development and maintenance of flood forecasting software and hardwareiv) Monitoring bluff collapse, gully, and toe erosion along the Lake Huon shoreline	
c) Flood and Erosion Control Infrastructure: (Listowel Flood Control Structures, Goderich Bluffs Stabilization Project and McGuffin Gully Erosion Control Project) <ul style="list-style-type: none">i) Annual inspectionsii) Annual minor maintenanceiii) Major maintenance planning in conjunction with the	
d) Response <ul style="list-style-type: none">i) provide flood and or erosion warnings and updates to municipalities regarding flood and or erosion events	

Required Services: Ontario Regulation 686/21
Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
<div>1. Managing the risk posed by the natural hazards within their jurisdiction, including flooding, erosion, dynamic beaches, hazardous sites, hazardous lands, low water, or drought conditions. This program or service shall be designed to: Develop an awareness of areas important for the management of natural hazards (e.g., wetlands, rivers or streams, shoreline areas, unstable soils, etc.) Understand risks associated with natural hazards and how they will change as the climate warms Manage risks associated with natural hazards Promote public awareness of natural hazards<ul style="list-style-type: none">MVCA will need to develop a more comprehensive communications, education, and outreach program to meet these regulatory requirements. Currently MVCA does not have the resources to provide a program to the extent required.MVCA will need identify where we can find the expertise needed to develop a better understanding of the impact of climate change on natural hazards and low water or drought conditions in the watershed.</div> <div>2. Ice management services (preventative or remedial) as appropriate and as supported by a CA-approved ice management plan, including:<ul style="list-style-type: none">MVCA is required to develop an ice management plan for the mouth of the Nine Mile River and the Maitland River plan on or before December 31, 2024</div> <div>3. Infrastructure: Operation, maintenance, repair and decommissioning of Flood and Erosion Control Structures:<ul style="list-style-type: none">MVCA is required to develop an operational and asset management plan for the Goderich Bluffs, Listowel Conduit and McGuffin Gully by December 31, 2024</div> <div>4. Review of applications and issuance of permits under section 28 and 28.0.1 of the Conservation Authorities Act, including associated enforcement activities<ul style="list-style-type: none">MVCA will require some additional technical support for reviewing applications for development in flood and erosion prone areas along the Lake Huron shoreline.</div>

Category 1: Mandatory Services: Conservation Areas:
Conservation Areas Services:
<p>Includes the management, development, and protection of significant natural resource lands, features, and infrastructure on authority owned property. MVCA has 28 conservation areas with a land area of 4,600 acres (1,862 hectares).</p> <p>Service Components:</p> <p>a) Management & Development of Authority Lands</p> <ul style="list-style-type: none">• Build resiliency and demonstrate good resource management on 28 Conservation areas ranging from day-use parklands, wetlands, and forest tracts <p>i) Lands and Infrastructure - inspections, maintenance, and enforcement</p> <ul style="list-style-type: none">• Identification and removal of hazards to reduce liability• Maintain essential infrastructure and dispose of surplus items• Manage public use that is compatible with the land and enforcement of regulations. <p>ii) Water Control Structures - inspections, maintenance, and operations</p> <ul style="list-style-type: none">• Operation of recreational dams following regulatory requirements• Develop and monitor funding agreements with municipalities where dams are located for maintenance and major repairs <p>iii) Forest Management</p> <ul style="list-style-type: none">• Implement activities identified in managed forest plans to improve forest health including harvesting, tree planting and monitoring of woodlots.• Removal of invasive species and monitoring of disease and pests <p>iv) Administration</p> <ul style="list-style-type: none">• Development of policies and procedures for conservation area use <p>b) Land Acquisition:</p> <p>i) Review land donations or purchases for conservation purposes</p> <ul style="list-style-type: none">• Identify benefits and concerns for potential land acquisitions for members direction. <p>c) Leasing & Agreements on Authority Lands</p> <p>i) Review agreements that are compatible with the land use</p> <p>ii) Monitoring of agreements</p>

Required Services: Ontario Regulation 686/21
Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
<div>1. A conservation area strategy, prepared on or before December 31,2024 for all lands owned or controlled by the authority. The strategy will include:<ul style="list-style-type: none">Objectives to provide decision making on lands including acquisition and disposition.An assessment of how lands owned may augment natural heritage and integrate with provincial, municipal, or publicly accessible lands and trails.</div> <div>2. A land inventory, prepared on or before December 31, 2024, including:<ul style="list-style-type: none">Identification of all parcel details including historical information, location, and surveysDesignation of land use categories based on activities or other matters of significance related to the parcel.</div> <div>3. Programs and services to ensure that the authority performs its duties, functions, and responsibilities to administer regulations made under section 29 of the Conservation Authorities Act.<ul style="list-style-type: none">Enforcement of Regulation 688/21: Rules of conduct in conservation areas. Enhanced enforcement and control measures are required to limit trespassing of un-authorized vehicles on conservation area lands.</div>

Category 1: Watershed Monitoring & Reporting	Required Services: Ontario Regulation 686/21
Services & Programs: Category 1: Mandatory Program	Identification of Additional & or Enhanced Services to Meet Regulatory Requirements
Monitoring and Reporting i) Provincial Water Quality Monitoring Network ii) Ground Water - Monitoring Network	Programs and services to support the authority's functions and responsibilities related to the development and implementation of a watershed-based resource management strategy on or before December 31, 2024.

Drinking Water Source Protection: Category 1 Mandatory Service	Additional Regulatory Requirements: Ontario Regulation 686/21
<p>Services</p> <p>a) Governance - Leadership:</p> <ul style="list-style-type: none"> • Maitland Source Protection Authority; Source Protection Committee; Joint Management Committee • Maintenance of local source protection program, including issues management <p>b) Communications:</p> <ul style="list-style-type: none"> • Promote the local source protection program <p>c) Program Implementation:</p> <ul style="list-style-type: none"> • Ongoing support of local source protection program • Implementation of Source Protection Plan policies where applicable • Review of local applications / planning proposals / decisions in vulnerable areas to ensure source protection is considered <p>d) Technical Support:</p> <ul style="list-style-type: none"> • Support the preparation of amendments to local assessment report and source protection plan to incorporate regulatory changes as well as technical assessment completed for new and expanding drinking water systems 	<p>Additions or Enhancements needed to Existing Program</p> <p>No additional changes need to be made to existing services.</p>

- | | |
|--|--|
| <ul style="list-style-type: none">• Issuance of confirmation notices to system owners under the Clean Water Act O. Reg. 287/07, as required, for new or altered drinking water systems.• Review technical information received regarding changes to the landscape, such as new transport pathways in WHPA and IPZ, to determine if assessment reports or source protection plans should be revised. | |
|--|--|

Note: This program is currently funded by the Ministry of Environment, Conservation and Parks.

Category 1: Mandatory Services:	Required Services: Ontario Regulation 686/21
Corporate Services:	Identification of Additional and or Enhanced Services to Meet Regulatory Requirements
<div>a) Governance & Leadership Responsibilities (MVCA-MSPA)<div><div>i) Setting Priorities & Policies</div><div>ii) Financial Planning & Monitoring</div><div>iii) Services and Project Development</div><div>iv) Conservation Ontario Council & Committees</div><div>v) Reporting to Member Municipalities</div></div></div> <div>b) Administration / Human Resources / Equipment<div><div>i) Human Resources Planning and Administration</div><div>ii) Workspace and Equipment Management</div><div>iii) Records Retention and Management</div><div>iv) Compliance with Legislation related to Employment, Health & Safety, Accessibility etc.</div></div></div> <div>c) Financial Management<div><div>i) Bookkeeping, Investments, Banking, Financial Planning</div><div>ii) Tangible Capital Asset Management</div><div>iii) Management of Financial Agreements with External Funders</div></div></div> <div>d) Communications<div><div>i) Communications strategy development and implementation</div></div></div> <div>e) Information Technology and Geographic Information System<div><div>i) Provide IT and GIS support</div></div></div>	No additional requirements.

f) Vehicles, Equipment & Infrastructure: i) Provide & maintain vehicles and equipment ii) Maintain & upgrade buildings and related infrastructure	
---	--

Category 2: Huron Clean Water Project	Agreement: County of Huron-MVCA-ABCA
County of Huron	
<ul style="list-style-type: none">- Watershed Stewardship extension staff from ABCA and MVCA deliver this project on behalf of the County of Huron:- assist landowners in the County of Huron to apply for funding for eligible stewardship projects- assist landowners with applications for funding- present the projects to the review committee for approval- review projects upon completion	<p>The County of Huron has retained the services of project of the Ausable Bayfield Conservation Authority and the Maitland Valley Conservation Authority to deliver this project.</p> <p>Agreement between the County of Huron and ABCA & MVCA signed: May 4, 2016</p>

Category 3: Watershed Stewardship Extension, Forestry & Monitoring Services

Provide stewardship services to watershed landowners and municipalities that will:

- a) Help improve the health and resiliency of rivers, soil, and forests.
- b) Help keep soil and nutrients on the land and out of watercourses

2. Restoration of Natural Areas:

- Projects include: floodplains, river valleys, riparian areas, forests and wetlands
- Technical support for landowners
- Support with funding applications
- Coordination of planting projects
- Purchase trees and shrubs in bulk for municipalities and residents.
- Benefits include:
 - Increases natural areas on the landscape
 - Improves water quality
 - Climate change resilience

3. Soil & Water Conservation:

- Rural Storm Water Management and Cover crops
- Technical support for landowners
- Support with funding applications
- Benefits: reduces soil erosion & improves soil health for agricultural production

4. Watershed Stewardship Programs and Projects:

- Delivery of rural water quality programs for Huron and Wellington Counties
- Leverage other funding to support our extension work
- Develop proposals and necessary partnerships to secure funding
- Key examples are Healthy Lake Huron and Middle Maitland Restoration Project

5. Watershed Health Monitoring and Reporting:

- Monitor and report on the health of forests, rivers, and soil.
- Used to help focus our extension services.
- Used to determine extent and type of stewardship work needed in the watershed
- This information is required to support the need for funding for stewardship projects when applying to Provincial and Federal Agencies

Category 3: Falls Reserve Campground Service

- MVCA provides overnight and seasonal camping at the Falls Reserve Conservation Area. The conservation area is also funded by user fees charged for day use to the area.
- The campground is funded through user fees.
- The revenue raised is used to fund the operations of the campground. Any surplus revenue is used to fund infrastructure upgrades and major maintenance to equipment and facilities.

Category 3: Wawanosh Campground Service

- MVCA provides seasonal camping at the Wawanosh Campground. This campground is located on the Wawanosh Valley Conservation Area.
- Fees from seasonal camping and day use fund the operation of the campground.
- Any surplus revenue raised is used to fund infrastructure upgrades and major maintenance to facilities.

Ethel Minor Ball Committee
Brenda Boyer, Treasurer
444777 Brandon Road
Ethel Ontario
N0G 1T0

Municipality of Huron East
PO Box 610
Seaforth, ON
N0K 1W0

Dear Sirs

The Ethel Minor Ball Committee would like to operate a food booth and beer garden on July 22 from 6 to 1am and on July 23 from 11 am to 1 am at the Ethel Ball Diamond 44477 Brandon Road Ethel Ontario N0G 1T0. The Brussels Tigers are hosting a 16 team fastball Tournament and have games scheduled at the Ethel Diamond on the Friday and Sat. The funds would be raised for the Ethel Minor Ball Program and park Maintenance An application is being submitted to LCBO for a liquor licence for those days. We are asking that you designate it as a significant event.

Yours Truly

Brenda Boyer
Treasurer
Ethel minor Ball Committee

;

CC: P Dawson Huron County Health Unit
D Tsitmeneas Huron Opp
C Garrick Huron East Building department
G.Boyer Grey Fire Department

May 05, 2022

Dear Sir/Madam

Please be advised that the Brussels Tigers Fastball Club are hosting their 50th annual Fastball tournament and would like to hold a beer gardens in conjunction with this event to raise money for the team and the community. The tournament is held and refreshment tent will be open on the following dates and times:

Friday July 22 nd	6:00pm to 1:00am
Saturday July 23 rd	11:00am to 1:00am
Sunday July 24 th	12:00pm to 11:00pm

Food will be provided by Jr's Kitchen and Catering during all hours of operation of the beer tent.

With the monies raised at the tournament the team has provided support to minor ball teams by donating money and equipment for the teams to travel to tournaments to reduce the cost to individual families. The Tigers also donated money to the Optimist Club for the ball diamond improvements and up keep. We as a team support local individuals who pursue further advancement of their baseball skills and make teams. Last year we donated to Riley Good (\$100) and donated a ball bag to the Optimist Dinner and Auction for (\$300).

This year with having a refreshment tent at Brussels ball day and our tournament we will be donating to Brussels minor ball as usual and purchased a large flag to fly in the outfield. We completed purchasing the Jersey's for Minor ball totalling \$4200.

Having played on the team for many years, you see the support every year from the community with the attendance in the gardens as well as in the stands cheering on their favorite teams.

A letter of acknowledgement is requested for the special occasion permit.

Please send your letter of acknowledgement to:

Shawn Daw, P.O. Box 226, Brussels, Ontario, N0G 1H0
(519) 887-8612 Home
(519) 531-0056 Cell
Email: daws@ezlink.ca

Thank you for your time once again considering this event.

Yours Truly,

Shawn Daw

Chair of the 50th Annual Men's Fastball Tournament

CC: Huron County Health Unit
Municipality of Huron East
Brussels Building Inspector
Brussels Fire Department
Huron County OPP Detachment - Goderich



The Town of The Blue Mountains
Council Meeting

Title: Mayor Soever Notice of Motion May 10, 2022

Date: Tuesday, May 24, 2022

Moved by: Mayor Soever

Seconded by: Councillor Hope

WHEREAS it is in the best interest of good government and the democratic process that all Ontarians have access to candidate information during the upcoming municipal elections; and,
WHEREAS the clerks of some municipalities do not supply the mailing addresses of voters on the voters list to candidates, thereby limiting the access of voters who have mailing addresses outside the municipality to candidate information, effectively disenfranchising them;
BE IT RESOLVED THAT the Council of the Town of The Blue Mountains expresses its support for the inclusion of the mailing addresses of voters on voter's lists provided to candidates;
AND THAT a copy of this resolution be sent to all municipalities in Ontario to ask for their support;
AND THAT a copy of this resolution be sent to the Premier of Ontario and the Minister of Municipal Affairs and Housing;
AND THAT a copy of this resolution be sent to the Canadian Civil Liberties Association

YES: 6

NO: 0

CONFLICT: 0

ABSENT: 1

The motion is Carried

YES: 6

Mayor Soever

Deputy Mayor Bordignon Councillor Hope

Councillor Matrosovs

Councillor Sampson

Councillor Bill Abbotts

NO: 0

CONFLICT: 0

ABSENT: 1

Councillor Uram

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990, c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality _____ of Huron East _____

Re: GLANVILLE
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ Changing the course of the drainage works;
- ☐ Making a new outlet for the whole or any part of the drainage works;
- ☐ Constructing a tile drain under the bed of the whole or any part of the drainage works;
- ☐ Constructing, reconstructing or extending bridges or culverts;
- ☐ Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;
- ☒ Otherwise improving, extending to an outlet or altering the drainage works;
- ☐ Covering all or part of the drainage works; and/or
- ☐ Consolidating two or more drainage works.

Provide a more specific description of the proposed drain improvement you are requesting:

Outlet is too small for the added tile.
need to run one parrella to expending drain

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

Ward or Geographic Township

M^cKillop

Parcel Roll Number

404038001306100 0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

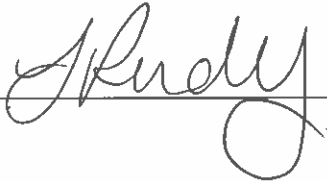
Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name GLANVILLE		First Name LORNE	Middle Initial F
Mailing Address			
Unit Number	Street/Road Number [REDACTED]	Street/Road Name NORTH LINE	PO Box
City/Town WALTON	Province ONT		Postal Code N0K-1Z0
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

To be completed by recipient municipality:




Notice filed this 25th day of May 20 22

Name of Clerk (Last Name, First Name) Rudy, Jessica	Signature of Clerk 
---	--

Glanville Municipal Drain



Legend

-  Parcel Fabric - Secure
-  Municipal Boundary
-  County Boundary



1: 9,028



458.6 0 229.31 458.6 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© 2017 County of Huron

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

**THE CORPORATION
OF THE
MUNICIPALITY OF HURON EAST**

BY LAW NO. 63 FOR 2010

“Being a by-law to regulate the operation of Off-Road Vehicles (ATVs) on municipal highways within the Municipality of Huron East”

WHEREAS Pursuant to Section 191.8 (3) of the Highway Traffic Act, R.S.O. 1990, c H.8, as amended, the Council of a municipality may pass by-laws, (a) permitting the operation of off-road vehicles with three or more wheels and low pressure bearing tires on any highway within the municipality that is under the jurisdiction of the municipality, or on any part or parts of such highway, (b) prescribing a lower rate of speed for Off-Road vehicles by regulation on any highway within the municipality that is under its jurisdiction, or on any part or parts of such highway, including prescribing different rates of speed for different highways or parts of highways;

AND WHEREAS Section 191.8 (4) allows Municipalities to specify the months and hours that off-road vehicles may operate;

AND WHEREAS any by-law passed by a municipality must conform to Ontario Regulation 316-03 as outlined in Section 4(1), Section 4(2) and Item #48 of Schedule “B” and Subsection (1) of Section 191.8 of the Highway Traffic Act;

AND WHEREAS pursuant to Ontario Regulation 316-03, only ATVs, which meet the Motor Vehicle Safety Regulations outlined in Section 9, would be allowed to access municipal highways;

NOW THEREFORE, the Council of the Corporation of the Municipality of Huron East **ENACTS AS FOLLOWS:**

I. DEFINITIONS

In this by-law,

“All-Terrain Vehicle (ATV)” means an off-road vehicle that conforms to the definition of an ATV within O.Reg.316-03 and, (a) has four wheels, the tires are low pressure bearing and all of which are in contact with the ground, (b) has steering handlebars, (c) has a seat that is designed to be straddled by the driver, and (d) is designed to carry a driver only and no passengers.

“Highway” includes any open road allowance under the jurisdiction of the Corporation of the Municipality of Huron East including a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for

use or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

“Urban Area” means any area in the Municipality of Huron East where the highway speed limit is 50 km/hr or less.

“Off-Road Vehicle” means an off-road vehicle within the meaning of the Off-Road Vehicles Act O.Reg. 316/03, s.1.

II. GENERAL

The operation of ATVs shall be permitted upon the highways under the jurisdiction of the Municipality of Huron East and in accordance with Ontario Regulation 316/03 of the Highway Traffic Act, the Off Roads Vehicles Act, and in accordance with the provisions of this By-law.

III REGULATION OF OFF-ROAD VEHICLES (ATVs) ON HIGHWAYS

1. An ATV shall not be operated on highways unless it meets the equipment requirements of Section 7 to 15 of O.Reg 316/03 and it is operated in accordance with sections 16 to 24 of O.Reg 316/03, s.6.
2. An ATV shall not be driven at a rate of speed greater than,
 - (a) 20 kilometers per hour, if the speed limit established under the Highway Traffic Act or Municipal By-law for that part of the highway is not greater than 50 kilometers per hour, or
 - (b) 50 kilometers per hour, if the speed limit established under the Highway Traffic Act or by Municipal By-law for that part of the highway is greater than 50 kilometers per hour.
3. In any urban area, an ATV shall only be operated on highways from the hour of 6:00 a.m. to 11:30 p.m. on any day.
4. An ATV shall not be operated on any sidewalks in the Municipality of Huron East other than for the purpose of crossing sidewalks when traveling from private property to the roadway.
5. No person shall operate an ATV in any area where a sign is posted prohibiting such operation.

IV. PENALTIES

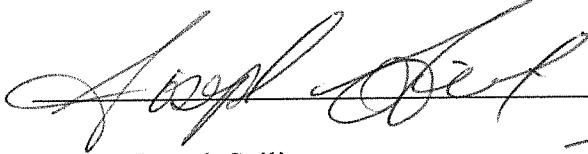
Any person who contravenes any section of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.

V. EFFECTIVE

This By-law shall come into force and take effect on the day of its passing and shall remain in effect until otherwise amended or repealed.

READ a first and second time this 24th day of August, 2010.

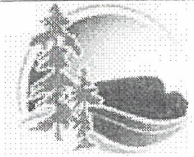
READ a third time and finally passed this 24th day of August, 2010.



Mayor, Joseph Seili



Clerk, J. R. McLachlan



MUNICIPALITY OF
SHUNIAH

COUNCIL RESOLUTION

Resolution No.: 173-22

Date: May 24, 2022

Moved By: RON GIARDETTI

Seconded By: MEGHAN CHOMUT

THAT Council hereby supports the resolution from the Town of East Hawkesbury for the Funding Support for Infrastructure Projects - Bridge and Culvert Replacements in Rural Municipalities; and

BE IT RESOLVED that a copy of this resolution be forwarded to Ontario municipalities, AMO, Premier of Ontario, Provincial Minister of Finance.

☒ Carried

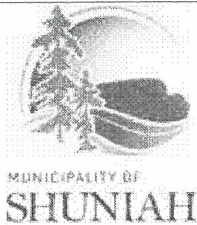
☐ Defeated

☐ Amended

☐ Deferred

Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



COUNCIL RESOLUTION

Resolution No.: 174-22

Date: May 24, 2022

Moved By: MEGHAN CHOMUT

Seconded By: DON SMITH

THAT Council hereby receives the Community Schools Alliance Action Plan and Social and Economic Impact for Small Communities in Ontario Study;

WHEREAS all students should have the opportunity to attend elementary and secondary school in their home community;

THEREFORE, BE IT RESOLVED THAT:

1. The province increase the Rural and Northern Education Fund (RNEF) to \$50 million;
2. Should the current moratorium on accommodation reviews and school closures be lifted, we ask that the moratorium remain in place for schools that qualify for the RNEF until a thorough review of the education funding formula is completed;
3. Before templates required by the 2018 Pupil Accommodation Review Guide (PARG) are developed, there be consultation with school boards and community groups including the Community Schools Alliance.

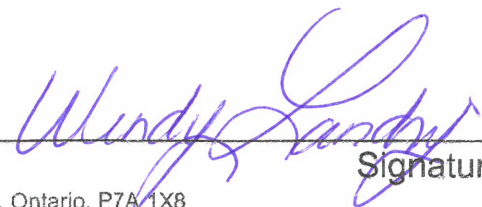
AND FURTHER THAT a copy of this resolution be forwarded to Ontario municipalities, Community Schools Alliance, local MP's and MPP's and the Premier of Ontario.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred


Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8

**Minutes of the
Seaforth & District Community Centre
Management Committee Meeting
Virtual
Wednesday, May 11, 2022, 6:30 P.M.**

Members Present:

Huron East: Chair Lisa Campbell, Barry Young, Georgina Reynolds, and Joe Steffler

West Perth: Alvin Dow

Staff Absent: Gloria Wilbee, Cheri Bell

Staff Present:

Facility Manager David Meriam, and CAO Brad McRoberts

1. Call to Order & Adopt Agenda

Chair Lisa Campbell called the meeting to order at 6:31 p.m.

Moved by Joe Steffler and Seconded by Georgina Reynolds:

That the agenda for the regular meeting dated May 11, 2022 be adopted as amended.

Carried

2. Declaration of Pecuniary Interest

None Declared

3. Deputations

4. Minutes of the Previous Meeting

Moved by Georgina Reynolds and Seconded by Barry Young:

That the minutes of the March 9, 2022 meeting be approved as circulated

Carried

5. Business Arising From the Minutes

6. Correspondence

7. Financial

7.1 Financial Statements to end of April 2022

CAO McRoberts provided an overview of the financial statements.

Moved by Joe Steffler and Seconded by Georgina Reynolds:

Seaforth & District Community Centre Management Committee – May 11, 2022

That Seaforth & District Community Centre Management Committee accept the April 30, 2022 financial statements as presented.

Carried

8. Manager's Report

Facility Manager Dave Meriam presented his manager's report and noted

Building Operations and Construction Issues:

- Ice removed for the season on April 11th, a small leak on relieve valve repaired during the shutdown;
- Senior hockey playoffs were a huge success. Final games drew anywhere from 900-1400 people per game;
- Need to address issues with personal alcohol in the facility during adult groups/recreation usage. Groups/people drinking in areas that are not permitted such as players benches or upstairs when no bar staff or bar is open;
- Lacrosse is using the ice surface four days bi-weekly;
- Five exterior doors have been replaced on the ice surface and compressor room;
- Grass cutting started on May 9th for the spring and summer months;
- Flower watering to begin on May 30th; and
- The ladies night event on May 7th hosted by the senior hockey team was well received.

Planned Preventative Maintenance:

- Looking to set up an ice user meeting in the month of June to discuss the upcoming season;
- Some concerns with the Seaforth Minor Hockey and BCH Minor hockey on number of ice hours required;
- There is interest from two groups looking for prime weekday ice hours; and
- Old dressing rooms are in need of some repairs to showers and pain in dressing room 5.

Capital Projects – Progress Report:

- Budget approved will move forward with door replacement, stairs refinishing has a 14 week back order, and overhead door openers.

Staffing Issues:

- Looking to post a position at the end of June/early July for winter months full time; and
- Part time positions to be available in the winter months for an arena attendant and bar staff

Recreation Programs:

- All programs running; and

Seaforth & District Community Centre Management Committee – May 11, 2022

- Lacrosse began using the facility on April 18th and have committed to 4 days a week, bi-weekly. Recently held a two day exhibition on May 9th and 10th.

Other Business:

- Will be looking at changing our facility contracts for the ice season during the spring with hopes to have ice users meeting in June.

In response to the Committee, Dave Meriam noted that lacrosse is coming from many areas as Listowel and Wingham kept their ice in. It was noted that the only issues that arose from the senior hockey playoffs were people going outside to smoke with alcohol.

Moved by Barry Young and seconded by Georgina Reynolds:

That the Facility Manager's Report be accepted as presented.

Carried

9. Unfinished Business

10. New Business

10.1 Update on Huron East Recreation Advisory Committee

Secretary McRoberts provided an update on the recent Council decision regarding committee structures. He noted that the current recreation committees will be disbanded with a new overall recreation advisory committee being formed that will have up to four citizen appointments as well as council appointments from Huron East, West Perth and Morris-Turnberry. The committee is expected to meet four times a year.

11. Adjournment

Moved by Barry Young and Seconded by Joe Steffler:

That the time now being 6:55 p.m. that the meeting do now adjourn until June 15, 2022 6:30 p.m.

Carried

Chair, Lisa Campbell

Secretary, Brad McRoberts

MINUTES

SEAFORTH AREA FIRE BOARD MEETING

HELD AT THE SEAFORTH FIRE HALL

THURSDAY, MAY 19, 2022 AT 7:30 P.M.

MEMBERS PRESENT: Municipality of Huron East – Joe Steffler
 Municipality of Huron East – Bob Fisher
 Municipality of West Perth – Walter McKenzie

MEMBERS ABSENT: nil

OTHERS PRESENT: nil

STAFF PRESENT: District Fire Chief Tom Phillips
 District Deputy Chief Doug Anstett
 Captain James Wilbee
 Captain Mark Melady
 Huron East Fire Chief/CEMC Marty Bedard

STAFF ABSENT: nil

1. **Call to Order**
 The meeting was called to order at 7:35 pm by Chairperson Joe Steffler.
2. **Conflict of Interest**
 No items of conflict of interest was declared.
3. **Minutes of Previous Meeting**
Moved by: Bob Fisher
Seconded by: Walter McKenzie
 That the minutes of the December 1, 2021 meeting be adopted as circulated. Carried.
4. **Business Arising from Minutes**
 None
5. **Old Business**
 None
6. **New Business**
 Chief Bedard reviewed a recent report done by Huron East CAO, Brad McRoberts to Huron East Council regarding the Huron East Committee Recommendations. The Recommendation included the dissolution of the Seaforth Fire Area Board at the end of the 2018-2022 term of Council. It further recommended that recognizing the importance of the longstanding partnership with West Perth, staff and Council sill want to ensure communications are maintained or preferably improved through this change in committee structure. The following will outline the new format for ensuring good communications:

The Fire Chief will provide written quarterly reports to both Huron East and West Perth Councils outlining information related to the Seaforth Fire District including:

- Number and types of calls/events and responses that have occurred during each quarter,
- Maintenance and repair updates,
- Capital needs/requests, and
- Financial statements

The above recommendations were approved by Huron East Council.

7. **Correspondence**

7.1 – Municipality of West Perth

A letter thanking Huron East Fire Department for assistance during the missing person recovery effort in Mitchell.

7.2 – City of Stratford

A letter to inform Huron East Fire Department that the City of Stratford is exercising the right to terminate the current dispatching agreement with a termination date of October 21, 2022. It was noted the Huron East Fire Chief has already began the process of obtaining a new Dispatch Agency.

8. **District Fire Chief's Report**

District Chief Phillips presented the attached report.

Moved by: Bob Fisher

Seconded by: Walter McKenzie

That the Seaforth Fire Area Board receives the District Fire Chiefs attached report. Carried.

9. **Financial Report**

The Board reviewed the attached Financial Statement for the period of January 1 to April 30, 2022.

Moved by:

Seconded by: Walter McKenzie:

That the 2022 Financial Statement to April 30, 2022 be received for information purposes.

Carried.

10. **Other Business**

The attached list of incidents to date was reviewed in the District Chiefs Report.

11. **Adjournment**

Moved by: Walter McKenzie

Seconded by: Bob Fisher

That the Seaforth Area Fire Board adjourns at 8:40 p.m. until the next meeting at the call of the Chair. It was noted this should be held in October before the elections. Carried.

Chair, Joe Steffler


Secretary, Marty Bedard

District Fire Chief's Report
May 19, 2022
Tom Phillips D.C. Station #3 Seaforth

1. **Fire Calls:**
 - November 18, 2021 to May 3, 2022
 - Review
2. **Practices:**
 - Total practices for the year are 22
 - Practice schedule attached
 - Practices began March of 2022
 - Social Distancing and Masks (if chose to wear) still being practiced
3. **Vehicle Maintenance:**
 - Engine 1 safety, January 2022 at All Truck in Goderich
 - Aerial 9, Rescue 7 and Tanker 6 – safety's in mid-summer
 - Aerial 9 – air leak in air break tank – replaced tank
 - Engine 1 – small repairs after Pump Ops Course
4. **Equipment Maintenance:**
 - SCBA fill station – air quality to be completed by Maxxam Analytics in June. 2022
 - General maintenance on SCBA's plus masks and batteries completed in house
 - Ongoing repairs to pagers and charging racks and portable radios – plus replacements
 - Gas monitoring unit plus docking station, replacement parts plus upgrading
 - SCBA (Scott Air Packs) annual flow testing of all units plus repairs and battery replacements completed by M&L Supply in March of 2022
 - TNT Extrication tools to be serviced in the Fall by Platinum 10 Rescue Systems of Milton – Booked them at the OAFIC Trade Show in Toronto
 - Huronia in Goderich to completed inspection and service of all fire extinguishers in the hall and on the trucks – July 2022
 - SCBA Air Bottles will be sent for H-testing this summer.
 - Bunker gear cleaning and testing when needed.
 - SCBA Cascade System – air tanks sent for Hydrostatic testing, inspection and re-filled. Next H-Test to be done in 2027
 - Air fill station upgrade from 1 to 4 with a used "Jordair" Fill Station – this unit can handle low pressure and high pressure tanks
 - Security System now being looked after by Durst Tech Services. They purchased business from Innovative Security (Paul Stephens)
5. **Building Maintenance:**
 - General clean up still going on
 - Continuing with maintenance program building inspection report - radio room and office upgrade

- painting building
- Boiler replacement
- SCBA fill station replacement
- cement pad at front door
- Ready Rack (Gear Racks) – installed by firefighters

6. **Firemen's Report**

- Officers meeting held bi-monthly - when required
- Mutual Aid Meetings to continue again beginning in June – copy attached
- Fire Dept monthly meetings resumed
- Practices resumed – copy attached
- Ontario Association of Fire Chiefs Annual Conference in Toronto – May 5, 6 & 7, 2022
- Firefighters Annual Breakfast – A GO this year
- Carbon Fibre tanks will be purchased in fall of 2022 – 2 by Fire Association and 2 by Fire Department – yearly program
- Purchase of 2 new Scott (3 Pro) SCBA packs in the fall of 2022
- Purchase of 4 new portable radio's for Aerial 9 – still waiting for 6 gang charging unit – both ordered in August of 2021
- Controlled Burn applications continue to be very active
- Aerial 8 has been sold and picked up – tree trimmer from Ingersoll – sold for \$6001.
- Pumper Operations Course held in Seaforth on May 6, 7, 8, 14 and 15
- May 15 – OFM Certification and testing - explain

7. **Inspection Report**

- Fire drills and inspections as per the Vulnerable Occupancy Legislation to Nursing homes and Hospital will be completed 2022
- Additional inspections on request

8. **Report of Department Activities**

- Golf – June 2022
- Lawn Bowling – August 2022
- Muscular Dystrophy Boot Drive will be looked at
- Other events coming up include Fall Fair Parade, Van Egmond Ciderfest, Fire Prevention Week, Remembrance Day, Santa Claus Parade

9. **Programs in Progress**

- Returning to everything

10. **New Business**

- Nil

T. Phillips
District Chief

Seaforth & Area Fire Department 2022 Practice Schedule

Jan. 2022	<ul style="list-style-type: none"> • Officers/Firemen - Each crew practice on their own
Feb. 2022	<ul style="list-style-type: none"> • Officers/Firemen - Each crew practice on their own
March 15	<ul style="list-style-type: none"> • Natural Gas Awareness with Enbridge Gas
March 29	<ul style="list-style-type: none"> • IFSTA Sign Offs
April 12	<ul style="list-style-type: none"> • Portable Pumps & K12 Saw – Operation and Maintenance • Portable Generators, Lights, Chainsaw, Electric and Gas Fans Note: Change fuel in all units (premium fuel) • IFSTA Sign Offs
April 26	<ul style="list-style-type: none"> • Radio Procedures Presentation – Chad Kregar & Ken Devries – FDNH • Radio Procedure Sign Offs
May 17	<ul style="list-style-type: none"> • Vehicle Extrication – tools and cribbing
May 31	<ul style="list-style-type: none"> • Open
June 14	<ul style="list-style-type: none"> • Land Base Water Rescue
June 21	<ul style="list-style-type: none"> • Preplanning/Tours <ul style="list-style-type: none"> ➤ Eckert Farms, Post Office, Sun North, Premier Cement, Smith Salt Works, Public School, LAC etc.
June 28	<ul style="list-style-type: none"> • Open
July 12	<ul style="list-style-type: none"> • Driver Training & Sign Offs
July 19	<ul style="list-style-type: none"> • Open
July 26	<ul style="list-style-type: none"> • Aerial Set up • Pumper Relays
August 9	<ul style="list-style-type: none"> • Hy Vol Practice (hydrant and pumper hookups)
August 16	<ul style="list-style-type: none"> • Open
August 23	<ul style="list-style-type: none"> • Vehicle Fire Extinguishment (Gas & Electric) Fire Blankets • Fire Extinguishers
Sept. 13	<ul style="list-style-type: none"> • Pump Practice – Hydrants and Portable Tanks
Sept. 20	<ul style="list-style-type: none"> • Tours – Rural and Urban • Broadgrain
Oct. 11	<ul style="list-style-type: none"> • Extrication/Tower Lighting
Oct. 18	<ul style="list-style-type: none"> • SCBA – Air Management
Nov. 15	<ul style="list-style-type: none"> • WHMIS Refresher (GHS – Global Harmonized System) • IFSTA Sign Offs

HURON COUNTY MUTUAL FIRE AID ASSOCIATION

MEETING SCHEDULE FOR 2022

<u>LOCATION</u>	<u>DATE</u>
No Meeting	March
North Huron - Blyth	June 8 – 7:00 pm
South Huron – Exeter	September 14
Bluewater – Hensall	November 9

ALL MEETINGS ARE HELD ON THE 2nd WEDNESDAY OF EACH
MONTH AND WILL COMMENCE AT 20:00 HOURS UNLESS
OTHERWISE NOTIFIED

- Association Chair will Chair the Meetings and the Assistant Chair/Treasurer will take minutes and attendance.
- The Association Chair and Assistant Chair will look after booking the guest speakers.
- Meal and refreshments will be host department responsibility

Association Chair – Chad Kregar – 519-525-5763 – ckregar@fdnh.ca

Assistant Chair – Marty Bedard – 519-525-7066 – mbedard@huroneast.com

FIRE SAFETY TRAILER CLEANING

SPRING 2022 – SOUTH HURON

FALL 2022 & SPRING 2023 – GODERICH

Fire Safety Trailer Cleaning includes all minor repairs (invoices may be sent to HC Mutual Aid Treasurer), in the fall, removing battery, fog fluid and fog machine and replacing the same in the spring.



SEAFORTH FIRE AREA
Revenue and Expenditure Report
 As of April 30, 2022

	2021 YTD	2022	2022 YTD	2021	2022		
	April	April	April	Budget	Budget	\$ Variance	% Variance
SEAFORTH FIRE AREA							
SEAFORTH FIRE AREA							
Revenue							
Prior Year (Surplus)/Deficit							
1-210-110-2700 Fire - Seaforth - Prior Yr (Surplus)/Deficit	0	0	(962)	(613)	0	(962)	0.0%
Total Prior Year (Surplus)/Deficit	0	0	(962)	(613)	0	(962)	0.0%
Taxation							
1-210-110-3028 Fire - Seaforth - Rev - Levy	(74,980)	(18,429)	(73,716)	(224,939)	(221,147)	147,431	66.7%
Total Taxation	(74,980)	(18,429)	(73,716)	(224,939)	(221,147)	147,431	66.7%
Other Municipalities							
1-210-110-3300 Fire - Seaforth - Rev - Other Municipality	0	0	(15,627)	(15,895)	(15,627)	0	0.0%
Total Other Municipalities	0	0	(15,627)	(15,895)	(15,627)	0	0.0%
Donations							
1-210-110-3505 Fire - Seaforth - Rev - Donations	0	0	0	(2,000)	(2,000)	2,000	100.0%
Total Donations	0	0	0	(2,000)	(2,000)	2,000	100.0%
User Fees							
1-210-110-3400 Fire - Seaforth - Rev - Service Recovery Fee	(4,371)	0	(650)	(61,000)	(55,000)	54,350	98.8%
1-210-110-3423 Fire - Seaforth - Rev - Sale of Equipment	0	0	(5,551)	(2,000)	0	(5,551)	0.0%
1-210-110-3525 Fire - Seaforth - Rev - Rent - Solar	(400)	(100)	(400)	(1,200)	(1,200)	800	66.7%
Total User Fees	(4,771)	(100)	(6,601)	(64,200)	(56,200)	49,599	88.3%
Total Revenue	(79,751)	(18,529)	(96,906)	(307,647)	(294,974)	198,068	67.1%
Expenditures							
Salaries & Benefits							
1-210-110-4000 Fire - Seaforth - Salaries & Wages	7,009	986	3,349	105,000	95,725	(92,376)	(96.5%)
1-210-110-4750 Fire - Seaforth - Employee Benefits	1,379	528	6,295	8,784	8,615	(2,320)	(26.9%)
Total Salaries & Benefits	8,388	1,514	9,644	113,784	104,340	(94,696)	(90.8%)
Operating							
1-210-110-5001 Fire - Seaforth - Travel, Expenses & Mileage	0	0	0	1,000	1,000	(1,000)	(100.0%)
1-210-110-5002 Fire - Seaforth - Training/Seminars/Conferences	928	896	896	5,000	5,000	(4,104)	(82.1%)
1-210-110-5003 Fire - Seaforth - Marketing & Promotion	0	0	0	1,000	1,000	(1,000)	(100.0%)
1-210-110-5004 Fire - Seaforth - Telecommunications	736	376	753	2,200	2,200	(1,447)	(65.8%)
1-210-110-5005 Fire - Seaforth - Utilities	3,728	990	3,176	5,865	6,300	(3,124)	(49.6%)
1-210-110-5008 Fire - Seaforth - R & M - Bldg	714	0	528	6,000	26,000	(25,472)	(98.0%)



SEAFORTH FIRE AREA
Revenue and Expenditure Report
 As of April 30, 2022

	2021 YTD	2022	2022 YTD	2021	2022		
	April	April	April	Budget	Budget	\$ Variance	% Variance
1-210-110-5009 Fire - Seaforth - R & M - Equipment	5,201	1,094	4,766	10,000	10,000	(5,234)	(52.3%)
1-210-110-5010 Fire - Seaforth - R & M - Vehicle	1,950	0	505	10,000	16,000	(15,495)	(96.8%)
1-210-110-5017 Fire - Seaforth - Office/Meeting Supplies	47	20	64	500	500	(436)	(87.2%)
1-210-110-5019 Fire - Seaforth - Tools/Equipment	2,403	353	13,534	42,000	42,000	(28,466)	(67.8%)
1-210-110-5020 Fire - Seaforth - Fuel	603	1,334	1,867	3,000	3,000	(1,133)	(37.8%)
1-210-110-5021 Fire - Seaforth - Memberships/Dues/Subscriptions	0	0	0	400	200	(200)	(100.0%)
1-210-110-5035 Fire - Seaforth - Radio Licenses	618	0	664	700	700	(36)	(5.1%)
1-210-110-5301 Fire - Seaforth - Insurance	10,775	1,628	10,943	11,361	12,497	(1,554)	(12.4%)
1-210-110-5601 Fire - Seaforth - Rent-Equipment	2,325	581	2,325	6,975	6,975	(4,650)	(66.7%)
1-210-110-6000 Fire - Seaforth - Program Exp	50	150	512	2,000	2,000	(1,488)	(74.4%)
1-210-110-6006 Fire - Seaforth - Mutual Aid	1,326	0	1,222	1,375	1,375	(153)	(11.1%)
1-210-110-6007 Fire - Seaforth - Dispatch Costs	6,285	0	6,398	7,000	7,000	(602)	(8.6%)
1-210-110-6010 Fire - Seaforth - Uniform	238	0	0	1,000	1,000	(1,000)	(100.0%)
1-210-110-7000 Fire - Seaforth - Charge from Admin	922	242	967	2,765	2,900	(1,933)	(66.7%)
1-210-110-7015 Fire - Seaforth - Chrg from HE Fire Chief	13,907	3,582	14,329	41,722	42,987	(28,658)	(66.7%)
1-210-110-8500 Fire - Seaforth - Amortization	2,453	613	2,453	7,360	7,360	(4,907)	(66.7%)
Total Operating	55,209	11,859	65,902	169,223	197,994	(132,092)	(66.7%)
Capital							
2-921-100-8020 Capital - Seaforth Fire - Vehicles	30,528	0	0	30,000	0	0	0.0%
Total Capital	30,528	0	0	30,000	0	0	0.0%
Other Items							
Charge to Other Job	0	0	0	0	0	0	0.0%
Transfer to Reserves							
1-210-602-9100 Fire - Brussels - Transfer to Equipment Reserve	0	0	0	2,000	0	0	0.0%
Total Transfer to Reserves	0	0	0	2,000	0	0	0.0%
Transfer from Reserves							
1-210-712-9500 Fire - Seaforth Fire Area - Trans from Reserves	(2,453)	(613)	(2,453)	(7,360)	(7,360)	4,907	66.7%
Total Transfer from Reserves	(2,453)	(613)	(2,453)	(7,360)	(7,360)	4,907	66.7%
Total Expenditures	91,672	12,760	73,093	307,647	294,974	(221,881)	(75.2%)
Sub-total	11,921	(5,769)	(23,813)	0	0	(23,813)	0.0%
Total SEAFORTH FIRE AREA	11,921	(5,769)	(23,813)	0	0	(23,813)	0.0%
Total SEAFORTH FIRE AREA	11,921	(5,769)	(23,813)	0	0	(23,813)	0.0%

MINUTES
BRUSSELS FIRE AREA COMMITTEE MEETING
BRUSSELS FIRE HALL
WEDNESDAY, MAY 25, 2022 AT 7:00 P.M.

MEMBERS PRESENT: Municipality of Huron East – Justin Morrison and Zoey Onn
Municipality of Morris-Turnberry – Sharen Zinn

MEMBERS ABSENT: None

STAFF PRESENT: Huron East Fire Chief Marty Bedard (Zoom)
Brussels District Chief Max McLellan
Brussels District Deputy-Chief Brian Deitner

Before the meeting started, District Chief Max McLellan and District Deputy Chief Brian Deitner toured the Committee members through the fire hall showing them the trucks and equipment used by the firefighters.

1. Call to Order

The meeting was called to order at 7:24 p.m. by Chair Zoey Onn. Zoey agreed to Chair the meeting since the past Chair resigned from Huron East Council.

2. Adoption of the Agenda

Moved by Justin Morrison and seconded by Sharen Zinn that the agenda be adopted as circulated. **Carried.**

3. Disclosure of Pecuniary Interests

No pecuniary interests were declared.

4. Meeting Minutes – November 24, 2021

Moved by Sharen Zinn and seconded by Justin Morrison that the minutes of the November 24, 2021 Brussels & Area Fire Committee meeting be adopted as circulated. **Carried.**

5. Business arising from Minutes

None

6. 2022 Financial Statement

The financial statement ending April 30, 2022 was reviewed. A question was asked about the \$750,000 budgeted under Capital. This is for the addition for Huron County Paramedics. It is hoped the project can get started later this year and then completed in 2023. No specific timelines were given.

Moved by Justin Morrison and seconded by Sharen Zinn that the financial statement be accepted as circulated. **Carried.**

7. **Station Chief Report**

District Chief Max McLellan reported on the attached Station Chiefs Report.

8. **Review of Incident Calls to Date**

The attached list of incident calls from November 7, 2021 to April 20, 2022 was reviewed. It was pointed out that the call volume compared to 2021 has increased and so has the dollar value. The cost increase is due to the type of calls that occurred.

9. **Other Business**

9.1 – Correspondence was received from the Municipality of West Perth thanking the Huron East Fire Department for assistance during the missing person recovery effort in Mitchell.

9.2 – Correspondence was received from the City of Stratford informing us they are exercising the right to terminate the current dispatching agreement with a termination date of October 21, 2022. It was noted the Huron East Fire Chief has already began the process of obtaining a new Dispatch Agency. Requests for Proposals were sent out on May 11, 2022 with a deadline date of June 10, 2022. It is hoped to have a recommendation before Council late June or early July.

9.3 – Fire Chief Bedard reviewed a recent report done by Huron East CAO, Brad McRoberts to Huron East Council regarding the Huron East Committee Recommendations. The Recommendations included the dissolution of the Brussels Area Fire Committee at the end of the 2018-2022 term of Council. It further recommended that recognizing the importance of the longstanding partnership with Morris-Turnberry, staff and Council still want to ensure communications are maintained or preferably improved through this change in committee structure. The following will outline the new format for ensuring good communications:

The Fire Chief will provide written quarterly reports to both Huron East and Morris-Turnberry Councils outlining information related to the Brussels Fire District including:

- Number and types of calls/events and responses that have occurred during each quarter,
- Maintenance and repair updates,
- Capital needs/requests, and
- Financial statements

The above recommendations were approved by Huron East Council.

10. Next Meeting Date

The next meeting of Brussels & Area Fire Committee will be held in October of 2022. A date will be set closer to October.

11. Adjournment

On a motion made by Justin Morrison and seconded by Sharen Zinn, it was moved that the Brussels & Area Fire Committee adjourn at 7:50 pm. **Carried.**

Chair, Zoey Onn



Secretary, Marty Bedard



BRUSSELS FIRE DEPARTMENT

Revenue and Expenditure Report

As of April 30, 2022

	2021 YTD	2022	2022 YTD	2021	2022		
	April	April	April	Budget	Budget	\$ Variance	% Variance
PROTECTION TO PERSONS & PROPERTY							
BRUSSELS FIRE DEPARTMENT							
Revenue							
Other Municipalities							
1-210-120-3300 Fire - Brussels - Rev-Other Municipality	(1,500)	(300)	(123,644)	(85,329)	(122,444)	(1,200)	(1.0%)
Total Other Municipalities	(1,500)	(300)	(123,644)	(85,329)	(122,444)	(1,200)	(1.0%)
Donations							
1-210-120-3505 Fire - Brussels - Rev-Donations	(1,500)	0	0	(1,490)	0	0	0.0%
Total Donations	(1,500)	0	0	(1,490)	0	0	0.0%
User Fees							
1-210-120-3400 Fire - Brussels - Rev-Service Recovery Fee	(4,399)	0	(3,656)	(35,000)	(35,000)	31,344	89.6%
Total User Fees	(4,399)	0	(3,656)	(35,000)	(35,000)	31,344	89.6%
Other Revenue							
1-210-120-3550 Fire - Brussels - Proceeds from Debenture	0	0	0	0	(666,667)	666,667	100.0%
Total Other Revenue	0	0	0	0	(666,667)	666,667	100.0%
Total Revenue	(7,399)	(300)	(127,300)	(121,819)	(824,111)	696,811	84.6%
Expenditures							
Salaries & Benefits							
1-210-120-4000 Fire - Brussels - Salaries & Wages	0	0	0	68,516	62,550	(62,550)	(100.0%)
1-210-120-4750 Fire - Brussels - Employee Benefits	0	0	5,225	3,375	2,897	2,328	80.4%
Total Salaries & Benefits	0	0	5,225	71,891	65,447	(60,222)	(92.0%)
Operating							
1-210-120-5001 Fire - Brussels - Travel, Expenses & Mileage	0	0	0	500	500	(500)	(100.0%)
1-210-120-5002 Fire - Brussels - Training/Seminars/Conferences	0	448	448	20,000	20,000	(19,552)	(97.8%)
1-210-120-5004 Fire - Brussels - Telecommunications	781	390	780	2,653	2,500	(1,720)	(68.8%)
1-210-120-5005 Fire - Brussels - Utilities	1,536	778	1,568	4,000	4,355	(2,787)	(64.0%)
1-210-120-5008 Fire - Brussels - R & M - Bldg	2,453	180	753	2,000	4,000	(3,247)	(81.2%)
1-210-120-5009 Fire - Brussels - R & M - Equipment	1,803	907	3,885	7,500	7,500	(3,615)	(48.2%)
1-210-120-5010 Fire - Brussels - R & M - Vehicle	9	0	188	5,000	3,000	(2,812)	(93.7%)
1-210-120-5013 Fire - Brussels - Advertising	0	0	0	250	250	(250)	(100.0%)
1-210-120-5017 Fire - Brussels - Office/Meeting Supplies	0	0	0	250	250	(250)	(100.0%)



BRUSSELS FIRE DEPARTMENT

Revenue and Expenditure Report

As of April 30, 2022

	2021 YTD	2022	2022 YTD	2021	2022		
	April	April	April	Budget	Budget	\$ Variance	% Variance
1-210-120-5019 Fire - Brussels - Tools/Equipment Purchase	9,308	4,081	8,769	35,000	35,000	(26,231)	(74.9%)
1-210-120-5020 Fire - Brussels - Fuel	167	0	121	1,500	1,500	(1,379)	(91.9%)
1-210-120-5035 Fire - Brussels - Radio Licenses	618	0	664	650	650	14	2.2%
1-210-120-5301 Fire - Brussels - Insurance	8,698	1,541	9,236	10,218	11,750	(2,514)	(21.4%)
1-210-120-5601 Fire - Brussels - Rent - Equipment	2,325	581	2,325	6,975	6,975	(4,650)	(66.7%)
1-210-120-6000 Fire - Brussels - Program Exp	1,081	0	0	1,500	1,500	(1,500)	(100.0%)
1-210-120-6006 Fire - Brussels - Mutual Aid	557	0	531	600	600	(69)	(11.5%)
1-210-120-6007 Fire - Brussels - Dispatch Costs	6,285	0	6,398	7,000	7,000	(602)	(8.6%)
1-210-120-6010 Fire - Brussels - Uniform	0	0	2,142	2,500	3,600	(1,458)	(40.5%)
1-210-120-7015 Fire - Brussels - Chrg from HE Fire Chief	13,907	3,582	14,329	41,722	42,987	(28,658)	(66.7%)
Total Operating	49,528	12,488	52,137	149,818	153,917	(101,780)	(66.1%)
Capital							
2-922-100-8025 Capital - Brussels Fire - Bldg Renovations	0	0	0	0	750,000	(750,000)	(100.0%)
Total Capital	0	0	0	0	750,000	(750,000)	(100.0%)
Other Items							
Charge to Other Job	0	0	0	0	0	0	0.0%
Transfer to Reserves	0	0	0	0	0	0	0.0%
Transfer from Reserves	0	0	0	0	0	0	0.0%
Total Expenditures	49,528	12,488	57,362	221,709	969,364	(912,002)	(94.1%)
Sub-total	42,129	12,188	(69,938)	99,890	145,253	(215,191)	(148.1%)
Total PROTECTION TO PERSONS & PROPERTY	42,129	12,188	(69,938)	99,890	145,253	(215,191)	(148.1%)
Total BRUSSELS FIRE DEPARTMENT	42,129	12,188	(69,938)	99,890	145,253	(215,191)	(148.1%)



Brussels & Area Fire Committee
Wednesday, May 25, 2022
7:00 pm
Brussels Fire Hall



Station Chiefs Report

Training

Training from November 2021 to May 2022

November was pre-planning tours at the Sales Barn and Cowboy Loft and December was SCBA Air Management. In January and February, we went to the small groups again due to COVID restrictions. The training nights were used to review videos on Firefighter Survival in January (window bailout and rescuing a firefighter that fell through a floor) and in February, a video was reviewed on extrication, vehicle suppression, and extrication on an electric vehicle.

Full crew training continued in March and the follow topics were trained on from March to May:

- Firefighter 1 training sign-offs and practical evolutions
- Annual CPR and First Aid Refresher
- Incident Management System
- Search and rescue training at an old house donated for training purposes
- Firefighter survival training – window bailout and fall through floor rescue
- Extrication training on 2 vehicles using air bags and rescue struts

As mentioned above, we were fortunate to have another old house donated to us to use for real life scenario training. The new smoke machine was used to fill rooms with smoke when training the search and rescue evolutions.

Five Brussels Firefighters took part in the NFPA 1002 Pumper Operations course held in Seaforth on May 6, 7, 8, 14 and 15. This was very in depth training on how to operate the Pumper while hooked up to a hydrant and drafting from the portable tank.

Equipment

- Regular annual service has been conducted on SCBA packs and air compressor including the semi-annual air test.
- Pump testing is scheduled for the end of June
- Regular truck and equipment checks continue monthly

Building

A bad smell is being monitored coming from the kitchen (possibly the sink). It seems to have subsided for the time being but if it returns an exhaust fan may have to be installed in the kitchen.

Huron County Ambulance continues to use the Brussels Firehall as a day post base and planning for the addition on the Brussels Firehall continues.

Some recent incident calls to Huronlea Home for the Aged and the Huron County Homes building on Alexander Street brought forward some small issues. We are working with the property owners to resolve these issues, which will assist the firefighters while responding to these buildings.

[illegible]

**Municipality of Huron East
Administration Committee Meeting Minutes
Council Chambers
Town Hall, 72 Main Street South, Seaforth
Thursday, May 26, 2022**

Members Present:

Chair Alvin McLellan; Mayor Bernie MacLellan, Deputy Mayor Robert Fisher, and Councillors Larry McGrath and Raymond Chartrand

Staff Present:

CAO Brad McRoberts, Public Works Manager Barry Mills, and Clerk Jessica Rudy

Others Present:

Huron County Planning Manager Denise Van Amersfoort

Huron County Planner Jenn Burns (Virtual)

1. Call to Order

Chair McLellan called the meeting to order at 11:00 a.m.

2. Adopt Agenda

Moved by Deputy Mayor Fisher and Seconded Councillor Chartrand:

That the agenda dated May 26, 2022 be adopted as circulated.

Carried

3. Declaration of Pecuniary Interests

None declared.

4. Meeting Minutes

Moved by Councillor Chartrand and Seconded by Deputy Mayor Fisher:

That the minutes of the Administration Committee meeting held on April 13, 2022 be approved as circulated.

Carried

5. Report: CAO-Admin-22-03, Durisol Application

CAO Brad McRoberts provided a background and overview of the report as well as the Official Plan amendment, Zoning By-law amendment, and consent applications from Durisol.

B. McRoberts provided an overview of the subject property and the connection to the Bridges housing development and noted the considerations of staff while reviewing the applications which include ensuring good planning approaches, the importance of the

existing business operations, the interest of the municipal tax payers, proposed conditions that are equitable and reasonable to stakeholders, access to retained lands, compatibility of adjoining land uses, and consideration of servicing for future development.

In response to the proposed sanitary line not being relevant while the property is being used as a storage site, B. McRoberts outlined a potential agreement with Durisol to have the line installed and paid for prior to any development permits being issued. The agreement would act as a trigger point to ensure the services are extended once the property is no longer used as storage only. It was noted that once the sanitary sewer was put in then Birch Street would also need to be brought up to a rural road standard. The aforementioned agreement with Durisol would cover both of these aspects.

It was clarified that the agreement only comes into effect once development is planned, thus offering a compromise to Durisol on the payment and extension of sanitary lines a when it is not yet warranted.

In regards to the water main it was noted that it would need to be extended as well as bringing the road up to a gravel standard, as it is needed to close the water main loop. The road standard is due to it being an emergency access point.

The Committee discussed the water and sanitary lines and the access point and it was confirmed that all conditions in the application approvals will have a two year period for compliance, with the sanitary line only happening once development is planned for the Durisol property and that a portion of the water main line is a charge to the Bridges development.

Huron County Planning Manager Denise Van Amersfoort updated the Committee that the County is in receipt of a minor red line application for the Bridges condominium and noted that the approval of the minor red line would not move forward until consensus is reached for the road standards and service installations and approval granted to the Durisol applications. It was stated that the various applications would all come forward on June 21, 2022 with a recommendation so approval can be granted for all pieces at the same time.

D. Van Amersfoort provided a planning perspective of the required noise barrier wall that is to be constructed. It was noted that the construction and payment is an agreement between the two parties and a condition will be added that no action can be taken by either party until the noise barrier wall is constructed.

The Committee discussed the noise barrier wall and stressed that this should not be a point of refusal from either party and requested clarification on if the wall construction would prevent Durisol from using the property as storage until the wall is completed.

D. Van Amersfoort clarified the two year time period for consent approvals and that staff are still trying to determine if the condition will be worded that the wall is built or if there is just a requirement of a signed agreement between the two parties agreeing to build the wall. It was noted that all parties are meeting the week of May 30, 2022 to discuss the various conditions and come to a final agreement, the barrier wall condition and agreement will be a part of the overall discussion.

It was stressed that the access point is to be cleared of storage from the Durisol property in order to prevent any future liability to the municipality as it is an emergency access road and must be and cleared.

An overview of the discussion points were provided:

- Durisol to enter into an agreement with the Municipality to pay for the cost of a sanitary extension and road upgrade to a pavement surface upon any future development;
- Bridges and Durisol to enter into an agreement on the construction of a noise barrier wall;
- Bridges to cover the costs of a water main and gravel road standard for the South end; and
- Durisol to cover the costs of a water main and gravel road standard for the East/West end.

The Committee agreed with the discussion points and the staff approach as described and outlined in the report and noted that deferring the cost of the sanitary line and road upgrade is a good compromise for Durisol and the Municipality.

B. McRoberts provided an overview of the overall staff approach:

- Durisol provides to Huron East lands as illustrated for a new road allowance access;
- Huron East transfers the existing lands used as a lane on the east side of the existing Durisol property and the lane on the north side of the Bridges development to Durisol;
- Durisol/Bridges installs noise barrier along the south edge of the existing Durisol operation and south side of the severed lands;
- Durisol to be required to pay for services (water and sewer). Water to be extended to the easterly limit of the newly acquired road allowance and sanitary to the existing end of Birch Street.
- Durisol required under registered agreement to pay costs of sanitary extension and road upgrade to pavement upon any future development and that this requirement be enforced through a specific holding provision on the severed parcels and the existing Durisol properties;
- Bridges required to pay for cost to loop water main from east end of the new road allowance to Bridges development, either directly through south end of new road allowance or if desired by Bridges to the southeast end of land adjacent to the existing block on northeast corner of the proposed development;
- Durisol required to develop the road to a rural urban standard from existing end of Birch Street to midpoint of new southern portion of severed lot and to a rural standard (gravel) from the midpoint to the easterly limit of the new road allowance;
- Bridges be required to develop the road allowance to a rural standard (gravel) from east end of the new road allowance to Bridges development either directly through south end of the new road allowance or if desired by Bridges to the southeast end of the land adjacent to the existing block on the northeast corner of the proposed development;

- Durisol/Bridges to agree to constructing a noise barrier wall along the north edge of the Bridges development from the west side of the existing Durisol operation to the east side of the newly severed south lot and slightly north along the east side of the newly severed south lot all within or on either land and enter into a long-term maintenance agreement for the noise barrier wall; and
- Durisol undergoes a site plan control agreement to ensure future operations are not being conducted on the municipality's road allowance.

6. Other Business

Mayor MacLellan inquired as to if the County had ever given consideration to making streets narrower as a speed prevention measure and noted the concept that roads that are more comfortable to drive along allow for driving at higher speeds.

D. Van Amersfoort noted that the approach could be reviewed however narrower streets may cause issues for emergency vehicles, and street parking. B. McRoberts added there may also be enforcement and snow removal issues as well.

7. Adjournment

Moved by Councillor Chartrand and Seconded by Councillor McGrath:

That the time now being 12:20 p.m. that the meeting now adjourn until the next regular meeting at the call of the Chair.

Carried

Alvin McLellan, Chair

Jessica Rudy, Clerk



**Vanastra Recreation Centre/Day Care Minutes
Virtual Meeting
Monday, May 30, 2022**

Members Present:

Chair Janet Boot, Councillor Raymond Chartrand, and Mark Stone

Members Absent:

Becky Kyle

Staff Present:

Vanastra Recreation Centre Manager Lissa Berard and Clerk Jessica Rudy

1. Call to Order

Chair Janet Boot called the meeting to order at 6:00 p.m.

2. Confirmation of the Agenda

Moved by Councillor Chartrand and Seconded by Mark Stone:

That the agenda for the regular meeting dated May 30, 2022 be adopted as circulated with the addition of an Unfinished Business item (8.1) regarding an update on the proposed letter to the Municipality of Huron East.

Carried

3. Declaration of Pecuniary Interests

None declared.

4. Delegations

5. Minutes of Previous Meeting

Moved by Mark Stone and Seconded by Councillor Chartrand:

That the following meeting minutes be approved as circulated:

5.1 Regular Meeting – April 25, 2022

Carried

6. Reports & Recommendations of Facility Manager

6.1 Vanastra Recreation Centre Manager's Report: May 2022

Vanastra Recreation Centre Manager Lissa Berard provided an overview of the Manager's report and noted the following:

- New exhaust fan units for the women and staff change rooms are being priced due them not working.
- Sanitary line quotes have been received from Discount Drain Services Inc. for a two-part repair process with staff still waiting on the timeline to commence work.
- The Veissman Boiler in the basement is due for replacement and two quotes have been received with a third outstanding. It was noted that Enbridge is offering a limited time bonus incentive for boiler upgrades and that Vanastra qualifies due to the previous pool heaters and boiler.
- Day camp registration is sitting with 17-20 participants a day with the acceptance of 30 children per day; 10 more than last year.
- Mini session swimming lessons run from May 31 – June 24, which will be held twice a week for four weeks.
- Summer swimming sessions start on July 3rd with the options for daily lessons for two weeks in the morning or once a week for 8 weeks in afternoon or evening.
- Swim for kids fundraiser raised a total of \$3044.46. An overview of the proposed subsidy application was provided with a note that there will be no requirement to provide financial information and the hope is to circulate the application to surrounding schools before year-end.

Moved by Mark Stone and Seconded by Councillor Chartrand:

That the Vanastra Recreation Centre/Day Care Committee accept the Manager's Report, as presented.

Carried

6.2 Vanastra Recreation Centre Financial Statements – March 31, 2022

L. Berard provided an overview of the financial statements noting that the memberships are lower than usual, however the admission fees are above budget so the two lines will counteract each other. It was also noted that two Canada Summer Job grants were received.

It was clarified that there are no more membership extensions being provided and that the fall figures are projected to be in good standing in terms of swimming lessons and pool rentals.

L. Berard explained that the work for the sanitary line will come out of the capital budget

along with future kitchen and outdoor booth work.

Moved by Councillor Chartrand and Seconded by Mark Stone:

That the Vanastra Recreation Centre/Day Care Committee accept the Financial Statements, dated April 30, 2022, as presented.

Carried

7. Correspondence

8. Unfinished Business

8.1 Letter to Huron East

Chair Boot updated the Committee that subsequent to the April meeting an email was received from the CAO ensuring that the funds raised for the Vanastra Recreation Centre would remain within the Vanastra Recreation Centre once this committee is dissolved and merged to an overall Huron East Recreation Advisory Committee. As a result of the clarification provided, Chair Boot determined that there would be no further need for a letter from the committee addressing fund concerns and that the Committee will accept the decisions of Council.

Councillor Chartrand reiterated that the CAO answered the questions from the Committee regarding the Recreation centre funds and stressed that the Committee is in support and acceptance of the decisions of Council in regards to the committee restructure.

9. Other Business

In response to questions on the usage of the ball diamond, L. Berard confirmed that there were no formal teams planning and that the maintenance and fixing of the fence is the responsibility of the arena employees that are deployed to maintain the grounds for the summer months. It was also clarified that the pool will not be drained to flood the ball diamonds as speculated by some members in the community.

10. Closed Session and Reporting Out

11. Meeting Dates

The Committee agreed to move the meetings to every other month, unless a need arises for a meeting to be called by the Chair.

The Committee agreed to meet in July, September and November for the remainder of 2022.

In regards to virtual meetings, Councillor Chartrand explained that Council is returning to meetings in person on an every other meeting basis, starting in July, with the hope of in person meetings being scheduled to accommodate public meetings and delegations.

Adjournment

Moved by Councillor Chartrand and Seconded by Mark Stone:

The time now being 6:37 p.m. That the meeting now adjourn until July 25, 2022 at 6:00 p.m.

Carried

Janet Boot, Chair

Jessica Rudy, Secretary

**Huron East Water & Sewer Committee
Meeting Minutes
Council Chambers
Town Hall, 72 Main Street South, Seaforth
Monday, May 30, 2022**

Members Present:

Mayor Bernie MacLellan; Councillors Ray Chartrand, Larry McGrath (11:20 a.m.), Zoey Onn (11:26 a.m.), and Joe Steffler

Staff Present:

CAO Brad McRoberts, Public Works Manager Barry Mills, and Clerk Jessica Rudy

Others Present:

Deputy Mayor Fisher

Andrew Garland, B. M. Ross and Associates (Item 4)

Jacobs Project Manager Lucas Elgi

1. Call to Order

Mayor MacLellan called the meeting to order at 11:10 a.m.

3. Disclosure of Pecuniary Interest

None declared.

4. Delegations

Andrew Garland, B. M. Ross and Associates appeared before the Committee regarding the Seaforth Waste Water Treatment Plant (WWTP) and Sewage Pumping Station (SPS) capacity planning. A. Garland provided background and summary of the current reserve capacity information for the Seaforth WWTP and SPS based on historical usage, summarized the projected sewage servicing needs for known development, compared reserves to projected development demands to identify development thresholds requiring capacity increases to the WWTP and SPS and provided a suggested sequencing of infrastructure upgrades.

Councillor Chartrand noted that the Table 2.1 in the memo stated the Bridges – Build Out should come out of the table as it is already developed. A. Garland agreed to Councillor Chartrand's observation and stated that with the 74 units removed it would bring the total to just over 1,000.

In response to the Mayor's observation on the wet water flow variance outlined in Table 3.1 of the memo, A. Garland explained that the variance is not uncommon for small town Ontario, and noted that the variances are due to short lived events through the year. It was not that it would be impractical to design a plant based around those events.

In response to the Committee, A. Garland noted that it is better to build based on the current development commitments with a plan for a fourth tank to be added when needed. It was confirmed that the current commitments could still take considerable time to complete and although the science of the operation will not change the type of equipment and technology could, making it another reason to plan for the space but build when it is required.

In regards to funding for the project it was noted that there is money in reserves and that there are the occasional grants that could be applied for.

In regards to moving forward with the build, Public Works Manager Barry Mills noted that the staff report later in the agenda details the staff perspective and phases of the project. It was clarified that there would be five phases of the project and the request at this point would be to move forward with phase 2, as outlined in the staff report which is removal of the sludge from the WWTP lagoon.

A. Garland provided an overview of the proposed site plan and noted that in order to complete the design the sludge from the lagoon would have to be removed.

5. Meeting Minutes

Moved by Councillor Chartrand and Seconded by Councillor Onn:

That the Water and Sewer Committee for the Municipality of Huron East approve the March 8, 2022 Water and Sewer Committee minutes as circulated.

Carried

6. Correspondence

7. Safety Issues

8. Water & Sewage Systems

i. Jacobs – Monthly Operating Report – April 2022

Jacobs Project Manager Lucas Egli presented the monthly operations report to the Committee with the following being highlighted:

- Spring hydrant/blow off flushing was completed in April for Brucefield, Vanastra Brussels.
- Datasoft and Tuckersmith Communications are continuing prep work and install of new back-up SCADA computer/data collection software, PLC and communications upgrades.
- Finnbilt Construction continues to work on the new filter and UV install at the Brussels STP; commissioning expected in Spring of 2022.
- No bypasses in April.
- Purchased a vibration meter last year which is supposed help prevent breakdowns.

- Nothing out of ordinary on the water flows.
- Seaforth sewage flow is a little higher but that is normal because of spring months and snow melts, the number is expected to go back down by August.

Moved by Councillor McGrath and Seconded by Councillor Onn:

That the Water and Sewer Committee of the Municipality of Huron East accept the April 2022 operational reports from Jacobs Engineering as presented.

Carried

ii. Huron East System Report

Public Works Manager Barry Mills presented the Huron East System Report with the following being highlighted:

- No watermain breaks.
- MECP new storm and sanitary approval process has implementation webinars starting in June, this will allow for a more streamlined approval process.
- Clinton had high level of sodium that exceeds the Ontario Drinking Water Standards; public notification of the exceedance and fact sheets distributed in Vanastra water bills and added to the Huron East web page.
- Brussels Filter/UV building is complete with Performance Certificate issued. The 60-Day period must expire before the 10% construction lien holdback can be released.
- Kuris Smith Excavating will be awarded the project for Princess Street in Brussels.
- Seaforth Lions Park connections are completed.
- Bi-annual hydrant flushing has been completed.
- Vanastra was at a water loss at 8.1% due to faulty water meters that need to be replaced.

Moved by Councillor Chartrand and Seconded by Councillor Onn:

That the Huron East Systems Report from the Public Works Manager be accepted as presented.

Carried

9. Other Business

i. Public Works Manager Report Seaforth and SPS Capacity Memo Review

Public Works Manager Barry Mills provided an overview of the report and the alignment to the memo and delegation from Andrew Garland, B.M. Ross. B. Mills provided a three year average and a final total, reflective of committed capacity, leaving a balance of 240 cubic meters per day still available with the average household using 1 cubic meter per day.

Water & Sewer Committee Minutes – May 30, 2022

An overview of the five phases were highlighted and noted below with a note that staff are looking for approval to move forward with phase two.

Phase 1: Commissioning of B.M. Ross and Associates to provide a preliminary design for the next phases of the WWTP upgrades to increase the plant's rated capacity, which is now completed.

Phase 2: Sludge removal of cell 1. This is a two year project to allow the successful bidder two seasons for land application of the sludge. The Tender to be issued in 2022 and the application to happen for 2022 and 2023.

Phase 3: Complete the final design and MECP approvals. This brings the project into a construction ready position with pre design in 2023-2024.

Phase 4: Construction upgrades for 2024-2025.

Phase 5: Sewage Pumping Station.

The Committee discussed the cost of the project and questioned if moving forward with the next stage of the Egmondville sewage would generate the user fees to ensure the cost of the project is covered.

B. Mills noted that the sanitary sewers were to be added along with road work and stated that at this point there is not a time frame on when roads in Egmondville would be up for repair. He noted that William Street is a fairly new street.

The Committee requested that a report come back to the Committee outlining the road conditions and next steps regarding the Egmondville sewage system.

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That the Water Sewer Committee authorize Public Works Manager to have B. M. Ross and Associates prepare and tender Phase 2 sludge removal of lagoon cell 1 at the Seaforth Sewage Treatment Plant and move Phase 3 to final design.

Carried

Moved by Councillor Onn and Seconded by Councillor Chartrand:

That the Public Works Manager report back to the Water and Sewer Committee regarding the next steps for incorporating the sewage system and future road conditions in Egmondville.

Carried

ii. Public Works Managers Report Bio-Solids

Public Works Manager Barry Mills provided an overview of the report and noted there is a time frame to make an application to apply bio-solids due to the crop season and provided an overview of potential sludge application areas.

In response to the Committee B. Mills noted that the issue with the certifications with the other farm landowners is that after 2-3 years the sludge is no longer wanted as it is not the best fertilizer but does still contain some nutrients.

B. Mills noted that staff will review the potential locations in order to add to the lease agreements on the bio-solid application.

Moved by Councillor Onn and Seconded by Councillor Chartrand:

That the municipality take steps to certify any farmland that the municipality owns for bio-solid application and incorporate conditions into the lease agreement, that crops for early harvest be the only crops planted to allow for proper bio-solid management.

Carried

- iii. Huron East endorsement on Drinking Water Quality Management System (DWQMS) Operational Plan

Moved by Councillor Steffler and Seconded by Councillor McGrath:

That the Water and Sewer Committee endorse the continuation of the Drinking Water Quality Management System (DWQMS) Operation Plan.

Carried

10. Adjournment

Moved by Councillor Chartrand and Seconded by Councillor Onn:

That the time now being 12:35 p.m. that the meeting does now adjourn.

Carried

Bernie MacLellan, Mayor

Jessica Rudy, Secretary

The Corporation
of the
Municipality Of Huron East
By-law No. 039 for 2022

Being a By-law to Temporarily Stop Up and Close a Portion
Sports Drive and Dunedin Drive, within the Brussels Ward,
Municipality of Huron East.

Whereas the Municipal Act, S.O. 2001, c.25, s.42, as amended, authorizes a municipality to delegate to a committee of council or to an employee of the municipality, subject to any conditions which the municipality may impose, the power to close a highway temporarily for any purpose specified in the by-law;

And Whereas the Council of the Corporation of the Municipality of Huron East is desirous of closing specific roads in the Brussels Ward of the Municipality of Huron East to accommodate certain events during the Brussels 150th Homecoming being held on July 29 – August 1, 2022;

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

1. Sports Drive will be closed between McCutcheon Drive to Flora Street from 8:00 a.m. to 6:00 p.m. on Saturday July 30, 2022 and Sunday July 31, 2022 for the use of a Kids Zone.
2. Dunedin Drive will be closed from Turnberry Street (County Road 12) to Stretton Street from 7:00 a.m. to 12:00 p.m. on Sunday July 31, 2022 for the Soap Box Derby.
3. This by-law shall come into force and take effect on the date of final reading thereof.

Read a first and second time this 7th day of June, 2022.
Read a third time and finally passed this 7th day of June, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East
By-law No. 040 for 2022

Being a By-law to Authorize the Signing of a Memorandum of Understanding with the Maitland Valley Conservation Authority (MVCA) regarding Agreement for Services

Whereas The Municipal Act, S.O. 2001, c.25, s. 11(2) authorizes the Municipality to pass by-laws respecting services and things that the municipality is authorized to provide under subsection (1);

And Whereas it is considered desirable to enter into a Memorandum of Understanding with the Maitland Valley Conservation Authority for services and programs provided;

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

- 1. That the Mayor and Clerk are authorized to sign and execute a Memorandum of Understanding with the Maitland Valley Conservation Authority for services and programs provided.
- 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 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**The Corporation
of The
Municipality of Huron East
By-law No. 041-2022**

Being a By-law to Authorize an Agreement for
Drainage Superintendent Services with the
Township of Huron-Kinloss

Whereas Section 20(1) of the Municipal Act, S.O. 2001, Chapter 25, as amended, provides that a Municipality may enter into an agreement with one or more Municipalities or local bodies, as defined in the Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

And Whereas Section 2 of the Municipal Act, S.O. 2001, Chapter 25, as amended, permits Municipalities to provide services that the Municipalities deem necessary;

And Whereas Section 93(1) of the Drainage Act permits the local municipality to appoint a drainage superintendent;

And Whereas Section 93(2) of the Drainage Act permits a Drainage Superintendent to act for two or more municipalities;

And Whereas the Council of the Corporation of the Municipality of Huron East deems it desirable to enter into an agreement with the Township of Huron-Kinloss for Drainage Superintendent Services.

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 an agreement with the Township of Huron-Kinloss for Drainage Superintendent Services, a copy of which is 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 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

THIS AGREEMENT made this ____ day of _____, 2022

BETWEEN:

The Corporation of the Municipality of Huron East
(Hereinafter called “Huron East”)

THE PARTY OF THE FIRST PART

-and-

The Corporation of the Township of Huron-Kinloss
(Hereinafter called “Huron-Kinloss”)

THE PARTY OF THE SECOND PART

WHEREAS Section 93 (1) of the Drainage Act permits the local municipality to appoint a drainage superintendent;

WHEREAS Section 93 (2) of the Drainage Act permits a Drainage Superintendent to act for two or more municipalities;

AND WHEREAS Huron East administers municipal drains within its municipality under the Drainage Act;

AND WHEREAS Huron-Kinloss wishes to engage Huron East to provide Drainage Superintendent Services (hereinafter called “Services”) to the management of municipal drains in Huron-Kinloss, and Huron East agrees to do so, on the terms and condition set out in this Agreement.

NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations and payments herein contained, Huron East and Huron-Kinloss mutually agree as follows:

1. **Definitions**

In this Agreement:

- a. "Drainage Superintendent" means the Drainage Superintendent as defined under the Drainage Act;
- b. "Huron-Kinloss CAO" means the Chief Administrative Officer for Huron-Kinloss; and
- c. "Huron East CAO" means the Chief Administrative Officer for Huron East.

2. **Term of Agreement**

The provision of the Services under this Agreement will commence on the execution of the agreement and will continue subject to termination in accordance with this Agreement.

3. **Appointment of Drainage Superintendent**

Huron-Kinloss's Council will appoint, by way of a by-law, Huron East's Drainage Superintendent to also act as Huron-Kinloss's Drainage Superintendent for the duration of the Agreement.

4. **Drainage Superintendent Services**

Subject to the terms and conditions of this Agreement, Huron East will provide to Huron-Kinloss, Drainage Superintendent Services as set out in Schedule A attached hereto (the "Services") for the duration of the Agreement.

5. **Fee-for-Service**

In consideration for the Services provided hereunder, Huron-Kinloss will pay to Huron East the fee-for-service as set out in Schedule B attached hereto (the "Fee-for-Service").

6. **Obligations of Huron-Kinloss**

Huron-Kinloss represents and warrants to Huron East that Huron-Kinloss will be solely responsible for, and will ensure, the following:

- a. Adequate insurance coverage is provided for the personnel, equipment, and potential liabilities of Huron-Kinloss; and
- b. Huron-Kinloss supports and works cooperatively with the Drainage Superintendent in order to provide Services.

7. **Obligations of Huron East**

Huron East represents and warrants to Huron-Kinloss that Huron East will be responsible for, and will ensure, the following:

- a. Adequate notice is provided to Huron-Kinloss immediately upon Huron East being aware of changes to the Drainage Superintendent's employment status, and without intending to limit the generality of the foregoing, Huron East shall give notice to Huron-Kinloss: in the event the Drainage Superintendent's employment is terminated; upon Huron East becoming aware the Drainage Superintendent is leaving the employment of Huron East for any reason (temporary or permanent); or, in the event the Drainage Superintendent dies or becomes unable to work because of disability;
- b. the Drainage Superintendent provides the Services and fulfills the obligations as set out in this Agreement.

8. **Obligations of the Drainage Superintendent**

In addition to the Drainage Superintendent Services as set out in Schedule A attached hereto, the Drainage Superintendent will be responsible for ensuring and recommending to Huron-Kinloss management and Council:

- a. Delivery of Programs and Services as outlined in Appendix 'A'
- b. Administrative and Financial Reporting as outlined in Appendix 'A'
- c. Adhere to and abide by Huron-Kinloss Policies and Procedures related to Health and Safety, Purchasing and Procurement etc.

9. **Insurance**

Huron-Kinloss will pay for and maintain for its own benefit and for Huron East's benefit, with insurers or through the appropriate governmental department,

appropriate insurance concerning Services provided by Huron East hereunder to Huron-Kinloss, including, but not limited to, liability and property damage insurance. Huron-Kinloss will provide Huron East with satisfactory confirmation of its compliance with this Section 9 and/or copies of the insurance policies when requested by Huron East. Huron East agrees that anyone claiming by, through, under or on behalf of Huron-Kinloss will have no claim, right of action or right of subrogation against Huron East based on any loss or liability insurance under the above insurance.

10. **Indemnity**

Huron-Kinloss willfully indemnify and save Huron East, as well as all of its respective officers, councillors, employees (including, but not limited to, Huron East's Drainage Superintendent), independent contractors and agents (collectively, "Huron East indemnitees" under this Section 10) harmless from and against any and all costs (including, but not limited to, costs resulting from orders, awards, settlements, penalties, fines, damages, expenses, interest, legal fees, disbursements and applicable taxes) incurred by any of the Huron East indemnitees as a result of any claims, actions, causes of action, demands, complaints, applications, investigations or similar proceedings, which result from, or relate to, directly or indirectly:

- a. any act, neglect, default, or breach of applicable law, of or by any of the Huron East indemnitees in respect of the provision or non-provision of the Drainage Superintendent Services, and/or otherwise as a result of this Agreement; and/or
- b. any act, neglect, default, or breach of applicable law, of or by Huron-Kinloss and/or any of its respective officers, councillors, employees, independent contractors and/or agents.

Notwithstanding the foregoing, it is understood and agreed that Huron-Kinloss will not indemnify and save harmless the Huron East indemnitees for any such costs that:

- (i) result from the negligence of the Huron East indemnitees;
- (ii) arise from any breach by the Huron East indemnitees of any provision of this Agreement; or
- (iii) that directly result from any act, neglect, default, or breach of applicable law, of or by any of the Huron East indemnitees performed in bad faith.

11. **Nature of Relationship**

- a. Huron East is not, nor is any person employed or retained by Huron East in the provision of the Drainage Superintendent Services, an employee of Huron-Kinloss, and no other relationship, including a partnership or a principal and agency relationship, is created by this Agreement. The relationship created by this Agreement is exclusively that of independent contractor.
- b. Huron East will at all times act in its own capacity and right solely as an independent contractor in the provision of the Services under this

Agreement and, except as may be expressly provided in this Agreement, Huron East will have full discretion as to the means, method and manner of providing the Services and will not be subject to the control and/or direction of Huron-Kinloss in doing so.

12. Dispute Resolution

- a. If, during the Term, a dispute or disagreement arises between the parties that cannot be resolved by the Drainage Superintendent, then the parties agree to participate in the following dispute resolution procedure:
 - (i) Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each party's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
 - (ii) If the CAOs fail to resolve the dispute within 15 calendar days following the date of their meeting, then they shall each prepare a written report to their respective Councils. The Council of Huron East and the Council of Huron-Kinloss each agree to appoint two (2) members to work with two (2) members of the other municipality to resolve the dispute or disagreement.
 - (iii) All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honoured in order that each of the parties may be fully advised of the other's position.
 - (iv) In the event that the designated Council representatives cannot resolve the dispute within 45 days of the first meeting between the parties, or within such other period of time as the parties may have agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the *Arbitrations Act* (Ontario), subject to Subsection 12 b. below.
- b. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law.
- c. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, Huron East will continue to provide the Services under this Agreement while the dispute or disagreement is being resolved in accordance with this Section, unless and until the provision of such

Services is terminated or expire in accordance with the Termination provisions of this Agreement.

13. Termination

- a. Huron East's provision of the Services under this Agreement will be terminated, as follows:
 - (i) By either party, without cause, upon giving at least 365 days' written advance notice to the other party of the termination date.
 - (ii) By either party, for cause, without any obligation to provide any advance notice or compensation in lieu of notice to the other party. For greater certainty and without intending to limit the generality of the foregoing, a party will have cause to terminate Huron East's provision of the Services under this Agreement if it is determined, by that party acting reasonably, that continued provision of the Services is not in the best interests of that party and/or is likely to risk exposing that party to liability and/or that a fundamental breach of the Agreement has been committed by the other party, including, but not limited to, any breach by Huron-Kinloss of its obligations under Section 6 of this Agreement.
 - (iii) By Huron East if it is unable to provide the Services under this Agreement, including, but not limited to, in the event of the death, disability or termination of employment of Huron East's Drainage Superintendent, without any obligation to provide any advance notice or compensation in lieu of notice to Huron-Kinloss.
 - (iv) By mutual agreement of both parties.

The parties agree that these Termination provisions are fair and reasonable, and are in full satisfaction of any and all entitlements (statutory, contractual, common law and/or otherwise) resulting from the termination of the Services under this Agreement. The parties further agree that, if a party terminates Huron East's provision of the Services under this Agreement in accordance with these Termination provisions, the other party will have no action, cause of action, claim or demand against the terminating party or any other person or organization as a consequence of such termination and, in particular, the terminating party will not be liable to the other party and/or any of its officers, councillors, employees, independent contractors or agents for damages on account of the termination of the provision of the Services under this Agreement.

14. General

a. Choice of Law

The provisions of this Agreement shall be construed and interpreted in accordance with the laws of the province of Ontario and the laws of Canada applicable therein.

b. **Interpretation**

This Agreement has been submitted to the scrutiny of all parties to this Agreement and shall be given as fair and reasonable interpretation as possible without consideration or weight being given to the Agreement having been drafted by any party to this Agreement or its counsel.

c. **Sections and Headings**

The division of this Agreement into Articles and Sections and the insertion of headings are for the convenience of reference only and will not affect the construction or interpretation of this Agreement. The terms "this Agreement", "hereof", "hereunder" or similar expressions refer to this Agreement and not to any particular Section or other portion hereof and include any agreement or instrument supplemental or ancillary hereto. Unless something in the subject matter or context is inconsistent therewith, references herein to Sections and Schedules are to Sections and Schedules of this Agreement.

d. **Benefit of Agreement**

This Agreement shall ensure to the benefit of and be binding upon the successors and assigns of Huron-Kinloss and Huron East, respectively.

e. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement in respect of the period commencing on the execution of the agreement and cancels and supersedes any prior understandings and agreements between the parties hereto with respect to such subject matter. There are no representations, warranties, conditions, undertakings or collateral agreements, express, implied or statutory, between the parties about such subject matter other than as expressly set forth in this Agreement.

f. **Amendment**

No amendment to this Agreement will be valid or binding, unless it is set forth in writing and duly executed by both parties. Similarly, no waiver of any breach of any provision in this Agreement will be effective or binding, unless it is made in writing and duly signed by the party purporting to give the same and, unless provided in the written waiver, will be limited to the specific breach waived.

g. **Severability**

In the event that any provision of this Agreement is determined by any court of competent jurisdiction to be invalid or unenforceable in whole or in part for any reason whatsoever, such invalidity or unenforceability shall attach only to such provision or part of such provision and the remaining part of such provision and all other provisions of this Agreement shall continue in full force and effect.

h. **Applicable By-laws**

Each of the parties hereby acknowledges and agrees that they will pass all necessary by-laws to give full force and effect to this Agreement.

i. **Independent Legal Advice**

Each of the parties hereby acknowledges that it has had an adequate opportunity to obtain independent legal advice prior to execution of this

Agreement and has either obtained such advice or freely chosen not to do so, and that each of the parties executes this Agreement voluntarily and with full knowledge and understanding of the contents of this Agreement.

- j. **Counterparts**
This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument. Counterparts shall be accepted in original, electronic, or facsimile form, and the parties to this Agreement adopt any signatures received by receiving facsimile or electronic form as original signatures of the parties.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals as of the day and year first above written.

THE CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

Mitch Twolan, Mayor

Emily Dance, Clerk

We have authority to bind the Corporation.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

We have authority to bind the Corporation.

SCHEDULE A
“SERVICES”

1. **Services**

Huron East will provide the following administrative and supervisory services (which, for greater certainty, will be provided by Huron East's Drainage Superintendent):

- a. Exercising the powers and duties imposed on the Drainage Superintendent by *Drainage Act* and other regulations;
- b. Other tasks further described in Appendix 'A'

2. Reporting Structure. in respect of the provision of Services, it is understood and agreed that:

- a. Huron East's Drainage Superintendent will respond to, receive direction from and communicate with, the Huron-Kinloss CAO and Clerk as required. However, primary reporting and supervision of Huron East's Drainage Superintendent remains with the Huron East CAO and will follow existing Huron East Human Resources policies.
- b. Huron-Kinloss personnel will continue to be employees of Huron-Kinloss and will continue to follow Human Resource policies as set forth by Huron-Kinloss. Notwithstanding the foregoing, Huron-Kinloss personnel will follow standard operation guidelines as prescribed by the Huron East Drainage Superintendent and will receive direction from the Huron East Drainage Superintendent.
- c. The Drainage Superintendent will be an employee of Huron East. Huron East will designate a minimum of 750 hours per year of the working time of the Drainage Superintendent to providing Services.

SCHEDULE B
“Fee-for-Service”

1. **General Principle** – The general agreement in principle between Huron-Kinloss and Huron East is that Huron-Kinloss will compensate the actual costs incurred by Huron East to properly provide the Services under this Agreement for a minimum of 750 hours annually. The principle will be of guidance in interpreting the payment of the fees contemplated below based on an annual budget for an Office of the Drainage Superintendent to include but not limited to the following expense categories.
 - i) Drainage Superintendent salary and benefits
 - ii) Drainage Superintendent’s Office – training, seminars/conference¹
 - iii) Drainage Superintendent’s Office – telecommunication expense
 - iv) Drainage Superintendent’s Office – office and equipment supplies
 - v) Drainage Superintendent’s Office – uniform expenses
 - vi) Drainage Superintendent’s Office – office and meeting expenses
- ¹ includes mileage and expenses to attend meetings/seminars
2. Mileage and travel expenses that are incurred for travel to and from Huron East to Huron-Kinloss specifically on behalf of Huron-Kinloss will be reimbursed by Huron-Kinloss as part of the quarterly billing by Huron East. Huron East shall provide documentation to Huron-Kinloss with sufficient detail to support the Superintendent work that was completed.
3. The Huron East Drainage Superintendent shall annually prepare a budget of the expenses of the Office of the Drainage Superintendent and shall provide the same for review by the Council of the Township of Huron-Kinloss. The said budget of the Office of the Drainage Superintendent shall require the approval of the Municipality of Huron East.
4. It is understood and agreed by the Parties hereto that the hourly rate for Superintendent Services billed to Huron-Kinloss shall be based on 750 hours per year and the shared expenses shall be prorated on the same basis. Huron East will invoice for any hours above the 750 hours per year allocated to Huron-Kinloss.
5. Annually on or before December 31, Huron East shall provide to Huron-Kinloss confidentially the annual compensation rates as described in 1.1 within the limits of the Municipal Freedom of Information and Protection of Privacy Act.

The Corporation
of the
Municipality of Huron East
By-law No. 042 for 2022

Being a by-law to appoint a Deputy Treasurer and
Amend By-law 87-2021

Whereas the Municipal Act, S.O. 2201, c. 25, as amended, s. 286 (2) provides that a municipality may appoint a Deputy Treasurer who shall have all the powers and duties of the Treasurer under this or any other Act;

And Whereas under the provision of By-Law 87-2021, the Corporation of the Municipality of Huron East appointed Amanda Becke as Deputy Treasurer;

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

1. That Brad McRoberts be and is hereby appointed to the office of Deputy Treasurer of the Municipality of Huron East effective June 7, 2022.
2. That the said Brad McRoberts shall hold office during the pleasure of Council and, subject to the by-laws of Council, shall, with respect to the Municipality and the administration of its affairs; exercise all the authority, powers and rights and shall perform all duties and obligations which by statute or by By-law are or may be conferred or imposed upon him, and shall perform any other duties that may be imposed upon him from time to time by Council.

Read a first and second time this 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East
By-law No. 043 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 7th day of June, 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 7th day of June, 2022.

Read a third time and finally passed this 7th day of June, 2022.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk