



Municipality of Huron East

Council Agenda

Tuesday, February 21, 2023 at 7:00 P.M.

Council Chambers

2nd Floor, 72 Main Street South, Seaforth, ON

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](#) – February 7, 2023

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5.2 [Public Hearing](#) – February 7, 2023

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6. Public Meetings/Hearings and Delegations

6.1 Engineer's Report re: Charters 'H' Municipal Drain (Distributed Separately**)**

Recommendation:

That the Council of the Municipality of Huron East accept the engineers' report on the Charters 'H' Municipal Drain 2023 and designate it as By-law 014-2023;

And that the Court of Revision be set for March 7, 2023 at 6:00 p.m. and that Councillors Alvin McLellan, Raymond Chartrand and Larry McGrath be appointed as members with Councillor

McLellan acting as Chair.

7. Accounts Payable

8. Reports & Recommendations of Municipal Officers

8.1 [CAO-23-09](#), Huron East Succession Plan

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8.2 [CLK-23-06](#), Legislated Policies under the Municipal Act

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8.3 [CLK-23-07](#), Procedural By-law

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8.4 [PW-23-01](#), Leaf Collection Program

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8.5 [PW-23-02](#), Tender Approval for Rural Paving and Culvert Replacement

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8.6 [EDO-23-01](#), Application to the Rural Economic Development Fund

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9. Correspondence

10. Unfinished Business

11. Municipal Drains

11.1 [Section 78 Request for Drain Improvement](#) re: Sinclair Drainage Works, Tuckersmith

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Recommendation:

That the Section 78 request for a Municipal Drain Improvement by Scott MacGregor (Concession 2, North Part Lot 15) for the Sinclair Drainage Works be accepted;

And That Council instruct R.J. Burnside & Associates 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 Members

13.3 Notice of Motions

13.4 Announcements

14. Information Items

14.1 [Councillor Expenses for January 2023](#)

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15. Other Business

16. By-laws

16.1 [By-law 014-2023](#), A By-law for the Charters 'H' Municipal Drain

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16.2 [By-law 015-2023](#), A By-law to Stop Up, Close and Sell Unopened Road Allowance – Hydro Line

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17. Closed Session and Reporting Out

18. Confirmatory By-law

18.1 [By-law 016-2023](#), Confirm the Proceedings of Council

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19. Adjournment



Municipality of Huron East Council Meeting Minutes
Council Chambers
72 Main Street South, Seaforth, ON
Tuesday, February 7, 2023

Members Present:

Deputy Mayor: Alvin McLellan; Councillors: Raymond Chartrand, Brenda Dalton, Dianne Diehl, Larry McGrath, Justin Morrison, Jeff Newell, John Steffler, and Gloria Wilbee

Absent:

Mayor Bernie MacLellan

Staff Present:

CAO Brad McRoberts; Director of Finance/Treasurer Stacy Grenier; Public Works Manager Barry Mills (Virtual); Fire Chief Kent Readman and Clerk Jessica Rudy (Virtual).

Others Present:

Huron County Planner Jenn Burns

1. Closed Session at 6:00 p.m.

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That a closed meeting of Council be held on Tuesday, February 7, 2023 at 6:00 p.m., in the Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purposes of considering the following matters:

1.1 Adoption of January 10, 2023 Closed Session of Council Meeting Minutes

1.2 Report under 239(2)(c), proposed or pending disposition of land.

And That CAO Brad McRoberts, Public Works Manager Barry Mills, Director of Finance Stacy Grenier, and Clerk Jessica Rudy remain in closed session.

And That Dan McCarter join the meeting for Item 1.2.

Carried

2. Motion to Reconvene into Open Session and Reporting Out

Moved by Councillor Chartrand and Seconded by Councillor Dalton:

That the Council of the Municipality of Huron East resume the Regular Council meeting at 7:01 p.m.

Carried

Deputy Mayor McLellan reported that Council went into Closed Session to discuss potential disposition of land.

3. Call to Order and Opening Remarks

Deputy Mayor McLellan called the meeting to order at 7:01 p.m.

4. Land Acknowledgement

Deputy Mayor McLellan provided the land acknowledgement.

5. Confirmation of the Agenda

Moved by Councillor Diehl and Seconded by Councillor Dalton:

That the Agenda for the Regular Meeting of Council dated February 7, 2023 be adopted as circulated.

Carried

6. Disclosure of Pecuniary Interest

Councillor Steffler declared a conflict in regards to Item 18.4, A By-law authorizing a lease for the Tanner Steffler Foundation due to being the President and Founder of the Tanner Steffler Foundation.

7. Minutes of Previous Meeting

Moved by Councillor Morrison and Seconded by Councillor Wilbee:

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

7.1 Regular Meeting – January 10, 2023

Carried

8. Public Meetings/Hearings and Delegations

8.1 Delegation: Leanne VanLoo, Treasurer and Te-Anna VanDyke, Executive from Vanastra Curling Club re: Request on Lease Payments and Kitchen Rental

Leanne VanLoo, Treasurer and Te-Anna VanDyke, Executive Director from Vanastra Curling Club appeared before Council regarding lease payments for the Curling Club Building and potential rental of the kitchen. A background on the understanding with previous staff was explained in regards to perceived forgiveness of outstanding lease

payments due to the COVID-19 Pandemic along with the request for rental payments for the use of the centres kitchen. It was stated that lease payments recommenced in late 2021.

Council discussed the waiving of the lease payments and the precedent it may cause and noted that it is a building owned by the Municipality thus making it a unique situation which is unlikely to be replicated.

8.2 Public Hearing re: Minor Variance MV01-2023 for 66 William Street, Egmondville

Moved by Councillor Morrison and Seconded by Council Wilbee:

That the Council of the Municipality of Huron East adjourn the regular meeting of Council at 7:25 p.m. to go into a Public Hearing to discuss the following:

- a) Minor Variance Application MV01-2023 for 66 William Street, Egmondville

Carried

Council reconvened at 7:36 p.m.

9. Planning

9.1 Planner's Report re: Consent Application C112-2022

Huron County Planner Jenn Burns provided an overview of the application and recommended the application for approval.

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Jenn Burns, dated January 18, 2023 and has no objection to severance application C112-2022 provided the conditions as outlined in the planner's report, are met.

Carried

10. Accounts Payable

11. Reports & Recommendations of Municipal Officers

11.1 CAO-23-04, Vanastra Curling Club Kitchen Rental

Councillor Chartrand amended the motion to have the municipality pay \$500 a month for the use of the Vanastra Curling Club kitchen during the Vanastra Early Childhood Learning Centre renovation and waive the outstanding rent and financial charges.

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East waives the outstanding rent and financial charges owed by the Vanastra Curling Club in the amount of \$9,375.40

resulting from closures during the COVID-19 lockdowns in 2020 and 2021 subject to the condition that the Vanastra Early Childhood Learning Centre be permitted to use the kitchen facilities at the Vanastra Curling Club during the renovation of the Vanastra Early Childhood Learning Centre kitchen renovations for \$500 a month.

Carried, as Amended

11.2 CAO-23-05, Agricultural Land Leases

CAO Brad McRoberts provided an overview of the Agricultural land that the Municipality owns and noted that all three tenders are recommend to awarded to Mr. Shane McLeod.

Moved by Councillor Dalton and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East award all three (3) of the agricultural land leases to Mr. Shane McLeod for the years 2023 to 2026 and authorize the Deputy Mayor and Clerk to enter into the respective lease agreements.

Carried

11.3 CAO-23-06, Child Care and Early Years Programs and Services Agreements

CAO Brad McRoberts provided an overview of the agreement and responded to logistic questions such as the potential to add additional spaces and fee restrictions.

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East consider the By-law authorizing the Mayor and Clerk to sign a Service Agreement with the County of Huron for the Vanastra Early Childhood Learning Centre.

Carried

11.4 CAO-23-08, Building and Maintenance Report for October to December 2022

The report was received for information.

11.5 CAO-23-09, Oversight Committee – Community Safety & Well Being

Moved by Councillor Morrison and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East appoints the CAO or their designate to the Community Safety & Well Being Oversight Committee.

Carried

11.6 CLK-23-02, Baker Municipal Drin, Branch A Tender Results

Moved by Councillor Chartrand and Seconded by Councillor Dalton:

That the Council of the Municipality of Huron East award the contract associated with the Baker Municipal Drain to Robinson Farm Drainage for the amount of \$246,128.00.

Carried

11.7 CLK-23-03, Citizen Appointments to Committees and Trusts

Moved by Councillor Dalton and Seconded by Councillor Newell:

That the Council of the Municipality of Huron East appoint Chance Coombs, Cathy Elliott, Patti Hendriks, Hilary Machan and Neil Tam to the Heritage Advisory Committee for a four year term ending December 31, 2026;

And That the Council of the Municipality of Huron East appoint Chris Reeves, Georgina Reynolds, Anna Wilson and Barry Young to the Recreation Advisory Committee for a four year term, ending December 31, 2026;

And That the Council of the Municipality of Huron East appoint Maureen Agar, Zoeylln Onn and Kerri Ann O'Rourke to the Economic Development Committee for a four year term ending December 31, 2026;

And That the Council of the Municipality of Huron East appoint Jackie DeWit, Deborah Logue, and Zoellyn Onn to the Brussels Community Development Trust for two (2) four year terms, and reappoint Mike Thomas and Paul Mutter for a four year term;

And That the Council of the Municipality of Huron East appoint Michael Beuerman, and Reegan Price to the Seaforth Community Development Trust for two (2) four year terms, and reappoint Ann Bettles, Ray Chartrand and Cathy Elliott for a four year term.

Carried

11.8 CLK-23-04, Revision to the 2023 Schedule of Meetings

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East move the October meeting dates to October 3 and October 17, 2023 to align with the first and third Tuesday of the month.

Carried

11.9 CLK-23-05, Records Management and Electronic Signatures Policies

Moved by Councillor McGrath and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East adopt the Records Management and Electronic Signatures Policies.

Carried

11.10 CBO-23-01, 2022 Year End Building Report

Received for information.

11.11 FIN-23-01, Electric Vehicle Charger Station Rate

Director of finance/Treasurer Stacy Grenier noted the recommended rate aligns with the rate set by the County.

Moved by Councillor Diehl and Seconded by Councillor Dalton:

That the Council of the Municipality of Huron East set the rate for the two new Electric Vehicle charging stations to \$5 per hour for 2023.

Carried

Moved by Councillor Wilbee and Seconded by Councillor Morrison:

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

- (1) CAO
- (2) Clerk
- (3) CBO
- (4) Director of Finance/Treasurer

Carried

12. Correspondence**13. Unfinished Business****14. Municipal Drains****15. Council Reports****15.1 Council Member Reports****15.1.1 County Council Report**

Deputy Mayor McLellan reported that the tender for the stop lights in Blyth will be going out this week and that there is public consultation open for a roundabout at Highway 83 and Airport Line.

Deputy Mayor McLellan reported that at the Bluewater Recycling Association meeting it was noted that all vehicles are operating on natural and that the first electric truck is expected by on the road by the end of the current Council Term.

Deputy Mayor McLellan stated that there is a new app called Recycle Coach from Bluewater Recycling Association where delays and reminders can be pushed to residents, it was asked that staff highlight the app in the upcoming taxes newsletter and social media.

At the request of Deputy Mayor McLellan, Kent Readman announced that the Seaforth Fire Hall received a \$5000 donation from an Enbridge Gas grant.

15.1.2 Other Boards/Committees or Meetings/Seminars

15.2 Requests by Members

15.3 Notice of Motion

15.4 Announcements

16. Information Items

16.1 Maitland Valley Conservation Authority re: 2023 Draft Work Plan and Budget

Received for information.

16.2 Huron County Library re: Libraries Transforming Communities (LTC) Project

Received for information.

17. Other Business

18. By-laws

Moved by Councillor Chartrand and Seconded by Councillor Diehl:

That Be it Hereby Resolved By-law 078-2022, A By-law for the Baker Municipal Drain, Branch A be given final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Wilbee and Seconded by Councillor Dalton:

That Be it Hereby Resolved By-law 007-2023, A By-law to Authorize a Lease Agreement with the Seaforth Optimist Club be given first, second, third and final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Steffler and Seconded by Councillor Morrison:

That Be it Hereby Resolved By-law 008-2023, A By-law to Dedicate Blocks 16 and 17 on Plan 22M-16 and Block 30 of Plan 621, as a Public Highway forming Parts of Briarhill Road and Linda Drive in the Municipality of Huron East be given first, second, third and

final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Fisher and Seconded by Councillor Newell:

That Be it Hereby Resolved By-law 009-2023, A By-law to Authorize a Lease Agreement with the Tanner Steffler Foundation be given first, second, third and final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried [Conflict: Councillor Steffler]

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That Be it Hereby Resolved By-law 010-2023, A By-law to Authorize Agricultural Land Leases be given first, second, third and final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Chartrand and Seconded by Councillor McGrath:

That Be it Hereby Resolved By-law 011-2023, A By-law to Authorize a Service Agreement with the County of Huron for the Vanastra Early Childhood Learning Centre be given first, second, third and final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Steffler and Seconded by Councillor Wilbee:

That Be it Hereby Resolved By-law 012-2023, A By-law to Establish an Oversight Committee for the Huron County Community Safety and Well Being Plan and to Appoint Members to that Committee be given first, second, third and final readings and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

19. Confirmatory By-Law

Moved by Councillor Newell and Seconded by Councillor Dalton:

That Be It Hereby Resolved that By-law 013-2023, a By-law to confirm the proceedings of Council, be given first, second, third and final reading and signed by the Deputy Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

20. Adjournment

Moved by Councillor Diehl and Seconded by Councillor Fisher:

The time now being 8:23 p.m. That the regular meeting adjourn until February 21, 2023 at 7:00 p.m.

Carried

Alvin McLellan, Deputy Mayor

Jessica Rudy, Clerk



Municipality of Huron East Public Hearing Minutes
Tuesday, February 7, 2023
Council Chambers
2nd Floor, 72 Main Street South, Seaforth

Members Present:

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

Members Absent:

Mayor Bernie MacLellan

Staff Present:

CAO Brad McRoberts; Director of Finance/Treasurer Stacy Grenier; Public Works Manager Barry Mills (Virtual) and Clerk Jessica Rudy (Virtual)

Others Present:

Huron County Planner Jenn Burns

1. Call to Order

Deputy Mayor McLellan called the meeting to order at 7:25 p.m.

2. Confirmation of the Agenda

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That the Agenda for the Public Hearing of the Committee of Adjustment dated February 7, 2023 be adopted as circulated.

Carried

3. Disclosure of Pecuniary Interest

None declared.

4. Minor Variance Application

- a) MV01-2023, 66 William Street, Egmondville (Egmondville (Legally Described as Plan 237, Part Park Lot 10 AS, RP 22R3358 Part 2)

Huron County Planner Jenn Burns presented the report to Council providing an overview and background to the application and details on the proposed variance. It was noted that the second condition noted in the report is a repeat of condition three and it was recommended that the second condition be removed.

Deputy Mayor McLellan called for comments from the public and none were received.

Moved by Councillor Chartrand and Seconded by Councillor Newell:

That the Council of the Municipality of Huron East, acting as Committee of Adjustment, has held a public meeting pursuant to Section 45 of the Planning Act, 1990 with respect to minor variance application MV01-2023;

Whereas no comments from the public were received.

And Whereas no agency comments were received.

Now Therefore, the Committee of Adjustment approves the minor variance application MV01-2023, 66 William Street, Egmondville (Legally Described as Plan 237, Part Park Lot 10 AS, RP 22R3358 Part 2)), to permit the following variance from By-Law 52-2006:

1. That the variance approved is valid for a period of 18 months from the date of the Committee's decision.
2. That the proposed accessory building be constructed in the footprint as the old barn, as outlined on concept sketch provided with the application.

Carried

5. Adjournment

Moved by Councillor Dalton and Seconded by Councillor Fisher:

That the Public Hearing for the Committee of Adjustment be closed at 7:35 p.m.

Carried

Alvin McLellan, Deputy Mayor

Jessica Rudy, Clerk

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: February 21, 2023
Subject: Huron East Succession Plan

Recommendation:

That the Council of the Municipality of Huron East note for information purposes.

Background:

The Huron East Municipal Service Delivery Review completed in 2022 identified the development of a Succession Plan as a key priority for the municipality. In an effort to improve municipal service delivery and to address near future staff retirements staff undertook a review of the Municipality of Huron East's organizational structure to ensure that appropriate steps were in place to encourage succession planning with each of the respective departments and create an organizational culture that promotes internal development and advancement of staff resources. This approach will also ensure that the municipality has better capabilities to attract and retain high performing staff. The approach also establishes greater organizational capacity which will result in better municipal service delivery.

Service Loads

Historically, Huron East staff resources have remained unchanged since amalgamation occurred over 20 years ago. Since that time, municipal services have increased in scope, complexity, and regulatory framework. This gradual and incremental increase in service demand or load is typically called "service creep" and a single change may appear minor but can become significant over an extended period of time. Examples of where service load has increased over the past 20 years include, but are not limited to, the following:

- Stricter and increased provincial reporting requirements;
- Energy audits and reporting;
- Asset management planning;
- Growth and development;
- Increased communication demand through website, email, and social media;
- Increased standards for emergency services, roads, sidewalks, and playground equipment;
- Increase in overall linear and structural assets (i.e. roads and buildings);
- Information technology resource changes and increased need for management;
- Green energy initiatives;
- Increase in service levels;
- Provincial regulatory changes; and
- Greater complexity of municipal services.

While larger centres are able to assign responsibilities for these increase work loads to new roles, smaller municipalities must incorporate these work loads into existing roles or at least realign existing positions to adapt to these additional work loads. Since amalgamation many responsibilities have been incrementally added to various positions in an effort to accommodate the work changes resulting in many positions “wearing many hats” as part of their role. In a smaller municipality this is somewhat expected and necessary but becomes problematic when those additional roles increase beyond the workload capacity of the position or continue for extended periods of time. The outcome is one of two, the person becomes frustrated and leaves the organization or the work does not get completed or is completed poorly.

Organizational Structure

The current structure of the Huron East organization is extremely flat with front line positions reporting directly to senior management. This flat organizational structure prevents or inhibits the ability for front line staff to develop skills, experience, knowledge and training in order to advance through intermediate positions with greater responsibility to more senior positions.

Changes are to be implemented in the various department’s organizational structures to establish an improved ability for succession planning and the changes are intended to be implemented over the next 6-18 months. While some current staff positions are being eliminated, none of the existing staff are being laid off or terminated as part of this process. Existing staff are being either reallocated to new roles or existing positions vacated through planned retirements.

Through the succession planning process additional capacity will be established in high volume service areas and will provide greater ability to improve overall services. These changes include the following:

- Improved recreational, social and cultural services – changes to the organization as it related to recreation will permit the ability to standardize recreational, social and cultural services throughout Huron East and allow greater focus on the development of recreational, social and cultural opportunities within Huron East. The changes will also allow for improvements to access and service of recreational, social and cultural programs thereby making the experience by users easier. Recreation, social and cultural programs are becoming critical aspects of municipal service delivery as residents and prospective residents consider and evaluate their priorities which includes a higher quality of life. Quality of life considerations highly value recreational, social and cultural programs;
- Increased coordination of development and planning processes – increased development activity in Huron East has necessitated increased operational capacity to address this increase. The additional capacity will permit greater ability to intake, process, track and issue development related applications;
- Increased development and asset management needs have necessitated the need for additional staffing to support water distribution and wastewater collection services;
- New dedicated human resources function – human resource capacity has become of greater importance in today’s workplaces. In order to ensure that we

have workplaces that create and maintain a positive workplace culture and manage the overall workforce we effectively manage our human resources. Non-salary employment costs are a significant part of the cost of employment and it is critically important to ensure that these costs are appropriately managed to ensure the maximum benefit to the employee at the lowest cost for the employer; and

- Dedicated external communications role – communication methods have significantly evolved over the past two decades resulting in greater need and demand for effective and timely communications through a multitude of mediums. By creating a dedicated human resource function, capacity has been created to permit more effective coordination of external communications.

Through the succession planning process, Huron East is better positioned to deliver services, accommodate increased work loads, and accommodate investment and growth.

Implementation of the plan will begin late Spring and be transitioned over the following 12-14 months and expected to be fully implemented by the middle of 2024.

Staff Development

Critical to the success of any succession plan is to ensure that staff development is established as a priority. It is equally important to identify and recruit staff that have inherent skills in leadership and professionalism to ensure that they are adept for progressive roles. As such recruitment will be critical to identifying candidates that are not only capable of undertaking the role but also capable of progression through the organization.

Supervisors and department heads will need to establish reasonable and clearly articulated goals and development programs for each of their staff to ensure they are given the opportunity to obtain skills training in the appropriate areas. As part of each employee's annual performance evaluation supervisors will be discussing and outlining short and long-term skills development plans with their respective employees.

Pay Equity

As there have been various organizational changes since the last pay equity review was completed and in combination with the changes outlined as part of the succession plan, it will be necessary to undertake a pay equity review to ensure that all job descriptions are appropriately allocated to the municipal compensation grid. Maintaining competitive wages will further support the retention and attraction of talented professions to the municipal organization and is critical to the success of a succession plan.

Others Consulted: Senior Management Team, human resource professionals, and Council.

Financial Impacts: While the succession plan will have a financial impact the intent is to gradually phase the implementation of the plan to minimize the financial impacts of the period of the plan implementation. While the cost for full implementation is expected

to be in the order of \$130,000 per year, the cost of the changes will be accommodated through growth in municipal taxation revenue from new development.

Signatures:

Brad McRoberts

Brad McRoberts, MPA, P. Eng.
CAO

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Jessica Rudy, Clerk
Date: February 21, 2023
Subject: Legislated Policies Under the Municipal Act

Recommendation:

That the Council of the Municipality of Huron East adopt the Pregnancy and Parental Leave for Members of Council and the Notice Policies.

Background:

Section 270 of the Municipal Act states that various policies which Municipalities shall have adopted. The Pregnancy and Parental Leave for Councillors and the Notice Policies are two of the aforementioned policies.

Although there is a section in the Employee Handbook in regards to Councillors parental leave, the attached policy offers details in regards to the subject. The policy covers off the payment of Councillors, participation in events and meetings and the continued access to agenda materials. The Policy also requests that Councillors set an out of office email for their leaves, however, if they wish to still conduct business through their email that their out of office message detail expected response times and if there is an alternate contact.

The Notice Policy details the format and manner in which the Municipality will issue notice in regards to matters before Council. The notice period is set for fourteen (14) days in advance of the matter coming to Council. Matters under the Planning Act, or other legislative matters will take precedence over the Notice Policy. For instance the timing for a statutory public meeting is set to 21 days prior to the meeting date. The policy allows for circumstances or emergencies in which the policy may not apply.

Comments:

The Clerk is continuing to develop and enhance policies for the Municipality and will be bringing more to the attention of Council upon completion.

Financial Impacts:

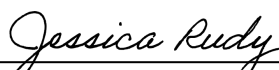
None.

Attachments:

[Attachment A:](#) Pregnancy and Parental Leave for Members of Council Policy

[Attachment B](#): Notice Policy

Signatures:



Jessica Rudy, AMP, Clerk



Brad McRoberts, MPA, P. Eng., CAO



Pregnancy and Parental Leave for Members of Council Policy No. 1-34

Approved by: Council	Date: February 21, 2023
Last Review by:	Date:

Statement:

Bill 68 Modernizing Ontario's Legislation Act, 2017 aims to increase fairness and reduce barriers by ensuring that members of Council are permitted to take a leave of absence for pregnancy or parental leave without fear of being removed from office.

Purpose:

This policy provides guidance on how the Municipality of Huron East addresses a Council Member's pregnancy or parental leave in a manner that respects a Council Member's statutory role as an elected representative.

Definitions:

"Member" means an elected member of municipal Council for the Municipality of Huron East.

"Pregnancy and/or Parental Leave" means an absence of 20 consecutive weeks or less as a result of a Member's pregnancy, the birth of a Member's child or the adoption of a child by the Member in accordance with Section 259 (1.1) of the Municipal Act, 2001.

Policy:

- i. The office of a Member shall not become vacant if a Member is absent for 20 consecutive weeks or less if the absence is a result of the Member's pregnancy, birth of the Member's child, or the adoption of a child by the Member.
- ii. A Member's pregnancy or parental leave does not require Council approval and their office cannot be declared vacant as a result of the leave.
- iii. Prior to the Member missing meetings of Council for three consecutive months, a Member of Council shall complete the Leave Advisory Form, attached as Appendix A to this policy and submit it to the Clerk.
- iv. If a Member wishes to seek a leave in excess of 20 weeks, the Member shall complete the extended leave section of the Leave Advisory Form and submit it to

the Clerk as soon as the need for an extended leave is known. If an extended leave is requested, the Clerk shall prepare a report for Council's consideration.

- v. Members on pregnancy or parental leave will continue to receive all communications from the Municipality and retain the right to attend any meetings, seminars, or conferences that the Member is entitled to attend.
- vi. Members on pregnancy or parental leave shall participate in events, seminars, conferences, Council and Committee meetings or respond to communications at the level they determine, utilizing an out of office email feature to identify they are on a leave, the level of service offered and an alternate contact.
- vii. Members on pregnancy or parental leave shall continue to receive Council honorarium, as determined under the Council Remuneration Policy during the leave period and shall be compensated for meetings attended during the leave period.
- viii. Members of Council on pregnancy or parental leave shall continue to have access to all equipment supplied to a regular member including but not limited to access to information technology equipment (i.e. iPads).
- ix. Council, where necessary, shall make temporary appointments to fill any vacancies of a Member to Committees on which the Member serves.

Responsibility:

In accordance with Section 270 of the Municipal Act, 2001 this policy applies to Members of Council.



Member of Council Request for Leave of Absence

While completing this form please refer to the Pregnancy and Parental Leave Policy for Members of Council if the request for a leave is a result of the Member's pregnancy, birth of the Member's child, or the adoption of a child by the Member.

1. Pregnancy or Parental Leave up to 20 Weeks:

Complete this section of the Leave of Absence form if the Leave is for less than 20 consecutive weeks.

Name of Member of Council:

Start Date of Leave:

Expected Date of Return:

2. Extended Leave of Absence:

Complete this section if the Leave of Absence will be for more than 20 consecutive weeks. Note: a leave request of more than 20 consecutive weeks will be brought to Council for consideration in a staff report prepared by the Clerk.

Name of Member of Council:

Start Date of Leave:

Expected Date of Return:

3. Leave Administration:

Will you initiate an out of office message during the leave:

If yes, indicate the alternate contact for your out of office message:



Notice Policy No. 1-35	
Approved by: Council	Date: February 21, 2023
Last Review by:	Date:

Statement:

The Municipality of Huron East acknowledges the importance of having an informed public. Huron East is an accountable and transparent organization that believes residents should be made aware of the business of the municipality, as such, that commitment is characterized in Huron' East's values of Accountably and Transparency.

Purpose:

The Municipal Act, 2001 requires that all municipalities adopt and maintain a policy with respect to public notice. The purpose of the policy is to set out how the Municipality of Huron East will provide minimum public notice as per the requirement in the Municipal Act and that are prescribed by legislation, regulation, policy or By-law.

Definitions:

“Act” means the Municipal Act, 2001.

“Clerk” means the Clerk, or designate, of the Municipality of Huron East.

“Emergency” means a matter that is considered urgent or time sensitive, or which could affect the health or well-being of the residents of the Municipality, or an emergency is declared.

“Municipality” means the Corporation of the Municipality of Huron East.

“Notice” means written, printed, public or electronic notification or announcement.

“Publication” means a printed publication with regular circulation at intervals not longer than once weekly, in which of the opinion of the Clerk, has sufficient content and distribution in the Municipality so as to provide reasonable notice to the community at large.

“Social Media” means the social media maintained by the Municipality of Huron East, i.e. Facebook, Twitter, Instagram.

“Website” means the website maintained by the Municipality of Huron East.

Policy:

Where a By-law is to be passed or a public meeting is required under this policy, the Clerk shall cause notice to be published on the website.

Where a By-law is to be passed or a public meeting is required under this policy, notice shall be given fourteen (14) days prior to the proposed action being taken.

Where a By-law is to be passed or a public meeting is required under this policy, the form of the notice shall include the following:

- A description and purpose of the public meeting; and/or the purpose and effect of the proposed By-law;
- The date, time and location of the event; and
- Where related to specific lands, a key map showing the affected lands.

If the proposed By-law is not passed at the Council meeting specified in the notice, but consideration of the matter is deferred, no further notice is required under this policy provided a public statement is made at the subject meeting that the matter has been deferred to a future meeting of Council.

The Municipality is not responsible for failure to provide notice pursuant to this policy if the failure is the result of reasons outside of the control of the Municipality.

Where separate by-laws and policies have been enacted related to provisions of notice in accordance with the Act, the provisions in such by-law or policy shall prevail.

This policy shall not prevent the Municipality from using more comprehensive methods of notice or a longer notice period.

If a matter arises, which is in the opinion of the Clerk, in consultation with the Mayor, is considered to be an emergency, the notice requirements of this policy may be waived and the Clerk shall make their best efforts to provide as much notice as is reasonable under the circumstances.

Responsibility:

It is the responsibility of the appropriate Department Head and/or their designate to consider the application of this policy when determining whether notice is appropriate, as well as the form and manner in which such notice should be given. The Clerk's office will provide advice related to notice provisions.

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Jessica Rudy, Clerk
Date: February 21, 2023
Subject: Procedural By-law

Recommendation:

For Information purposes. .

Background:

Staff are proposing a review and update to the Huron East Procedural By-law. The current By-law was adopted in 2015 and has had several amendments since its original adoption. Good procedural process is to have regular reviews of the Procedural By-law each Term of Council.

Some areas which staff are wishing to update/revise include:

- Consolation of amendments from 2015 to Present;
- Incorporation of organizational and operational changes;
- Use of references to legislation versus citation of legislation;
- Consistent language when referencing legislation to accommodate changing legislation;
- Delegation requirements/process; and
- Notice periods.

The purpose of this report is to inform Council and the public of the intent to review the By-law.

Comments:

Suggestions for review on the Procedural By-law are welcome from Councillors, staff and the public.

Financial Impacts:

None.

Others Consulted:

CAO

Signatures:

Jessica Rudy

Jessica Rudy, AMP, Clerk

Brad McRoberts

Brad McRoberts, MPA, P. Eng., CAO

**Huron East
Public Works**

To: Mayor MacLellan and Members of Council
From: Barry Mills, Public Works Manager
Date: February 21, 2023
Subject: Leaf Collection Program

Recommendation:

That the Council of the Municipality of Huron East change its current Leaf Collection Program from curbside collection of loose leaves to curbside collection of bagged leaves; and further that the 2008 leaf vacuum be retired from the fleet and sold on GovDeals.

Background:

At the November 11, 2022 Council meeting, Council received requests from Vanastra residents for increased leaf collection in the same manner as is practiced in Seaforth, Egmondville, Harpurhay, and Brussels. Council requested a report regarding level of service for leaf collection across Huron East be brought back for consideration in the 2023 budget.

In the former Town of Seaforth, the leaf collection program with a leaf vacuum began in the mid-80s; prior to that, leaves were bagged and picked up at the curb. Initially, the leaf vacuum collected in Seaforth only. Following amalgamation, other areas in Huron East requested the same service, and now the single leaf vacuum is shared between the South Patrol and the North Patrol. The program in the south has expanded from just Seaforth to now include Egmondville and Harpurhey; in the North Patrol, leaves are collected in Brussels only.

The additional areas serviced (4 urban areas now) has reduced the number of days and hours that the machine is in any one area. The leaf vacuum is in the South Patrol (Seaforth/Egmondville/Harpurhey) on Monday, Tuesday, and Wednesday and then driven to Brussels where it collects leaves on Thursday and Friday.

We usually start late leaf collection in October and continue until the first snow fall; usually mid-November, approximately 4 weeks start to finish. Once the leaves start to fall, we begin at one end of the community and usually make 2 passes with the unit on all town streets. There is 1 employee in the truck and a second employee, (sometimes two), running the vacuum, 5 days per week for approximately 4 weeks.

In Vanastra, prior to amalgamation and until present, residents have a spring and fall curbside leaf and branch collection. A total of 4 days per year is dedicated to collection in Vanastra using 2 employees and 1 truck to collect bagged leaves and bundled branches.

Leaf collection is a labour-intensive program which ends when the snow falls. There is no guarantee that all the leaves can be collected in that timeframe, due to either weather, equipment breakdown, preparing equipment for the snow plowing season, construction projects, or emergencies.

Comments:

There have been requests from Vanastra residents to receive leaf collection in the same manner as Seaforth and Brussels, which will expand the program to yet another area, thereby reducing the time it is working in the current 4 areas. This would reduce the effectiveness of the program unless another leaf vacuum is purchased, which would require additional workforce to operate.

Last fall, the leaf vacuum broke down before 2 passes were made on all streets in the north and the south. In an effort to clean up the remaining leaves and to appease upset rate payers, the loader, backhoe and a tandem dump truck were used to collect leaves for approximately 1 week.

Leaf collection is one of the services that receives the most calls and complaints to the office.

We reviewed the methods in surrounding municipalities in Huron County that provide leaf collection services. The practice in other municipalities is to collect bagged leaves at the curb and transport them to a municipal compost site, or not to provide a leaf collection program at all. Central Huron is the only municipality that provides bags for residents. Goderich is the only municipality who still provides curbside leaf collection using a truck and vacuum.

The main reason the municipality collects the leaves from the road allowance is to maintain clear drains, and ultimately, road safety. There is no by-law regulating leaf pick up or where leaves originate - whether it's in a front or rear yard. The result has been for residents to rake the leaves from their entire yard to the street, resulting in huge windrows and a much bigger, more labour-intensive program for the machinery and employees.

Based on equipment values, it is preferable to use a leaf vacuum in combination with a 1-ton truck, versus using a loader, backhoe and a tandem dump truck to collect leaves. Even more cost-effective would be to collect bagged leaves with a pick-up truck.

One of the challenges with the leaf vacuum method is the re-spreading of the leaves due to wind which can be frustrating for residents and can limit the effectiveness of the leaf pick up process. Using bags will result in the leaves being contained and wind having no effect. Staff do not recommend the municipality purchase and distribute the bags as this would be both costly, present logistical challenges, and be labour intensive. Paper leaf bags are readily available at most grocery and hardware stores.

Equipment Costs:

- Leaf vacuum and pick-up truck (\$50/h) + labourer (\$35/h) = \$ 85/h
- Loader (\$85/h), backhoe (\$85/h) and tandem dump truck (\$85/h) = \$255/h

Staff Time in 2022:

- 294 hrs in Seaforth/Egmondville/Harpurhey and Brussels = \$24,990
(This is calculated using just the leaf vacuum, pick-up and 2 labourers; it does not include the days and hours when the loader and tandem dump truck were used at double the cost)
- 55 hrs in Vanastra (truck (\$50/h) and 1 labourer (\$35/h), 4 days) = \$4,675

The estimated cost of the Leaf Collection program in 2022 was over \$31,000.

The lifespan of a leaf vacuum is 12 years. The current leaf vacuum is 15 years old and was purchased for \$26,000 in 2008. It is subject to more regular break downs and out-of-service time. It is time to consider replacing the leaf vacuum unit, or changing the leaf collection program. The estimated replacement cost for a new leaf vacuum is \$70,000 to \$80,000.

The Public Works Department assessed the existing leaf program and curbside bag pick up as practiced in the adjoining municipalities.

Leaf Vacuum – to continue this program, a new leaf vacuum replacement would be required and the level of service would diminish as a result of a larger service area.

Estimated cost for 2023 – Approximately \$34,000 with 7 % inflation.

Curbside Bag Collection – Would require the existing truck and 2 staff to collect bags and deliver to the appropriate compost sites. Reviewing with staff, it is anticipated that collection would be 2 days a week to provide services to Brussels, Egmondville, Harpurhey, Seaforth and Vanastra.

Estimated cost of service 2 days a week for 4 weeks of collection would be:

- Truck (\$50/h) and 1 labourer (\$35/h) = 128 hours at \$85/h = \$10,880.


Others Consulted:

Public Works Foremen, CAO, and Director of Finance


Financial Impacts:

The operational cost savings to switch to curbside bag pick up would be approximately \$22,000 annually, would eliminate the capital purchase of the replacement of the leaf vacuum of \$80,000 (annualized cost of \$6,700), and free up 221 of labour hours.

Signatures:


Barry Mills
Public Works Manager


Brad McRoberts
CAO


Stacy Grenier
Director of Finance

Huron East Public Works

To: Mayor MacLellan and Members of Council
From: Barry Mills, Public Works Manager
Date: February 21, 2023
Subject: Tender Approval for Rural Paving and Culvert Replacement

Recommendation:

It is recommended that the Council of the Municipality of Huron East authorize the Public Works Manager to issue tenders for Culvert T-19 Rodgerville Road and rural paving of Hensall Road from Chiselhurst Road to London Road (# 4 Highway) and Beechwood Line from Highway #8 to Bridge Road.

Background:

Tenders are ready to issue for Culvert T-19 replacement on Rodgerville Road between Morrison Line and Oak Road. This project is on a boundary road and replacement cost will be split with the Municipality of South Huron. In 2022 engineering and design were completed with construction to be completed in 2023. South Huron has included T-19 Culvert replacement in their 2023 budget.

Rural paving of Hensall Road from Staffa Road to London Road (#4 Highway) was part of the 2022 budget but due to constraints it was reduced to paving from Staffa Road to Chiselhurst Road, leaving paving from Chiselhurst Road to London Road (Highway #4) to be completed in 2023. Also proposed in the 2023 budget is the paving of Beechwood Line from #8 Highway to Bridge Road.

Comments:

These are two capital projects proposed in the 2023 budget. By tendering the culvert replacement project now it should attract a more competitive bid from contractors who are starting to fill their schedule for the 2023 construction season.

For rural paving we will only have the usual contractors bid, due to location of the project and distance to asphalt plants. This allows the bidders to secure their quantities for asphalt cement and fix unit prices.

Others Consulted:

Brad McRoberts, CAO

Stacy Grenier, Director of Finance

Financial Impacts:

Tenders to be considered in the 2023 budget process

Signatures

Barry Mills
Barry Mills, Public Works Manager

Brad McRoberts
Brad McRoberts, CAO

Stacy Grenier
Stacy Grenier, Director of Finance

Jessica Rudy
Jessica Rudy, Clerk

Huron East
Administration

To: Mayor MacLellan and Members of Council
From: Taralyn Cronin, Economic Development Officer
Date: February 21, 2023
Subject: Application to the Rural Economic Development Fund

Recommendation:

That Council support the application to the Rural Economic Development Fund for video and photo content creation to promote the communities in Huron East.

Background:

The Rural Economic Development (RED) Fund is usually offered once a year through the Ontario Ministry of Agriculture, Food and Rural Affairs to support economic development initiatives in rural communities. Under the Economic Diversification and Competitiveness Stream, we have the opportunity to apply for a collaborative marketing and outreach project.

Updated photos are needed on our website and social media channels, as well as for future economic development initiatives. We would also like to have videos made that highlight what makes Huron East a great place to live, work and play. The opportunities that exist in the municipality would also be included to drive investment to our communities. Ideally, we would like to have three videos completed; one video would promote all of Huron East and the other two shorter videos would focus on Seaforth and Brussels. In order to capture different seasons, there would be at least three photo/video shoots scheduled. Both the Seaforth BIA and Brussels and Area Business Group have indicated that they would like to partner with us on this project and provide in-kind support.

Others Consulted:

CAO, Seaforth BIA and Brussels and Area Business Group

Financial Impacts: Based on a quote provided by Off the Lens, the project is expected to cost approximately \$10,000. If the application is successful, the RED fund would cover 50% of the project costs.

Signatures:



Taralyn Cronin, EDO



Brad McRoberts, MPA, P. Eng., CAO

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

HURON EAST

Re:

SINCLAIR

DRAINAGE

WORKS

(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:

ENGINEER REPORT ON DOWNSTREAM
RUNOFF COEFFICIENT

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

North Pt Lot 15 CON 2 LRS TALKERSMITH

Ward or Geographic Township

Parcel Roll Number

4040-160-022-06900-0000

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 MAC GREGOR		First Name SCOTT	Middle Initial
Mailing Address			
Unit Number	Street/Road Number	Street/Road Name	PO Box
City/Town EXETER		Province ON	Postal Code N6M 1S1
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

To be completed by recipient municipality:

Notice filed this _____ day of _____ 20 _____

Name of Clerk (Last Name, First Name)

Thompson, Tricia.

Signature of Clerk

Tricia Thompson, Deputy Clerk**43. 4700504****- 81. 4926382.****FEB 21.**

Sinclair Drainage Works



Legend

- Parcel Fabric - Secure
- Municipal Boundary
- County Boundary



1: 9,028



Notes

January 2023 Council Expenses

Date	Meetings	Raymond Chartrand	Brenda Dalton	Dianne Diehl	Bob Fisher	Bernie MacLellan	Larry McGrath	Alvin McLellan	Justin Morrison	Jeff Newell	John Steffler	Gloria Wilbee	Total
Jan 5	Meeting					88.34							88.34
Jan 10	Council Meeting	183.11	183.11 21.08	183.11 49.64	183.11	183.11	183.11	183.11 47.60	183.11 33.86	183.11 34.00	183.11	183.11 24.48	2,224.87
Jan 10	Signed Landfill Documents					50.00 43.52							93.52
Jan 10	Recreation Com. Interviews	88.34	88.34	88.34 49.64						88.34	88.34		491.34
Jan 11	Meeting					88.34 14.96							103.30
Jan 11	Seaforth BIA Com. Interviews												0.00
Jan 11	Seaforth Trust Meeting										88.34		88.34
Jan 11	Ec. Development Com. Interviews			88.34 49.64					88.34		88.34		314.66
Jan 11	Seaforth BIA Meeting				88.34								88.34
Jan 12	Brussels Trust Interviews					50.00 38.08			88.34	88.34			264.76
Jan 17	Mid-Huron Landfill Mtg					88.34							88.34
Jan 17	Mid-Huron Recycling Centre Mtg					88.34							88.34
Jan 19	Joint Council Orientation/Code of Conduct	117.79						117.79	117.79				353.37
Jan 19	MCIA Meeting					88.34							88.34
Jan 19	BRA General Meeting							88.34					88.34
Jan 22-24	ROMA				586.63	586.63			586.63	586.63 246.16	586.63 265.20	586.63 254.32	4,285.46
Jan 30	CAO Meeting					88.34 15.64							103.98
Jan 30	Enbridge Funding at Firehall							47.60					47.60
Jan 30	Drainage Meeting											88.34	88.34
Total		389.24	292.53	508.71	858.08	1,511.98	183.11	484.44	1,098.07	1,226.58	1,299.96	1,136.88	8,989.58

The Corporation
of The
Municipality of Huron East
By-law No. 014 for 2023

Being a By-law to Provide for Drainage Works
in the Municipality of Huron East, in the County of Huron,
and for the Borrowing on the Credit of the Municipality,
the sum of \$155,000 for the Completion of the said
Drainage Works, Charters H Municipal Drain 2023

Whereas the requisite number of owners have petitioned the Council of the Corporation of the Municipality of Huron East, in the County of Huron, in accordance with the provisions of the Drainage Act, R.S.O. 1990, Chapter D.17, Section 78 and amendments thereto, requesting that the area described as requiring drainage may be drained by a drainage works;

And Whereas the Council of the Corporation of the Municipality of Huron East has procured a report made by R.J. Burnside & Associations Limited, Wingham, Ontario, which report dated February, 2022 shall be considered a part thereof;

And Whereas the total estimated cost of the drainage works is \$382,510.00;

And Whereas the Council of the Corporation of the Municipality of Huron East is of the opinion that the drainage works is desirable;

Now Therefore the Council of the Corporation of the Municipality of Huron East pursuant to The Drainage Act, R.S.O. 1990 **Enacts As Follows:**

- 1. The said Report, Plans, Specifications, Estimates and Schedules of Assessment are hereby adopted, and the Drainage Works as proposed shall be constructed in accordance therewith.
- 2. The amount of \$155,000.00, necessary to be raised for such Drainage Works shall be made a cash assessment upon lands and roads affected by the proposed Drainage work, with interest at the rate of fifteen per cent per annum added after such date is called, provided that such sum shall be reduced by the amount of grants, if any, and commuted payments, with respect to the lands and roads assessed.
- 3. This By-law shall come into force on the passing thereof and may be cited as the “Charters H Municipal Drain, 2023”.

Read a first and second time this 21st day of February 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

Read a third time and finally passed this 4th day of April 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality Of Huron East
By-law No. 015-2023

Being a By-law to Stop Up, Close and Sell
Unopened Road Allowance – 42440 Hydro
Line, Plan 296 Lots 11 to 20 and Plan 296 Lots
9, 10, 22 to 33 and Part Lot 8, Municipality of
Huron East.

Whereas Section 27(1) of the Municipal Act, S.O. 2001, c. 25, as amended provides that the Council of every municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway;

And Whereas Section 34 (1) of the Act states that a by-law permanently closing a highway does not take effect until a certified copy of the by-law is registered in the land registry office;

And Whereas Section 35 of the Act provides for a municipality to pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway;

And Whereas the Council of the Corporation of the Municipality of Huron deems it expedient to stop up, close and sell Unopened Road Allowance – 42440 Hydro Line, Plan 296 Lots 11 to 20 and Plan 296 Lots 9, 10, 22 to 33 and Part Lot 8, Municipality of Huron East, County of Huron (being PINs 41310-0040 and 41310-0025), a highway that Council has jurisdiction over;

And Whereas the provisions of the Act prescribing the procedures to stop up, close and sell a highway and the policies of the Corporation of the Municipality of Huron East regarding the sale of land have been complied with;

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

1. The Unopened Road Allowance being 42440 Hydro Line, Plan 296 Lots 11 to 20 and Plan 296 Lots 9, 10, 22 to 33 and Part Lot 8, Municipality of Huron East, County of Huron (being PINs 41310-0040 and 41310-0025) which is stopped and closed, shall be sold, conveyed and transferred to Kyle and Lori Henderson
2. That all legal, surveying and conveyancing costs regarding the stopping, closing and selling of said lands shall be paid by the said purchasers.
3. That the Mayor and Clerk are authorized and instructed to sign all necessary documents in connection with the transfer of the aforesaid municipal Road Allowances.
4. That the municipal solicitor is hereby authorized and instructed to register a certified copy of this By-law in the Land Titles Office for the Land Titles Division of Huron.

Read a first and second time this 21st day of February 2023.

Read a third time and finally passed this 21st day of February 2023.

The Corporation
of the
Municipality of Huron East
By-law No. 016 for 2023

Being a By-law to Confirm the Proceedings of the Regular
Council Meeting 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 Regular meeting held on the 21st day of February, 2023 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 21st day of February 2023.

Read a third time and finally passed this 21st day of February 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk