

# **Municipality of Huron East**

# \*Amended

# Council Agenda

# Tuesday, September 5, 2023 at 6:00 P.M.

# **Council Chambers**

# 2<sup>nd</sup> 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 – August 8, 2023

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#### 6. Consent Agenda

Items listed under the Consent Agenda are considered routine and are enacted in one motion. However, any Council Member may request one or more items be removed from the Consent Agenda for separate discussion and/or action.

#### **Consent Agenda Items**

- 6.1 CLK-23-18, Council Composition Review and Next Steps
- **6.2** Bluewater Recycling Association (BRA) re: Board of Directors Meeting Highlights from August 17, 2023
- 6.3 Ministry of Municipal Affairs and Housing re: Building Faster Fund
- 6.4 Township of Severn re: Climate Emergency Just Transition Transfer

(JTT)

- 6.5 Council Expenses for July 2023
- 6.6 Municipality of St. Charles re: Homelessness Resolution
- **6.7** Township of Emo re: Black Ash Tree Classification as "Endangered" under the Endangered Species Act
- 6.8 Administration Committee re: Minutes from August 22, 2023
- **6.9** Minister of Agriculture and Agri-Food and Minister of Agriculture, Food, and Rural Affairs re: Increasing Deadstock Capacity Initiative
- 6.10 DRAINS-23-02, Municipal Drain Status Update

#### 7. Public Meetings/Hearings and Delegations

- **7.1 Delegation:** Andrew Williams, President & Chief Executive Officer, Huron Perth Healthcare Alliance re: 2023 Update
- 7.2 Engineers Report re: Coates Municipal Drian

#### **Recommendation:**

That the Council of the Municipality of Huron East accept the engineers' report on the Coates Municipal Drain 2023 and designate it as By-law 057-2023;

And that the Court of Revision be set for October 3, 2023 at 5:30 p.m. and that Deputy Mayor McLellan, Councillor Diehl and Councillor Dalton be appointed as members with Deputy Mayor McLellan acting as Chair.

**7.3** Delegation: Amanda Stellings, Manager of Land Development, MacPherson Builders re: Zoning By-law Amendment for the Seaforth Golf Course

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7.4 Public Meeting re: Zoning By-law Amendment Z08-2023

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#### 8. Planning

- 8.1 Recommendation from Public Meeting for Zoning By-law Application Z08-2023
- 8.2 Planning Report re: Consent Application C52-2023

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	8.3	Planning Report re: Consent Application C53-2023				
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	8.4	Planning Report re: Zoning By-law Amendment Z01-2023	-			
	0.4	Flamming Report re. Zoning By-law Amendment Zo 1-2025				
			Page 75			
9.	Munio	cipal Drains				
10.	Repo	orts & Recommendations of Municipal Officers				
	10.1	PW-23-09, Seaforth Connecting Link (Winter Maintenance 2024)	for 2023-			
			Page 85			
	10.2	VECLC-23-02, Policies – Vanastra Early Childhood Learnir	ng Centre			
			Page 87			
	10.3	FIN-23-07, 2023 Municipal Debt Limits				
			Page 105			
	10.4	FIN-23-08, Municipal Debt Policy				
			Page 114			
	10.5	FIN-23-09, Mid-Year Financial Variance Report – 2023 Bud	dget			
			Page 121			
	10.6	FIN-23-10, Request for Decision to Delegate Tax Appeals Section 357(1)(d.1) to the Assessment Review Board	Under			
			Page 125			
11.	Corre	spondence				
	11.1	Seaforth Agriculture Society re: Traffic Control and Road C September 16, 2023	losure on			
			Page 131			

Brussels Agricultural Society re: Traffic Control and Road Closure on 11.2 September 20, 2023

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**11.3** Huron Perth Health Alliance re: Seaforth Hospitals Foundation CKNX Radiothon Request to hang a Banner

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**11.4** The Women of Ontario Say NO re: Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement

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#### 12. Unfinished Business

#### 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. Other Business

# 14.1 Recommendation from the Administration Committee Meeting on August 22, 2023:

That, after consideration, the Administration Committee recommends that Council deny the request of the Mid-Huron Huskies for a reduction in the 2023/2024 ice rental rates to the 2022/2023 ice rental rates.

#### 15. By-laws

**15.1** By-law 037-2023, A By-law to Amend By-law 52-2006, being the Zoning By-law (Z01-2023)

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**15.2** By-law 057-2023, A By-law for the Coates Municipal Drain (1<sup>st</sup> and 2<sup>nd</sup> Reading)

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**15.3** By-law 058-2023, A By-law to Temporarily Close Duke Street and Main Street (County Road 12) for the Seaforth Fall Fair

**15.4** By-law 059-2023, A By-law to Authorize an Agreement with Integrated Maintenance and Operations Services Inc. for Winter Maintenance

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**15.5** By-law 060-2023, A By-law to Appoint Deputy Division Registrars and Deputy Issuers of Marriage Licenses

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**15.6** By-law 061-2023, A By-law to Temporary Stop Up and Close Intersections in Brussels for the Brussels Fall Fair

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**15.7** By-law 062-2023, A By-law to Delegate Authority to the Assessment Review Board (ARB)

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**15.8** By-law 063-2023, A By-law to Amend By-law 52-2006, being the Zoning By-law (Z08-2023)

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**15.9** By-law 064-2023, A By-law to Appoint a Deputy Clerk and Repeal Bylaw 102-2022

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#### 16. \*Closed Session and Reporting Out

That a closed meeting of Council be held on Tuesday, September 5, 2023 immediately following the Council meeting, in the Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purpose of the following matters:

**16.1** 239(2)(c) – proposed or pending disposition of land in Vanastra

#### 17. Confirmatory By-law

**17.1** By-law 065-2023, A By-law to Confirm the Proceedings of Council

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18. Adjournment



# Municipality of Huron East Council Meeting Minutes Council Chambers 72 Main Street South, Seaforth, ON Tuesday, August 8, 2023

#### **Members Present:**

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

#### Absent:

Councillors Justin Morrison and Jeff Newell

#### Staff Present:

CAO Brad McRoberts; Clerk Jessica Rudy; Manager of Vanastra Early Childhood Learning Centre Candice Seulal and Director of Community Services Lissa Berard

#### **Others Present:**

Huron County Planner Shae Stoll

#### 1. Call to Order and Opening Remarks

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

Mayor MacLellan followed up regarding his inquiry regarding the Vanastra Summer Camp wages and activities and noted that he talked to the Director of Community Services and confirmed that there are ample activities available to the day camp participants and that the comparing municipality had recently undergone a pay equity review, which may have created the apparent wage gap. Mayor MacLellan also acknowledged that Huron East is currently undertaking a pay equity review.

#### 2. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

#### 3. Confirmation of the Agenda

Moved by Councillor Fisher and Seconded by Councillor Wilbee:

That the Agenda for the Regular Meeting of Council dated August 8, 2023 be adopted as circulated.

Carried

# 4. Disclosure of Pecuniary Interest

None declared.

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# 5. Minutes of Previous Meeting

Moved by Councillor Diehl and Seconded by Councillor Chartrand:

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

- 5.1 Regular Meeting July 18, 2023
- 5.2 Committee of Adjustment Public Hearing July 18, 2023

Carried

#### 6. Consent Agenda

In response to Deputy Mayor McLellan, CAO Brad McRoberts explained that item 6.6, FD-23-02, Joint Procurement Opportunities outlines the opportunity to cost share the community risk assessment and fire services review with North Huron and Morris-Turnberry.

Moved by Councillor Diehl and Seconded by Deputy Mayor McLellan:

That the Consent Agenda items 6.1 to 6.6 be received for information and approved.

- CAO-23-21, January to March 2023 Building Maintenance Report
- CAO-23-22, April to June 2023 Building Maintenance Report
- Accounts Payable- May to July 2023
- Economic Development Committee re: Minutes from August 2, 2023
- Municipality of Bluewater re: Notice of Open House and Public Meeting Concerning a Proposed Amendment to the Official Plan and Zoning By-law
- FD-23-02, Joint Procurement Opportunities

Carried

# 7. Public Meetings/Hearings and Delegations

- 8. Planning
  - 8.1 Planner's Report re: Consent Application C47-2023

Huron County Planner Shae Stoll provided an overview of the application and property details and recommended the application for approval. A copy of the presentation is appended to the original minutes.

Moved by Councillor Steffler and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner, Shae Stoll, dated August 2, 2023 and has no objection to consent application C47-2023, provided the conditions, as outlined in the planning report, are met.

Carried

#### 9. Municipal Drains

#### **10. Reports & Recommendations of Municipal Officers**

10.1 CAO-23-20, Brussels Fire Hall & Huron County EMS Expansion Tender

CAO Brad McRoberts provided an overview and background to the report and outlined the features and components contained in the tender package. It was noted that the tender would also be going forward to the County, for approval, on August 16, 2023.

B. McRoberts confirmed that the Huron East portion of the tender is lower than the budgeted amount and that the rental agreement is set for a 10-year lease.

Moved by Deputy Mayor McLellan and Seconded by Councillor Wilbee:

That the Council of the Municipality of Huron East award the tender for the Municipality of Huron East Joint Operations Centre Proposed Addition to Domm Construction Ltd. in the amount of \$1,175,000 plus applicable taxes conditional on Huron County Council also supporting to proceed with the project.

And That subject to the above condition, the Mayor and Clerk be authorized to execute a Canadian Construction Documents Committee (CCDC) 14 Design-Build Stipulated Price Contract for the Huron East Joint Operations Centre Proposed Addition.

Carried

10.2 CLK-23-17, 2024 Meeting Schedule

Moved by Councillor Fisher and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East establish the following meeting schedule for 2024;

And That the September 17, 2024 meeting be held at the Brussels, Morris & Grey Community Centre (BMGCC) with a 4:30 p.m. start time.

- January 9 & 23
- February 6& 20
- March 5 & 19

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- April 2 & 16
- May 7 & 21
- June 4 & 18
- July 9
- August 13
- September 3 & 17
- October 1 & 15
- November 5 & 19
- December 3 & 17

Carried

#### 11. Correspondence

11.1 Ontario Coalition for Better Child Care and CUPE Ontario re: 23<sup>rd</sup> Annual Child Care Worker and Early Childhood Education Appreciation Day, October 17, 2023

Moved by Councillor Diehl and Seconded by Deputy Mayor McLellan:

Whereas years of research confirms the benefits of high-quality early learning and child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of families and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas trained and knowledgeable Registered Early Childhood Educators and child care staff are the key to quality in early learning and child care programs; and

Whereas Registered Early Childhood Educators and child care workers will be vital to the success of the Canada-Wide Early Learning and Child Care system;

Therefore Be it Resolved that October 17, 2023 be designated the 23<sup>rd</sup> annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life in the community.

Carried

#### **12. Unfinished Business**

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#### 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**

In response to Councillor Chartrand's reminder regarding a request for current and anticipated debenture loans, CAO Brad McRoberts stated that a staff report will be coming forward to the September meeting.

Councillor Fisher requested an update with the status of returning the Seaforth fire alarm and B. McRoberts noted that it is a technology issue requiring time and resources and the Fire Chief is working on other priorities and will address when time priorities permit.

Councillor McGrath noted frustration with discussions between Durisol and the Bridges and noted that the Wilson farm was sold when it was originally wanted as storage space. Council discussed the history with the two property owners and noted that circumstances were outside of the Municipality's control.

#### 13.3 Notice of Motion

#### 13.4 Announcements

#### 14. Other Business

#### 15. By-laws

Moved by Councillor Diehl and Seconded by Councillor Chartrand:

That Be It Hereby Resolved By-law 055-2023, A By-law Amend the Zoning By-law 52-2006 (Z07-2023) 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

#### 16. Closed Session and Reporting Out

Moved by Councillor Wilbee and Seconded by Councillor Steffler:

That a closed meeting of Council be held on Tuesday, August 8, 2023 at 6:39 p.m., in Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purpose of considering the following matters:

- 16.1 Adoption of July 4, 2023 Closed Session of Council Meeting Minutes
- **16.2** 239(2)(b)(f) personal matters about identifiable individuals and advice that is subject to solicitor-client privilege

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**16.3** 239(2)(c) – proposed or pending acquisition or disposition of land

And that CAO Brad McRoberts, Manager of Vanastra Early Childhood Learning Centre Candice Seulal, Director of Community Services Lissa Berard, and Clerk Jessica Rudy remain in closed session.

Carried

Moved by Councillor Dalton and Seconded by Councillor Diehl:

That Council of the Municipality of Huron East resumes the regular Council meeting at 7:49 p.m.

Carried

Mayor MacLellan reported out from the Closed Session that Council went into a closed session to discuss matters about an identifiable individuals subject to solicitor-client privilege and property acquisition and/or dispositions.

# **Confirmatory By-law**

Moved by Councillor Wilbee and Seconded by Councillor Chartrand:

That Be It Hereby Resolved that By-law 056-2023, 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

# 17. Adjournment

Moved by Councillor Diehl and Seconded by Councillor Fisher:

The time now being 7:50 p.m. That the regular meeting adjourn until September 5, 2023 at 6:00 p.m.

Carried

Bernie MacLellan, Mayor

Jessica Rudy, Clerk



Concession 2, London Road Survey, Lot 28, Tuckersmith Ward Municipality of Huron East. (75103 Morrison Line, Brucefield) Applicant: New Morning Holsteins Ltd.

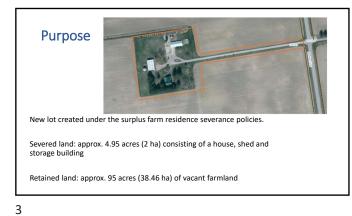
Owner: Stuart and Joyce Wilson

# HURON

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#### Review

- Zoned AG1 and NE2 in Huron East Zoning By-Law
- Designated Agriculture in Huron East Official Plan
- Huron East Official Plan Surplus Farm Residence Consent Policies



# Comments Received

• No concerns from staff or other agencies

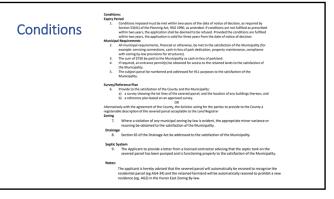
 MVCA has no concerns with proposal but recommended a minimum setback of 6m from the lot line of the severed parcel to the top of bank associated with the Watson Drainage Works Branch A.
 Staff not in agreement with this condition



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#### Recommendation

- Application is consistent with the PPS, conforms to the Huron County Official Plan and Huron East Official Plan and complies with the Huron East Zoning By-Law.
- Application C47-2023 is recommended for approval with the attached conditions



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# Huron East

# Administration

To: Mayor MacLellan and Members of Council

From: Jessica Rudy, Clerk

Date: September 5, 2023

Subject: Council Composition Review and Next Steps

#### **Recommendation:**

To be received for information.

# Background:

In December 2021, staff brought forward a report regarding a proposed change to Council composition that, if approved, would have been in effect for the 2026 Term of Council.

As a result of Council discussion, it was determined that further public consultation was warranted, and Council approved the formation of a Public Advisory Committee, with the mandate to review Council composition and compensation. The following points constituted the purpose of the Committee (made up of five citizen members):

- Review the current composition of Councillors and make recommendations if changes are advised;
- Solicit and obtain public comment and opinion on Council compensation and composition;
- Review the current composition for the 2026-2030 Term of Council and make recommendations for potential change;
- Review of municipalities of similar size and population outside of Huron County;
- Review of municipalities of similar size and population within Huron County; and
- Present a final report, with recommendations, to Huron East Council.

The Committee reviewed Council composition comparators to municipalities of similar size within and outside of the County; comparators to Council compensation of similar Council sizes within and outside the County; the process of changing and reviewing a complete ward structure change; Huron East 2021 census data; actual annual expenses and salary for Councillors in and surrounding Huron County; remuneration by-laws and policies for municipalities in and surrounding Huron County; comments received by Councillors and responses to the public survey.

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While forming their recommendation, the Committee indicated their desire to have Council move to a fully at-large composition, while recognizing that the broader community may not be prepared in 2026.

In July 2022, the Committee recommended that no action be taken in regards to Council compensation and made the following recommendation in regards to Council composition, with a note that Council consider and discuss eliminating the ward system by 2029 and move to an at-large election.

Recommendation by the Public Advisory Committee:

- Mayor
- Deputy Mayor to be appointed by Council
- 2 representatives for a new ward that combines Brussels and Grey
- 2 representatives for a new ward that combines McKillop and Seaforth
- 2 representatives for the current Tuckersmith ward
- 2 Councillors elected at large

Council discussed the recommendation at the July 5, 2022 Regular Council meeting and expressed concerns over the amount of outreach and public input gained. Council directed staff to gain further input at the all candidate sessions and to bring the recommendation and further input forward in 2023.

Since the recommendation was approved, staff provided comment boxes at the All Candidate Sessions, seeking comments and input regarding the current size of Council. A total of 19 cards were received throughout all five sessions. It is worth a note that the sessions did vary in attendance sizes.

The comments received showed 11 responses of the current composition being just the right size and 9 responding that the current composition is too large.

# Next Steps:

Staff will begin seeking public input on the specific recommendation brought forward by the Public Advisory Committee and bring forward the public's feedback to Council in the Fall of 2023. Part of the public input avenues that will be utilized includes the H.E.A.R website and a developed communication plan.

After the consultation period staff will return to Council, prior to the end of the year, to present the feedback and seek final direction from Council on the proposed composition/structure presented by the Public Advisory Committee.

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# Comments:

Any changes made to the composition of Council will not impact the 2022-2026 Term but rather be in effect for the start of the 2026 Elections, provided a decision is made prior to January 2026.

Changes to the boundaries would need to be submitted to MPAC by the end of March of the Election year.

**Others Consulted:** 

CAO

**Financial Implications:** 

N/A

Signatures:

Brad McRoberts

Jessica Rudy, AMP, Clerk

Brad McRoberts, MPA, P. Eng., CAO

Board of Directors Meeting Highlights Held in the boardroom at the Material Recovery Facility on August 17, 2023 at 8:30 AM



#### Circular Materials Started to Manage Blue Box Recycling Program on July 1

Circular Materials (CM), a national, not-for-profit recycling organization, started to manage the blue box recycling program Saturday, July 1 in one third of the Province. The Bluewater Recycling Association members transition April 1, 2024. This transition will result in no change to the recyclable materials residents currently put in their blue boxes or to current recycling schedules.

This change in oversight of the blue box recycling efforts is due to the provincial mandate. In 2021, Ontario passed a new regulation that shifts the financial and operational responsibility of blue box recycling from municipalities to producers (i.e., those that produce and supply blue box materials to residents). In this new extended producer responsibility (EPR) framework, producers



will become fully responsible for collecting and recycling their materials when residents discard them. This transition to EPR will take place between July 1, 2023, and the end of December 2025. CM will be managing municipal recycling programs on behalf of producers to support them in meeting their regulatory obligations.

#### Amendments To The Blue Box Regulation To Expand Deductions For Producers

Ontario is working to create a more effective extended producer responsibility framework, including transitioning the blue box service to a producer responsibility model starting July 1, 2023.

On June 26, 2023, the government finalized administrative changes to the blue box regulation that will ensure producers' supply reporting is better aligned with the amount of material in the blue box system. Specifically, the amendments will:

 $\cdot$  expand permitted deductions used to set management requirements

harmonize annual reporting deadlines with other jurisdictions

The draft amendments were posted on the Environmental Registry of Ontario (ERO) for a 30-day consultation period, starting May 17, 2023. For details about the changes, visit the ERO website at https://ero.ontario.ca/notice/019-6962.

Producers will be able to claim expanded deductions through a revised report on July 31, 2023, with expanded deductions reporting implemented as part of annual reports each year thereafter.

#### Niagara Region's Opts Out of Residential Recycling Collection On Behalf Of Producers

Niagara Region's has approved a staff recommendation to not 'opt in' to providing curbside collection of recycling from residences, facilities and public spaces after Niagara Region's transition to the new Producer Responsibility Blue Box Program on Jan. 1, 2024.

The decision sets the direction for responsibility of residential recycling collection to be removed from the Region and placed solely in the hands of Circular Materials Ontario. Circular Materials Ontario is the organization responsible for setting up contracts to collect and receive recycling materials across the province, on behalf of Producers. The decision was made due to potential risks with the agreements being offered by Circular Materials Ontario that would have seen the Region maintain responsibility as a recycling collection provider, on Circular Materials Ontario's behalf, until Dec. 31, 2025. Beyond 2025, Producers take full control (operationally and financially) of the residential Blue Box program across Ontario.

The Region's decision to not 'opt in' to the continued provision of recycling collection will result in changes for local residents come Jan. 1, 2024, including new customer service contacts for inquiries about recycling collection, changes in the distribution and replacement of recycling containers and what can be recycled.

In addition to not 'opting in' to providing recycling collection, the Committee also made two additional key decisions:

- Discontinuing the collection of materials that are not part of the new Provincial producer responsibility program beginning in January 2024, such as books and flexible plastics used for food containment that are currently collected in Niagara but are not included in the new Blue Box program
- Continuing recycling collection for special events during the two year transition period

To assist in providing a smooth transition to the new recycling collection provider, the Committee also directed staff to implement a communication strategy to advise the community of changes to the Blue Box Program prior to Jan. 1, 2024.

A decision about whether the Region will continue to collect materials from industrial, commercial and institutional properties, a service not covered under the new Blue Box regulation, will also be up for consideration at a future meeting.

Niagara Region will continue to be responsible for Green Bin, yard waste, and garbage collection from residential properties as well as management of its landfills and other diversion programs.

#### AMO Conference Tour Opportunity - Big Diversion Outside the Blue Box

Don't miss this study tour on Monday led by Try Recycling. It will showcase Ontario's largest spent construction materials and yard waste recycling facility and its contribution to diverting over 3.5 million tonnes from landfills, serving the City of London as well as dozens of small and mid-size communities throughout Southwestern Ontario. For over 30 years, this 16-hectare facility has been working alongside municipalities, contractors and residents to divert and recycle all the materials outside not collectible through the blue box system. Attendees will hear and see how TRY Recycling assists municipalities in prolonging the useful life of Ontario's current and future landfills. From hydro poles to food waste, this tour will shine a light on innovative ways to recycle and manage materials from curbside collection, residential drop off depots and local industry to increase diversion rates in meaningful and cost-effective ways.

#### **Ontario Deposit Option**

Ontario is contemplating the introduction of a deposit-and-return system for non-alcoholic drink containers. The Minister has launched a working group to look at its options.

Our understanding is that the working group will consist of representatives from government, environmental organizations, consumer advocacy groups, recycling industry experts, and business leaders. We do not believe the working group includes municipal governments but will confirm (and what opportunities there may be contribute even if not at the table).

The objectives of the working group will be as follows:

- Reviewing existing deposit and return systems: Evaluate successful deposit and return systems implemented globally and identify their strengths, challenges, and potential applicability to Ontario. Be sure to consider our unique geography and size, with consideration to unique realities in rural, northern and Indigenous communities.
- Assessing logistical and operational aspects: Examine the infrastructure requirements, logistical challenges, technological advancements, and operational considerations for implementing a deposit and return system on a provincial scale.
- Analyzing economic and environmental impacts: Assess the potential economic and environmental impacts of a deposit and return system on various stakeholders, including consumers, businesses, waste management facilities, and the overall circular economy.
- Developing implementation strategies and recommendations: Collaboratively design strategies, policies, and recommendations to facilitate the successful implementation of a deposit and return system tailored to Ontario's unique context.

#### **CBCRA Halts Plans To Launch Recycle Everywhere In Ontario**

CBCRA has decided to halt plans to launch Recycle Everywhere in Ontario. This decision follows an announcement by Ontario's Minister of Environment to invite industry stakeholders to support the government in designing and implementing a deposit return system for the recovery of non-alcoholic beverage containers. The government's announcement has generated a significant level of uncertainty and risk among industry stakeholders.

Shortly following the announcement, CBCRA determined there is no viability to continue with the launch of Recycle Everywhere while the Ontario government adjusts the parameters for beverage container producer responsibility.

The design and implementation of a new system resets the clock on a critical environmental initiative. Among Canadian provinces, Ontario lags in beverage container recovery rates, collecting less than 50 per cent of containers today, leading to unnecessary waste in landfills, or even in parks and waterways. Thirty per cent of beverage containers are consumed and disposed of outside of the home. Without dedicated bins that make recycling accessible and convenient, these containers are likely to end up in garbage bins or, worse, as litter.

CBCRA will continue to operate its Manitoba program where it has seen significant success in increasing recovery rates and building a strong community mindset about the importance of recycling. CBCRA also remains open to engaging with industry and governments in Ontario and across Canada about the critical role that away-from-home recycling programs play in achieving environmental goals.



NOVA Chemicals Explores Feasibility Of Advanced Recycling Facility In Ontario

NOVA Chemicals Corporation and Plastic Energy will explore the feasibility of developing a pyrolysis-driven advanced recycling facility in Sarnia, Ontario. If constructed, NOVA Chemicals says that the facility would be the largest of its kind in Canada with a potential initial capacity of 66 kilotons per annum.

"Post-use plastics offer tremendous value to furthering the circular economy, and our teams at NOVA Chemicals work daily to innovate new and collaborative ways to extend the lifecycle of our products and plastic packaging," said Greg DeKunder, vice president of NOVA Circular Solutions. "This agreement with Plastic Energy is a prime example of two companies working together to create timely, effective, and sustainable solutions that will help us make progress towards our 2030 recycled plastics ambitions while diverting hard-to-recycle segments of plastic waste away from landfills."

Plastic Energy's proprietary pyrolysis technology essentially involves an innovative thermal anaerobic conversion process that successfully transforms end-of-life, plastic waste into a raw liquid chemical feedstock called Tacoil. "For every tonne of end-of-life plastic waste processed, 850 liters of chemical feedstock Tacoil are produced", Plastic Energy explains on their website. Tacoil is virtually identical to virgin polyethylene, and can be used for food-grade packaging (it can make rigid, flexible food packaging containers, for example). Tacoil can be successfully made from mixed, multi-layered, and contaminated plastics, as well as plastics no longer able to be mechanically recycled. Ultimately, with their technology, Plastic Energy aims to "build a circular economy of plastic". Plastic Energy has two commercial recycling plants in Spain that have been in operation for seven years, alongside new projects in Europe and Asia.

If built, this new facility would see NOVA Chemicals build on its already CAD \$2 billion investment in the polyethylene plant, and expanded capacity at their Corunna site in Ontario. Nova Chemicals is also the largest private employer in the Sarnia-Lambton, Ontario region. Specifically, they aim to make 30% of their total polyethylene sales recycled content by 2030.

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#### EPA Issues Toolkit Aimed At Improving Composting

The Environmental Protection Agency (EPA) has released a toolkit to help boost composting of food waste through the principles of social marketing.

The toolkit is accompanied by composting campaign materials created by municipalities and organizations that are available for use and customization by any communities.

It also includes a planning process that uses social marketing principles to



ensure communities are tailoring the campaign to their individual needs, and it is accompanied by customizable materials.

Social marketing is a discipline that aims to change behaviors for the good of society, communities and people. Social marketing approaches can increase the effectiveness of communications and marketing efforts, the EPA says. To create meaningful, sustainable behavior change, organizations can deploy social marketing strategies to overcome barriers and provide people with personal motivators to act.

The EPA toolkit outlines seven basic steps to create an effective social marketing program designed to improving composting.

First, agencies need to define the purpose, goals and objectives of the campaign. Then, they need to define the audiences targeted by the campaign, which can have a spectrum of attitudes and knowledge regarding composting. Then, agencies should document how they'd like to see consumer behavior change.

Once the basic outline of the campaign is set, organizers should identify barriers to success, benefits of a successful campaign and how best to motivate different audiences. Finally, organizers should recruit any needed partners, develop messages and campaign materials, create an implementation plan and determine how the campaign will be evaluated.

The EPA has released the toolkit as New York City prepares to roll out its curbside compostable materials collection program and as California continues implementing SB 1383, which requires all cities in the state to reduce landfilling of compostable materials by 75 percent by 2025.

New York will begin phasing in its program this October, completing the rollout by October 2024. The city conducted what it says was a successful pilot program in Queens in 2022.

#### Trucking Costs Hit Record In 2022: ATRI

Last year it cost more than an average \$90 per hour to operate a truck, breaking the 2021 record as the most expensive year in trucking, the American Transportation Research Institute (ATRI) says.

Total marginal costs identified in ATRI's updated Analysis of the Operational Costs of Trucking survey spiked to US\$2.251 per mile – a 21.3% increase over 2021 with fuel costs included. Without fuel, the increase was 12%. However, driver wages, truck payments and maintenance costs also rose sharply last year, driving a strong increase in total marginal costs.

Despite the rising costs, fleets managed to improve some operational factors such as driver turnover and equipment utilization, ATRI says in the report.

While fuel costs have been increasing in recent years, they spiked in February following Russia's invasion of Ukraine, causing related costs to increase almost 54%. However, in May 2023 the average weekly price for diesel dropped below \$4 a gallon for the first time since

Motor Carrier Costs	Percent Change		
Vehicle-based			
Fuel Costs	53.7%		
Truck/Trailer Lease or Purchase Payments	18.6%		
Repair & Maintenance	12.0%		
Truck Insurance Premiums	2.3%		
Permits & Licenses	- <mark>6</mark> .3%		
Tires	9.8%		
Tolls	- 12.5%		
Driver-based			
Driver Wages	15.5%		
Driver Benefits	0.5%		
TOTAL	21.3%		

#### Table 10: 2021-2022 Annual Change of Average Costs per Mile

February 2022, signifying the current return to pre-invasion prices. (All figures in US dollars.)

The trucking industry's attempts to retain and hire drivers are reflected in the 12.3% increase in total driver compensation. Driver wages grew over 15%, and ATRI says this is the fastest pace it has observed to date.

Despite the abnormal market conditions that posed unique challenges for acquiring and maintaining equipment in 2022, many carriers were willing to replace aging equipment and improve efficiency. For example, the average truck age decreased by one year since 2021, down to 4.7 years.

But that came at a cost of an 18.6% spike in truck and trailer payments, which became the greatest annual change in that cost center since 2014. The costs went up to \$0.331 per mile.

Those who acquired trucks in the first half of 2022 had to pay a premium because of the limited supply. Many other carriers bought large volumes of trucks in the second part of 2022 when supply was improving. However, such a demand affected the further increase of truck prices, ATRI explains.

Truck repair and maintenance also increased by 12%, making up the industry average of \$0.196. This increase is lower than in 2021 due to carriers' continuous efforts to replace aging equipment.

In 2023, the total amount spent on trucks, trailers and their maintenance will depend on two factors – the need to continue replacing old equipment and broader macroeconomic trends that will shape the soft freight market, ATRI says.

#### **Ontario Injects \$1.3 Million Into Truck Driver Training For Underrepresented Groups**

The Women's Trucking Federation of Canada (WTFC) has received a \$1.3-million investment from the government of Ontario to deliver free truck driver training for underrepresented communities in trucking.

During this Bridging the Gaps in Trucking program, nearly 200 hours of training will be provided to 54 women, newcomers (including immigrants from Ukraine), and other underrepresented groups in the industry to obtain AZ or DZ licences and find jobs, Premier Doug Ford announced June 27 in Ayr, Ont.

"Our trucking industry is so important in every sector, every industry in our province. Whether it's getting materials to construction sites or goods to stores, truck drivers play a critical role in keeping our economy moving and building Ontario. That said, women make up 2% of the truck drivers in our province. That's just not good enough," said Ford, adding that Ontario is facing a 'historic' labour shortage, including 6,100 job vacancies in the trucking industry.

To remove barriers to entry, participants will be eligible to receive up to \$1,000 for transportation and childcare support, \$300 for equipment, and a \$400 weekly allowance.

While Ford points out that this will help get more women into the trucking industry, Walker emphasizes this is non-gender funding for all the underrepresented groups in trucking, including youth at risk.

The program itself will start with two weeks of soft skills training delivered by WTFC, followed by eight to nine weeks of in-truck training at DriveWise in the GTA, Crossroads Truck Training Academy in Ottawa, Transport Driver Training in Kitchener, and Ontario Truck Driving School in London, Walker said.



Once training is completed, a four-week job placement with a carrier group selected by WTFC will follow.

The province had announced the first cohort of in-person training begins July 1, but Walker shared final details of the program are yet to be finalized.

The funding comes through the Skills Development Fund, the government's \$700-million initiative aimed to support programs that provide job seekers with the training and skills required to get well-paid jobs in Ontario and support the province's economic growth.

#### **Mcneilus EV Earns Certifications As Low-Emissions Vehicle**

The company says the certifications mean customers can buy the Volterra ZSL with help from vouchers.

McNeilus Truck and Manufacturing Inc. has announced that its Volterra ZSL, a fully integrated, zeroemission refuse collection electric vehicle (EV), has earned three certifications from the U.S. Environmental Protection Agency (EPA) and California Air Resources Board (CARB).

The Volterra ZSL refuse collection vehicle (RCV) is built from the ground up by McNeilus and parent company Oshkosh Corp., Oshkosh,



Wisconsin, bringing together Oshkosh's experience in severe-duty vehicle innovation and McNeilus' expertise in refuse collection bodies. It includes technologies and design features covered by more than 50 patents and patent applications. It has earned the EPA Heavy Duty Greenhouse Gas Certificate of Conformity, CARB Heavy Duty Greenhouse Gas Executive Order and the CARB Zero Emissions Powertrain Executive Order.

The EPA and CARB certifications mark a major milestone in the development of the McNeilus Volterra ZSL refuse vehicle because they provide objective third-party evaluations of its design and zero-emission capabilities. These certifications are the result of a rigorous review process to confirm we have met a very high standard in electric vehicle technology.

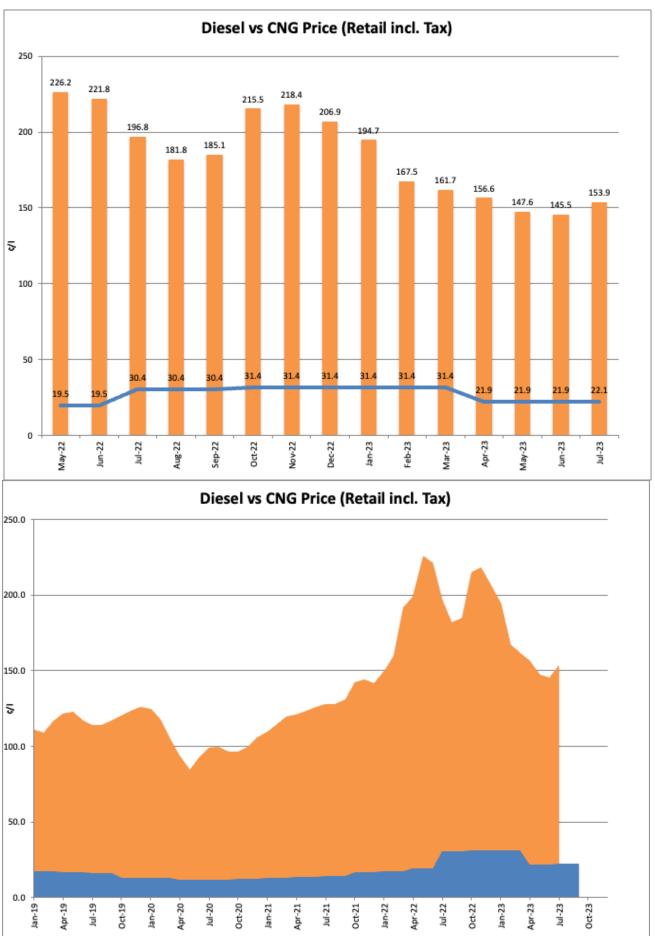
The EPA certificate signifies that the Volterra ZSL electric refuse vehicle conforms with Phase 2 greenhouse gas emissions standards and fuel efficiency standards for medium- and heavy-duty engines and vehicles.

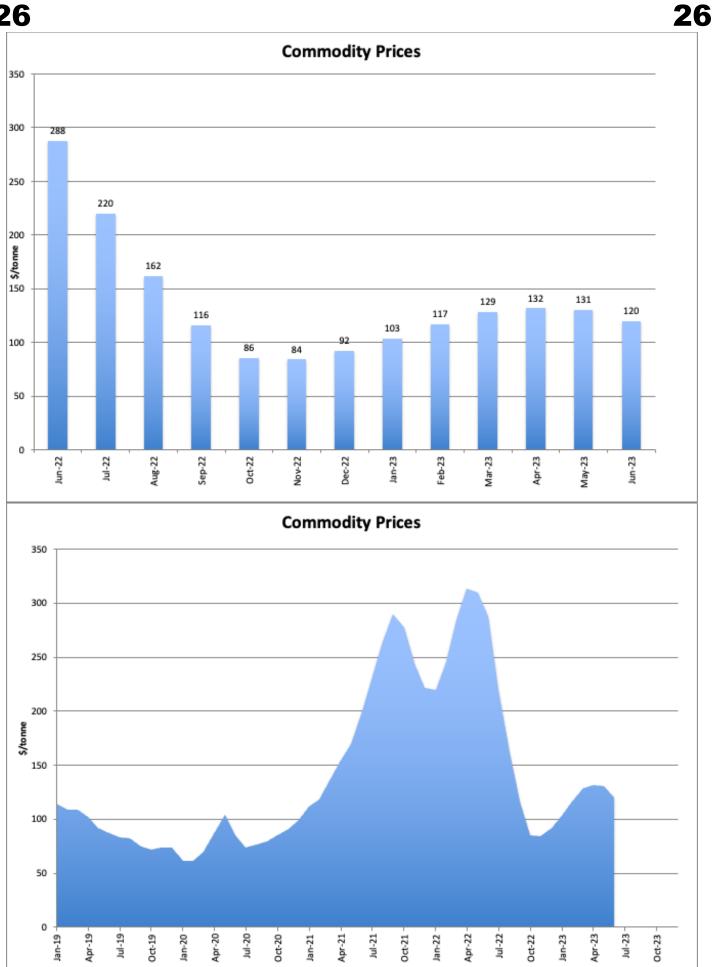
CARB recently announced the Advanced Clean Fleets rule, which says refuse vehicle fleets across the state of California must transition to zero-emission vehicles by 2040. To support fleet owners with this change, the state offers a variety of purchase incentive programs such as the Hybrid and Zero Emissions Voucher Incentive Project (HVIP). By receiving these CARB certifications, the Volterra ZSL refuse vehicle is eligible for purchase vouchers through state incentive programs such as the New Jersey Zero-Emission Inventive Program (NJ ZIP) or California's Hybrid and Zero-Emissions Voucher Incentive Project (HVIP). When listed in the California HVIP catalog, for example, the Volterra ZSL may become eligible for purchase vouchers up to \$120,000 per truck.

The CARB certifications also satisfy the zero-emissions vehicle reporting requirements needed to comply with advanced clean truck regulations in effect across eight states.

The Volterra ZSL RCV meets or exceeds clean energy mandates, and the battery management system is optimized for refuse collection, enabling all-day collection on a single charge. Other features include e-axle architecture with a B10-rating of 300,000 miles, as well as cooperative regenerative braking and battery preconditioning to enhance range and compaction.

The Volterra ZSL is being produced in a new facility in Murfreesboro, Tennessee, and the compaction assemblies are being manufactured at McNeilus' headquarters in Minnesota.





Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17th Floor Toronto ON M7A 2J3 Tel.: 416 585-7000 Ministère des Affaires municipales et du Logement

Bureau du ministre



777, rue Bay, 17e étage Toronto (Ontario) M7A 2J3 Tél. : 416 585-7000

234-2023-4205

August 22, 2023

Dear Head of Council,

#### Subject: Building Faster Fund

The housing supply crisis affects all of Ontario – from rural communities to large, urban centres. Our government is committed to building at least 1.5 million homes by 2031, with municipalities across the province as our key partners.

On August 21, 2023, Premier Ford announced the new Building Faster Fund, a new three-year-\$1.2 billion program to help municipalities meet or exceed their share of the province's 1.5 million homes goal.

As announced by Premier Ford, 10% of the overall funding will be set aside for small, rural and northern communities that have not been assigned a housing target by the province, in order to address their unique needs in supporting growth in housing supply.

Ontario will be consulting with the Association of Municipalities of Ontario and the Housing Supply Action Plan Implementation Team on program design details of the Building Faster Fund, including how the funds can best support small, rural and northern communities, and I look forward to sharing more information with you in the future. As Ontario grows, we need to build more homes. I look forward to your support in ensuring that everyone – newcomers, young families and seniors – can afford a place to call home.

Sincerely,

Steve Clark Minister

 c: Hon. Nina Tangri, Associate Minister of Housing Ryan Amato, Chief of Staff, Minister's Office Martha Greenberg, Deputy Minister Joshua Paul, Assistant Deputy Minister, Market Housing Division Sean Fraser, Assistant Deputy Minister, Planning and Growth Division Caspar Hall, Assistant Deputy Minister, Local Government Division



Administration Office Mailing address Email Phone 1024 Hurlwood Lane, Severn PO Box 159, Orillia, Ontario L3V 6J3 info@severn.ca 705-325-2315

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August 11, 2023

Climate Emergency Unit c/o The David Suzuki Institute 201 Pringle Farm Rd Saltspring Island, BC V8K 2Y2

Dear Erin Blondeau, Director of Communications

Re: Climate Emergency Just Transition Transfer (JTT)

Please be advised that the Council for the Township of Severn received correspondence respecting the Just Transition Transfer (JTT) at their recent August 9<sup>th</sup>, 2023 Council meeting.

Following discussion Motion C2023-042 was passed:

Moved by Councillor - Ward 3 Phil Brennan Seconded by Deputy Mayor Judith Cox

WHEREAS Canada's greenhouse gas (GHG) emissions are slowly starting to trend downward, but the reduction trajectory remains incongruent with what science and justice demands;

WHEREAS Canada must spend what it takes to confront the climate emergency, and there is an urgent need for Canada to spend more on climate infrastructure that would drive down GHGs and hasten the transition off fossil fuels;

WHEREAS Canada needs to make an audacious and hopeful offer to those workers and communities whose employment and economic security is currently tied to the fossil fuel industry (and to a lesser extent the auto, steel, concrete, and agriculture industries, etc., all of which face substantial transition challenges), and to Indigenous communities on the frontlines of fossil fuel extraction;

severn.ca

WHEREAS the federal government has introduced a *Sustainable Jobs Act*, but this Act needs to be paired with and backed-up by a substantial investment in the jobs of the future;

WHEREAS much of the climate infrastructure needed will come under provincial, municipal and Indigenous jurisdiction (renewable energy, grid upgrades, public transit, zero-emission housing, etc.), and training comes under provincial jurisdiction, but it is the federal government that has the greatest capacity to pay;

WHEREAS a new federal Climate Emergency Just Transition Transfer (JTT) specifically linked to funding climate infrastructure projects that would create hundreds of thousands of jobs, along with training and apprenticeships programs for workers and those leaving the oil and gas industry -- would be a transformative program that signals that Canada is indeed entering emergency mode;

WHEREAS the JTT would be an annual transfer of approximately \$25 billion from the federal government to provincial/territorial, municipal and Indigenous governments, purpose-built to meet the climate emergency imperative to decarbonize our society, ensuring communities can fund the infrastructure and training needed to transition off fossil fuels, while creating thousands of sustainable jobs in a way that is specific to their needs and locale;

WHEREAS the JTT's distribution would be based on a formula linked to recent GHG emissions in each province (but fixed from that point onward, so as not to perversely incentivize continued high GHGs), recognizing that some jurisdictions face a more challenging task to transition their local economies;

WHEREAS the JTT would transfer federal funds to newly established just transition agencies in each province and territory -- jointly governed by the federal government, provincial/territorial governments, municipal governments, and local Indigenous nations -- and in some case directly to Indigenous nations, ensuring the transfer money is not simply absorbed into provincial or municipal budgets or used to displace other infrastructure or



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training funds, but rather, ensuring the money is used for its intended purpose, and that fund are allocated in a manner sensitive to local climate action plans, the unique GHG profiles of each region, and to local labour market/training needs;

WHEREAS a JTT could provide significant, stable, multi-year funding for the climate infrastructure and training/employment needs of municipalities, Indigenous communities, energy utilities, public transit authorities and public housing authorities;

WHEREAS the federal government is welcome to title such a new transfer as they see fit (e.g. a Sustainable Jobs Transfer or a Climate Infrastructure Transfer);

NOW THEREFORE BE IT RESOLVED, that the Township of Severn formally endorses the call for a new Just Transition Transfer; and

THAT the Township of Severn urges the federal government to establish a new Just Transition Transfer, starting with a major financial commitment in the next federal budget; and will write to the federal ministers concerned expressing this support;

AND THAT this resolution be circulated to all municipalities.

#### Carried

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Should you have any questions or concerns, please feel free to contact me at (705) 325-2315 x 232 or by email at <u>agray@severn.ca</u>

severn.ca

Regards,

Alison Gray

Alison Gray, BAH, CMO, AOMC Clerk

Cc Ontario Municipalities

#### July 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
July 4	Council Meeting	183.11	183.11	183.11	183.11		183.11	183.11	183.11	183.11	183.11		
			21.08	49.64				47.60		34.00			1,800.31
July 5	Recreation Committee	88.34	88.34							88.34	88.34		
	Meeting		16.32										475.70
July 18	Council Meeting	183.11	183.11	183.11	183.11	183.11	183.11			183.11	183.11	183.11	
			21.08	49.64				47.60		34.00		24.48	2,007.90
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Total		454.56	513.04	571.52	366.22	183.11	366.22	461.42	183.11	522.56	454.56	207.59	4,283.91

The Corporation of the Municipality of St. Charles RESOLUTION PAGE

#### Regular Meeting of Council

Agenda Number:	10.6.
<b>Resolution Number</b>	2023-154
Title:	Resolution Stemming from June 21, 2023 Regular Meeting of Council - Item 9.1 - Correspondence #21
Date:	July 19, 2023

Moved by:	Councillor Laframboise
Seconded by:	Councillor Pothier

WHEREAS the Federal and Provincial Governments need to support their most vulnerable households, the ones who are or are at risk of becoming homeless. Overall, housing and services for low-income, vulnerable, or marginalized people should be a primary consideration moving forward so we help those who need it the most;

AND WHEREAS the Municipality of St.-Charles understands every community across Ontario is impacted by a need for affordable housing and support for people at risk of homelessness. Municipal governments are working in collaboration with all orders of government to invest in permanent solutions to the housing and homelessness crisis in Ontario;

AND WHEREAS the Municipality of St.-Charles understands that the Federal National Housing Strategy allocation formula to provinces and territories for jointly funded housing initiatives, roughly follows their share of the national population. This approach leaves Ontario underfunded because, as per the 2021 Census figures, the number of Ontario households in Community Housing Network as a share of the national total is 44.1 percent, which is well above the provincial share of the national population at 38.5 percent. This is also by far the highest share of national Community Housing Network relative to every other province and territories;

AND WHEREAS receiving a by-population allocation from the federal government hampers Ontario's ability to reach more of those households in need that require assistance with housing;

AND WHEREAS the lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

AND WHEREAS a similar situation occurs with federal homelessness funding to Ontario through Reaching Home, where the share allocated to Ontario is also below the provincial share of Community Housing Network nationally;

AND WHEREAS there is an inequitable distribution of Reaching Home funding in Ontario as only 25 of 47 Service Managers have designated communities receiving funding under the program, despite the prevalence of need across the entire Province;

AND WHEREAS the Municipality of St.-Charles understands the federal government takes the position that its role is to provide capital funding while Provinces and Territories are to fund operating expenses, but this approach does not create an equitable sharing of the burden of funding long- term operating costs, which continue for the life of a project;

AND WHEREAS taken altogether, the underfunding to Ontario for housing and homelessness relative to its share of national Canadian Housing Network amounts to approximately \$480 million over the term of the Federal National Housing Strategy;

AND WHEREAS the federal government previously provided leadership in ensuring the long-term financial and physical viability of the social housing stock under the Social Housing Agreement for several decades through federal social housing operating agreements that provided funding for both mortgages and operating costs;

AND WHEREAS without some flexibility on the part of the federal government, Ontario and its municipalities will be poorly positioned to take advantage of this funding, and this will turn into a significant missed opportunity, leading to a further deterioration in the long-term physical and financial sustainability of the community housing stock;

BE IT THEREFORE RESOLVED THAT the Corporation of the Municipality of St.-Charles also supports the provincial ask for federal operating funding for National Housing Strategy initiatives;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles would appreciate the federal effort to repurpose this funding quickly from the main National Housing Co-Investment Fund program line, Service Managers across the province have indicated their challenges with meeting the terms of the federal proposal, particularly as they relate to cost matching and meeting the requirements for greenhouse gas emissions, energy efficiency and accessibility;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles would like need-driven indicators incorporated into the funding allocation formulas for all federal programs;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles appreciates the federal government's commitment to end chronic homelessness and wishes this to be inclusive across all areas of our province by expanding Reaching Home funding to all Service Managers;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles also supports the provincial position in relation to the provinces and territories Repair Fund under the National Housing Co-Investment Fund;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles supports the Province of Ontario position on the application-based \$4 billion federal Housing Accelerator Fund. We wish to emphasize the importance of providing municipalities with maximum support in preparing applications to the HAF, understanding that some rural and northern municipalities may face capacity challenges in applying to this program on the anticipated tight timelines;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles wishes to request that Canadian Mortgage and Housing Corporation consider actions taken by municipalities under the province's Housing Supply Action Plans into account when assessing municipal applications, recognizing that these initiatives have the potential to significantly increase the supply of housing in our communities;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles believes the lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles believes the federal government should heed the precedent of the Social Housing Agreement and recommit itself to funding operating costs that often stretch out over decades for the lifetime of a housing project. As an example, the Rapid Housing Initiative's 20-year affordability requirement and lack of federal operating dollars will very likely result in housing providers asking Service Managers and the provincial government to fund operating expenses to ensure the long-term affordability of units given housing providers' limited revenue-raising capacity;

AND BE IT FURTHER RESOLVED THAT this lack of ongoing federal operating funding for National Housing Strategy initiatives leads to significant underfunding for subsidized housing projects and can

undermine the physical and financial viability of the community housing stock;

AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of St.-Charles urges the Federal Government provide additional funding for Ontario so that we can deal with our shortages of safe and affordable housing and at the same time build safer and healthier communities for all our residents;

AND BE IT FURTHER RESOLVED THAT a copy of the Resolution be forward to the individuals listed below for consideration and support, Prime Minister Trudeau; Minister Ahmed Hussen; the local Member of Parliament (MP); Premier Ford; Minister Clark; the local Member of Provincial Parliament (MPP); the Association of Municipalities of Ontario (AMO), and the Federation of Northern Ontario Municipalities (FONOM).

CARRIED



# The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, POW 1E0

Website: www.emo.ca E-mail: township@emo.ca Phone: 807-482-2378 Fax: 807-482-2741

August 14, 2023

Via email only

Premier's Office Room 281 Legislative Building Queen's Park Toronto, ON M7A 1A1

Dear Honourable Doug Ford,

#### Re: Black Ash Tree Classification as "endangered" under the Endangered Species Act

Please be advised that the Council of the Municipality of Emo, at its meeting held on Wednesday, June 14, 2023 passed the following resolution.

#### Resolution June 14, 2023 No. 16

WHEREAS the Ministry of Environment, Conservation and Parks listed the Black Ash Tree as endangered in the Province of Ontario as a result of the Emerald Ash Borer infestation in eastern and southern Ontario;

WHEREAS this classification was given even though the Emerald Ash Borer is not known to be widespread in Northwestern Ontario;

WHEREAS the Black Ash Tree is assumed to remain abundant on the landscape of Northwestern Ontario;

WHEREAS the Species at Risk in Ontario (SARO) classification of "endangered" under the Endangered Species Act (ESA) prohibits killing (Harvesting), harming, harassing, possessing, transporting, trading, and selling of live or dead Black Ash, and damaging or destroying its habitat on both Crown and Private Land;



# The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: www.emo.ca E-mail: township@emo.ca Phone: 807-482-2378 Fax: 807-482-2741

WHEREAS the Species at Risk in Ontario (SARO) classification of "endangered", for the Black Ash Tree, came into effect on January 26, 2022;

WHEREAS the Ontario Black Ash Recovery Strategy is proposed to come into enforcement in January 2024;

WHEREAS the strategy is not expected to change the 50-99% destruction of Black Ash by the Emerald Ash Borer;

WHEREAS the strategy contains 170 references to possibilities that "may" be or are "poorly understood", including 80-year climate change models;

WHEREAS one of these unknown factors is the Rainy River forests of Northwestern Ontario;

WHEREAS the Rainy River forests, while having features of Great Lakes – St. Lawrence, also include Boreal and Prairie habitats following a continuum from northern Minnesota rather than from Southern Ontario;

WHEREAS the strategy, if applied, will certainly have severe impact on the economy, agriculture, forestry, tourism, recreation, First Nations and residential landowners of the Rainy River District;

WHEREAS it would be impossible to fully comply with the strategy and continue living in much of the Rainy River District;

WHEREAS consultation on the Black Ash and Emerald Ash Borer did not include the majority of Northwestern Ontario.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Emo urges the Provincial Government to:

- a) Rescind the Ontario Black Ash Recovery Strategy at least as it concerns the Rainy River District and Northwestern Ontario;
- b) Seek further understanding of the health of the Black Ash in the Rainy River District and Northwestern Ontario.
- c) Complete a provincial study regarding socio-economic impact on this part of Northwestern Ontario

in consultation with stakeholders BEFORE any policies are passed and enacted upon.

Should you have any questions, please do not hesitate to contact this office.

Regards, rystk

Crystal Gray CAO/Clerk-Deputy Treasurer Acting Treasurer Township of Emo E: <u>cao@emo.ca</u> P: (807) 482-2378

Thunder Bay – Superior North MP, Marcus Powlowski CC. **Premier Doug Ford** Kenora-Rainy River MPP, Greg Rickford Ministry of Agriculture, Food, and Rural Affairs Ministry of Northern Development, Mines, Natural Resources and Forestry The Association of Municipalities of Ontario (AMO) The Federation of Northern Ontario Municipalities (FONOM) Northwestern Ontario Municipal Association (NOMA) **Rural Ontario Municipal Association (ROMA)** The Federation of Agriculture **Ontario Federation of Agriculture** Office of the Ontario Regional Chief – Chiefs of Ontario Northwestern Ontario First Nations Rainy River District Municipal Association (RRDMA) Rainy River District Clerks & CAO's

# Municipality of Huron East Administration Committee Meeting Minutes 72 Main Street South, Council Chambers, Seaforth, ON Tuesday, August 22, 2023

#### Members Present:

Mayor MacLellan, Deputy Mayor McLellan, Councillor Chartrand, Councillor Fisher (via Zoom), and Councillor McGrath

### **Staff Present:**

CAO Brad McRoberts, Manager of Parks & Recreation Dave Meriam, and Director of Community Services Lissa Berard

# 1. Call to Order and Adopt Agenda

CAO Brad McRoberts called the meeting to order at 6:00 p.m.

Moved by Deputy Mayor McLellan and Seconded by Councillor Chartrand:

That the agenda for the meeting dated August 22, 2023 be adopted.

Carried

# 2. Disclosure of Pecuniary Interest

None declared.

# 3. Election of Chair and Vice Chair

CAO Brad McRoberts called for nominations of Chair.

Councillor Fisher nominated Deputy Mayor McLellan for the position.

Deputy Mayor McLellan confirmed they would be willing to accept the nomination.

B. McRoberts called for additional nominations and none were provided.

Moved by Councillor Fisher and Seconded by Councillor Chartrand:

That Deputy Mayor McLellan be appointed as Chair of the Administration Committee.

Carried

# 4. Reports

4.1 MPR-23-01, Ice Rental Rate Reduction Request

CAO McRoberts provided a brief overview of the report.

The Mid-Huron Huskies are currently the Seaforth and District Community Centre's largest user group. This organization in comprised of the former Seaforth Minor Hockey and the BCH minor hockey organizations. These groups use the Bluewater, Huron East and Central Huron arenas and facilities.

Administration Minutes – August 22, 2023

### **Mid Huron Huskies Concerns**

- Ice rate has increased 10% from previous season
- Seaforth ice is approximately \$20 more per hour than their next highest ice rate within the group's district
- The rate increase has the potential to increase minor hockey's budget by \$6,000-\$7,000 for the upcoming season
- Mid-Huron Huskies are requesting rates to be held at the 2022/2023 ice season rates for their upcoming season.
- If rates are not reduced to 2022/2023 rates, Mid-Huron Huskies may potentially pull 4-6 hours of prime rental time a week

### Effects on Operations for Huron East if no change to fees

- Loss of hours in rentals has the potential to lose \$2240-\$3630 a month in revenue over the course of the ice season
- Limited user groups are available to fill these time slots.
- Possibilities to remove hours from prime weeknight instead of weekend times to allow for opportunities for different user group to fill the weekday prime time slots. Limited to 1.5 – 3 hours of time

### Effects on operation for Huron East if reduced

- Ice Hours remain the same as previous season.
- Ice revenue loss would be \$987/month (approximately \$3000 in 2023 and \$3000 in 2024 based on the held rate of the 2022/23 season.

### Ice Comparison Chart

 Below is a chart for reference. Note in 2023 SDCC and BMG rates have become standardized. In 2022 the SDCC minor ice rate was \$130.86 while BMG's was \$138.00. Current ice rate was to be standardized at \$140.00 plus HST

Municipality	2022/2023 ice rate	2023/2024 ice rate
Huron East	\$130.86	\$140.00
Central Huron (Clinton)	\$116.87	\$116.87
Bluewater (Hensall)	\$120.35	\$120.35
North Huron (Blyth)	\$128.65	\$131.86
West Perth	\$148.35	\$155.75

Administration Minutes – August 22, 2023

- All rates are subject to HST.
- North Huron was included in the chart as Blyth / Brussels minor hockey use that facility.

Mayor MacLellan asked if CAO McRoberts had spoken to Central Huron CAO regarding their rates. CAO McRoberts confirmed he had and that Central Huron had not increased their rates since pre-pandemic but would be considering increases for the 2024 budget year.

Councillor Fisher pointed out that if the ice rate was to be held at the 2022/2023 rate, then the same rate would have to be provided to all other user groups.

Discussion was held regarding the impact and what options could be pursued to reallocate any excess prime time rental ice hours to other groups. Staff recommended that should the minor hockey group pull some hours from the facility we should ensure those hours were during prime time weeknights as those hours would be easier to rebook.

The Committee also discussed the concern that reducing rates for one group would set a precedence and other groups would then also want similar consideration for reduced rates.

The Committee also suggested that the minor hockey group be cautioned that if another user group commits to those prime time hours on a longer term basis they may not be available to minor hockey in the future.

Moved by Councillor Chartrand and Seconded by Councillor McGrath:

That, after consideration, the Administration Committee recommends that Council deny the request of the Mid-Huron Huskies for a reduction in the 2023/2024 ice rental rates to the 2022/2023 ice rental rates.

Carried

5. Other Business

### 6. Adjournment

Moved by Councillor Chartrand and Seconded by Councillor Fisher:

The time now being 6:41 p.m. That the regular meeting do adjourn.

Carried

Alvin McLellan, Chair

Page 3 of 3

# Canada



August 28, 2023

Bernie MacLellan His Worship Municipality of Huron East mayor@huroneast.com

Dear Mayor MacLellan:

We are pleased to announce that the governments of Canada and Ontario are investing up to \$1.5 million over two years to help improve the removal, handling, and disposal of deadstock across the province. The Increasing Deadstock Capacity Initiative application intake will be open from September 21, 2023, to February 1, 2024. All approved projects must be completed by February 1, 2025. You can find additional information, including how to apply, on the Agricultural Adaptation Council Website at info@adaptcouncil.org.

This program is being offered through the Sustainable Canadian Agricultural Partnership (Sustainable CAP). The cost-share funding initiative will help address some of the gaps identified in a Livestock Research Innovation Corporation (LRIC) report released this year and will provide opportunities for the deadstock industry to streamline operations and improve accessibility by increasing capacities and establishing new service standards.

Please note that expenses, where applicable, must meet regulatory requirements, including <u>Ontario Regulation 105/09</u> under the Food Safety and Quality Act, 2001 (FSQA), and <u>Ontario Regulation 106/09</u> under the Nutrient Management Act, 2002 (NMA), (or any applicable requirements under the Safe Food for Canadians Act for federally registered plants), and be suitable for use. The undertaking of these activities for cost-share funding may still be subject to regulatory approvals.

Our governments are committed to supporting the agri-food sector and rural communities in Ontario.



Sustainable Canadian Agricultural Partnership



Canada

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We encourage you to take advantage of this funding opportunity and submit an application. Together, we can ensure that Ontario's agricultural communities can continue to operate sustainably and without interruption.

Sincerely,

Laurence M Julay

Lawrence MacAulay Minister of Agriculture and Agri-Food

Zim Mumpson.

Lisa M. Thompson Minister of Agriculture, Food and Rural Affairs







# Huron East Administration

To: Mayor MacLellan and Members of Council

From: Ken McCallum, Drainage Superintendent

Date: September 5, 2023

Subject: Municipal Drain Status Update

#### **Recommendation:**

For Information.

### Background:

Several Municipal drain jobs are at various stages. This report has been prepared as a status update for Council to receive for information.

# **Capitol Works Projects Sections 4 & 78**

# McKenzie Municipal Drain (Tuckersmith)

RJ Burnside was appointed under Section 78 of the Drainage Act to improve the McKenzie Drain. The initiating landowner requested that the process stop, the project recommendation was moved for the appointed Engineer to proceed with a Section 40 report under the drainage Act.

Section 40 states the following:

"Where the engineer finds that a drainage works is not required or is impractical, or cannot be constructed under this Act, the engineer shall forthwith file with the clerk of the initiating municipality a report to that effect, stating the reasons therefor, the amount of the engineer's fees and other charges and by whom they shall be paid, and the clerk shall forthwith send a notice of the filing of such report to all persons who signed the petition and the matter shall not be further proceeded with unless the decision of the engineer is reversed on appeal."

The Section 40 Report is expected to be presented to Council for consideration in the fall of 2023.

# Fourteenth Concession Municipal Drain (Grey)

RJ Burnside was appointed under Section 78 of the Drainage Act on March 23, 2021, for drain improvements on the Fourteenth Concession Municipal Drain. Under By-law 31-2022, construction of the drain is complete with the warranty holdback of 3% of the total construction costs being reserved for one year for any deficiencies that may arise in relation to the work.

Once the one year warranty period has lapsed and the holdback is released municipal staff may move forward with the post administration work which will include an amendment to the By-law to reflect actual costs, apply for grant funding, and levy costs to all affected properties.

# Charter's 'H' Municipal Drain (Tuckersmith)

RJ Burnside was appointed under Section 78 of the Drainage Act on April 8, 2022, to improve the Charter's Drain Branch 'H'. An information meeting was held on December 14, 2022, where Burnside proposed a design to address the problems of the drain. The proposed design is to remove, upsize, and replace the culverts in Lot 16, Concession 3, H.R.S. and on Hanna Line, deepen the ditch 1-2 feet to provide a better outlet/grades and to replace the catch basin on the east side of Hanna Line and re-establish a proper visual connection to the 1986 'B' Drain.

Construction of the drain is complete with the warranty holdback of 3% of the total construction costs being reserved for one year for any deficiencies that may arise in relation to the work. Once the one year warranty period has lapsed and the holdback is released municipal staff may move forward with the post administration work which will include an amendment to the By-law to reflect actual costs, apply for grant funding, and levy costs to all affected properties.

# **Geiger Municipal Drain (Tuckersmith)**

RJ Burnside was appointed under Section 78 of the Drainage Act to improve the Geiger Drain. Direct benefiting landowners involved in the project have appealed to the Agricultural Food and Rural Affairs Tribunal which concluded in December 2022. The Tribunal decision has been received and the Engineer made the required adjustments deemed necessary. Municipal staff are working with the Engineer to tender the project which will close in September. Council can expect a report to accept the tender results in October.

# Balfour Municipal Drain & Municipal Drain No. 5 (Grey)

Headway Engineering was appointed under Section 78 of the Drainage Act to improve the Balfour Municipal Drain & Municipal Drain No. 5 on September 9, 2022. An on-site meeting is yet to be held with the direct benefiting landowners on the project to find out the scope of work. The landowner expressed his intentions to move forward with the process in which the Engineer will set up meeting with the affected landowners within the watershed to discuss the scope of the current proposal for the project.

# **Coates Municipal Drain (Grey)**

GM BluePlan was appointed under Section 78 of the Drainage Act on May 3, 2022, to improve the Coates Municipal Tile Drain. An information meeting was held October 3,

2022. The proposed design is to construct a new tile drain from Branch 'B' open portion up to Jamestown Road and providing an outlet on the east side of Maple Keys Line to S. Pt. Lot 61, Concession 1. A branch drain is proposed to be constructed to provide outlet for Lot 32, Concession 2.

# Smith Municipal Drain (Grey)

GM BluePlan was appointed under Section 78 of the Drainage Act on July 19, 2022, to improve the Smith Municipal Drain. The improvement request was for a ditch enclosure from Road 172 to the west side of N. Pt. Lot 69 Concession 1, Grey. The Engineer has been working with the Department of Fisheries and Oceans (DFO) for approval to complete the work.

DFO has determined that the project will likely result in the death of fish and/or harmful alteration, disruption or destruction of fish habitat. Therefore, the proposal requires a full authorization in regulation of the Fisheries Act in order to proceed.

Requirements to apply for a Fisheries Act authorization are:

- A completed application form for the Issuance of an Authorization under the Fisheries Act (Non-Emergency Situations).
- The required information and documentation set out in the regulations.
- An irrevocable letter of credit or another equivalent financial guarantee, including a performance bond to cover the cost of the offsetting plan.

# **Dill Municipal Drain (Tuckersmith)**

Dietrich Engineering Limited (DEL) was appointed under Section 78 of the Drainage Act on April 5, 2022 to improve the Dill Drain. An onsite meeting was held on December 14, 2022, to find out the scope of the proposed work from the affected landowners. The proposed scope is to enclose a portion of the open drain and to construct a new tile drain parallel to the existing drain up to Hwy 8. Timeline for Council to expect the final report is fall of 2023.

# **Drain Maintenance Projects Section 74**

# Fourteenth Concession Municipal Drain (Grey)

A drain maintenance request has been submitted to have the downstream portion of the Fourteenth Concession Municipal Drain from where it outlets into the Beauchamp Municipal Drain in Lot 9, Concession 14, upstream to Lot 21, Concession 14, approximately 5,300m of brushing and ditch bottom cleanout to increase the flow and drain capacity back to the original state. A second landowner is requesting that the drain be cleaned out further upstream approximately 2,000m upstream to the County Road (McNaught Line). The Landowner of Lot 25, Concession 14, is experiencing flooding and erosion concerns on his property adjacent to the drain as the water breaches the

top of the banks and flows across his land in a northerly direction into Lot 25, Concession 15, and eventually into the McTaggart Municipal open drain.

Municipal staff are working with the Conservation Authority and the Department of Fisheries & Oceans to get approval for work to commence this fall.

# Sixth Concession Municipal Drain (Grey)

A landowner has requested maintenance to be done on the Sixth Concession Municipal Branch Drain from its outlet into the main drain in Lot 17, Concession 5, upstream to Concession road 5-6 (Cardiff Rd). Work is scheduled to commence after crops are harvested this fall.

# Alexander & Broadfoot Municipal Drains (Tuckersmith)

A request for maintenance has been submitted to have the Alexander Municipal Drain cleaned out from its outlet into the Broadfoot Municipal Drain in Lot 24, Concession 5, L.R.S. upstream to Concession Rd. 8-9 (Staffa Rd.). The request for the Broadfoot Drain is from the South Side of Centennial Line in Lot 25, Concession 5, L.R.S. to the Outlet of the Alexander Municipal Drain. Drain maintenance is scheduled to commence this fall.

# Lamont & Fifth Concession Drains (Grey)

The DFO classify these drains as 'D' class with cold water and sensitive species present. Maitland Valley Conservation Authority (MVCA) and DFO approvals have been received. A meeting with the landowner was held in July to discuss the work. There is potential funding for landowner to benefit from as Ontario was allocated 50+ million dollars to administrate the Resiliency Agriculture and Infrastructure Program (RALP) to create self sustaining infrastructure. Several aspects of the scope of work fall under the proposed activities for funding. Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) is looking for a representative to facilitate the program which they are hoping to start approvals for projects and distributing funds in late 2023 or early 2024.

# Cox Municipal Drain (Grey)

A low flow channel is to be re-established with rip-rap bank protection to support the side slopes along portions of the drain.

2-3 year follow up observations & maintenance may be needed to fully address bank slumping issues. MVCA approval has been received and staff are still awaiting DFO approval. Maintenance is scheduled for fall of 2023.

# Hanna Municipal Drain (Grey)

Maintenance started on December 13, 2022, for brushing and a ditch bottom cleanout for approximately 1,500m. The contractor suffered a breakdown to his brushing unit which took several weeks to repair. Maintenance will continue in fall 2023.

# **Coates Municipal drain (Grey)**

The DFO classify these drains as 'D' class with cold water and sensitive species present. Approximately 1,000m of brushing and ditch bottom cleanout, and reestablishing the grades to provide proper outlet for the Coates Municipal Drain Improvement project currently being designed by GM BluePlan. A Site specific review from DFO is required to receive an approval. MVCA approvals have been received. Maintenance is expected to commence in summer of 2024 before the construction of the Coates Municipal Tile Drain.

### Watson Municipal Drain (Tuckersmith)

A request for maintenance and repair to the Watson Municipal Drain has been made to have the drain cleaned out from the municipal boundary line of County Rd. #4 upstream approximately 1,400m to the Brucefield Road.

Council appointed an Engineer in 2022 to develop a new assessment schedule as subdivision of lands and land use changes have occurred within the watershed rendering the current assessment schedule unusable under the provisions of the Drainage Act.

A request was also received to clean out portions of the pond located inline with the Watson Municipal Drain. The pond was established in 1975 where Council granted permission, provided that the pond cannot be classified as an obstruction or detrimental to upstream lands.

Municipal staff are working with the Ausable Bayfield Conservation Authority (ABCA) to provide a dewatering and diversion pumping plan to have the pond cleaned out of built up sediment and restore the capacity of water it will retain. It was expressed from the Conservation Authority that the pond cannot be maintained without dewatering and diversion pumping to maintain water flow for downstream aquatic species and habitat.

Municipal staff received a quote from a contractor for dewatering, diversion pumping and cleanout of the pond. It is staff's opinion, from the quote provided, that the cleanout of the pond is not cost effective for the benefit that upstream landowners would receive and therefore that the pond not be maintained under maintenance.

#### **Close Municipal Drain (Grey)**

Drain maintenance was coordinated to commence in 2017 with only minor work completed along the road allowance from the contractor. Landowners along the drain expressed that some work was completed but, the work was not effective nor completed properly and the drain is still overgrown with trees. Municipal staff are working to set up a meeting with the benefiting landowners to discuss concerns and if the landowners wish to still have the drain maintained. Signatures:

Men

Ken McCallum, Drainage Superintendent

Jessica Rudy, Clerk

# **50** Council Delegation Request

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

Delegration Requests must be received no later than 5:00 p.m. on the Wednesday preceding the Council Meeting.

Ê∰ .

See our Council Meeting calendar for upcoming meetings.

# Date of Council Meeting \*

9/5/2023

# Name of Person(s) Making Presentation (Please include Title/Position, if applicable) \*

Amanda Stellings, Manager of Land Developmemt

# Group/Organization Delegation Represents \*

MacPherson Builders

# Full Mailing Address of Delegation(s) \*

5525 Eglinton Avenue West, Toronto M9C5K5

# Phone Number \*

5195919704

# Email Address \*

Astellings@macphersonbuilders.com

Zoning By-law Amendment Seaforth Golf Course

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

Letter to be submitted from Loopstra Nixon with further details.

# Thank you for your Delegation Request.

Please note that delegations are limited to ten (10) minutes to address Council. Groups are encouraged to appoint one or two spokespersons to address Council on behalf of the group.

If the delegation would like printed information provided to Council in advance of the meeting it must be either delivered to the Clerk by 5:00 p.m. on the Wednesday prior to the meeting or attached to this submission. This information will be placed on the Huron East Council Agenda and posted on the municipal website and is available to the public. Large submissions will be reviewed by the Clerk and included (or not) at his/her discretion. Delegates may be asked to provide multiple copies of a large document.

For further information on the procedure for appearing before Council as a Delegation, please contact the Clerk at 519-527-0160 ext. 37.

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

I acknowledge that all presentation material must be submitted to the Clerk's office by 5:00 p.m. on the Wednesday before the Council meeting date. \*

I agree

Council Meeting Date \*

9/5/2023

# **52** Thank You

The Clerk of the Municipality will be contacting you to confirm receipt of this request.



# Municipality of Huron East Public Meeting Agenda Tuesday, September 5, 2023 at 6:00 P.M. Council Chambers 2<sup>nd</sup> Floor, 72 Main Street, South, Seaforth, ON

The purpose of the public meeting is to consider an amendment to the Huron East Zoning By-Law 52-2006.

- 1. Call to Order
- 2. Confirmation of the Agenda
- 3. Disclosure of Pecuniary Interest

# 4. Provisions in Ontario Regulation 545/06, Section 5(11)5 of the Planning Act

- i. If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Huron East before the by-laws are passed, the person or public body is not entitled to appeal the decision of the Municipality of Huron East to the Local Planning Appeal Tribunal.
  - ii. If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Municipality of Huron East before the by-laws are passed, the person or public body may not be added as a party to the hearing of an appeal to the Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

# 5. Zoning By-law Amendment Applications

5.1 Planning Report re: Zoning By-law Amendment Z08-2023

# 6. 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: Mayor MacLellan and Members of Huron East CouncilFrom: Shae Stoll, PlannerDate: August 30, 2023
- Re: Zoning Amendment File Z08-2023 Plan 181, Part Park Lots 8, 13, 14, 15, Tuckersmith Ward, Municipality of Huron East Address: 75836 London Road, Brucefield Owner: Kyle Ford Applicant: Monteith Brown Planning Consultants c/o Jay McGuffin

#### Recommendation

It is recommended that Zoning By-law Amendment Z08-2023 be **approved** and the Zoning Amendment By-Law passed.

#### Purpose

This Zoning By-Law amendment affects lands that are currently subject to Huron County Consent application C52-2023, submitted in conjunction with this application. The purpose of this application is to facilitate the creation of three residential infill lots on an oversized residential parcel within an existing settlement area. The rezoning is required to remove the holding symbol from a portion of the subject lands and address site specific provisions on two of the lots. This zoning amendment addresses the rezoning condition attached to consent C52-2023.

The proposed amendment to the Huron East Zoning By-Law proposes remove the holding zone on a portion of the land (shown in figure 2) and to amend the zoning on retained Lot 2 from R1 (Residential Low Density) to R1-43 (Residential Low Density- Special Zone). The special zone will require an increased interior side yard setback pf 20 metres to the abutting industrial property to maintain separation distance to the neighbouring industrial use. The amendment would also propose to amend the zoning on retained Lot 4 from R1 (Residential Low Density) to R1-44 (Residential Low Density-Special Zone). The special zone will:

- Require an interior side yard setback of 20 metres to the abutting industrial property
- Permit a minimum lot frontage of 7.5 metres;
- Permit the maximum height of an existing accessory structure to be 6 metres; and

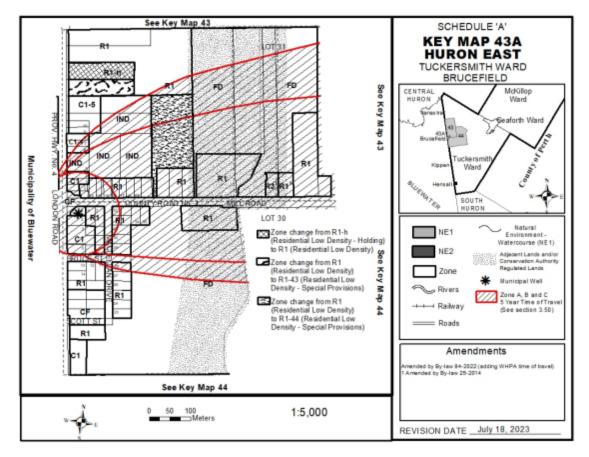
- Permit the existing accessory structure to remain prior to the main use (dwelling) being established



ZBA 08-2023 August 30, 2023 Figure 1. Aerial Photo of subject lands.



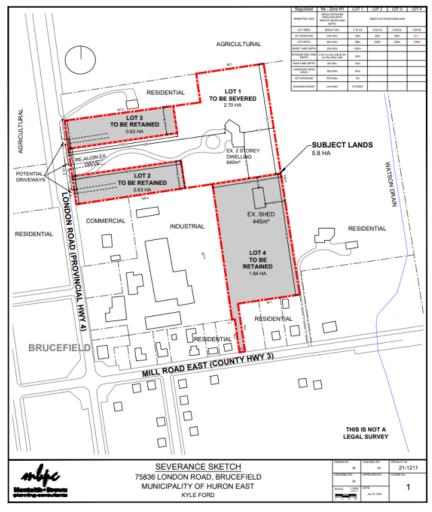
Figure 2. Proposed mapping change associated with this re-zoning application.



ZBA 08-2023 August 30, 2023

**Figure 3.** Consent sketch associated with corresponding consent application. Retained lots are shaded in grow and sovered let is white outlined in red

in grey and severed lot is white outlined in red.



ZBA 08-2023
August 30, 2023
Figure 4. Site Photos. Existing entrance on London Road.

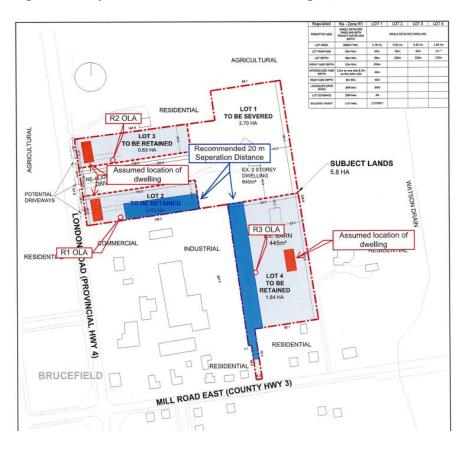


Approximate location of frontage on Mill Road for retained lot 4.





Figure 5. Proposed severance sketch showing recommended buffer to neighbouring industrial use.



ZBA 08-2023 August 30, 2023

#### Review

The subject lands are designated "Urban" in the Huron East Official Plan and currently zoned low density residential (R1) on Key Map 43A in the Huron East Zoning By-law. Figure 2 depicts the proposed zone map change and figure 3 illustrates the lots proposed with the corresponding consent application. A portion of severed lot 1 requires the removal of the holding zone on the western most portion of the lot. Lot 2 requires a R1-special zone to require a south interior side yard setback from the lot line of the neighboring industrial property to a residence to provide a buffer to the industrial use. Lot 4 requires a R1- special zone to require a similar west interior side yard setback to the neighboring industrial operation. The special provisions will also recognize the reduced frontage of 7.5 metres onto Mill Road whereas the Zoning By-Law requires 23 metres. It is also required to recognize the height of the existing accessory structure and permit it to remain where the main use has not yet been established. It is anticipated that the accessory structure will be used as storage or a garage space.

The Huron East Official Plan provides direction for development in Secondary Settlement Areas such as Brucefield. Policies direct development to single detached dwellings through creation of infill lots (6.4.2.2 & 6.6.3). The proposed re-zoning and related consent are consistent with the policies for infill and intensification.

The Huron East Zoning By-Law outlines the specific provisions that apply to the subject property. All lots meet the minimum lot size requirement of a R1 zone on partial servicing and are of a sufficient size to accommodate a septic system. The lots will be serviced with water from the municipal well. The proposed development of single detached dwellings is permitted in the R1 zone.

As part of a complete application, a D6 road traffic and land use compatibility study (noise) was required and completed by HGC Engineering Limited to address compatibility to the neighbouring industrial property. The study was required to minimize impacts between sensitive (residential) and industrial land uses. The neighbouring property to the south is a trailer manufacturing operation, Jamco Trailers, which the study identifies as a Type 1 light industrial use. The study concluded that the observed noise levels associated with the industrial operation are of an acceptable level, complying with Ministry of Environment limits at the property lines of the proposed residential lots. The study recommends a separation distance of 20 metres from the property line of the industrial operation to the proposed dwellings, illustrated in figure 5, to provide some flexibility for expansion to the trailer operation as well as an attached warning clause to purchase/sale agreements to make future owners aware of potential for audible noise from the trailer operation. The D6 study was reviewed by the municipal peer reviewer, GHD Limited, who concur with the suggested recommendations of the study and have no outstanding concerns. The suggested 20 metre separation distance to the neighbouring industrial use have been included as site-specific provisions for lots 2 & 4.

The suggested site-specific provision on retained lot 4 to permit a frontage of 7.5 metres will recognize the existing reduced frontage onto Mill Road. This reduced frontage is an adequate width to accommodate a laneway. As shown in figure 4, there is a road traffic sign that will be required to be relocated as well as a tree(s) that will require removal in order to accommodate the new entrance. These will be required to be removed based on County Public Works direction for them to issue an entrance permit. The provision to permit an accessory building where the main use (dwelling) has not been established is considered appropriate as the existing solar panels on the same lot are connected

ZBA 08-2023 August 30, 2023

to inverters located in the accessory structure. The building will be limited to personal use such as storage, a home industry or home occupation is not permitted in the absence of a 'home'. There is also a suggested provision to recognize the existing building height of 6 metres whereas the maximum accessory building height is 5 metres.

#### **Agency/Public Comments**

### **Ministry of Transportation**

MTO was consulted with during the pre-consultation stage by the applicant and they indicated that they could be supportive of the rezoning subject to some criteria including the lots be zoned for residential use only. Subsequent comments were received from MTO during application circulation that indicated MTO support of the proposed zoning by-law amendment and related consent subject to the following criteria: lot frontages be a minimum of 32m and access connections be at least 30m from other private entrances.

#### **County Public Works**

During the pre-consultation stage, County Public Works indicated no objections to the proposed rezoning but did note there may be a need to relocate a traffic sign at the applicant's cost.

#### Neighbours and members of the public

No concerns or objections from neighbours were received at the time of report submission.

#### **Agency Staff**

Huron East Staff have no objections to the proposed re-zoning.

As a portion of the property lies within Well Head Protection Area B of the municipal well, a Section 59 notice was submitted to Ausable Bayfield Conservation Authority (ABCA) Sourcewater Protection staff who have no concerns with the proposal.

### Conclusion

This application is consistent with the applicable policies and is recommended for approval. As such, it is recommended that Zoning By-law Amendment Z08-2023 be approved and the Zoning Amendment By-Law passed.

Sincerely,

"original signed by"

Shae Stoll, Planner

Site inspection: August 22, 2023





- To: Mayor MacLellan and Members of Huron East CouncilFrom: Shae Stoll, PlannerDate: August 30, 2023
- Re: Consent Application File C52-2023 Plan 181, Part Park Lots 8, 13, 14, 15, Tuckersmith Ward, Municipality of Huron East Address: 75836 London Road, Brucefield Owner: Kyle Ford Applicant: Monteith Brown Planning Consultants c/o Jay McGuffin

#### Recommendation

It is recommended that application C52-2023 be recommended for **approval with the attached conditions.** 

#### Purpose

The purpose of the proposed severance is to create a total of four (4) residential infill lots from an existing, oversized parcel. Three of the lots will front on London Road and one will front on Mill Road.

The subject lands are located in the Settlement Area of Brucefield and are approximately 14.33 acres (5.8 ha) in size, with frontage on Highway 4 (London Road) and County Road 3 (Mill road) consisting of a single detached dwelling and an accessory building. Figure 2 illustrates the proposed lots to be created. The subject lands are designated "Urban" in the Huron East Official Plan and zoned Low Density Residential (R1) on Key Map 43A in the Huron East Zoning By-law.

There is a corresponding zoning by-law amendment (File Z08-2023) submitted in conjunction with this application to remove the holding zone from a portion of the lands and to address site specific provisions for some of the created lots.

Lot 1: Severed is 6.7 acres (2.7 ha) consisting of a large single detached dwelling.

Lot 2: Retained is 1.56 acres (0.63 ha) consisting of vacant land.

Lot 3: Retained is 1.56 acres (0.63 ha) consisting of vacant land.

Lot 4: Retained is 4.55 acres (1.84 ha) consisting of an existing accessory building and a solar panel.

#### Review

This application: Is consistent with the Provincial Policy Statement (Section 3(5) Planning Act): **Yes** Does not require a plan of subdivision for the proper and orderly development of the municipality (Section 53(1) Planning Act): **Yes** Conforms with section 51(24) of the Planning Act: **Yes** 

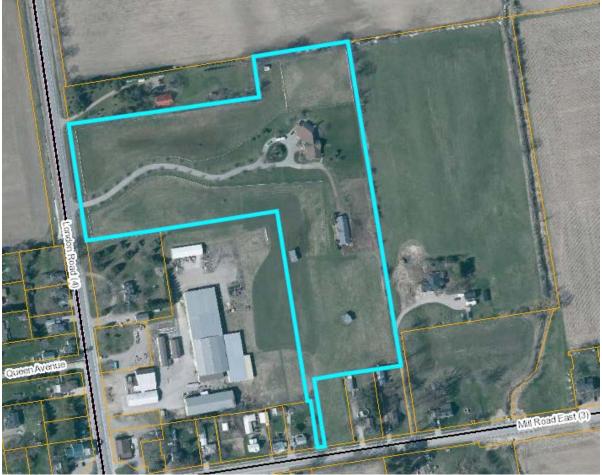


"Planning with the community for a healthy, viable and sustainable future."

Consent Application File C52-2023 August 30, 2023 Conforms to the Huron County Official Plan: **Yes** Conforms to the Huron East Official Plan: **Yes** Complies with the Huron East Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance): **Yes** Has no unresolved objections/concerns raised (to date) from agencies or the public: **Yes** Recommended for approval by Huron East Council:

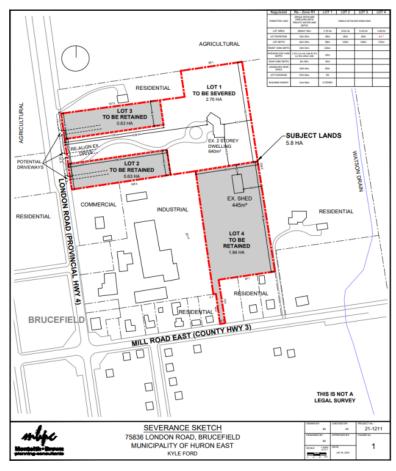
Applications that are unable to meet <u>all</u> of the foregoing criteria are referred to County Council for a decision.

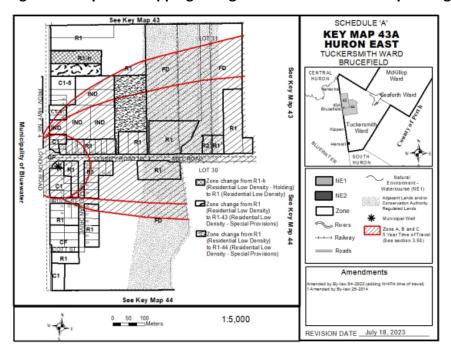
Figure 1. Aerial Photo of Subject Lands.



Consent Application File C52-2023 August 30, 2023

**Figure 2. Consent sketch submitted by applicant.** Retained lots are shaded in grey and severed lot is white outlined in red.





**Figure 4. Site Photo**. View of exiting accessory structure and solar panels on retained lot 4, looking south towards Mill road.

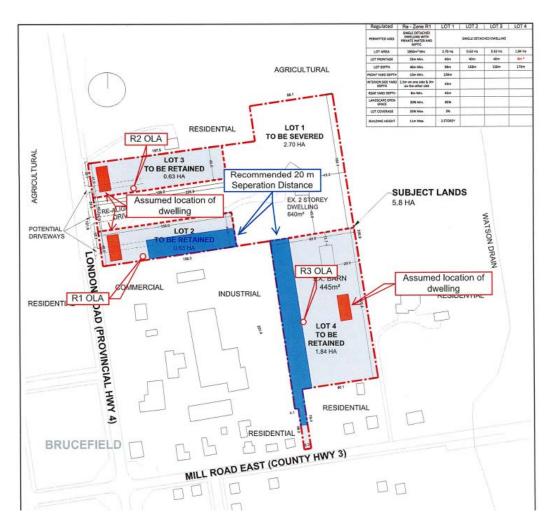


Consent Application File C52-2023 August 30, 2023 **Figure 5. Site Photo.** Approximate location of frontage on Mill Road for retained lot 4.



Figure 6. Site Photos. Existing dwelling and entrance to subject lands.





### Agency/Public Comments

### **Ministry of Transportation (MTO)**

MTO was consulted with during the pre-consultation stage by the applicant and they indicated that they could be supportive of the creation of three lots on Highway 4 subject to some criteria. Subsequent comments were received from MTO during application circulation that indicated MTO support of the proposed consent and related zoning by-law amendment subject to the following criteria: lot frontages be a minimum of 32m, access connections be at least 30m from other private entrances and the lots be zoned for residential use only. They also require a condition that a draft reference plan be submitted for their review and acceptance. The applicant has demonstrated that the proposed lots meet all MTO criteria.

#### **County Public Works**

During the pre-consultation stage, County Public Works indicated no objections to the proposed consent but did note there may be a need to relocate a traffic sign at the applicant's cost.

#### Neighbours and members of the public

# 67

Huron East Staff have no objections to the proposed severance.

As a portion of the property lies within Well Head Protection Area B of the municipal well, a Section 59 notice was submitted to Ausable Bayfield Conservation Authority (ABCA) Sourcewater Protection staff who have no concerns with the proposal.

#### **Policy Review**

#### **Official Plan Policies**

The subject lands are designated Urban in the Huron East Official Plan and are within the Secondary Settlement Area of Brucefield. The application was submitted as one consent application that has the effect of creating three new residential parcels. The Huron East Official Plan provides policies and goals for Secondary & Tertiary Settlement Areas such as Brucefield. These goals aim to 'promote the development as a residential, commercial and social focal point for the surrounding agricultural community' (6.6.2.1.) and permits land infill developments through the consent process (6.6.3.1.) The area proposed to be severed is currently an oversized residential parcel. The proposed consent would have the effect of making more efficient use of the vacant portions of the subject property. Surrounding land uses include agriculture, residential and neighbouring industrial operation.

The proposed lots will be serviced with municipal water and private septic systems, all lots contain sufficient land area for the installation of a conventional septic system and meet the minimum lot size required in the HE OP (6.6.3.3.) and Zoning By-Law. A nitrate study was not required as the proposed lots are of a large enough size as per the Huron County Terms of Reference for Hydrogeological Nitrate Studies.

To comply with the Official Plan and Provincial guidelines, a D6 land use compatibility study (noise) was complete by HGC Engineering Limited to address compatibility to the neighbouring industrial property. The neighbouring property to the south is a trailer manufacturing operation, Jamco Trailers, which the study identifies as a Type 1 light industrial use. The study concluded that the observed noise levels associated with the industrial operation are of an acceptable level, complying with Ministry of Environment limits at the property lines of the proposed residential lots. The study recommends a separation distance of 20 metres from the property line of the industrial operation to the proposed dwellings, illustrated in Figure 7, to provide some flexibility for expansion to the trailer operation as well as an attached warning clause to purchase/sale agreements to make future owners aware of potential for audible noise from the trailer operation.

The D6 study was reviewed by the municipal peer reviewer, GHD Limited, who concur with the suggested recommendations of the study and have no outstanding concerns.

The Provincial Policy Statement (PPS) 2020, the Huron County Official Plan, and the Huron East Official Plan encourage and direct residential development within settlement areas. The Huron County Official Plan identifies Brucefield as a "Secondary Settlement Area," and that development within these areas

Consent Application File C52-2023 Page August 30, 2023 are intended for infilling and rounding out. The proposal meets the goals of Secondary Settlement Areas.

#### Huron East Zoning By-Law

The subject lands are currently zoned Low Density Residential (R1) with a holding zone on a portion of the property (R1-h), noted on Figure 3, in the Huron East Zoning By-Law. The holding zone was placed on a portion of the lands to ensure that certain criteria, such as entrances onto Provincial Highway No. 4, were met before development can take place on this portion of the lands. A rezoning application will be required as a condition of this consent to remove the holding and to address site specific provisions; the concurrent rezoning application submitted with this consent seeks to address this condition.

Entrance permits for the two new lots fronting on London Road (Highway 4) will need to be obtained from MTO and an entrance permit for the new lot fronting on Mill Road will need to be obtained from County Public Works; all of which are attached as recommended conditions.

The concurrent rezoning application will recognize the reduced frontage of 7.5 metres for retained lot 4 off Mill Road. It has been noted that this entrance will require the relocation of a traffic sign, shown in figure 5, as well as the removal of a tree(s) at the cost of the applicant in order for an entrance permit to be granted by County Public Works. The rezoning also recognizes the fact that there is an existing accessory building without a main building on retained lot 4 and recognized the existing building height of 6 metres. The rezoning will allow the accessory building to remain where a main use has not yet been established. The use of the accessory building will be limited to personal use, a home industry or home occupation is not permitted in the absence of a 'home'.

This application is consistent with the Provincial Policy Statement, conforms to the Huron County Official Plan and Huron East Official Plan, and complies with the Huron East Zoning By-law. It is recommended that this application be recommended to the County of Huron for **approval** with the attached conditions.

### **Expiry Period**

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

### **Municipal Requirements**

- 2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
- 3. The subject parcels be numbered and addressed for 911 purposes to the satisfaction of the Municipality.
- 4. The sum of \$2250 to be paid to the municipality as cash-in-lieu of parkland.

# Survey/Reference Plan

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

Alternatively with the agreement of the County, the Solicitor acting for the parties to provide to the County a registerable description of the severed parcel acceptable to the Land Registrar

# Zoning

- 6. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.
- 7. The retained lands be rezoned to recognize site specific provisions relating to the separation distance to the neighbouring industrial lands.
- 8. The severed lands be rezoned to remove the holding zone from a portion of the lands.
- 9. The retained lands be rezoned to recognize deficient frontage and the presence of an accessory building without a main building.

### Entrance

- 10. Applicant to obtain entrance permits for the two retained lots fronting on Highway 4 from the Ministry of Transportation to the satisfaction of the Municipality.
- 11. Applicant to obtain entrance permits for the retained lot fronting on Mill Road from the County of Huron to the satisfaction of the Municipality.

**70** Consent Application File C52-2023 August 30, 2023 **Other** 

12. Applicant to provide a draft reference plan to the Ministry of Transportation to their satisfaction.

Sincerely,

'Original signed by'

Shae Stoll Planner

Site inspection: August 22, 2023



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: Mayor McLellan and Members of Huron East Council From: Shae Stoll, Planner

Date: August 30, 2023

#### Re: Consent C53-2023

Concession 13, Lot 18, Concession 12, Lot 18, Grey Ward, Municipality of Huron East Address: 44056 St. Michaels Road Owner/ Applicant: Madelene Steiss

#### Recommendation

It is recommended that application C53-2023 be recommended for **approval** with the included conditions.

#### Purpose

The purpose of this application is to re-create original farm parcels. The severed parcel is vacant and approximately 40 ha (98.8 acres) in size and the retained is also approximately 40 ha (98.8 acres) and contains a dwelling, bank barn, and several sheds. The subject lands are zoned General Agriculture (AG1), Natural Environment (NE1) & Natural Environment – Limited Protection (NE2) in the Huron East Zoning By-law. The lands are designated Agriculture & Natural Environment in the Huron East Official Plan.

#### Review

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

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



# 72

72 C53-2023 Steiss August 30, 2023 Figure 1.

**e 1.** Aerial photo of subject property (severed 100 acres shown in blue fronting Cranbrook Road, retained 100 acres shown in orange fronting St. Michaels Road)



Figure 2. Aerial photo of retained lands showing existing house and sheds.



#### **Policy Review**

## **Official Plan Policies**

The Huron East Official Plan provides policies for severances in the Agricultural designation. The policies are in place to ensure that agricultural land is protected for the long term and that parcels are sized appropriately to maintain long-term protection and flexibility for agriculture. The new configuration results in two lots that are of the same size prior to inadvertently merging, and both lots will continue to be used for agriculture.

Both parcels will continue to be suitable for agricultural use and operation, no changes to the current farm operations are proposed. The proposal is being requested to facilitate succession planning for the farm.

This application conforms to the Huron East Official Plan and its consent policies applicable in the agricultural area. As the Huron East Official Plan is in conformity with the Huron County Official Plan and PPS, this application can be considered in conformity with these policies as well.

## **Agency and Public Comments**

There were no comments received from members of the public during circulation.

Maitland Valley Conservation Authority noted no concerns with the proposal.

No concerns or comments were noted by Huron East staff.

#### Conclusion

Both agricultural parcels satisfy the minimum farm size in the applicable Official Plan policies, permit the continued agricultural land uses and operations, and have sufficient frontage and land space for servicing. It complies with the policies within the Provincial Policy Statement, Huron County and Huron East Official Plans, and therefore is recommended for approval with the recommended conditions below.

## **Recommended Conditions:**

## **Expiry Period**

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

## **Municipal Requirements**

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).

#### Survey/Reference Plan

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

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

OR

alternatively with the agreement of the County, the solicitor acting for the parties to provide to the County:

- a) a registerable description of the severed parcel,
- b) a copy of an application for exemption from a reference plan, and
- c) a copy of an Order endorsed by the Land Registrar providing an exemption from the requirement for a reference plan for the severed parcel.

## Zoning

4. 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.

## Drainage

5. Section 65 of the Drainage Act be addressed to the satisfaction of the Municipality.

Sincerely,

'Original signed by'

Shae Stoll Planner



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: Mayor MacLellan and Members of Huron East CouncilFrom: Shae Stoll, PlannerDate: August 30, 2023

#### Re: Zoning By-law Amendment Z01-2023

Concession 2, Pt. Lot 8 & 9, Registered Plan 22R5263 Parts 2 and 9-11, Geographic Township of Tuckersmith, Municipality of Huron East (known municipally as 1 Doig Drive) Owner: Seaforth Golf Course (1996) Ltd. Applicant: Baker Planning Group (c/o Caroline Baker)

#### Recommendation

It is recommended that Zoning By-law Amendment Z01-2023 be **approved** and the implementing by-law be passed pursuant to Section 34(17) of the Planning Act at the September 5<sup>th</sup> Huron East Council meeting.

#### **Purpose And Effect**

The purpose and effect of the Zoning By-law Amendments is to establish zoning to facilitate the development of a residential condominium.

The Zoning By-law Amendment proposes a zone change from the existing Golf Course Zone (RC1) to Residential High Density-Special Provisions (R3-Special). The purpose of the special zone is to limit the permitted structures to rowhouses, permit a rear yard setback of 2.5 metres and allow that where more than one rowhouse may be established on a lot, the required lot coverage, landscape open space, off-street parking and amenity area shall be to the whole of the lot, provided the development is subject to Site Plan Approval under Section 41 of the Planning Act.

A related severance application (C101-2021), to separate the identified lands from the remainder of the golf course property, was submitted in 2021 and deferred to allow for the Official Plan and Zoning Amendments to be considered.

A Site Plan Control application and/or Plan of Condominium application will be required to facilitate development on this site. These applications are anticipated to follow a decision on the consent application.



"Planning with the community for a healthy, viable and sustainable future."

Figure 1 . Aerial View of Subject Lands (outlined in black) and area to which the Zoning By-law Amendment applies (outlined in red).

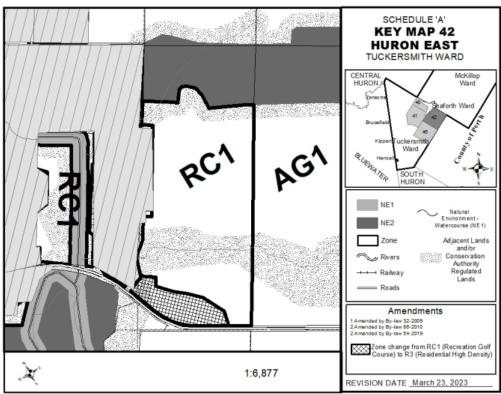


## 77

Z01-2023 Seaforth Golf Course (1996) Ltd. August 30, 2023

Figure 2.

#### Excerpt from Zone Map 42 with Proposed Amendments Noted





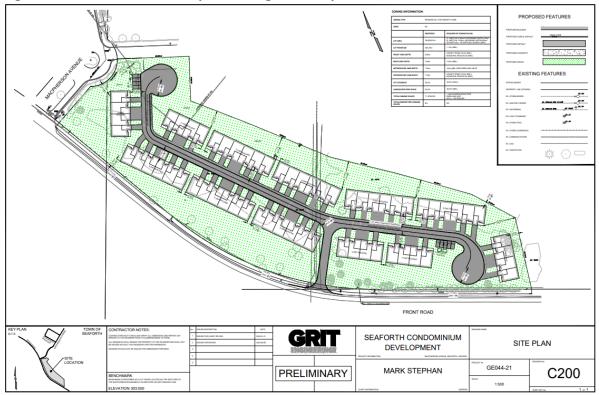


Figure 4. Image of Subject Lands showing proposed access location (facing south from existing maintenance laneway)



#### **Planning Review**

Corresponding Official Plan Amendment No. 15 to the Huron East Official Plan was submitted and approved by Council on May 16, 2023 to include the identified lands in the Urban Settlement Area. Zoning By-law Amendment Application Z01-2023 to the Huron East Comprehensive Zoning By-law 52-2006 was heard at the same Public Meeting and deferred by Council to allow staff more time to address concerns related to access and cost sharing of infrastructure.

The subject lands are currently designated Urban-Primary Settlement Area in the Huron East Official Plan and zoned Golf Course Zone (RC1) in the Huron East Zoning By-Law.

The applicant proposes a rezoning to facilitate a residential development; the revised conceptual site plan submitted with the application depicts 62 rowhouse units which would have a Plan of Condominium applied. The area subject to rezoning, herein referred to as the subject property, is located at the southernmost point of the Seaforth Golf Course property, fronting on Front Road, and is approximately 3 hectares (7.4 acres) in size. The subject property currently consists of manicured lawn, vegetation, and a practice green for the golf course.

The surrounding land uses include agriculture to the south and east, recreation to the north (Seaforth Golf Course) and residential uses to the west including the Bridges of Seaforth residential condominiums and low-density residential dwellings further to the west along Bayfield Street. Note: Front Road becomes Bayfield Street and Front Street within the established area of Egmondville (see Figure 5).

Figure 5. Image outlining road names in abutting section of Egmondville



#### Zoning By-law Amendment Z01-2023

The Zoning By-law Amendment proposes a zone change from the existing Golf Course Zone (RC1) to Residential High Density- Special Provisions (R3-4). The site-specific provisions will:

- 1. limit the permitted uses to rowhouse dwellings;
- 2. permit a rear yard setback of 2.5 metres;
- 3. permit a minimum separation space of 3 metres shall be provided between 2 end side walls facing each other where the wall(s) contains a habitable room window; and,
- 4. where more than one (1) rowhouse dwelling unit may be established on a lot, the required lot coverage, landscape open space, off-street parking and amenity area shall be measured to the whole of the lot, provided the development is subject to Site Plan Approval under Section 41 of the Planning Act.

The Huron East Official Plan directs growth and development to Primary Settlement Areas with full water and sewage services such as Seaforth and the lands south of Seaforth (Bridges); the associated Official Plan Amendment designates the subject lands as Primary Settlement Area and thus would be subject to these policies. The proposed Zoning By-law Amendment facilitates development which proposes a different form of housing (rowhouses) when compared to the dwelling types in the surrounding area (exclusively single detached); diversified dwelling types help to accommodate different needs and desires within the community.

distance between buildings. The final suggested provision is to provide direction regarding how certain zoning provisions will be applied at the time of Site Plan Control and for issuance of building permits.

It should be noted that the conceptual design of the site (Figure 3) can only be subdivided through a Plan of Condominium; this site is not considered viable for the Plan of Subdivision due to width of the internal road design and proposed servicing.

#### Studies Submitted

#### Archaeology

A Stage 1 and 2 Archaeology Assessment was conducted by TMHC Inc. to determine if the subject property contains items of archaeological significance due to the property's proximity to features signaling archaeological potential. No archaeological material was documented during the assessment and it was determined that no further archaeological exploration be required.

#### Servicing

A functional servicing report was completed by GRIT Engineering to consider feasibility and recommendations for stormwater management, and sanitary and water servicing strategies for the proposed development.

The property will be serviced by municipal water by way of connecting to the existing system on MacPherson Avenue or connecting to the existing watermain located at the corner of Front Street and Bayfield Street (approximately 450m west of the property).

The Municipality has confirmed there is sufficient reserve sewage capacity to service the development (and sufficient capacity in the Kippen Road piping) but is not in the practice of allocating capacity until the subject lands receives further planning approvals.

The report outlined two options for servicing the property with sanitary:

- 1) Connect to sanitary sewer serving Bridges Condominium (not assumed by Municipality) if available; or
- 2) Extend a sanitary forcemain along Bayfield Street and Front Road from Kippen Road (County Road No. 12) to the subject lands.

BM Ross and Associates reviewed the Functional Servicing Report on behalf of the Municipality. In the review, they noted that either of the proposed routes is technically feasible though there may be advantages to connecting to the MacPherson system (gravity system). BM Ross has noted that the Municipality should avoid a mechanical/electrical method of sanitary servicing to any development. The applicant understands that such a system would only be permitted through a Plan of Condominium in which a Condominium Corporation would be responsible for the maintenance.

The development will be served by an on-site storm water management pond that will outlet into the ditch along Front Road. Further detail will be provided at the Site Plan Control stage.

#### Access

A traffic impact study was completed by TraffMobility to address concerns of access to the proposed development, parking supply and generated site traffic. The study was peer reviewed on behalf of the Municipality by Salvini Consulting Inc. Additional memos were submitted by TraffMobility in response to feedback from the peer reviewer to assess whether the site could function with either a single point of access and whether the location of the driveway has sufficient sightlines. The peer reviewer has confirmed that the site can be accessed by either a single or double point of access but concerns remained regarding the proposed location of the driveway – this is due to the curve in Front Road along the subject lands and limits on sightlines in either direction. For this reason, the zoning by-law amendment was deferred and additional sightline calculations and future traffic projection were analyzed concluding the viability of a single access point.

At the Public Meeting on May 16<sup>th</sup>, there were outstanding concerns from the Municipal peer reviewer regarding proposed access location and sightlines. Comments were received from members of the public also relating to access and traffic impacts. An updated traffic memo was provided by Traff Mobility on July 28<sup>th</sup> outlining further sightline calculations and generated traffic and concluded that the proposed development could be serviced by a single access point proposing a new location for access onto Front Road located where the existing maintenance entrance laneway has been in recent years (shown in figure 3 & 4). The peer reviewer confirmed that this location would be appropriate based on sightlines and traffic conditions.

The introduction of dwellings closer to the roadway is likely to serve as a visual cue to drivers that they are entering an urban area and to reduce speed. There is also a recommendation in the Traffic Impact Study to introduce improved speed limit signage in this section to communicate to eastbound traffic that the speed limit is 50km/h and not 80km/h (there is an existing 50km/h sign posted for westbound traffic approximately 250m east of the Front/MacPherson Avenue intersection). The revised access location is located further to the west, in a more central location than the originally proposed location and provides sight distances that meet the Transportation Association of Canada's criteria for a design speed of 90km/hr. The updated traffic report confirms that this location meets the required minimum sightline distances and proposes the removal of some existing trees to ensure no obstructions are within sight triangles of the proposed access.

Comments were also received from the legal representation (Brendan Ruddick of Loopstra Nixon) for the owners of the adjacent development, MacPherson Builders (Seaforth) Ltd., noting concerns over potential issues related to access, future servicing, and cost sharing for infrastructure owing to the fact that MacPherson Avenue is a privately owned road and that the water and sanitary services have not yet been assumed by the Municipality. The proponent has demonstrated that the site can be developed from both an entrance and servicing perspective independent of the Bridges Condominium property.

#### **Comments Received**

There are no objections or outstanding concerns from any agency or Huron East Staff. Revised access location has been reviewed by the peer reviewer who has no outstanding concerns.

Members of the public who submitted comments during the Public Meeting have been provided with an update addressing concerns received.

#### Summary

The proposed rezoning has considered the comments and outstanding concerns received at the Public Meeting and has sufficiently addressed concerns related to access and cost sharing of infrastructure. It is recommended that Council approve Zoning By-law Amendment Z01-2023 to Huron East Zoning By-Law 52-2006, as amended.

Sincerely,

'Original signed by'

Shae Stoll, Planner

Site Inspection: May 9, 2023 & July 25, 2023





Salvini Consulting Inc. 185 Deer Ridge Drive Kitchener, ON · N2P 2K5 519-591-0426 julia@salviniconsulting.com

August 3, 2023

Shae Stoll, Planner County of Huron 1 Courthouse Square Goderich, ON · N7A 1M2

#### Re: Review of Front Road Transportation Considerations Proposed Residential Development, Seaforth

Dear Shae,

I have been reviewing the transportation submissions related to the planning applications for a proposed residential development on Front Road in Seaforth. I've reviewed the December 2022 Traffic Impact Study along with an updated version dated April 2023 and letters dated May 2023, June 2023 and July 2023. The revised submissions were in response to comments that we had provided the applicant and their consultants and a number of discussions we had with them as well.

The most recent submissions have addressed the comments that I provided on the transportation considerations for the site as follows:

- The Traffic Impact Study provided analysis indicating that the study area intersections will operate at acceptable levels with the proposal, with which I agree.
- The site driveway was moved to a more central location on the site frontage in order to provide adequate sight distance for traffic exiting the site. The consultant has confirmed that the new driveway location can provide sight distance that meets the Transportation Association of Canada criteria for intersection sight distance for a design speed of 90 kph. The design speed is appropriate given 85<sup>th</sup> percentile speeds for both eastbound and westbound traffic on Front Road are below 90 kph.
- The consultant has identified that some trees need to be removed within the sight distance triangle. That information has been provided both to their team and through circulation to the municipality. Please ensure the requirement to remove the trees is incorporated into any agreements with the applicant.
- Parking for the site is being provided in accordance with the Zoning By-law requirements with some additional parking for visitors, which is appropriate.

If you have any questions about the review presented in this letter, please contact me to discuss.

Sincerely,

Julia Calvini

Julia Salvini MEng, PEng, FITE President

## Huron East Public Works

То:	Mayor MacLellan and Members of Council
From:	Barry Mills, Public Works Manager
Date:	September 5, 2023
Subject:	Seaforth Connecting Link (Winter Maintenance for 2023-2024)

## **Recommendation:**

That the Council of the Municipality of Huron East authorize the Mayer and the Clerk to execute the winter maintenance services agreement from Integrated Maintenance and Operation Services Inc. (IMOS) operating under the name of Owen Sound Highway Maintenance Limited, at a cost of \$7,192.48 plus HST for the 2023-2024 winter season.

## Background:

Highway 8 runs through Seaforth from east to west and is referred to as the Highway #8 Connecting Link. The municipality has entered into agreements with IMOS for the past number of years to provide winter maintenance to this section of road. IMOS is offering winter maintenance service for the 2023/24 season at a cost of \$7,192.48 plus HST. The level of service required for the connecting link is 24/7 bare to centre bare with the parking lanes plowed when time permits.

IMOS costing for the previous seasons is as follows plus HST:

2023/24	\$7,192.
2021/22	\$6,059.
2020/21	\$5,872
2019/20	\$5,756
2018/19	\$5,644

## **Comments:**

Under the Municipal Highways Standards, the municipality could not maintain the connecting link for this cost.

## **Financial Implications:**

This is a yearly budgeted item. The price for 2023/24 season increased by 18.7% over last year.

Barry Mills Barry Mills, Public Works Manager

Jessica Rudy, Clerk

## Huron East Community Services

Subject:	Policies – Vanastra Early Childhood Learning Centre
Date:	September 5, 2023
From:	Candice Seulal, Manager of VECLC
То:	Mayor MacLellan and Members of Council

## **Recommendation:**

The Huron East Council approve the following Vanastra Early Childhood Learning Centre policies:

## Background:

The Vanastra Early Childhood Learning Centre has been dealing with a number of challenges over the past year. This includes a lack of clear policies. Staff have developed various employment and operational policies as follows:

## **Daycare Employment Policies:**

- Medical Appointment Policy
- Classroom Rotation Policy
- Drop Off & Pick Up Policy
- Vacation Policy

## **Daycare Operational Policies:**

- Cold Weather Policy
- Diapering and Toileting Policy
- Inclement Weather Policy
- Risky Play Policy
- Sun, Heat, and air Quality Policy

Each of the above policies have been provided as attachments to this report.

Others Consulted: CAO, Director of Community Services

**Financial Impacts:** There are no financial impacts as a result of the implementation of these policies.

88

Signatures:

Candice Seulal

Candice Seulal, RECE, Manager of VECLC

Lissa Berard

Lissa Berard, Director of Community Services

Brad McRoberts

Brad McRoberts, MPA, P. Eng., CAO



Policy: Medical Appointment Policy	
Approved by:	Date:
Last Review by:	Date:

To ensure that staff are given sufficient time off to attend to medical appointments while at the same time maintaining operating ratios and coverage for the Vanastra Early Childhood Learning Centre.

#### Scope:

All employees of the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Medical Appointment: Defined as any health care-related appointment including but not limited to, medical, dental, physiotherapy, chiropractic, vision, or mental health.

#### **Policy:**

In addition to the Municipality of Huron East Employee Handbook, staff at Vanastra Early Childhood Learning Centre will implement and adhere to the centre specific Medical Appointment Policy as outlined below.

Staff are required to ensure that medical appointment times during operational hours are coordinated with other Vanastra Early Childhood Learning Centre employees to ensure that only one (1) Vanastra Early Childhood Learning Centre employee is attending a medical appointment at a time.

A communal web-based vacation/appointment calendar will be made available that can be accessed electronically by all Vanastra Early Childhood Learning Centre employees. This calendar will be used to schedule medical appointments for the employees of the Vanastra Early Childhood Learning Centre.

If a medical appointment is of an urgent nature and cannot be booked outside of an already booked time period, the employee must consult with the Manager to seek approval.



Policy: Classroom Rotation Policy – Vanastra Early Childhood Learning Centre		
Approved by:	Date:	
Last Review by:	Date:	

To encourage employee growth and development and to ensure the introduction of fresh ideas in each cohort, educational staff will rotate classrooms on an annual basis.

#### Scope:

All educational employees of the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Classroom Rotation: Defined as the movement of employees. This is including but not limited to classroom designations and support to meet the needs of the Vanastra Early Childhood Learning Centre.

#### Policy:

Educational staff at Vanastra Early Childhood Learning Centre will implement and adhere to the Vanastra Early Childhood Learning Centre Classroom Rotation Policy as outlined below.

On an annual basis in September Educational staff will be assigned to a new cohort. Management will consider the dynamics, strengths and potential of each employee.



Policy: Opening and Closing Policy	
Approved by:	Date:
Last Review by:	Date:

- 1. To ensure that appropriate ratios of children to staff are maintained while children are being dropped off before programming starts and picked up after programming ends.
- 2. To ensure that all full time employees are participating in a weekly rotational schedule in which includes opening and closing procedures of the Vanastra Early Childhood Learning Centre.

#### Scope:

All full time employees of the Vanastra Early Childhood Learning Centre

#### **Definitions:**

Opening and Closing Rotational Schedule: Including but not limited to opening and closing of the Vanastra Early Childhood Learning Centre to meet operational ratios and coverage.

#### Policy:

In addition the Municipality of Huron East Employee Handbook, staff at Vanastra Early Childhood Learning Centre will implement and adhere to the centre specific Opening and Closing Policy as outlined below.

Staff identified as full time employees will be required to be scheduled to perform opening and closing procedures on a separate weekly rotational schedule. The Vanastra Early Childhood Learning Centre's hours of operation is from 6:30AM to 6:00PM.



Policy: Vacation Policy – Vanastra Early Childhood Learning Centre		
Approved by:	Date:	
Last Review by:	Date:	

To ensure that staff are provided with their vacation entitlement while at the same time maintaining operating ratios and coverage for the Vanastra Early Childhood Learning Centre.

#### Scope:

All employees of the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Vacation Time: vacation entitlement for each employee.

#### Policy:

In addition to the Vacation Policy outlined in the Municipality of Huron East Employee Handbook, staff at Vanastra Early Childhood Learning Centre will implement and adhere to the Vanastra Early Childhood Learning Centre Vacation Policy as outlined below.

Staff are required to provide vacation requests to management with a minimum of one (1) months' notice. Management will approve vacation time requests on a first come first serve basis.

During the months of September to June of each calendar year, only one (1) employee at a time will be approved to use vacation time. Exceptions will be when the Vanastra Early Childhood Learning Centre is closed during schedule breaks.

During the months of July and August of each calendar year, 2 (two) employees will be approved for vacation time; consideration of enrollment and staffing will be monitored for additional approval.

Staff will be permitted to take up two (2) weeks of their vacation entitlement a single time. To allow equitable distribution of vacation entitlement, employees will not be permitted to take the same vacation slot each year unless it has not been requested by another.



In the month of December, the Vanastra Early Childhood Learning Centre is closed for two (2) weeks. This follows the school boards' calendar. Employees are required to use either vacation or accrued time or a combination of both during this closure.



Policy: Cold Weather Policy	
Approved by:	Date:
Last Review by:	Date:

To ensure that staff are aware of the appropriate safeguards for children in their care during periods of cold weather.

#### Scope:

All employees of the Vanastra Early Childhood Learning Centre

#### **Definitions:**

Cold Weather: Defined extreme temperatures that are not conducive for playing outside.

Temperature: Defined as with or without wind chill factor

#### Policy:

Staff at Vanastra Early Childhood Learning Centre will implement and adhere to the Cold Weather Policy.

Vanastra Early Childhood Learning Centre is required by the Child Care and Early Years Act to have two outdoor play times - morning and afternoon for a minimum of 60 minutes.

#### Winter Outdoor Activity

#### Toddlers

Colder than -15°C staff and children will remain indoors and substitute with indoor gross motor activities. Temperatures between -10°C and -15°C staff will be informed to use their discretion regarding the length of time outside, wind gusts, sunshine and how the children are coping will all be taken into consideration.

#### Preschool

Colder than -20°C staff and children will provide children with indoor gross motor activities. Temperatures between -18 and -20°C, staff will use their discretion with the same criteria as the Toddler group.

Drinking water is to be accessible to children during all outdoor play times. Staff will encourage children to take periodic water breaks to ensure they are hydrated.



To ensure that all employees are aware of, and adhere to, the directive outlined by Vanastra Early Childhood Learning Centre and the Municipality of Huron East in accordance to Public Health Guidelines.

#### Scope:

All employees of the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Diapering: Defined as the safe disposal of a soiled diaper.

Toileting: Defined as the act of assisting a child with the elimination bodily fluids.

#### Policy:

Staff will take every reasonable precaution to prevent the risk of communicable diseases within the Vanastra Early Childhood Learning Centre.

Diapering and toileting can pose a risk of disease transmission among children and adults as a result of environmental contamination; therefore, the following steps are required in order to minimize the risk of spreading disease.

## **Diaper Change Area Requirements**

- A designated diaper changing area with a diaper change pad in good repair.
- The designated diaper changing area must be separate from a food preparation area
- Diapering surfaces shall be constructed of a smooth, non-porous, non-absorbent material that is easy to sanitize (i.e. a washable pad covered by smooth vinyl). These surfaces must be free of cracks
- Diapering surfaces must be disinfected with an approved disinfectant, after each use. Surface must remain wet for the appropriate contact time of disinfectant.
- Area must include space to store each child's individual diapers and ointments/creams (ointments/creams must be labelled for each child).
- A hand washing sink must be available near the diaper changing area and be used by staff and children during the diapering process. This sink shall not be



used for food preparation, rinsing cloths or soiled clothing, toy or utensil washing or of dumping liquid waste.

- Hand wash sinks shall be equipped with soap in a pump dispenser, running hot and cold water, and paper towels.
- High touch surfaces including, handwashing sinks and toilets must be cleaned and disinfected, using approved disinfectant at least twice daily and additionally as required.
- If the washroom area is shared with another classroom, they must be cleaned and disinfected between each use.
- Appropriate Personal Protective Equipment (PPE) is required during diaper changes such as gloves
- All disinfectants must be stored out of reach of children.
- Hand sanitizer is available and stored out of reach of children. Hand sanitizer is not to be used with children under the age of 18 months.
- Hand washing and hand sanitizing procedures are posted at sink level or as close to sink level as possible.
- Diapering procedures and glove use procedure shall be posted in diapering areas and followed by all providers and visitors

## **Toileting Area Requirements**

- Hand washing sinks shall be equipped with soap in a pump dispenser, running hot and cold water, and paper towels.
- High touch surfaces including, handwashing sinks and toilets must be cleaned and disinfected, using approved disinfectant at least twice daily and additionally as required. If the washroom area is shared with another classroom, they must be cleaned and disinfected between each use.
- Single-use disposable gloves are required.
- A reasonable distance should be maintained when applicable in anticipation of contact with bodily fluids
- Hand sanitizer is available and not to be used with children under the age of 18 months
- Hand washing and hand sanitizing procedures are posted at sink level or as close to sink level as possible.
- Toileting and glove use procedure shall be posted in toileting areas and followed by all Educators

## Waste and/or Soiled Clothing

- Garbage pails must have a lid that closes to contain soiled diapers.
- Safe removal of gloves must be practiced and followed by handwashing



- Place any soiled clothing in a bag, tie it securely and label it with the child's name. The parent is responsible for taking the soiled items home and laundering it – this includes cloth diapers.
- Soiled diapers and wipes are to be placed in a bag and disposed of in the diaper pail.



To ensure that clear parameters are provided to the employees of the Vanastra Early Childhood Learning Centre in scenarios of inclement weather closures.

#### Scope:

All employees at the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Inclement Weather Closure: Severe weather that would affect the operations of the centre, safety and wellbeing of the staff, families and children.

#### Policy:

#### 1. Closure prior to the centre opening

Communication to families and employees is to occur on or before 6:30AM.

Management:

- Communicate with the CAO and Director of Community Services
- Inform the Ministry of Education this is not a Serious Occurrence
- Management will send out a centre wide email to families and inform on the Storypark app.
- Communicate with designated employee to full fill their roles and responsibilities

Designated employee:

- Responsible for communicating to all staff members
- Posting the closure on Social Media
- Inform media outlets of the closure

## 2. Closure of the centre during operating hours

In situations that weather conditions quickly deteriorate, management, CAO and/or the Director of Community Services will begin to assess the conditions. If a centre closure is necessary prior to the regular operating hour's management will:

- If possible, begin sending staff home
- Notify families



#### Criteria used to determine closure

- Weather conditions and forecasts, weather alerts
- Road conditions and closures
- Loss of running water and/or water for an extended duration
- Staff and families are unable to make the drive safely
- Any other extenuating circumstances



Policy: Risky Play Policy	
Approved by:	Date:
Last Review by:	Date:

To ensure that employees at the Vanastra Early Childhood Learning Centre are taking appropriate precautions when promoting Risky Play and that parents are aware of and acknowledge in writing acceptance of Risky Play approaches to childhood development.

#### Scope:

All employees of the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Risky Play: Defined as play that involves reasonable, healthy and safe risks under the supervision of an adult.

#### Policy:

Staff at Vanastra Early Childhood Learning Centre will adhere to the Risky Play Policy.

'Engaging is Risky Play is about creating opportunities for children (and adults) to explore and test their own capacities, to manage risk and to grow as capable, resourceful and resilient children and adults.' (National Quality Standard, Professional Learning Program, 2013).

At Vanastra Early Childhood Learning Centre, our aim to ensure that children are provided a safe, fun and interactive learning environment. Often, as a child care provider, we are continually assessing risk and danger to ensure the wellbeing of the children (and stakeholders) are being met.

As an organization, we recognize and appreciate the significance of Risky Play in the evolution of early childhood development. It provides children with the ability to foster and enhance their skills of:

- Problem-solving
- Develop skills in negotiating (including risks)
- Build resilience, perseverance and persistence
- Extend their balance, orientation skills and coordination
- Become aware of their own capabilities and limits
- Make appropriate risk decisions
- Develop self-regulation



- Take acceptable risks
- Make decisions
- Learn about the consequences (positive and negative) of risk taking
- Gain confidence and independence
- Become creative and curious
- Learn how to use equipment safely

Management and educational staff will continuously assess whether a learning environment will foster the learning outcomes promoting healthy risk-taking and avoid hazardous situations. Our Service will continually evaluate the environment as well as the skill level of each child participating in Risky Play.

## Roles and responsibilities of Management and Educators are as follows:

- Staff Educators are responsible for conducting an ongoing safety check on their indoor and outdoor environment.
- Staff Educators are responsible for conducting a Play Ground Check of their assigned outdoor space; sign and date the checklist.
- If, any hazards or dangers present themselves, it must be reported to Management immediately.
- Management will then contact the appropriate individuals to have issue remedied in a time manner.
  - Management will communicate with Educators and families-if necessary.
- Staff Educators must provide active supervision at all times in both indoor and outdoor environments
- Staff Educators provide direct, constant and proximal monitoring of children undertaking activities that involve some risk and recognizing when the ratio of educators to children needs to be increased
- Management will notify The Ministry of Education of any Serious Occurrences within 24 hours of the incident.
- If a child is involved in a serious incident/situation at the Centre parents will be notified. Details of the incident/situation are to be recorded on the Incident/Accident Report on the day of the incident. Parents are to be provided with an Incident/Accident report the same day.
- Educators are to actively encourage and acknowledge children's competence to assess risks and possible consequences (It is important to involve children in the risk assessment process, as this provides added benefits of being able to talk through hazards, learn about assessing and managing appropriate risks for themselves.)
- Children learn new skills in a safe environment through supervision and adherence to the correct educator to child ratios



- Children are encouraged to take risks through the use of positive language, guidance and enthusiasm
- Staff Educators uphold their duty to care and demonstrate compassion; demonstrate that this is taken seriously
- Management and Educators meet their legal obligations and responsibilities
- Management and/or Educators will mentor and support families' knowledge about the benefits of providing children with risky play experiences – literature can be provided
- Respect a family's decision and right to refuse their child from participating in Risky Play
- Staff Educators are to provide the child with safety precautions and role model physical activity
- Staff Educators are to provide a balance of between structured and unstructured activities/play

## **Role and Responsibility of Parents**

Parents/Guardians are required to inform themselves of the benefits of Risky Play as part of their child's developmental curriculum. It is also required for the parent/guardian to complete the Risky Play Acknowledgement Form to confirm that their child is permitted to participate in Risky Play as an addition to our curriculum.

If, a parent/guardian chooses to not permit their child from participating in Risky Play, their child will still be provided with all the necessary components of the curriculum.

Should a parent/guardian require more information, it is their responsibility to communicate with Management and/or Educators. Parents/guardians will be provided with additional resources and materials at request to ensure an informed decision is being made.



Policy: Sun, Heat & Air Quality Safety Policy	
Approved by:	Date:
Last Review by:	Date:

To ensure that staff at the Vanastra Early Childhood Learning Centre are taking appropriate precautions for sun, heat and air quality exposure for all children and themselves.

#### Scope:

All employees and children at the Vanastra Early Childhood Learning Centre.

#### **Definitions:**

Air Quality Index: Defined as a measurement tool used to determine the air quality such as pollution.

Ultraviolet Index: Defined as the intensity of the ultra violet radiation that can cause sunburn.

Humidex: Defined as the humidity level that is describes how hot the weather is to an individual.

SPF: Defined as the sun protection factor required when participating in outdoor activities.

Temperature: Defined as with or without humidex factor

#### **Policy:**

Staff at Vanastra Early Childhood Learning Centre will implement and adhere to the Vanastra Early Childhood Learning Centre's Sun, Heat & Air Quality Safety Policy to protect themselves and the children in their program from harmful rays of the sun and heat exposure.

- Parents will be responsible for providing sunscreen for each child not in the same cohort.
- Your child's name must be clearly labeled on the bottle
- Sunscreen is not shared or borrowed due to allergies.
- Sunscreen is to be applied to their child prior to drop off
- Reapplication by staff will take place 20 minutes prior to being outside.
- Sunscreen must be a minimum protection factor of SPF 30



The Child Care and Early Years Act has two outdoor play times - morning and afternoon for a minimum of 60 minutes.

Staff are responsible for monitoring the temperature, UV rays and wind gusts to determine if it is safe to be outside. If the temperature is +35°C during high ultraviolet (UV) periods greater than 5, staff and children will not be permitted to go outside. Alternative indoor gross motor activities will be provided.

During warmer temperatures, modified timing will be implemented (limit time outdoors, seek shade, offer water and water play etc.).

Drinking water is to be accessible to children during all outdoor play times. Staff will encourage children to take periodic water breaks to ensure they are hydrated. While outdoors, children are encouraged to wear their own hat as additional protection from the sun.

We also exercise caution when the air quality is poor. All children will remain indoors when the air quality index is 50. Children will not go outside when wind gusts exceed 65 km/hour.

## Huron East Administration

То:	Mayor MacLellan and Members of Council
From:	Stacy Grenier, Director of Finance/Treasurer
Date:	September 5, 2023
Subject:	2023 Municipal Debt Limits

## **Recommendation:**

That the Council of the Municipality of Huron East receive this report for information purposes as required per the Municipal Act 2001, as amended.

## Background:

Ensuring sustainable capital financing is one of the most important challenges for long-term financial health faced by the Municipality. Debt is a powerful tool that can help Huron East face this challenge. The advantages of debt are the distribution of the benefits and costs of infrastructure more fairly and evenly over time, as well as ensuring the funding of urgent capital projects when other sources of financial support are not available. Examples of such cases are the BMGCC renovation and expansion and the purchase of SCBA gear. However, debt is not without risk as excessive indebtedness can compromise financial sustainability and flexibility. In the Huron East's case, the debt level is extremely low, resulting in a virtually no risk situation. Going forward, it will be important to establish a level of debt that is comfortable for the Municipality and to set that level as the benchmark to follow and to monitor the results annually.

From an overall Financial Plan perspective, use of debt is a tool that should be used in order to provide sustainable funding for capital purchases. Used in conjunction with taxation revenue, annual grants, one-time grants, and user fees, debt enhances the ability to follow a comprehensive Capital Plan without causing excessive spikes in taxation levels. As part of the 2023 long term financial plan, all of the tools available to the municipality to support capital expenditures were used, including debt. Historically, the municipality had not been contributing sufficient dollars to reserves to support future capital needs, and has instead been deferring purchases and projects while further compounding the need to replace infrastructure and equipment to critical levels. Without the use of debt to fund the capital needs, the municipality to continue to fund capital expenditures, while increasing contributions to capital reserves, while avoiding significant increases in municipal taxes. Debt can, and will, continue to be used for large, significant, capital projects and acquisitions in the short term and for new initiatives in the long term.

The report on Municipal Debt Limits, based on the latest Annual Repayment Limit (ARL) provided by the Ministry of Municipal Affairs and Housing (MMAH), will be presented to Council annually. This report provides Council with information with respect to the Municipality's existing

levels of long-term debt as well as the additional long-term borrowings that could be available as per the provincial guidelines. The Provincial ARL provides for annual debt charges that are no more than 25% of net revenue fund revenues.

The Municipality's ARL as well as the Municipality's ability to repay debt are carefully considered when staff present recommendations on debt financing to Council. The Municipality utilizes strategies that plan and prioritize capital expenditure requirements and that coordinate the timing of approved debt issuance with debt repayments in order to maintain desired debt levels through cash flow management.

The Provincial ARL is very similar in principle to the debt limit placed on individuals by financial institutions when obtaining a mortgage or loan.

As at December 31, 2022, all previously approved debt has not yet been issued due to delays in project completion, specifically the BMGCC renovation and expansion and the Brussels Fire Hall addition.

## **Discussion:**

## **Municipal Debt Limit Calculation**

The Ministry of Municipal Affairs and Housing (MMAH) determines the municipality's ARL under <u>Ontario Regulation 403/02</u>, made pursuant to the <u>Municipal Act, 2001</u>, based on the second previous year's Financial Information Return, as prepared by the municipality and submitted annually to MMAH.

As outlined by regulation, a municipality's Annual Repayment Limit (ARL), as provided by the MMAH, represents the maximum amount that a municipality has available to commit to additional payments relating to debt and financial obligations. The limit is based on a 25% calculation of annual revenues excluding certain revenues such as government grants and transfers from reserves and reserve funds.

Attached to this report as Attachment 1 is a copy of the 2023 Huron East Annual Repayment Limit (ARL), provided by the MMAH in March 2023. The 2023 ARL is based on information from the 2021 Financial Information Return (FIR). The ARL is then adjusted to reflect debt commitments and transactions that have occurred after December 31, 2021 and to include internal current internal debt not reported on the FIR, which ultimately impact the adjusted ARL as of January 1, 2023.

The calculation for the Municipality of Huron East's 2023 ARL effective January 1, 2023, as provided by the MMAH, is as follows:

# January 1, 2023 Annual Repayment Limit as provided by the MMAH (Based on 2021 Financial Information Return)

2021 Net Revenues	<u>\$</u>	13,165,865
25% of Net Revenue Fund Revenues		3,291,466
Less 2021 Debt Charges (Principal and Interest)		(98,175)
Unadjusted Annual Repayment Limit	<u>\$</u>	3,193,291
Percent of Municipality's debt payment / net revenue);		<u>0.7%</u>

For comparison purposes, the below chart depicts where the Municipality stands compared to other municipalities within our area.

	Annual	Self -Generated	
Municipality	Debt PMT	Revenue	%
Perth South	-	4,839,349	0.0%
Huron Kinloss	14,072	15,036,290	0.1%
ACW	10,368	7,976,518	0.1%
Huron East	98,175	13,165,865	0.7%
North Huron	145,422	10,906,903	1.3%
Howick	81,921	4,457,159	1.8%
West Grey	299,444	15,827,310	1.9%
WestPerth	308,089	15,955,905	1.9%
Perth East	314,738	13,235,380	2.4%
Morris-Turnberry	129,842	5,275,007	2.5%
Central Huon	614,971	12,618,285	4.9%
Grey Highlands	891,854	16,329,273	5.5%
Bluewater	879,489	15,314,892	5.7%
South Bruce	849,418	10,433,767	8.1%
South Huron	2,065,172	20,524,688	10.1%

The above figures are not inclusive of internal debt and show that Huron East has very low debt level and low annual debt repayments.

The table below provides a detailed listing of the total long-term debt of Huron East issued on or before December 31, 2022 including internal debt financing for the Huron East Health Care Centre.

Current Debt		Loan	Interest	Term		Annual		Balance	Year
By-Law	Lendor	Amount	Rate	Years	P	ayment	0	utstanding	Compete
2010-16	Huron East Working Capital (Internal)	\$ 1,600,000	3.00%	30	\$	80,948	s	625,046	2031
2009-05	Seaforth Community Trust	\$ 250,000	5.00%	20	\$	16,177	\$	176,724	2038
2020-50	Ontario Infrastructure and Lands Corporatio	\$ 847,500	1.47%	10	\$	91,442	\$	687,782	2030
		\$ 2,747,500			\$	188,567	\$	1,489,552	

The following calculations reflect the adjustments for debt commitments and transactions that

have occurred subsequent to December 31, 2021. In addition, the internal debt payment (internal debt financing for the Huron East Health Care Centre) has been added to allow to assess the total debt of the Municipality. The calculations reflect adjustments for annual debt payments (new and expired) that are not included in the MMAH unadjusted ARL calculation above.

## Adjustments

Unadjusted Annual Repayment Limit (MMAH) – January 1, 2023	\$ 3,193,291
Less annual debt payments resulting from 2022 debt issue of \$0	(0)
Less annual internal debt payments	(80,948)
Add debt payments expiring in 2022 Adjusted Annual Repayment Limit – January 1, 2023	<u>0</u> <u>\$3,112,343</u>

Based upon the above, the Municipality's 2023 annual debt service cost as a proportion of selfgenerated revenue is 1.2% (including internal debt).

The adjusted ARL as at January 1, 2023 would allow the municipality to undertake additional long-term borrowings, as outlined in the table below, based on an assumption of 5% interest over varying terms. These amounts reflect the maximum amount of additional debentures that could be issued according to provincial guidelines.

## Maximum Long-Term Borrowings Available based on Adjusted ARL

Annual Debt Charges	Interest Rate	Term	Additional Debt Capacity
\$3,112,343	5.0%	10 years	\$24.1 million
\$3,112,343	5.0%	15 years	\$32.3 million
\$3,112,343	5.0%	20 years	\$38.8 million
\$3,112,343	5.0%	25 years	\$43.9 million

## Current Debt at December 31, 2022

At December 31, 2022, the Municipality had an outstanding long term debt balance of \$1.49 million. Additional debt capacity available to the municipality, based on the adjusted annual debt repayment limit above, is approximately \$24.1 million to \$43.9 million (based on a 5% interest rate). This results in a maximum debt capacity available to the municipality based on provincial guidelines of approximately \$25.6 million to \$45.4 million.

## Projected Balance of Approved Debt Repayment by Source at December 31, 2022

The table below provides summary information on the total long-term debt issued at December 31, 2022 and with what revenues will be used to pay it back.

Long-Term Debt Issued	Tax Supported (\$M)	User Charges (\$M)	Total (\$M)
Debt issued at Dec 31, 2022	1.32	0.17	1.49
Percentage by source	88.6%	11.4%	100%

#### **Projected Debt Balances**

The table below, resulting from the 2023 budget deliberations, illustrates the planned debt amounts for 2023 - 2025, as well as the forecasted annual payments for each. Note that the BMGCC expansion and most of the Brussels Fire Department Expansion debentures were included in the 2022 budget, and have not yet been issued.

Budget					Forecasted	Forecasted	Forecasted
Year			Budgeted	Budgeted	Term	Annual	Year
(By-Law)	Lendor	Description	Loan Amount	Interest Rate	Years	Payment	Compete
2022 (2021-73)	Ontario Infrastructure and Lands Corporation	BMGCC Addition and Renovation	1,889,700	5.00%	20	123,550	2042
2023	TBD	Huron East Fire Department Equipment	808,313	5.00%	10	84,873	2032
2022 & 2023	TBD	Brussels Fire Department Addition and Parking Lot	794,167	5.00%	10	101,081	2032
2023	INTERNAL	Roads - Equipment	170,000	5.00%	1	180,000	2024
2023	TBD	SDCC - Roof Replacement (Unfunded portion)	268,335	5.00%	5	58,327	2028
2024	TBD	Town hall Buiding Renovation	400,000	5.00%	6	70,000	2030
2025	TBD	Town hall Buiding Renovation	200,000	5.00%	6	35,000	2031
		-					
			4,530,515			652,831	

Given the increase in forecasted annual debt payments, it is important to ensure that the municipality remain compliant with the Annual Repayment Limit as determined by the Ministry.

The below table provides an Annual Repayment Limit Analysis as per the 2023 Budget and five year forecast. It shows that the Municipality will operate well below the maximum ARL as prescribed by the Ministry.

		ACTUAL 2021				BUDGET 2023		FORECAST 2024		FORECAST 2025		FORECAST 2026		FORECAST 2027	
Annual Debt Payment	\$	188,567	\$	188,567	\$	188,567	\$	736,398	\$	626,398	\$	661,398	\$	661,398	
Net Revenues calculated as per Reg. 403/02	\$	13,165,865	\$	15,665,422	\$	15,660,725	\$	16,760,169	\$	18,004,758	\$	19,477,404	\$	20,180,061	
Percent of Net Revenues		1.43%		1.20%		1.20%		4.39%		3.48%		3.40%		3.28%	
Percentage allowed per Ministry		25%		25%		25%		25%		25%		25%		25%	
Maximum allowed	\$	3,291,466	\$	3,916,356	\$	3,915,181	\$	4,190,042	\$	4,501,190	\$	4,869,351	\$	5,045,015	
Amount Remaining	\$	3,102,899	\$	3,727,788	\$	3,726,614	\$	3,453,644	\$	3,874,791	\$	4,207,953	\$	4,383,617	

It should be noted that the debt financing for the Brussels Fire Department expansion will be covered by annual payments from the County of Huron estimated to be in the amount of \$154,000 per year for five years. These payments do not reduce Huron East's debt repayment limits, as they are not included as part of Net Revenues calculated as per Reg. 403/02, but this amount should be distinguished from Huron East's debt.

#### **Debt Management Strategies**

During the 2023 budget process, Council was presented with a Financial Plan that included a comprehensive capital plan and a long term reserve contribution plan to fund the capital needs of the Municipality for the next 15 to 20 years. This Plan's intention is to build sustainable capital reserve balances to fund future capital purchases. Historical reserve fund contributions have not been sufficient to properly fund necessary capital purchases over time. In order to maintain the current level of service, some current and forecasted capital expenditures will require debt financing. At the same time, we will be developing a clear and concise debt management strategy. This will be outlined in a separate report recommending the implementation of a Debt Management Policy.

### **Other Financial Commitments and Contractual Obligations**

<u>Ontario Regulation 403/02</u> also requires consideration for other financial commitments and contractual obligations, including financial commitments to hospitals or universities, and lease financing agreements that would materially impact the Municipality's borrowing capacity. The Municipality currently has one identified Capital Lease agreement (SDCC Floor Scrubber) that would not materially impact the borrowing capacity.

#### **Policy:**

The municipality currently does not have a debt management policy. A Municipal Debt Management Policy is being presented for approval in a separate report.

#### **Others Consulted:**

CAO

MMAH

**Financial Impacts:** 

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The above was incorporated and considered as part of the 2023 annual budget process.

# **Attachments:**

Attachment A - 2023 Huron East Annual Repayment Limit (ARL), MMAH, March 2023

# Signatures:

Stacy Grenier

Brad McRoberts

Stacy Grenier, CPA, Director of Finance/Treasurer Brad McRoberts MPA, P.Eng., CAO



Ontario 😿 Ministry of Municipal Affairs and Housing 777 Bay Street, Toronto, Ontario M5G 2E5

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Ministère des affaires municipales et du logement 777 rue Bay, Toronto (Ontario) M5G 2E5

# 2023 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE:	52408		
MUNID:	40015		
MUNICIPALITY:	Huron East M		
UPPER TIER:	Huron Co		
REPAYMENT LIMIT:		\$	3,193,291

The repayment limit has been calculated based on data contained in the 2021 Financial Information Return, as submitted to the Ministry. This limit represents the maximum amount which the municipality had available as of December 31, 2021 to commit to payments relating to debt and financial obligation. Prior to the authorization by Council of a long term debt or financial obligation, this limit must be adjusted by the Treasurer in the prescribed manner. The limit is effective January 01, 2023

#### FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

		5% Interest Rate	
(a)	20 years @ 5% p.a.	\$	39,795,467
(a)	15 years @ 5% p.a.	\$	33,145,271
(a)	10 years @ 5% p.a.	\$	24,657,749
(a)	5 years @ 5% p.a.	\$	13,825,280
		7% Interest Rate	
(a)	20 years @ 7% p.a.	\$	33,829,773
(a)	15 years @ 7% p.a.	\$	29,084,222
(a)	10 years @ 7% p.a.	\$	22,428,341
(a)	5 years @ 7% p.a.	\$	13,093,125

113	DETERMINATION OF ANNUAL DEBT REPAYMENT LIMI (UNDER ONTARIO REGULATION 403/02)	т <b>113</b>
MUNICIPALITY	и: Huron East М мман со	DDE: 52408
	ebt Charges for the Current Year	1 \$
0210 0220 0299	Principal (SLC 74 3099 01)	12,264
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01)	. 0
9910	Total Debt Charge	99,045
1010 1020 1030 1040 1050 1060 1099 1410 1411	Immounts Recovered from Unconsolidated Entities         Electricity - Principal (SLC 74 3030 01)         Electricity - Interest (SLC 74 3030 02)         Gas - Principal (SLC 74 3040 01)         Gas - Interest (SLC 74 3040 02)         Telephone - Principal (SLC 74 3050 01)         Telephone - Interest (SLC 74 3050 02)         Subtota         Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02)         Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02)	. 0 . 0 . 0 . 0 . 0 al 0 . 870
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02)	0
1420	Total Debt Charges to be Exclude	ed 870
9920	Net Debt Charge	98,175
1610	Total Revenue (SLC 10 9910 01).	1 \$ 17,626,636
2010	xcluded Revenue Amounts Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04)	870
2210 2220 2225 2226 2230 2240 2250 2251 2252 2253 2254 2255 2299	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC10 0815 01)         Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01)         Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01)         Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01)         Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01)         Gain/Loss on sale of land & capital assets (SLC 10 1811 01)         Deferred revenue earned (Development Charges) (SLC 10 1812 01)         Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01)         Donated Tangible Capital Assets (SLC 53 0610 01).         Other Deferred revenue earned (SLC 10 1814 01).         Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01).         Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01         + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01).	1,241,163       0       427,926       786,404       0       4,460,771
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged	
2610 2620	Net Revenue 25% of Net Revenue	
9930	ESTIMATED ANNUAL REPAYMENT LIMI (25% of Net Revenues less Net Debt Charge	T 3,193,291

\* SLC denotes Schedule, Line Column.

# Huron East Administration

То:	Mayor MacLellan and Members of Council
From:	Stacy Grenier, Director of Finance /Treasurer
Date:	September 5, 2023
Subject:	Municipal Debt Policy

#### **Recommendation:**

That the Council of the Municipality of Huron East approve the policy regarding Municipal Debt.

#### Background:

In order to develop a sound strategic financial plan, it is important to have the proper policies in place. A Debt Management Policy is the written guideline and procedure that sets the standard for debt issuance practices of the Municipality. This includes the issuance process, management of debt and the adherence to the required appropriate legislation.

The purpose of the Debt Management Policy is to establish objectives for debenture and other forms of financing necessary to meet the Municipality's capital requirements as prescribed by the relevant sections of the Municipal Act 2001, as amended, specifically Part XIII Debt and Investment, and the applicable regulations thereunder.

The Ministry of Municipal Affairs and Housing (MMAH) determines the municipality's Annual Repayment Limit (ARL) under <u>Ontario Regulation 403/02</u>, made pursuant to the Municipal Act, 2001, based on the second previous year's Financial Information Return, as prepared by the municipality and submitted annually to MMAH.

As outlined by regulation, a municipality's Annual Repayment Limit (ARL), as provided by the MMAH, represents the maximum amount that a municipality has available to commit to additional payments relating to debt and financial obligations. The limit is based on a 25% calculation of annual revenues excluding certain revenues such as government grants and transfers from reserves and reserve funds.

For 2023, the adjusted ARL calculated for the Municipality is \$3,112,343 which represents the amount of interest plus principle that the Municipality can pay in addition to the \$179,123 the Municipality is currently paying, as explained in the Annual Debt Report (FIN-23-07).

At December 31, 2022, the Municipality had an outstanding long term debt balance of \$1.49 million. Additional debt capacity available to the municipality, based on the adjusted annual debt repayment limit, is approximately \$24.1 million to \$43.9 million (based on a 5% interest rate) at varying terms of ten to twenty-five years. This results in a maximum debt capacity available to the municipality based on provincial guidelines of approximately \$25.6 million to \$45.4 million.

The strategy laid out in the policy is to set a limit to the amount of debt that can be authorized that is in line with the Municipality's capital needs over time.

The below table provides an Annual Repayment Limit (ARL) information as per the 2023 Budget and five year forecast compared to what is proposed in Municipality's Debt Management Policy.

ARL Comparison	ACTUAL 2021	ACTUAL UNAUDITED 2022	BUDGET 2023	FORECAST 2024	FORECAST 2025	FORECAST 2026	FORECAST 2027
Net Revenues calculated as per Reg. 403/02	\$ 13,165,865	\$ 15,665,422	\$15,660,725	\$16,760,169	\$18,004,758	\$19,477,404	\$20,180,061
Percentage allowed per Ministry Maximum ARL per Ministry	\$ 25% 3,291,466	25% \$ 3,916,356	25% \$ 3,915,181	25% \$ 4,190,042	25% \$ 4,501,190	25% \$ 4,869,351	25% \$ 5,045,015
Percentage allowed per Policy Maximum ARL per Policy	\$ 10% 1,316,587	10% \$ 1,566,542	10% \$ 1,566,073	10% \$ 1,676,017	10% \$ 1,800,476	10% \$ 1,947,740	10% \$ 2,018,006
For a 10 Year Debenture at 5%:							
Maximum Debt Allowed per Ministry	 \$25,415,830	\$30,241,059	\$30,231,992	\$32,354,396	\$34,756,992	\$37,599,838	\$38,956,270
Maximum Debt Allowed per Policy	\$10,166,332	\$12,096,424	\$12,092,797	\$12,941,758	\$13,902,797	\$15,039,935	\$15,582,508

Overall, the Policy limit represents a sixty percent reduction of the Provincial ARL.

The efficient and effective use of debt is recognized as an important component in the acquisition and deployment of critical infrastructure and other capital requirements that support existing and future residents. In addition, affordability and sustainability must be considered while maintaining a degree of flexibility to address emerging financial needs.

This policy is a necessary component in order to build a Strategic Financial plan for the Municipality of Huron East.

#### Others Consulted:

CAO

#### **Financial Impacts:**

There are no direct financial impacts.

Attachments: Attachment 1: Debt Management Policy

Signatures:

Stacy Grenier

Stacy Grenier CPA, Director of Finance

Brad McRoberta

Brad McRoberts, MPA, P. Eng. CAO



Debt Management Policy				
Policy No. 1.38				
Approved by:	Date:			
Last Review by:	Date:			
Stacy Grenier, CPA, Director of Finance / Treasurer	08/30/2023			

### Statement:

A Debt Management Policy sets out the parameter for issuing debt, managing the debt portfolio and provides guidance to staff and Council.

The Debt Management Policy should achieve balance between establishing limits on the debt program as well as provide sufficient flexibility in response to unforeseen circumstances and new opportunities to preserve and improve the long term financial health of the Municipality of Huron East.

### Background:

The Municipal Act, 2001, Ontario Regulation 403/02 Debt and Financial Obligation Limits prescribes terms under which an Ontario municipality can undertake long-term debt. This regulation places a limit on how much a municipality may expend annually in principal and interest payments on long term debt. The annual principal and interest payments cannot exceed 25% of "own source" revenues. The "owns source revenues" exclude Federal, Provincial and County grants, developmental charges, gains or losses on disposal of assets, and all revenues from other municipalities.

### Purpose:

The primary objectives of this policy, in priority order, are as follows:

a) Adherence to statutory requirements

The Municipality shall secure temporary or long-term borrowing for municipal purposes as prescribed by the Act, specifically Part XIII Debt and Investment and the applicable regulations thereunder, including, but not limited to Ontario Regulation 403/02 Debt and

Financial Obligation Limits; Ontario Regulation 247/01 Variable Interest Rate Debentures and Foreign Currency borrowing; Ontario Regulation 276/02 Bank Loans.

b) Maintenance of a strong credit rating

The Municipality shall strive to maintain a strong credit rating. A strong credit rating is a key factor in minimizing the cost of debt and accessing debt opportunities an efficient manner. In addition, a strong credit rating is required to meet the statutory requirements for entering into certain types of financing arrangements.

c) Ensuring Intergenerational equity

The Municipality shall structure debt financing in a way that is fair and equitable to those who pay and those who benefit from projects over time.

d) Managing long-term costs of financing

The Municipality shall ensure that the debt program uses a systematic approach that minimizes the impact of debt servicing costs.

#### Scope:

The policy applies to the issuance of all debt and resulting repayment with terms of greater than one year, including, but not limited to, debentures, internal debt, bank loans and capital lease financing arrangements. The policy applies to all Municipality of Huron East departments.

### **Definitions:**

**Annual Repayment Limit (ARL):** The maximum amount of annual debt servicing costs that the Municipality can undertake or guarantee without seeking the approval of the Ontario Municipal Board. The annual repayment limit is calculated based on data contained in the Financial Information Return, as submitted to the Ministry of Municipal Affairs.

**Canadian Schedule 1 Chartered Bank**: A Canadian financial institution that is not a subsidiary of a foreign bank as described under the Canada Bank Act.

**Capital Lease financing**: A lease agreement in which the lessor agrees to transfer the ownership rights to the lessee after the completion of the lease period. Capital or finance leases are long term and non-cancellable in nature.

**Debenture**: A formal written obligation to repay specific sums on certain dates. For municipalities, these are typically unsecured.

**Debt:** Any obligation for the payment of money over a period of time.

**Debt Servicing Costs**: Cash that is required to cover the repayment of interest and principle on a debt in addition to other costs associated with issuing debt.

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**Intergenerational equity**: In economic, psychological and sociological contexts, is the concept or idea of fairness or justice between generations.

**Internal Borrowing:** Debt established from the borrowing from available working capital reserves.

**Own source revenues:** Money collected from property taxes, user fees, rent and any other revenue collected by the municipality for specific activities.

Tax supported debt: Debt that is to be recovered from general tax revenues.

User fee supported debt: Debt that is to be recovered from user fee revenues.

# Policy:

- Long term debt will not be used to finance current operations.
- Long term debt will only be used for capital expenditures incurred to acquire, develop, renovate or replace capital assets necessary for the delivery of municipal services.
- The Municipality may use long term debt to fund the acquisition of, major improvement or major rehabilitation of existing infrastructure in circumstances where funding cannot be accommodated within the tax supported budget.
- Consideration will be given to the impact of debt on future ratepayers in order to achieve an appropriate balance between debt and other forms of funding.
- Debt servicing must be managed in a manner to limit financial risk exposure and flexible to allow financing for any appropriate corporate project or priority approved by Cound
- The Municipality's maximum annual debt repayment, including any internal borrowing will not exceed 10% of the Municipality's own source revenues (ARL) in order to maintain up to 15% in availability, should the municipality be required, to respond to emergencies, peak period(s) of asset management pressures, and/or to meet senior government funding opportunities.
- at any point in time, should the Municipal Council decides to surpass the Annual Debt Repayment Limit of 10% the Municipality's own source revenues as set out in this policy, a resolution shall be passed, in open session, which waives the policy restriction to surpass the 10% limit for a specific capital.
- Under no circumstances will the payments for the Municipality's indebtedness exceed the Annual Repayment Limit (ARL) as set annually by the Ministry of Municipal Affairs and Housing.

- Temporary Borrowing as per section 405 of the Municipal Act, 2001, as amended is permitted to be used to meet cash flow requirements during the construction of capital infrastructure. Temporary borrowing will be no greater than 3 years and long-term debt will be secured as soon as possible after the completion of a project or 3 years, whichever is less, to replace the short term borrowing. All temporary borrowing costs will be charged as part of the project costs and form part of the long-term debt requirements.
- The Municipality will seek to maximize the use of grants and subsidies from senior levels of government, as well as any other possible sources of external capital funding.
- To the greatest extent possible, the net Municipality's share of capital projects will be funded through the current year appropriations from the tax levy.
- The Municipality will use its capital reserves as required in order to finance capital projects and to limit large fluctuations in tax levy funding for capital projects. Reserve funds will be set aside on an annual basis from the annual budget in order to accumulate reserves sufficient to fund large capital projects, subject to annual budget approval.
- Internal "borrowing" will be used as a means of advancing capital projects where adequate funding from unrestricted working capital reserve funds exist. Interest rates for borrowing internally from reserve funds will be set by utilizing a rate over the same term offered by debentures through Infrastructure Ontario or a debt facility through a Canadian Schedule 1 Chartered Bank.
- It shall be determined for each debt instrument issued whether it is tax supported debt or user fee debt, and it will be budgeted accordingly.

#### **Responsibility:**

- The Municipality may borrow by debenture, mortgage loan or other equivalent debt instrument.
- Council must authorize long term debt through by-law. Before doing so, Council is required to obtain the Treasurer's certification that the municipality has sufficient capacity within its debt repayment limit to incur additional debt.
- The term of Debt will be limited to the term of the useful life of the particular asset, but no greater than thirty (30) years.
- The Municipality may incur debt for assets that have a minimal useful life of five (5) years.

• The Treasurer will provide annually debt management indicators to Council as part of the annual Debt Management Update Report.

#### **Related Policies:**

The Municipal Procurement and Purchasing Policy

# Huron East Administration

To: Mayor MacLellan and Members of Council

From: Stacy Grenier, Director of Finance/Treasurer

Date: September 5, 2023

Subject: Second Quarter Financial Variance Report – 2023 Budget

#### **Recommendation:**

That the Council of the Municipality of Huron East receive the Second Quarter Financial Variance Report – 2023 Budget for information;

#### Background:

The Second Quarter Variance Report in provided in Attachment 1 enclosed.

With two quarters of the year complete, generally speaking, fifty percent of budgeted revenues and regular expenses would be remaining. As shown in the attached report, 46.30% of budgeted revenues have been earned and 50.07% of budgeted expenditures have been spent during the first six months of the year.

Reviewing the variance report, the following observations can be made:

- Overall revenues and expenditures are tracking in line with budget figures;
- Capital projects are behind schedule –as the Budget Approval was late for 2023 delaying the procurement of Capital Projects and Purchases. Department Heads are in the process of implementing the capital budget.

#### **Tax Funded Departments**

- Overall training and travel is tracking over budget, with the majority of conferences and training courses complete in the first half of 2023. It is anticipated that this will be on target by the end of the year.
- Overall utility expenses are tracking over budget Investigated. Corrections will be made in third quarter. No overall impact to expenses.
- Overall Interest Investment Interest record in Q4 and accrue at year end;
- Operating Insurance Came in slightly lower than budget for all departments.
- Administration Capital Land Acquisition incurring costs associated with the Brussels Subdivision; Offset by revenues as sales of lots has/will occur.
- Administration User Fees tracking under budget. Offsetting expenses are lower than budget, overall affect should be minimal.
- Fire Department –Overall the Fire Department is tracking on budget, with a few specific uncontrolled expenses that require close monitoring going forward as it is anticipated that these will be over budget.
- Waste Management Revenue Tipping fees tracking lower than budget while Bin Fees tracking higher than budget. Net is slightly favorable.

- Waste Management Contracted Expense– Overall waste and recycling costs are tracking at budget.
- Transportation Services Maintenance Activities Roads Gravel and Dust control–Gravel slightly under budget, Dust control slightly over budget. No net impact to overall budget.
- Transportation Services Fuel & Oils are tracking on budget. Staff to monitor as current fuel prices are increasing.
- Transportation Services Winter Control tracking at 46% of overall budget.
- Daycare Funding some funding is paid up front. CWELCC paid in full and will not be reconciled with the province until year end. There is a risk that some may be clawed back.
- Daycare Fees tracking slightly above budget.
- Daycare expenses tracking at budget.
- BMGCC Revenues Pledges tracking well under budget, Staff following up with second reminder letters in September.
- BMGCC Revenues User Fees Tracking above budget.
- BMGCC Revenues Expenses Tracking at budget.
- SDCC Revenues User Fees Tracking above budget.
- SDCC Revenues Expenses Tracking above budget.
- VRC Revenues User Fees Tracking above budget
- VRC Expenses Tracking above budget
- Recreation Centers Staff will monitor Revenues and Expenses to keep on target.
- General taxation revenue less than budget as interim bills are processed at 2022 rates. Final billing is currently being processed.
- General tax write offs over budget should be offset by increases to assessments.
- Vibrancy Fund St. Columban Wind no revenue to date. Finance is waiting for an update from payer.
- Council Expenses Over budget due to unforeseen professional services, to be covered by general taxation or offset by other expenses coming in under budget.
- Economic Development Expenses Tracking well under budget. Spending will increase in second half.

# User Fee Revenue Supported Departments:

- Green energy revenues are tracking lower than budget; malfunctions with solar panels will result in us not achieving budgeted revenue. This will result in less funds than expected being transferred to the Green Energy reserve.
- All Water Departments are tracking on budget for revenues and slightly lower than budget for operating expenses. Should this continue, the result would positively impact the reserve contributions.
- All Waste Water Departments are tracking on budget for revenues and slightly lower than budget for operating expenses. Should this continue, the result would positively impact the reserve contributions.
- CBO User Fees Revenue Building Permits year to date permits fees are tracking slightly below budget. However, it is anticipated that Building Permit revenue will meet or exceed amount anticipated for 2023.
- Huron East Health Centre Rent Revenue Tracking on Budget.

- Huron East Health Centre Expenses Tracking on budget.
- Brussels Medical Dental Rent Revenue there is a decrease in rent due do loss of tenant, potential total loss for the year is \$14,900. It is possible that there will be an unfunded deficit at year end. Staff will monitor closely.
- Brussels Medical Dental Expenses tracking less than budget.
- Cemeteries Tracking on budget.
- Capital Drain Expenses not yet recovered. Anticipate drain assessment billings before year end.

#### Timing Issues:

- CCBF (Formerly Gas Tax) Revenue Usually received in second half of the year
- Police Expense Contracted services Bills are two months behind.
- Conservation Authority Expense MVC bills all levy in March
- Fire All Districts Wages and Benefits Volunteer fire fighters are paid annually towards the end of the year;
- Transfers to and from reserves and reserve funds to be done at year end once figures are finalized
- Planning & Development Planning and Zoning Contracted Services County invoices annually at the end of the fiscal year;

#### **Others Consulted:** Department Heads

#### **Financial Impacts:**

Staff continue to track and monitor their respective budgets. Overall, current results are tracking on budget. Department heads are working with the Finance department regularly to gather updated information and to investigate unusual items. To date, Department Heads have been very proactive.

#### Attachments:

Second Quarter Financial Report – As of June 30, 2023

#### Signatures:

Stacy Grenier Stacy Grenier, CPA, CGA, Treasurer

Brad McRoberts

Brad McRoberts, MPA, P. Eng., CAO

### The Municipality of Huron East Mid-Year Financial Report For the period January 1, 2023 - June 30, 2023

	2022	2023	2023			% of
	YTD	YTD	Budget	\$ Variance	% Variance	Budget
Revenue						
Prior Year (Surplus)/Deficit	302,617	621,129	621,129	0	0.0%	100.00%
Taxation	(4,107,256)	(4,519,715)	(10,036,509)	(5,516,794)	(55.0%)	45.03%
Federal	(386,253)	0	(306,814)	(306,814)	(100.0%)	0.00%
Provincial	(2,009,650)	(1,098,019)	(2,245,005)	(1,146,986)	(51.1%)	48.91%
Other Municipalities	(515,095)	(593,641)	(896,870)	(303,229)	(33.8%)	66.19%
Water/Sewer Rates	(1,276,813)	(1,293,562)	(2,568,744)	(1,275,182)	(49.6%)	50.36%
Donations	(399,004)	(105,786)	(285,500)	(179,714)	(62.9%)	37.05%
User Fees	(1,491,066)	(2,279,721)	(2,627,784)	(348,063)	(13.2%)	86.75%
Interest	(157,496)	(115,592)	(544,233)	(428,641)	(78.8%)	21.24%
Proceeds from Sale of Land	(0)		(0)	(0)	(100.0%)	0.00%
Proceeds from Financing	(0)	(0)	(1,250,871)	(1,250,871)	(100.0%)	0.00%
Proceeds from Debenture	(0)	(0)	(0)	0	0.0%	100.00%
Vibrancy	(219,101)	(100,633)	(346,583)	(245,950)	(71.0%)	29.04%
Total Revenue	(10,259,117)	(9,485,540)	(20,487,784)	(11,002,244)	(53.7%)	46.30%
Expenditures						
Salaries & Benefits	2,084,539	2,379,498	5,309,678	2,930,180	55.2%	44.81%
Operating	4,624,930	5,154,752	10,862,020	5,707,268	52.5%	47.46%
Debt Repayment	56,465	50,139	118,075	67,936	57.5%	47.46%
Capital	1,617,879	3,011,752	5,631,576	2,619,824	46.5%	53.48%
Other Items	1,011,010	0,011,102	0,001,010	2,010,021	101070	55.4070
Charge to Other Job	(96,794)	(7,069)	(681,040)	(673,971)	(99.0%)	1.04%
Transfer to Reserves	455,909	98,076	3,407,827	3,309,751	97.1%	2.88%
Transfer from Reserves	(36,484)	(123,951)	· · ·	(3,426,746)	(96.5%)	3.49%
Total Expenditures	8,706,444	10,563,197	21,097,439	10,534,242	49.9%	50.07%
Sub-total	(1,552,673)	1,077,657	609,655	(468,002)	(76.8%)	50.0776

# Huron East Administration

Subject:	Request for Decision to Delegate Tax Appeals Under Section 357(1)(d.1) to the Assessment Review Board
Date:	September 5, 2023
From:	Stacy Grenier, Director of Finance/Treasurer
То:	Mayor MacLellan and Members of Council

#### **Recommendation:**

That the Council of Huron East approve a by- law pursuant to subsection 357(11) of the Municipal Act, 2001, providing authority to delegate authority to the Assessment Review Board only to exercise Council's powers and functions under subsections 357(1) and (5) with respect to applications made under subsection 357(1)(d.1) regarding an application for the cancellation, reduction or refund of taxes where the applicant is unable to pay taxes because of sickness or extreme poverty;

And Further That the Clerk be directed to give a certified copy of the by-law to the registrar of the Assessment Review Board and to the Municipal Property Assessment Corporation.

#### Background:

Section 357(1)(d.1) of the Municipal Act, 2001 allows a municipality, through Council authority, to cancel, reduce or refund property taxes due to sickness or extreme poverty.

These types of applications are not administrative in nature as the tax reduction is not based on a prescribed MPAC reassessment but rather the determination of a taxpayers' ability to pay due to their health or financial plight. This would require the applicant to disclose significant personal health and/or financial information to be scrutinized and evaluated against criteria defining sickness and extreme poverty. Currently staff do not have an established decision-making framework for such claims and the Municipal Act does not provide criteria as to what constitutes "sickness" and "extreme poverty" nor does the Act establish any evidentiary requirements to successfully support such claims. Without framework and guidance, staff cannot provide an appropriate recommendation to Council on such matters. Staff is recommending Council delegate this authority to the Assessment Review Board (ARB) as they have many years of experience processing these types of applications.

Report Number: FIN-23-10

The ARB is an independent adjudicative tribunal, authorized and trained to hear Municipal Act appeals such as these. Members hear appeals and make decisions based on the law and the evidence presented at a hearing. Decisions by the ARB are final and binding, subject only to appeal to Divisional Court on questions of the law when the Court grants leave to appeal.

A by-law delegating authority to the Assessment Review Board to make decisions regarding tax cancellations, reductions or refunds based on sickness or extreme poverty allows for applicants to make an application directly to the ARB. The ARB has experience as a hearing body so applicants can expect:

- A consistent approach by an independent body that has experience with this particular type of appeal
- A set of strict evidentiary standards, including the administration of oaths
- Effective guidelines for confidentiality of personal information
- Formal rules for proceedings to be applied in accordance with legislation related to the ARB

Information from the Assessment Review Board regarding tax relief due to sickness or extreme poverty is attached to this report in Attachment 1.

At the present time, staff have not received any applications of this type and would like to delegate this authority proactively to be prepared should there be any future claims.

Staff have researched and found that this is standard practice by many municipalities throughout the Province.

# Summary:

It is recommended that in accordance with Subsection 357(11) of the *Municipal Act, 2001*, Council delegate their powers and functions under subsections 357(1) and (5) to the Assessment Review Board relating to applications made under subsection 357(1)(d.1) and that the appropriate by-law be passed.

### **Others Consulted:**

CAO, Clerk, Property Tax/Deputy Treasurer

# **Financial Impacts:**

There are very few, if any, applications received for sickness or extreme poverty annually. There is no anticipated financial impact of this proposed process change.

Currently amounts relating to write-offs under Section 357 are accommodated within the existing tax write-off expense budgets.

#### Attachments:

Attachment A: Assessment Review Board: Tax Relief Due to Sickness of Extreme Poverty

#### Signatures:

Stacy Grenier

Brad McRoberts

Stacy Grenier, CPA, Director of Finance/Treasurer

Brad McRoberts, MPA, P. Eng., CAO



(Disponible en français)

# Tax Relief Due to Sickness of Extreme Poverty

# What is a sickness or extreme poverty appeal?

Both the Municipal Act, 2001 and the City of Toronto Act, 2006 permit municipalities to cancel, reduce or refund all of part of taxes if you are unable to pay your taxes because of sickness or extreme poverty. If you believe you are entitled to tax relief for a particular tax year, you must apply before February 28 of next year. Applications are made to the municipality, unless the municipality has passed a by-law that gives the power to grant this tax relief to the Assessment Review Board (ARB).

# How do I file this appeal?

If you are unable to pay your taxes because of sickness or extreme poverty you should contact your municipality for information on how to apply for tax relief. They will let you know the process to follow.

In some cases you will have to apply to the municipality and then, if you are not satisfied with the outcome, you can appeal to the ARB. In other cases you may be able to apply directly to the ARB.

In either case the deadline for applying for tax relief for each tax year is February 28 of the following year. For example, if you are seeking tax relief from your 2016 taxes, you would need to file your application on or before February 28, 2017.

File your appeal using the Sickness or Extreme Poverty Appeal Form, available here.

After filling out the correct form, send it to the ARB **before the deadline**, there is no filing fee for Sickness or Extreme Poverty Appeals. Send your appeal:

#### By email: arb.registrar@ontario.ca, or

By mail: 15 Grosvenor Street, Ground Floor, Toronto Ontario, M7A 2G6

You will be mailed a letter letting you know that the ARB has received your appeal and that a hearing will be scheduled. You will also be provided with a date to start working on your appeal, which will be heard by summary proceeding.

For more information, see the General and Summary Proceedings information sheet, available here.

# How do I prepare for my hearing?

To prepare for your hearing, bring **two** photocopies of all documents you plan on presenting as evidence. Your evidence should:

- relate to the tax year of your appeal, and
- relate to all adults living with you.

Some examples of the kinds of evidence you should bring to prove your claim include:

- income statements from any source, including an employer, long term disability, spouses income, income from a tenant, or any other source,
- personal income tax assessments from the Canada Revenue Agency,
- documentation related to the Ontario Disability Support Program,
- personal bank statements for all of your bank accounts,
- a listing of all your assets and their value, including the value of the property, any other properties, vehicles, investments, RRSP's, Canada Savings Bonds, and any other assets,
- copies of monthly bills, and a detailed list of expenses, including items such as medications, medical supplies, transportation, loan payments, mortgage payments, groceries, personal expenses, child care, housing, life insurance, and any other expenses,
- supporting documents from doctors or other medical professionals for any medical care,
- supporting documents to show that you were unable to work because of sickness, such as documents from the Workplace Safety and Insurance Board, and
- any other evidence that you feel will support your position.

Under the ARB's Rules of Practice and Procedure, you are required to disclose to the municipality **all** documents in your possession, control or power, that are relevant to the matters raised in your appeal, even if you do not intend to rely on a particular document at the hearing.

**Note:** Send one copy of all your evidence to the municipality before your hearing date. Contact the Revenue or Tax Department of your municipality to find out their mailing address.

# Where will my hearing take place?

You will be sent a letter in the mail with the date, time and location of your hearing. The hearing will be held in the municipality you live in or as close to the municipality as possible.

# Can anyone watch my hearing?

No. Appeals that deal with sickness or extreme poverty are private. These hearings only involve the person who filed the appeal, the municipality, and the ARB.

# What if I am going to be late to my hearing?

Please call the ARB as soon as you realize you may be late. E-mail arb.registrar@ontario.ca.

# Will the hearing venue be accessible?

ARB hearings are held in municipal sites throughout Ontario. The ARB's offices are accessible and the Accessibility Standards for Customer Service applies to municipalities. The ARB strives to schedule hearings at accessible facilities. If you have any questions about accessibility, please call the ARB and ask to speak to the Accessibility Coordinator.

# What if I need an interpreter?

Most hearings are held in English. The ARB can hold hearings in French or have a sign language interpreter at your hearing if you request it at least 25 days before your hearing date. If you would like to bring someone to your hearing to interpret for you in any other language, you may bring them with you for that purpose.

# Where can I find more information?

For more information please refer to the ARB's *Rules of Practice and Procedure* which can be found on **<u>our website</u>** or by e-mailing us at **<u>arb.registrar@ontario.ca</u>**.

We are committed to providing services as set out in the *Accessibility for Ontarians with Disabilities Act, 2005.* If you have any accessibility needs, please contact the Board as soon as possible.

### **Please Note**

The information contained in this sheet is not intended as a substitute for legal or other advice, and in providing this information, the ARB assumes no responsibility for any errors or omissions and shall not be liable for any reliance placed on the information in this sheet. Additional information, including the ARB's *Rules of Practice and Procedure*, is available at <u>on our website</u>, or by e-mailing <u>arb.registrar@ontario.ca</u>.



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Disponible en français: Voici que vous devez savoir au sujet d'appel pour cause de maladie ou pauvreté extrême

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August 2, 2023

To Whom it may concern.

September is coming and The Seaforth Agriculture Society are planning for a very eventful fair with many new attractions.

We hope to have our normal parade on the normal route and would ask for your assistance again with traffic control. That is at the corner of Brantdford and Main St S and also at the lights. Parade is usually about 35 minutes long.

The parade is Saturday September 16 leaving the Optimist park at 10:30 a.m.

We would be happy if Huron East would participate with a float/truck with dignitaries. Let me know if I could provide a convertible.

I always appreciate the cooperation we receive for this parade.

Thank you Joan Whyte <u>njwhyte@tcc.on.ca</u> home 519 527 0349 cell 519 525 2788





PO Box 475 Brussels, ON NOG 1H0

August 14, 2023

Mayor & Council of the Municipality of Huron East PO Box 610 Seaforth, ON NOK 1W0

Dear Bernie and Council

The Brussels Agricultural Society is holding its 160<sup>th</sup> Brussels Fall Fair on September 19<sup>th</sup> and 20<sup>th</sup> with our theme being "Bank Barns and Spinning Yarns."

Our opening ceremonies are Tuesday the 19<sup>th</sup> commencing at 7 p.m.

We request assistance with traffic measures on September 20<sup>th</sup> when we have our parade.

The parade forms up around Victoria Park (Ball Diamond/Pool area) from 10:30h to when it commences at 11:30h. It then proceeds north on Sports Drive until Turnberry St. when it turns south proceeding down Turnberry to Ellen St. It will then turn east onto Ellen until Ainley St., when it then turns south and goes directly to the BMG Community Centre where it terminates. We would request all affected intersections be stopped up.

As with any Brussels Parade, our fire station/trucks will be leading the way.

Should you require any further info, please contact myself or Reg Vinnicombe, President.

I also wish to thank you for your ongoing support & assistance in this year's grant that was received. It helps keep our Fair going.

John Lowe, Parade Chair & co-Treasurer

The Hospital Foundation is once again participating in the CKNX Radiothon on Oct 21st.

This email is requesting support and approval from Huron East council to hang our Radiothon road banner across Hwy 8 in the month of October.

Our project this year is to raise funds for a new ultrasound for our local hospitals ER.

Artech signs (Philip Duncan) has our road banner

Thank you Regards Ron

# Dear Mayor MacLellan and Deputy Mayor McLellan, and Councillors Morrison, Newell, Diehl, Dalton, Wilbee, Fisher, Steffler, Chartrand, and McGrath

This request is from *The Women of Ontario Say NO*, a grassroots advocacy effort comprised of individuals, organizations, and community groups. We are committed to ensuring that locally elected officials are held accountable for violence and harassment in municipal workplaces. This advocacy stems from a number of egregious cases throughout the province including Ottawa, Barrie, and Mississauga. You can learn more on our website: <u>https://www.thewomenofontariosayno.com/</u>

Many Councillors will know that on May 31<sup>st</sup>, 2023, the government voted down Bill 5 – The Stopping Harassment and Abuse by Local Leaders Act. At that time 160 municipalities had endorsed their support for Bill 5. In 2021, the Association of Municipalities Ontario recommended changes to strengthen municipal codes of conduct for elected officials. Again in 2023, after meetings with our group, the AMO issued a statement again calling on government to implement legislation change on this matter. AMO also provided sample resolution text for councils that wish to lend their support to this call: Codes of Conduct, Changes to Visible Fees, and Fees Charged to Beverage Producers | AMO These recommendations have still not been implemented. We are calling on your municipality to be an active and engaged voice in your own workplace safety and that of the municipal staff in holding municipally elected representatives accountable for violence and harassment.

- We are therefore asking council to pass the attached motion of March 27, 2023, issued by AMO, calling for government legislation on this issue.
- We are requesting the motion include the communication that this legislation be prioritized for the fall of 2023 given the urgency of this issue.
- We are asking that a letter expressing support for the motion be sent to: The Premier, Local MPPs, Minister of Municipal Affairs, Associate Minister of Women's Social and Economic Opportunity, AMO and local municipalities.
- We are counting on you as leaders to ensure your municipal workplace is safe and that all persons have basic human rights protection. This cannot wait any longer. This legislation needs to move ahead without any further delay.

Thank you in advance for being open to advocating for legislative change that will help ensure workplaces and community spaces are safe for everyone!

If you have any questions, please don't hesitate to reach out to me.

Sincerely, Katherine Hartel

On behalf of The Women of Ontario Say NO

# #THEWOMENOFONTARIOSAYNO

A call for legislation to hold municipally elected leaders accountable for violence and harassment

# **Overview**

#### Who We Are

The Women of Ontario Say No is a non-partisan group of individuals, municipalities and community groups committed to holding municipally elected politicians accountable for violence and harassment. Our mission: drive essential legislative changes to the Ontario Municipal Act that ensures sitting elected officials are not immune to accountability when it comes to the mistreatment of others.

#### The Issue at Hand

Municipally elected leaders do not have an appropriate accountability structure when it comes to perpetrating violence and harassment in the workplace. In fact, if a claim of egregious (the most severe) harassment is substantiated; the maximum penalty that can be imposed is three months without pay. But the elected official can **retain their position, return to the workplace and seek re-election.** 

This differs from any other workplace in the province, where, not only are workplaces mandated to have violence and harassment in the workplace policies (Bill 168), these policies outline consequences for egregious violation which includes termination.

#### Why this is so important?

Having a route to address violence and harassment outside of the court system is critical. The burden of proof in the court system is "beyond a reasonable doubt". This is significantly more onerous than with HR departments (or in this case for the Integrity Commissioner in the municipal setting), wherein the burden of proof required for a determination of Code of Conduct violation is based on "a balance of probabilities". As such, a fair outcome can be pursued that ensures misconduct can be addressed much more effectively than the current reality.

#### The Consequence of Inaction

When local leaders are able to perpetrate harassment and are not held to account, the message this sends to community is toxic. It means that:

- as an elected official you are somehow immune to the communal standards of treatment we have come to expect from the population at large, and;
- 2) That you can abuse your power, unchecked, and continue to have the privilege of serving the population that elected you.

A fundamental, underlying principle of broadening diversity, equity and inclusion in politics rests on the assumption that the workplace is SAFE. This is currently not the case. As such, despite the most recent municipal elections in October, 2022, councilors currently can perpetrate the most egregious acts of harassment and keep their jobs.

This has immeasurable negative impact in communities, wherein:

- 1) community members and/or municipal staff may not feel safe meeting with their local ward councillor or mayor;
- 2) if a person is harassed, they may not see the point of filing a complaint with the Integrity Commissioner;
- **3) there is no deterrent to council members** when it comes to perpetrating harassment, because they know they can still keep their job;
- 4) it stifles diversity of voice at the local decision making tables, because when safety is a risk, it deters quality people from traditionally marginalized backgrounds from seeking election;
- 5) in instances where council members who have perpetrated harassment to staff or their colleagues can retain their position, no matter how serious, it creates toxic workplaces which has an adverse effect on mental health in the workplace and throughout community;
- 6) **it supports current systems** of privilege and immunity of a certain segment of the population, which is not optimal for healthy communities;
- 7) **it sends the message** that if you have power, you are different (and superior to) the average citizen.

# To learn more check out: thewomenofontariosayno.com



\* Government Legislation, once passed, will be applicable to ALL municipalities in Ontario at the same time.

#### What are we asking for?

We are advocating for 3 key components to the Ontario Municipal Act to strengthen our democratic processes by upholding fundamental human rights—the right to go to work and not be harassed:

- \* Note: These changes have been endorsed by the Rural Ontario Municipal Association, Association of Municipalities Ontario, Ontario Big City Mayors and 185 municipalities in Ontario (and growing weekly).
- 1. Strengthened Codes of Conduct: An amendment to the Ontario Municipal Act that ensures Code of Conduct explicitly includes accountability to violence and harassment policies. This step ensures that our political representatives are held to the same standard as any other employee in Ontario when it comes to respecting the rights and dignity of every individual, thus fostering a safer and more inclusive environment for all.
- 2. Mechanism for Removal: To address the investigated and substantiated egregious violations of municipal codes of conduct, a robust removal mechanism in the Ontario Municipal Act is essential. This process, reserved for only the most egregious of cases, aims to maintain the integrity of our governance while addressing actions that breach the core values we uphold. It ensures that municipally elected representatives are not immune from the basic standards of treatment we have come to expect in every other workplace.
- Restriction on Re-election: To ensure the message that violence and harassment will not be tolerated, and to support greater accountability over time, a restriction on subsequent re-election for individuals found guilty of serious misconduct is required. This measure ensures that those who fail to uphold the most basic ethical standards of workplace safety face consequences that extend beyond a single term. This is consistent with any other workplace, where an employee who is terminated for perpetrating violence and harassment is not rehired a year later, for example.

These changes are not meant to undermine the democratic process but rather to bring elected representatives up to the same standard as every other employee in Ontario. This advocating effort is not meant to undermine the democratic process but rather to bring elected representatives up to par— a very basic benchmark for how we treat each other in the political sphere. Workplace safety is foundational to overall workplace and greater community health.

This effort is firmly rooted in advocating for legislative changes that are supported by due process, ensuring fairness for all parties involved.

#### To learn more check out: thewomenofontariosayno.com

#### History

The Ontario government introduced legislation to mandate that employers have a Workplace Violence and Harassment policy. This legislation underscored the rights of all persons to be safe at work. Yet, municipally elected representatives have essentially experienced immunity, by virtue of public election.

In 2021, the Conservative government completed consultation on "Strengthening accountability for municipal council members." Not only did the current government not pass its own legislation to address this human rights protection gap, they also *did not* prioritize The Stopping Harassment and Abuse by Local Leaders Act (most recently known as Bill 5) and *voted it down* on May 31, 2023.

The same private members bill had all party support in 2021. We know that the examples of councillor misconduct have only grown since this time. This issue is not going away.

# Here are our calls of action to help us change the future:

- 1) SHARE, LIKE and Follow: @womenofontariosayno (facebook and Instagram)
- 2) deliver a presentation to a municipal council in Ontario requesting support (materials provided). This is a unique approach to advocacy, but is appropriate to approach local councils, as it is their workplace.
- 3) **showcase your organization/community** groups' logo to the website to add credibility and legitimacy to the advocacy effort.
- 4) **meet/write/call your local MPP** and express that this legislation matters to you/your organization/ their constituents and the overall community.
- 5) **share and disseminate** information with your networks.
- 6) write the Ontario Human Rights Commission and request a public inquiry into the issue: legal@ohrc.on.ca (a letter provided on our website)
- 7) feel empowered to have the hard conversations. So much of grassroots change occurs at our dinner table, speaking with a neighbor, or your local councillor. Start talking about the issue. Express the change you want to see and never feel ashamed to advocate for basic human rights. We often feel we have to be experts in legislation to advocate for it. We are all experts in how we want to be treated. Let this be your quide.



\* Government Legislation, once passed, will be applicable to ALL municipalities in Ontario at the same time.

of the

# **Municipality of Huron East**

# By-law No. 037 of 2023

Being a By-law to Amend the Zoning on Concession 2 Huron Road Survey, Part Lots 8 and 9, Registered Plan 22R5263 Parts 2 and 9-11, Geographic Township of Tuckersmith in the Municipality of Huron East known as 1 Doig Drive and to Amend By-law 52-2006.

**Whereas** the Council of the Corporation of the Municipality of Huron East considers it advisable to amend Zoning By-law 52-2006 of the Municipality of Huron East.

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

- This by-law shall apply to Concession 2 Huron Road Survey, Part Lots 8 and 9, Registered Plan 22R5263 Parts 2 and 9-11, Geographic Township of Tuckersmith in the Municipality of Huron East known as 1 Doig Drive and is comprised of the attached Schedules.
- 2. By-law 52-2006 is hereby amended by changing the zone symbol from 'Recreation Golf Course Zone (RC1)' to 'Residential High Density Special Zone (R3-Special)', the subject lands currently zoned as 'RC1' on the attached Schedule.
- 3. Section 20.8 is hereby amended by the addition of the following:

# R3-4

Notwithstanding any provisions to the contrary, in the area zoned R3-4, the following special provisions apply:

- The permitted structures are rowhouse dwellings and accessory buildings;
- The rear yard setback is 2.5 metres;
- The minimum separation distance of 3 metres shall be provided between 2 end side walls facing each other where the wall(s) contains a habitable room window; and
- Where more than one (1) rowhouse dwelling unit may be established on a lot, the required lot coverage, landscaped open space, off-street parking and amenity area shall be measured to the whole of the lot, provided the development is subject to Site Plan Approval under Section 41 of the Planning Act.

All other provisions continue to apply.

- 4. This By-law affects Zone Map 42 of By-law 52-2006, attached as Schedule B.
- 5. This By-law shall come into force upon final passing, pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

Read a first and second time this 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

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#### Schedule 2

#### Corporation

#### of the

## Municipality of Huron East

## By-law No. 037 of 2023

By-law No. 037-2023 has the following purpose and effect:

1. The lands subject to this Zoning By-law Amendment are described as Concession 2 Huron Road Survey, Part Lots 8 and 9, Registered Plan 22R5263 Parts 2 and 9-11, Geographic Township of Tuckersmith in the Municipality of Huron East. The subject property is municipally known as 1 Doig Drive.

The amendment to the Huron East Zoning By-law proposes to amend the zoning of the subject lands from 'Recreation Golf Course (RC1)' to 'Residential High Density Special Zone (R3-4)'. The special zone will:

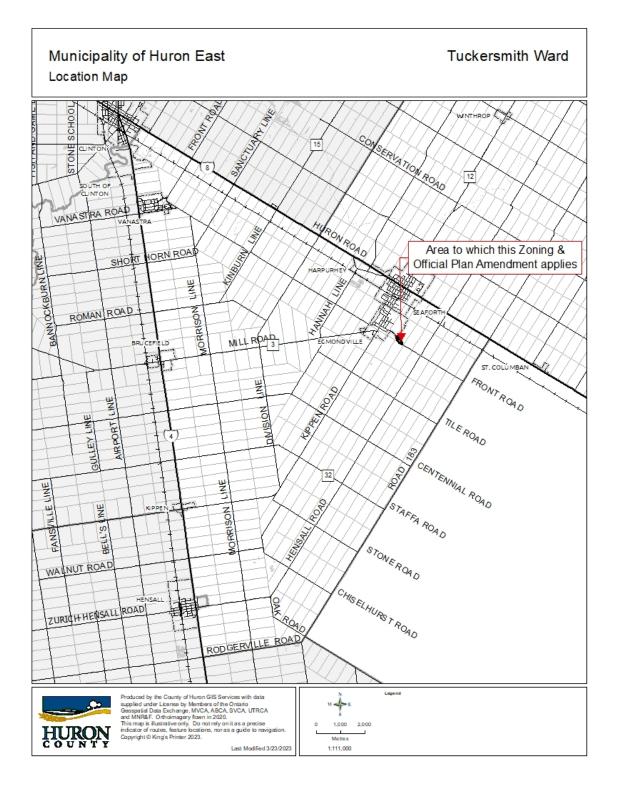
- Limit the permitted structures to rowhouses;
- Permit a rear yard setback of 2.5 metres;
- Permit a minimum separation space of 3 metres shall be provided between 2 end side walls facing each other where the wall(s) contains a habitable room window; and
- Allow that where more than one rowhouse may be established on a lot, the required coverage, landscaped open space, off-street parking and amenity area shall be to the whole of the lot, provided the development is subject to Site Plan Approval under Section 41 of the Planning Act.
- Maps showing the general location of the lands to which this Zoning By-law Amendment apply are shown on 'Schedule A' attached. The map showing the location of the lands to which this by-law applies is shown on the following page and is entitled 'Schedule B'.

#### Schedule A

#### **Corporation of The**

#### **Municipality of Huron East**

#### By-law No. 037 of 2023

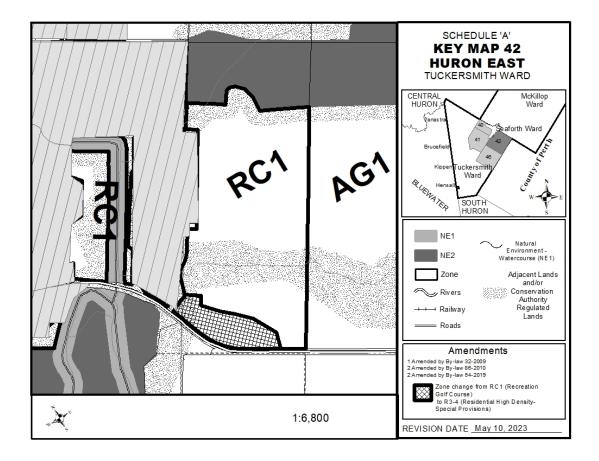


#### Schedule B

# Corporation of The

## **Municipality of Huron East**

# By-law No. 037 of 2023



The Corporation

of The

# **Municipality of Huron East**

## By-law No. 057 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 \$344,200 for the Completion of the said Drainage Works, Coates 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 GM BluePlan Engineering which report dated July, 2023 shall be considered a part thereof;

And Whereas the total estimated cost of the drainage works is \$344,200.00;

**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 \$344,200.00, 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 "Coates Municipal Drain, 2023".

**Read** a first and second time this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**Read** a third time and finally passed this

day of 2023.

#### The Corporation

of the

## **Municipality of Huron East**

#### By-law No. 058 for 2023

Being a By-law to temporarily stop up Duke Street and Main Street (County Road 12), within the Seaforth 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 Seaforth Ward of the Municipality of Huron East to accommodate the Seaforth Fall Fair parade being held September 16<sup>th</sup>, 2023;

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

- 1. Main Street (County Road 12) will be closed in accordance with the requirements of the County of Huron as follows:
  - a) Saturday, September 16, 2023 from 10:30 a.m. to 11:15 a.m. between Duke Street and Brantford Street, Seaforth Ward (Parade)
- 2. The following streets will be closed for the Seaforth Fall Fair Parade on Saturday, September 16, 2023 between the hours of 10:30 am to 11:15 a.m.:
  - a) Duke Street from Main Street North to Chalk Street North
- 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 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

of The

# **Municipality of Huron East**

### By-law No. 059 for 2023

Being a by-law to Authorize the Signing of an Agreement between the Corporation of the Municipality of Huron East and Integrated Maintenance and Operations Services Inc., operating under the name of "Owen Sound Highway Maintenance Limited" to provide winter maintenance on Highway 8 within the limits of the Ward of Seaforth

**Whereas** Section 11(2) the Municipal Act, S.O. 2001 c.25, as amended provides that a Municipality may pass By-laws for services and things that the municipality is authorized to provide under subsection (1);

**And Whereas** Highway 8 within the limits of the former Town of Seaforth is under the jurisdiction of the Municipality of Huron East and connects to Highway 8;

**And Whereas** the Ministry of Transportation has awarded the contract to provide maintenance on provincial highways in this area to Integrated Maintenance and Operations Services Inc.

**And Whereas** Integrated Maintenance and Operations Services Inc. will travel over Highway 8 within the limits of the former Town of Seaforth in order to maintain Highway 8;

**And Whereas** the Municipality has requested that Integrated Maintenance and Operations Services Inc. provide winter maintenance services on Highway 8 within the former Town of Seaforth;

**And Whereas** Integrated Maintenance and Operations Services Inc. has agreed to provide such winter maintenance services on Highway 8 within the limits of the former Town of Seaforth;

**And Whereas** the Council of the Municipality of Huron East deems it advisable to enter into the Agreement with Integrated Maintenance and Operations Services Inc. for the purpose of providing the winter maintenance services on Highway 8;

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

- 1. The Mayor and Clerk are hereby authorized and instructed to execute a Winter Maintenance Agreement attached hereto as Schedule 'A'.
- 2. That By-law 90-2022 is hereby repealed.

**Read** a first and second time this 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor

This Agreement for winter maintenance services made this \_\_\_\_\_ day of \_\_\_\_\_, 2023

# **BETWEEN:**

Integrated Maintenance and Operations Services Inc. Operating under the name of "Owen Sound Highway Maintenance Limited"

(hereinafter referred to as "IMOS")

-and-

The Corporation of the Municipality of Huron East

(hereinafter referred to as the "Municipality")

**WHEREAS** Highway 8 within the limits of the former Town of Seaforth is under the jurisdiction of the Municipality and connects to Highway 8;

**AND WHEREAS** IMOS will travel over Highway 8 within the limits of the former Town of Seaforth in order to maintain Highway 8.

**AND WHEREAS** the Municipality has requested that IMOS provide winter maintenance services on Highway 8 within the limits of the former Town of Seaforth and it is cost-efficient to provide such services.

**AND WHEREAS** IMOS has agreed to provide such winter maintenance services on Highway 8 within the limits of the former Town of Seaforth upon the terms and conditions set out herein.

**NOW THEREFORE** in consideration of the covenants in this Agreement and for other good and valuable consideration (the receipt and sufficient of which are hereby acknowledged), the parties hereto agree as follows:

1. **Term:** IMOS hereby agrees to provide the winter maintenance services on Highway 8 within the limits of the former Town of Seaforth from 12:01 a.m. October 15, 2023 until 11:59 p.m. April 30, 2024.

2. <u>Level of Service:</u> IMOS hereby agrees to provide such winter maintenance services and at the level of service specified in attached Schedule "A" to this Agreement.

#### 3. <u>Contacts:</u>

IMOS' contact shall be: Greg Smart, Operations Manager PO Box 309 Chatsworth, ON N0H 1G0 (519) 387-0563

The Municipality's contact shall be: Barry Mills, Public Works Manager Municipality of Huron East PO Box 610 72 Main Street South Seaforth, ON N0K 1W0 4. **Insurance/Workplace Safety & Insurance:** Before signing the Agreement, the Municipality will require that the Contractor furnish certificates or affidavits to show that:

- a) His employees are currently covered by the Workplace Safety and Insurance Board
- b) He has General Liability and Property Damage Insurance in the amount of Five Million Dollars (\$5,000,000.00). The policy shall be endorsed to provide that it shall not be altered, cancel or lapse without 30 days notice to the Municipality.
- c) He has Standard Automobile Insurance Coverage providing third party limits of at least Two Million Dollars (\$2,000,000.00) on all licensed vehicles in the performance of services required in this contract.
- d) The Municipality shall maintain, in full force and effect, adequate liability insurance at all times and throughout the term of this Agreement.

5. **Payment:** The Municipality hereby agrees to pay IMOS two lump sum payments of \$3,596.24 plus HST for the winter maintenance services provided by IMOS pursuant to this Agreement. Invoices will be issued by IMOS to the Municipality in the above noted amounts on December 31<sup>st</sup>, 2023 and February 28<sup>th</sup>, 2024.

6. <u>Authority:</u> The Municipality warrants that it has taken all necessary steps, done all acts, passed all by-laws and obtained all approvals required to give it the authority to enter into this Agreement.

**IN WITNESS WHEREOF** IMOS and the Municipality, by their duly authorized representatives, have hereunto set their signatures on the dates herein written below.

IMOS

The Corporation of the Municipality of Huron East

Greg Smart, Operations Manager Owen Sound Highway Maintenance Ltd.

Mayor

Clerk

# Schedule 'A'

IMOS agrees to attempt to maintain one lane in each direction of the Municipality's Connecting Link as a Class 2 Highway in accordance with the Ministry of Transportation's Maintenance Quality Standards 701. The following points also form part of this agreement:

- 1. The agreement must be renewed annually. IMOS cannot guarantee that the work can be undertaken in subsequent years and will notify the municipality as soon as possible if unable to provide future service.
- 2. The level of service will include patrolling, plowing, sanding and salting.
- 3. Snow removal adjacent to the through lanes will not be included in this agreement.

of The

## **Municipality of Huron East**

#### By-law No. 060 for 2023

Being a by-law to Appoint Deputy Division Registrars and Deputy Issuers of Marriage Licenses and Repeal By-law 43-2018

**Whereas** Regulation 1094 under the Vital Statistics Act, Section 55.1(1) provides that the Clerk of every municipality is, by virtue of office, the division registrar of the municipality;

**And Whereas** Section 38 of the vital Statistics Act authorizes the appointment of Deputy Division Registrars upon approval the Ministry;

**And Whereas** Section 11 of the Marriage Act provides that marriage licences may be issued by the Clerk of a local municipality who may, with the approval in writing of the Minister, appoint in writing one or more deputies to act for him or her;

**And Whereas** the Council of the Municipality of Huron east deems it in its best interest to increase our customer service levels for the municipality by appointing additional persons as deputy division registrars and issuers;.

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

- 1. The Corporation of the Municipality of Huron East are hereby authorized to make an application to the Honourable Minister of Public and Business Service Delivery to have the following persons appointed as Deputy Issuers/Registrars under the Vital Statistics Act and the Marriage Act:
  - a. Aaly Broda
  - b. Tricia Thompson
- 2. That the Mayor and Clerk are hereby authorized to do all things necessary for the completion and implementation of such appointments.
- 3. That By-law 43-2018 is hereby repealed.
- 4. That this By-law comes into force and effect upon the passing thereof and the appointments come into force and effect upon final approval of the Minister.

**Read** a first and second time this 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

of the

## **Municipality of Huron East**

### By-law No. 061 for 2023

Being a By-law to Temporarily Stop Up Intersections of Sports Drive and Turnberry Street, Turnberry Street and Ellen Street and Ellen Street and Ainley Street, 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 intersections in the Brussels Ward of the Municipality of Huron East to accommodate the Brussels Fall Fair parade being held September 20, 2023;

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

- The following intersections will be closed for the Brussels Fall Fair on September 20, 202 between the hours of 11:30 a.m. to 12:30 p.m.:
  - a) Sports Drive and Turnberry Street
  - b) Turnberry Street and Ellen Street
  - c) Ellen Street and Ainley Street
- 2. This by-law shall come into force and take effect on the date of final reading thereof.

**Read** a first and second time this 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

#### The Corporation

of the

# **Municipality of Huron East**

# By-law No. 062 for 2023

Being a By-law to Delegate Council's Function Under Section 357 of the Municipal Act, 2001 to the Assessment Review Board

**Whereas** Section 357(1) of the Municipal Act, 2001, S.O. 2001 c.25 as amended states that upon application to the Treasurer of that local municipality made in accordance with Section 357(1), the local municipality may cancel, reduce or refund all or part of taxes levied on land in the year in respect of which the application is made under subsections 357(1)(d.1);

**And Whereas** Section 357(5) of the Municipal Act states that Council Shall hold a meeting at which the applicants may make representations to Council, notify the applicants of the meeting and make its decision.

**And Whereas** Section 357(11) of the Municipal Act, 2001, S.O. 2001 c.25 as amended, provides that Council may authorize the Assessment Review Board to exercise the powers and function so the Council under subsection (1) and subsection (5) with respect to applications made under subsection (1)(d.1)

**And Whereas** the Council of the Corporation of the Municipality of Huron East has deemed it appropriate to delegate these powers and functions to the Assessment Review Board;

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

- That in accordance with subsection 359(11) of the Municipal Act, Council hereby delegates its power and function under subsection (1) and subsection (5) of Section 357 to the Assessment Review Board for applications made under Section 357(1)(d.1).
- 2. That subsection 357(6), (7), (8), (9) and (10) do not apply to the applications made under subsection 357(1).
- 3. That when finally passed, a certified copy of this By-law shall be provided to the Registrar of the Assessment Review Board and to the Municipal Property Assessment Corporation.
- 4. That the Treasurer of the Municipality shall forward all applications made under Section 357 of the Act to the Assessment Review Board, so long as this By-law remains in force.
- 5. That this By-law shall come into force and effect on the date of final reading thereof at which time all By-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

**Read** a first and second time this 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

# The Corporation

of The

#### **Municipality of Huron East**

#### By-law No. 063 for 2023

Being a By-law to Amend By-law 52-2006, as amended, of the Municipality of Huron East to Amend the Zoning on Registered Plan 181, Part Park Lots 8, Park Lots 13 to 15, Geographic Township of Tuckersmith in the Municipality of Huron East known as 75836 London Road

**Whereas** Council of the Corporation of the Municipality of Huron East considers it advisable to amend Zoning By-law 52-2006, as amended, of the Municipality of Huron East;

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

- This By-law shall apply to Registered Plan 181, Part Park Lots 8, Park Lots 13 to 15, Geographic Township of Tuckersmith in the Municipality of Huron East known as 75836 London Road and is comprised of the attached schedules.
- By-law 52-2006, as amended, is hereby further amended by changing the zone symbol on the attached Schedule 2 from R1-h (Residential Low Density-Holding) to R1 (Residential Low Density) to remove the -h symbol, from R1 (Residential Low Density) to R1-43 (Residential Low Density – Special Zone) and from R1 (Residential Low Density) to R1-44 (Residential Low Density – Special Zone)
- 3. Section 18.10 Special Zones is hereby amended by the addition of the following:

R1-43

Notwithstanding any provisions to the contrary, in the area zoned R1-43, a minimum of south interior side yard setback of 20 metres shall apply within 110 metres of the east property line.

R1-44

Notwithstanding any provisions to the contrary, in the area zoned R1-44, the following special provisions apply:

- The interior side yard setback to the west lot line shall be a minimum of 20 metres;
- The minimum lot frontage shall be 7.5 metres;
- The maximum height of an existing accessory structure shall be 6 metres;
- The existing accessory structure shall be permitted to remain where the main use has not been established.
- 4. All other provisions of By-law 52-2006 shall continue to apply.
- 5. This By-law affects Zone Map 43A of By-law 52-2006, attached as Schedule B.
- 6. This by-law shall come into effect upon final passing, pursuant to Section 34(21) of the Planning Act, 1990.

Read a first and second time this 5<sup>th</sup> day of September 2023.

Read a third time and finally passed this 5<sup>th</sup> day of September 2023.

# Schedule 2

#### The Corporation

#### of The

## **Municipality of Huron East**

#### By-law No. 063-2023

By-law 063-2023 has the following purpose and effect:

The lands subject to this Zoning By-law Amendment are described as Registered Plan 181, Part Park Lots 8, Park Lots 13 to 15, Geographic Township of Tuckersmith in the Municipality of Huron East. The subject property is municipally known as 75836 London Road.

The purpose of the application is to facilitate the creation of a total of four residential infill lots on an oversized residential parcel within an existing settlement area. The rezoning is required to remove the holding symbol from a portion of the subject lands and address site specific provisions on two of the retained lots.

The proposed amendment to the Huron East Zoning By-law proposes to amend the zoning on retained lot 2 from R1 (Residential Low Density) to R1-43 (Residential Low Density – Special Zone). The special zone will require an increased interior side yard setback to the abutting industrial property to address the suggested separation distance by the acoustical engineer. The amendment would also propose to amend the zoning on the retained lot 4 from R1 (Residential Low Density) to R1-44 (Residential Low Density - Special Zone) The special zone will:

- Require an interior side yard setback of 20 metres to the abutting industrial building;
- Permit a minimum lot frontage of 7.5 metres;
- Permit the maximum height of an existing accessory structure to be 6 metres;
- Permit the existing accessory structure to remain prior to the main use being established.

The subject lands are designated Urban on Schedule B of the Huron East Official Plan.

Maps showing the general location of the lands to which the Zoning By-law Amendment apply are shown on Schedule A attached. The map showing the location of the lands to which this By-law applies is shown on Schedule B.

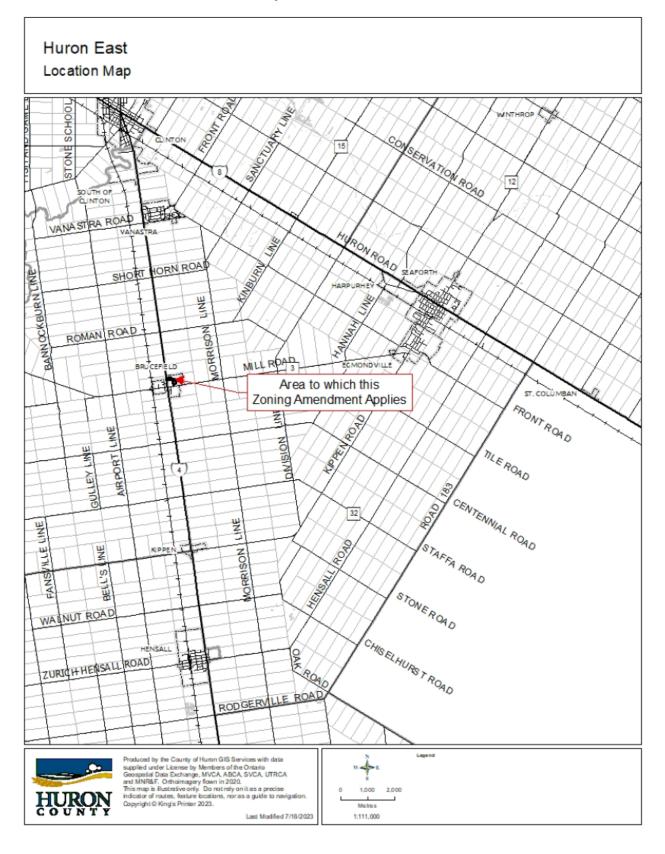
#### Schedule A

# The Corporation

of the

**Municipality of Huron East** 

By-law 063 of 2023



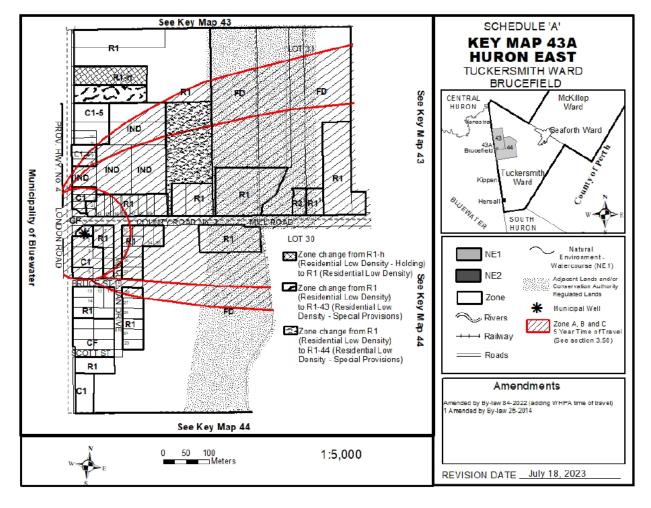
#### Schedule B

#### The Corporation

#### of the

#### **Municipality of Huron East**

#### By-law 063 of 2023



# The Corporation

of The

#### **Municipality of Huron East**

#### By-law No. 064 for 2023

Being a By-law to Appoint a Deputy Clerk and Repeal By-law 102-2022.

**Whereas** the Municipal Act, S.O. 2201, c. 25, as amended, s. 288 (2) provides that a municipality may appoint Deputy Clerks who have all the powers and duties of the Clerk under this and any other Act;

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

- 1. That Aaly Broda be hereby appointed as Deputy Clerk of the Municipality of Huron East.
- 2. That the said Aaly Broda 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.
- 3. That By-law 102-2022 is hereby repealed.
- 4. 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 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

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:** 

- The action of the Council of the Corporation of the Municipality of Huron East, at its Regular meeting held on the 5<sup>th</sup> day of September, 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 5<sup>th</sup> day of September 2023.

**Read** a third time and finally passed this 5<sup>th</sup> day of September 2023.

Bernie MacLellan, Mayor