



Municipality of Huron East

Council Agenda

Tuesday, May 7, 2024 at 6:00 P.M.

Council Chambers

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

1. Closed Session

That a closed meeting of Council be held on Tuesday, May 7, 2024 at 5:00 p.m., in the Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purpose of the following matters:

- 1.1** Adoption of April 16, 2024 Closed Sessions of Council meeting minutes **(Distributed Separately)**
- 1.2** 239(2)(f) – advice that is subject to solicitor-client privilege **(Verbal Report)**
- 1.3** 239(2)(b)(d) – personal matters about identifiable individuals and labour relations – employee matters **(Verbal Report)**

2. Call to Order & Mayor's Remarks

3. Reconvene into Open Session

4. 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.

5. Confirmation of the Agenda

6. Disclosure of Pecuniary Interest

7. Minutes of Previous Meeting

7.1 Regular Meeting – April 16, 2024

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8. 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

- 8.1** [The Town of Plympton-Wyoming](#) re: Securing Access to Natural Gas for our Community and Ontario
- 8.2** [Conservation Ontario](#) re: Update on Conservation Authority Exceptions for the Drainage Community
- 8.3** [Nuclear Innovation Institute](#) re: Leadership Change
- 8.4** [Municipality of St. Charles](#) re: Social and Economic Prosperity Review
- 8.5** [Municipality of St. Charles](#) re: Household Food Insecurity
- 8.6** [Ontario Federation of Agriculture](#) re: Agriculture at a Glance
- 8.7** [Municipality of Huron Shores](#) re: Urging the Government to Promptly Resume Assessment Cycle
- 8.8** [Bluewater Recycling Association](#) re: 2023 BRA Annual Report
- 8.9** [City of St. Catharines](#) re: Provincial Regulations Needed to Restrict Keeping of Non-native Wild Animals
- 8.10** [CAO-24-12](#), Huron East Fire Services Update
- 8.11** [Ausable Bayfield Maitland Valley Source Protection Region](#) re: Municipal Newsletter

9. Public Meetings/Hearings and Delegations

- 9.1** [Presentation](#): Linton Consulting re: Strategic Plan

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- 9.2** [Committee of Adjustment Public Hearing](#) re: Minor Variance MV02-2024 & MV03-2024

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10. Planning

- 10.1** [Planner's Report](#) re: Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and Revised Draft Provincial Planning Statements

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- 10.2** [Huron County Planning Fees Working Group](#) re: Planning Application Fees Review

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11. Municipal Drains**12. Reports & Recommendations of Municipal Officers**

- 12.1** [CAO-24-13](#), Huron East Strategic Action Plan

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- 12.2** [FIN-24-07](#), Lions Club Pools Comparison

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- 12.3** [CSD-24-08](#), 2024 Rates and Charges By-Law Fees and the Effects on Community Service Groups

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- 12.4** [CSD-24-09](#), Purchase of a Zero Turn Lawn Mower for the Parks and Recreation Department

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- 12.5** [EDO-24-07](#), 2024 Community Improvement Program

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- 12.6** [CBO-24-02](#), Repeal of Heritage Designation under By-law 18-1985 re 31 Goderich Street West, Seaforth

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13. Correspondence**14. Unfinished Business****15. Council Reports**

- 15.1** Council Member Reports

15.1.1 County Council Report

15.1.2 Other Boards/Committees or Meetings/Seminars

15.2 Requests by Members

15.3 Notice of Motions

15.4 Announcements

16. Other Business

17. By-laws

17.1 [By-law 040-2024](#), A By-law to Stop Up and Close Part of Bryans Drive and Anderson Drive, Brussels

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17.2 [By-law 041-2024](#), A By-law to Dedicate Part of Block 34 on Plan 596 Brussels as a Public Highway Forming Parts of Bryans Drive and Anderson Drive

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18. Confirmatory By-law

18.1 [By-law 042-2024](#), A By-law to Confirm the Proceedings of Council

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19. Adjournment



Municipality of Huron East Council Meeting Minutes
Council Chambers
72 Main Street South, Seaforth, ON
Tuesday, April 16, 2024

Members Present:

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

Staff Present:

CAO Brad McRoberts; Clerk Jessica Rudy; Director of Finance/Treasurer Stacy Grenier; Director of Community Services Lissa Berard; Director of Public Works Barry Mills; Chief Building Official Brad Dietrich and Economic Development Officer Taralyn Cronin

Others Present:

Huron County Planner Shae Stoll

1. Closed Session

Moved by Councillor Diehl and Seconded by Councillor Wilbee:

That a closed meeting of Council be held on Tuesday, April 16, 2024, at 5:30 p.m., in the Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purpose of the following matters:

- 1.1** Adoption of April 2, 2024 and April 3, 2024 Closed Session of Council Meeting Minutes
- 1.2** 239(2)(b) – personal matters about identifiable individuals
- 1.3** 239(2)(c) – proposed or pending disposition of land in Brussels

And That Clerk Jessica Rudy, CAO Brad McRoberts (for Item 1.3) and Director of Finance Stacy Grenier (for item 1.3) remain in closed session.

2. Call to Order and Reconvene into Open Session

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

Moved by Councillor Morrison and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East reconvene into open session at 6:00 p.m.

Carried

Mayor MacLellan reported that Council went into closed session to discuss personal matters about identifiable individuals and potential disposition of land in Brussels.

The Clerk was directed to bring the following motion to open session.

Moved Deputy Mayor McLellan and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East conduct a yearly CAO performance review every fall.

Carried

3. Mayor's Opening Remarks

Mayor MacLellan provided an introduction to the launch of the new Huron East promotional video.

Mayor MacLellan thanked Economic Development Officer Taralyn Cronin for her initiative and time spent on developing the video.

4. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

5. Confirmation of the Agenda

Moved by Councillor Chartrand and Seconded by Deputy Mayor McLellan:

That the Agenda for the Regular Meeting of Council dated April 16, 2024 be adopted as circulated.

Carried

6. Disclosure of Pecuniary Interest

Councillor Fisher declared a conflict of interest in regard to Item 12.5, FIN-24-05, 2024 Grants due to being a member of the Seaforth Lions Club.

Councillor Morrison declared a conflict of interest in regard to Item 12.5, FIN-24-05, 2024 Grants due to being a member of the Brussels Agricultural Society.

7. Minutes of Previous Meeting

Moved by Councillor Morrison and Seconded by Councillor Wilbee:

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

7.1 Regular Meeting – April 2, 2024

7.2 Special Meeting – April 3, 2024

Carried

8. Consent Agenda

Councillor Wilbee requested to remove Item 8.4, Ministry of Health re: Proposed Amalgamation of Clinton Public Hospital, St. Mary's Memorial Hospital, Seaforth Community Hospital and Stratford General Hospital from the Consent Agenda and requested clarification as she understood that this had already taken place.

Council discussed the open houses being held at the four hospitals and requested that Andrew Williams from the Huron Perth Health Care Alliance be invited to Council to respond to questions on the impacts for the Huron East community.

Moved by Councillor Fisher and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East request a delegation from Mr. Andrew Williams from the Huron Perth Healthcare Alliance regarding the amalgamation and the impacts for the community of Huron East.

Carried

Councillor Newell requested to remove and support Item 8.1, County of Prince Edward re: Deadline of an Accessible Ontario by 2025 from the Consent Agenda

Moved by Councillor Newell and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East supports the motion from the County of Prince Edward regarding the Deadline of an Accessible Ontario by 2025.

Carried

Deputy Mayor McLellan requested to remove and support Item 8.8, Town of Goderich re: Intimate Partner Violence from the Consent Agenda.

Moved by Deputy Mayor McLellan and Seconded Councillor Diehl:

That the Council of the Municipality of Huron East supports the motion from the Town of Goderich regarding Intimate Partner Violence.

Carried.

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That Consent Agenda items 8.2 to 8.3, 8.5 to 8.7 and 8.9 be received for information and approved.

8.2 Town of Shelburne re: Eradication of Islamophobia and Antisemitism

8.3 March 2024 Council Expenses

8.5 Township of Terrace Bay re: Resolution for the Province of Ontario and Association of Municipalities of Ontario to undertake a comprehensive social and economic prosperity review

8.6 Victim Services Huron Perth re: Victim Services Perth Joins Huron, Strengthening

Support for Local Communities

8.7 Township of Horton re: Social and Economic Prosperity Review

8.9 CBO-24-01, CBO Annual Report Summary

Carried

9. Public Meetings/Hearings and Delegations

9.1 Delegation: Paul Blayney on Behalf of Heritage Estates Residents re:
Request for Speed Reduction on Hensall Road

P. Blayney appeared before Council representing families in Heritage Estates and requested that the speed limit on Hensall Road, between Front Road and Tile Road, be reduced to 50 km/hr. P. Blayney noted that the neighborhood consists of individuals are in the 55+ age range, who use the road for walking on a regular basis and stressed that reducing the speed promotes an age friendly community.

Mayor MacLellan requested a motion to receive the delegation as information and that staff prepare a report on the effects of lowering the speed.

Moved by Councillor Steffler and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East receive the delegation for information and that staff be directed bring forward a report on the effects of lowering the speed limit on Hensall Road between Front Road and Tile Road.

Carried

9.2 Public Meeting re: 2024 Final Budget

CAO Brad McRoberts provided a presentation to Council on the final budget highlighting the previously approved financial strategy, impacts to the operational budget, 2023 decisions that were incorporated into the operational budget, historical operational deficits, capital funding, the estimated 2024 tax rate comparison with area municipalities, distribution of property tax dollar, allocation of the municipal portion of the tax dollar and detailed what an individual gets for their municipal tax dollar. A copy of the presentation is [appended](#) to the original minutes.

B. McRoberts confirmed that the overall tax levy is 10.08% with 7.66% being the residential tax rate.

Council discussed the budget and commented on the reserve balances, future capital projects, Council honourariums and noted that during the 2023 budget it was discussed that the Lion's Club would be a line in the budget opposed to coming out of the grant policy. B. McRoberts noted that in terms of Lions Club being a line item, staff conferred with various service groups regarding the matter and there was not much interest in changing the status quo. Council compared the cost factors and operations of the Brussels and Seaforth Lions pool and the potential benefits of having the Seaforth Lions pool incorporated in the budget.

10. Planning

10.1 Planner's Report re: Consent Applications C11-2024 and C12-2024

Huron County Planner Shae Stoll provided an overview of the applications and property details and recommended the applications for approval. A copy of the presentation is [appended](#) to the original minutes.

In response to Council, S. Stoll noted that emergency service access, parking for adjacent buildings, and large vehicle access to the commercial spaces would be addressed through the site plan control process.

Moved by Councillor Chartrand and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner, Shae Stoll, dated April 10, 2024 and has no objection to consent applications C11-2024 and C12-2024, provided the conditions for both applications, as outlined in the planning report, are met.

Carried

11. Municipal Drains

12. Reports & Recommendations of Municipal Officers

12.1 CAO-24-10, Brad Patton, SCBA Selection and Award

Fire Services Advisor Brad Patton thanked the Huron East Fire Department and vendors for their time and effort in the selection process and provided a detailed overview of the report and SCBA selection process.

B. Patton responded to Council noting that the implementation of the new SCBA should take approximately 10-12 weeks and confirmed that the 15 year warranty is a complete package, including training.

Moved by Councillor Diehl and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East accept the recommendation of the Huron East Fire Service and Fire Service Advisor Brad Patton and award the tender for the self-contained breathing apparatus (SCBA) to A.J. Stone in the amount of \$616,770 plus HST.

Carried

12.2 CAO-24-11, 2024 Final Budget

Moved by Councillor Diehl and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East approve the 2024 Budget and consider the associated By-law.

Carried

Mayor MacLellan brought forward the conversations during the public meeting portion regarding Council honourariums and Seaforth Lions Club pool operations.

In response to Council, Clerk Jessica Rudy confirmed that Council remuneration was reviewed by the public advisory committee in 2023. It was noted that the remuneration By-law is being reviewed by staff and that the current policy states that Council receives the same cost of living increase as staff but does not include any wage increases due to a pay equity review.

Deputy Mayor McLellan reiterated that a review of the remuneration could be beneficial including a consideration to freeze honourariums for the remainder of the term and requested that the motion made in November 2022 to allow a Councillor to voluntarily donate 10% of their mileage expenses to a green fund be revisited.

Moved by Councillor Chartrand and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East direct staff to bring forward a report comparing Council remuneration comparison amongst the area municipalities and the exact costs of the Council honourariums, excluding citizen appointments, in the budget.

Carried

Council continued the debate of adding the Seaforth Lions Club pool operations into the budget and the operations between the Seaforth Lions pool and Brussels pool. Council directed staff to bring forward a comparison report of the amount of tax dollars used towards the operations of both the Brussels and Seaforth Lions Club pools.

Moved by Councillor Chartrand and Seconded by Councillor McGrath

That the Council of the Municipality of Huron East direct staff to prepare a report on the amount of tax dollars that are contributed to the operations of the Brussels and the Seaforth Lions Club pools.

Carried

12.3 PW-24-07, Paving Halliday Street, Brussels

Director of Public Works Barry Mills provided a detailed overview of the report and the ranking system for capital improvements, noting that an engineer study would be required prior to any road projects.

In response to Council, B. Mills confirmed that the pot holes were repaired and that more effort would be given to the road maintenance.

The report was received for information.

12.4 PW-24-08, Reconstruction of Sports Drive, Brussels (BM Ross Contract No. 12143)

B. Mills provided a detailed overview of the report and tender process, noting that a public meeting was well attended at the Brussels, Morris and Grey Community Centre.

In response to Council it was confirmed that the project would take a minimum of six (6) months to complete.

Moved by Councillor Newell and Seconded by Councillor Morrison:

That the Council of the Municipality of Huron East accept the tender of Kurtis Smith Excavating Inc., in the amount of \$1,220,400.00 including HST, for the reconstruction of Sports Drive from Turnberry Street to Flora Street in Brussels

Carried

12.5 FIN-24-05, 2024 Grants

Director of Finance/Treasurer Stacy Grenier provided an overview of the report and responded to Council that the staff recommendation aligns with the current policy to grant 50% of the capital costs and that any adjustments over the \$25,000 would need to come out of the Council budget.

Council discussed the reduction in the Seaforth Lions Club grant from the previous year and the additional grants for St. Columban Soccer and the Seaforth Agricultural Society.

Councillor Chartrand motioned that \$1000 be removed from the \$2000 request from the Seaforth Agricultural Society and added to the Seaforth Lions Club grant amount.

Moved by Councillor Chartrand and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East direct staff to remove \$1000 from the Seaforth Agricultural Society grant amount and add it to the Seaforth Lions Club grant.

Carried

Moved by Councillor Diehl and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East approve the following 2024 grant funding, as revised:

Brussels Ag. – Fall Fair	\$1,000.00
Brussels Horticultural	\$550.00
Brussels Santa Claus	\$1,000.00
Ethel Minor Ball Grant	\$500.00
Huron Plowmen's Assoc.	\$250.00
Lions Club – Seaforth (Santa Claus Parade)	\$1,000.00
Lions Club – Seaforth (Pool)	\$8,500.00
Lions Club – Seaforth (Pool)	\$5,000.00
Maitland Bank Cemetery	\$400.00
Royal Canadian Legion – Branch 468 (Hensall)	\$55.00
Royal Canadian Legion - Remembrance Day (Seaforth/Brussels)	\$105.00

Seaforth Ag. Fall Fair	\$1,000.00
Seaforth Food Bank – Hall Rental	\$375.00
Seaforth Horticultural	\$750.00
St. Columban Soccer	\$2,290.39
Van Egmond Foundation	\$1,000.00
Walton Area Sports Club	\$500.00
Winthrop Ball Park/Community Centre	\$500.00
Total:	\$24,775.39

Carried, as Amended [Conflict: R. Fisher and J. Morrison]

13. Correspondence

13.1 Ryan McClinchey re: Application to Conduct Tag Day Fundraising on May 3-5, 2024

Moved by Councillor Morrison and seconded by Councillor Fisher:

That the Council of the Municipality of Huron East has no objection to the request from the Royal Canadian Air Cadet Squadron for tag day fundraising on May 3-5, 2024.

Carried

13.2 Henfryn Residents re: Concerns of ATV Trail Proposal raised at North Perth Council

Councillor Diehl introduced the letter, noting that several residents had contacted her in regard to the request made to the Municipality of North Perth and requested any feedback on any decisions made by the North Perth Council.

Councillor Newell noted that the Council of North Perth directed staff to bring forward a comprehensive report addressing all perspectives of the request.

Council discussed the issues that could arise with motorized vehicles on trails and noted their opposition to the proposal and suggested that a letter be sent to the Municipality of North Perth, as part of their consultation process, stating that Huron East is opposed to allowing any motorized vehicles on walking trails.

Councillor Newell declared a Conflict of Interest due this position and employment at the Municipality of North Perth.

Moved by Councillor Chartrand and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East direct staff to send correspondence to the Council of the Municipality of North Perth, informing them that the Council of Huron East is opposed to having walking trails shared with motorized vehicles.

Carried [Conflict: J. Newell]

14. Unfinished Business**15. Council Reports****15.1 Council Member Reports****15.1.1 County Council Report**

In response to Council, S. Grenier reported that tax bill and utility statement mail delivery errors has been handled by the Tax Clerk, and it does not appear to be impacting large amounts of people and confirmed that residents have the option to sign up for e-billing.

Deputy Mayor McLellan reported that County Council had a presentation from the Huronview Research Farm which discussed cover crops and water management and stated that former Councillor Joe Steffler advocated for the research farm for all of Huron County. County Council also heard from the Forest Conservation Officer regarding notices of intent and it was stated that the average forest coverage in Huron County is 16-20%, which equals approximately 1600 acres of forested area.

Deputy Mayor McLellan reported that he attended the April 5th Huron County Federation of Agriculture Meet the Members Day and noted producers are looking for more processing plants and the conversation focused on carbon tax.

Councillor Steffler requested that the Mayor and Deputy Mayor follow up on any correspondence for the 'Out of the Cold' location change.

15.1.2 Other Boards/Committees or Meetings/Seminars

Councillor Dalton attended the abattoir round table with the MP and MPP and reported that most owners are 3rd or 4th generation owners and noted that main concerns focused around skilled labour, having the butcher trade part of the skilled trades, changing demographics and increased regulations/inspections.

Councillor Steffler reported that the first Police Services Board meeting will be the week of April 15, 2024.

Councillor Diehl reported that the Cranbrook Hall Fish fry made \$5,900.54 over a 2.5 hour period.

**15.1.2.1 Committee Report from Councillor Fisher re: United Way
Perth Huron's Huron East Community Committee**

Report was received for information.

15.2 Requests by Members**15.3 Notice of Motion****15.4 Announcements****16. Other Business**

17. By-laws

Moved by Councillor Diehl and Seconded by Councillor Wilbee:

That Be it Hereby Resolved By-law 037-2024, A By-law to Authorize a Lease Agreement with the Vanastra Curling Club be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Chartrand and Seconded by Deputy Mayor McLellan:

That Be it Hereby Resolved By-law 038-2024, A By-law to Establish the 2024 Tax Rates 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

18. Confirmatory By-Law

Moved by Councillor Wilbee and Seconded by Councillor Newell:

That Be It Hereby Resolved that By-law 039-2024, a By-law to Confirm the Proceedings of Council, be given first, second, third and final reading and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

19. Adjournment

Moved by Councillor Diehl and Seconded by Councillor Chartrand:

The time now being 8:47 p.m. That the regular meeting adjourn until May 7, 2024 at 6:00 p.m.

Carried

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

2024 Operational & Capital Budgets

April 16, 2024



1

Approved Financial Strategy

Funding By Deferring Capital Expenditures

- using existing discretionary reserves to offset the taxation-based capital expenditures while we gradually ramp up reserve contributions to all cost centres.
- we would also defer:
 - all public work equipment purchases (except rotary mower) for 2024 to 2025, reducing the capital reserve requirement for PW fleet in 2024 to \$0 for a reduction of \$610,000;
 - defer some recreation projects (cannot defer all as some are critical) to 2025 but still need to increase taxation for parks & recreation reserve contributions from \$260,000 to \$800,000 to fund parks and recreation capital projects
- We would need to increase the capital levy by \$397,500 or approximately 4.2%.

	2024	2025	2026	2027	2028
Capital Levy	4.2%	4.8%	4.4%	4.2%	2.4%

- Proposed capital levy projects are in line with the 2022 Asset Management Plan recommendation of 4.2%
- Council approved the ordering of a new tandem truck for delivery in 2025 and it has been ordered.
- Based upon the proposed operating and capital budget we are looking at proposed municipal levy of 10.08% (a reduction from 11.8% presented March 19, 2024).



2

Approved Financial Strategy

- Deferred capital projects include:
 - Roof Replacement at Newry Shop Old Office \$45,000
 - PW Truck Replacements (1/2-ton, 1-ton, and tandem) - \$565,000
 - VRC Dressing Room Phase 1 Upgrade \$40,000
 - Seaforth Tennis Courts \$60,000
 - Brussels Ball Field Regrading \$50,000
 - Brussels Library HVAC \$12,500
 - Cranbrook Hall Roof Replacement \$50,000
 - Seaforth Fire Hall Upgrades \$50,000
- Newly added capital items:
 - Newry Shop heaters \$30,000
 - Parks Truck Replacement \$75,000
 - Grey Gear Rack \$10,000



3

Impacts to Operational Budget

- Cost of Living increases
- Compensation review for all staff including Huron East fire Service
- Full implementation of the Succession Plan
- Increases to insurance costs
- Increases to Health & Benefit costs
- Adjustments to revenues including:
 - OMPF Funding increase from \$1,153,700 to \$1,165,500
 - OCIF Funding increase from \$915,030 to \$1,052,279
 - Gas Tax Revenue increase from \$302,414 to \$311,486
 - Provincial Aggregate Resource Funding increase from \$116,490 to \$119,984
- Increase in user fees based upon revised user fees approved in the 2024 Fees & Charges By-law



4

2023 Decisions Incorporated into Operational Budget

- Grey Fire Department ventilation fan \$6000;
- Compensation Review for all staff including the fire service;
- Full implementation of the Succession Plan for Huron East (note only 6 months incorporated in 2023);
- Additional funds to ensure all firefighters have proper PPE (Bunker gear, helmets boots, etc.) and eliminate expired PPE use;
- Principle and interest for SCBA financing through Trusts assuming fully paid by 2027; and
- Transfer of roadside mowing to an in-house service.



5

Historical Operational Deficits

- Due to pressures on operating costs in 2024 staff have continued to defer historical deficits for:
 - Brussels Cemetery
 - BMGCC
 - SDCC
 - Huron East Fire Service.



6

Capital Funding

- 2024 Operational and Capital Budget includes \$5,235,960 of capital spending
- Capital projects by cost centre are as follows:
 - Roads
 - Sports Drive \$1,161,756
 - Bridges
 - M-28 and M-13 on Canada Company Road \$440,000
 - Municipal Drain Assessments
 - 14th Concession \$117,730;
 - Bailie Drain \$12,120;
 - Baker Drain \$73,680;
 - Charters Drain \$20,570;
 - Charters 'H' Drain \$58,800; and
 - McKenzie Drain \$2,000
 - Sanitary
 - Roof Replacements \$61,000
 - Water
 - Roof Replacement \$60,000
 - Sports Drive watermain \$411,804



7

Capital Funding (Cont'd)

- PW Equipment & Property
 - Roadside rotary mower \$25,000
 - New shop seaters at Newry Roads Shop \$30,000
- Parks & Recreation;
 - SDCC roof replacement \$1,300,000
 - SDCC dehumidifier replacement \$42,000
 - SDCC ceiling beams refinishing \$50,000
 - BMGCC Brine Pump \$50,000
 - BMGCC electrical panel replacement \$125,000
 - Brussels pool filters \$7,000
 - Brussels pool deck \$40,000
 - Walton ball lights replacement \$75,000
 - Winthrop picnic shelter demolition \$5,000
 - Seaforth Optimist Park light replacement \$50,000
 - Quebec Public Park \$100,000;
 - Parks mower replacement \$25,000
 - Parks truck replacement \$75,000;



8

Capital Funding (Cont'd)

- Administration
 - Office renovations & furniture \$65,000
 - Town Hall HVAC replacement \$28,000
 - Town Hall rear roof replacement \$80,000
 - Large plan scanner \$10,000 – Building Department
 - AMP Software \$51,000
 - Computer replacements
- Economic Development
 - Wayfinding signage \$75,000
 - CIP Grant Program \$20,000
- Huron East Fire Service
 - Bunker gear & PPE \$95,000
 - Gear racks for Grey & Brussels \$30,000
 - HVAC for Brussels \$6,500
 - Lifting bags \$30,000
 - Accountability boards \$15,000
 - Brussels parking lot expansion \$60,000
 - Replacement of Fire Chief vehicle (cost share with North Huron) \$99,000
 - Grey ventilation fan \$6,000
 - SCBA compressor/fill station in Seaforth \$55,000
 - Equipment decontamination Grey & Seaforth \$50,000



9

Estimated 2024 Tax Rate Comparison

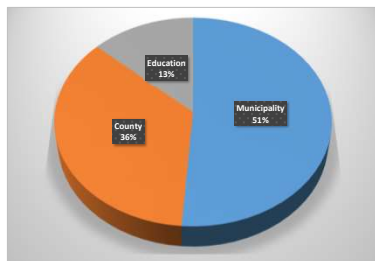
- Residential tax rate for 2024 will increase by 7.66%

Municipality	2023 Municipal Only Residential Tax Rate per \$ 100,000	2024 Municipal Only Residential Tax Rate per \$ 100,000	Municipality	2023 Municipal Only Residential Tax Rate per \$ 100,000	2024 Municipal Only Residential Tax Rate per \$ 100,000
North Huron (Wingham)	0.01357063	\$ 1,367.07	North Huron (Wingham)	0.01413560	\$ 1,413.56
Godwinch	0.00981257	\$ 981.26	Godwinch	0.01039248	\$ 1,039.25
Marion Township	0.00862724	\$ 862.72	South Huron	0.00949860	\$ 949.86
South Huron	0.00876230	\$ 876.23	Marion Township	0.00855465	\$ 855.46
Howick	0.00850900	\$ 850.90	Howick	0.00900300	\$ 900.30
North Huron	0.00812500	\$ 812.50	North Huron	0.00872120	\$ 872.12
South Huron (Easton)	0.00724950	\$ 724.57	Central Huron	0.00755575	\$ 755.56
Central Huron	0.00718502	\$ 718.50	Huron East	0.00754985	\$ 754.98
Huron East	0.00618050	\$ 618.01	North Huron (Easton)	0.00738475	\$ 738.48
Huron East	0.00675807	\$ 675.87	West Perth	0.00724883	\$ 724.88
West Perth	0.00650864	\$ 650.86	Huron Kincora	0.00723628	\$ 723.63
Brinsford (Brinsford)	0.00501910	\$ 501.91	Brinsford (Brinsford)	0.00519813	\$ 519.81
ACW	0.00470018	\$ 470.02	ACW	0.00508124	\$ 508.11

Range we should be based upon levels of service

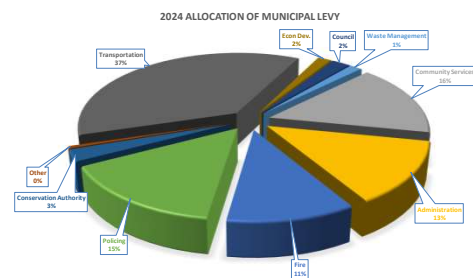
10

Distribution of the Property Tax Dollar



11

Allocation of the Municipal Portion of the Tax Dollar



12

What do you get for your municipal tax dollar?

- Access to three (3) recreation facilities including 2 arenas, an indoor pool, fitness centre, and 3 community halls
- Access to parks, playgrounds, trails, and green space
- An outdoor pool (and a second partially funded outdoor pool operated by others)
- Availability of sports parks (i.e. 7 ball diamonds, 2 athletic fields, outdoor sports pads)
- Fire service delivered by three (3) stations
- Maintenance & repair of 444 lane km of roads (including surface maintenance, ditches, signage, winter maintenance)
- Maintenance and repair of over 115 bridges & culverts
- Sidewalk maintenance and repair
- Stormwater management (storm sewers, catchbasins, municipally assessed portions of municipal drains, municipal drain administration)
- Conservation authority services (i.e. flood control, watershed management)
- Waste collection and disposal
- Leaf collection and disposal
- Access to landfill/transfer station services
- Policing services
- Daycare services
- Library facilities
- Street lighting
- Cemetery services
- Economic development services
- By-law enforcement
- Animal control



13

What is not included in the tax dollar

- Water and wastewater service – there are funded separately by the users of the system
- Building Service – building permit fees fully fund the cost of delivering these services
- Seaforth BIA – fully funded by the members within the designated area of the Seaforth BIA



14

Consent Applications C11-2024 & C12-2024

Owner: Progressional Holdings Inc. (C/O Caleb Voskamp)

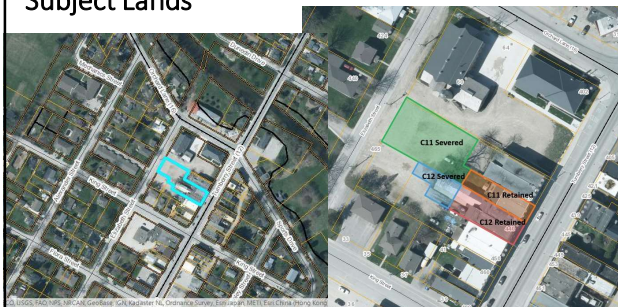
Applicant: Brussels Four Winds Inc. (C/O Floral Becker-Morton)

Address: 436 & 434 Turnberry Street, Brussels
Part Lot 9, Part Lot 26, Plan 192, Subject to easements, Brussels Ward



1

Subject Lands



2

Proposed Lots

Purpose:

- New lot creation for one parcel of land for parking lot for Brussels Four Winds
- Severed parcels to merge

Consent Application C11-2024:

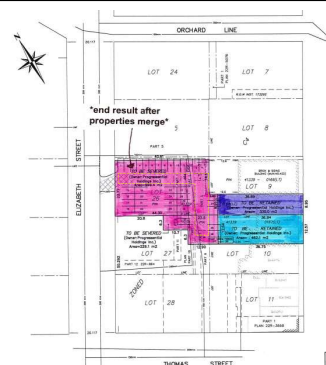
- Area to be retained 330 square metres (3,552 square feet) containing a commercial building.
- Area to be severed 999 square metres (10,753 square feet) of vacant parking lot.

Consent Application C12-2024:

- Area to be retained 462 square metres (4,972 square feet) containing a commercial building.
- Area to be severed 229 square metres (2,464 square feet) of vacant parking lot.

3

Final consent sketch



4



5

Review

- Official Plan Designation – Core Commercial
- Zoning – Core Commercial- Brussels/ Seaforth (C4)
- Required to meet the parking needs of the venue and eliminate confusion for guests
- Easements to be established
- Site plan agreement required to address signage, drainage and tie new lot to Four Winds lands

6



7



8

Comments Received

- Huron East Staff- site plan agreement required
- Festival Hydro- confirmation of separation to hydro poles
- Neighbour (L. Kenny)
 - State of commercial buildings
 - Parking maintained for neighbouring lots
 - Separate legal matters between owners

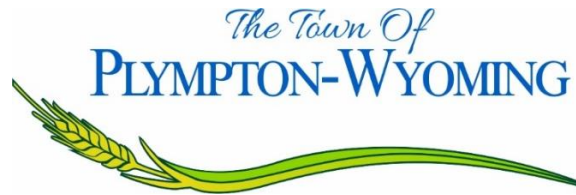
9

Recommendation

- Applications are consistent with the PPS, conforms to the Huron County Official Plan and Huron East Official Plan and comply with the Huron East Zoning By-Law.
- **Applications are recommended for approval with attached conditions.**



10



RESOLUTION

RESOLUTION NO. 10

DATE: April 10th, 2024

MOVED BY: Netty McEwen

SECONDED BY: John van Klaveren

RE: SECURING ACCESS TO NATURAL GAS FOR OUR COMMUNITY AND ONTARIO

WHEREAS Access to natural gas is important to residents and businesses in our community for affordability and reliability.

WHEREAS The Ontario Energy Board's (OEB) decision on Phase 1 of the Enbridge Gas 2024 rebasing application, issued on 21 December 2023, has concerning implications including putting into question the future access to natural gas that support of economic development, affordable housing growth, and energy reliability in communities such as the Town of Plympton-Wyoming.

AND WHEREAS Ontario is growing and access to affordable energy to support this growth for homes and businesses is crucial, and is a measured approach to energy transition as not having access to natural gas will stifle economic growth and put housing and energy affordability at risk.

NOWTHEREBE IT RESOLVED:

1. THAT the Town of Plympton-Wyoming supports a measured approach to Ontario's energy transition.

AND THAT the Town of Plympton-Wyoming recognizes that there may not be enough electricity available to replace the energy provided by natural gas and meet the increased demand from electrification.

2. THAT Natural gas must continue to play an integral role in meeting the energy needs of Ontario.

3. THAT the Town of Plympton-Wyoming supports the work the Government of Ontario has done to date, including the Natural Gas Expansion Program and Electrification and Energy Transition Panel's call for a clear policy on the role of natural gas to secure access to affordable energy.

4. THAT this resolution be circulated to the President of AMO, Colin Best, Hon. Doug Ford, Premier of Ontario, Hon. Todd Smith, the Minister of Energy, Bob Bailey Member of Provincial Parliament for Sarnia-Lambton, all regional municipalities as significant actors to ensuring the need for natural gas in Ontario as part of a measured approach towards energy transition, and submitted to municipalaffairs@enbridge.com.

Mayor
Town of Plympton-Wyoming

**Update on Conservation Authority Exceptions for the Drainage
Community Further to the Release of Ontario Regulation 41/21:
Prohibited Activities, Exemptions and Permits under the
*Conservation Authorities Act***



March 28, 2024

On April 1, 2024 a new Minister's regulation ([Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits](#)) under the *Conservation Authorities Act* will be enacted. This regulation will replace the existing individual Conservation Authority (CA) "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses" regulations made under Section 28 of the *Conservation Authorities Act*.

The administration of O. Reg. 41/24 is a Mandatory Program and Service of the Conservation Authorities as per Section 21.1.1 of the [Conservation Authorities Act](#) and as stipulated in [O. Reg. 686/21: Mandatory Programs and Services](#). Under section 6 of O. Reg. 686/21 CAs shall provide programs and services to review proposals made under the *Drainage Act*. Under section 8 of O. Reg. 686/21, Conservation Authorities shall provide programs and services to ensure that the Authority carries out its duties, functions and responsibilities to administer and enforce the provisions of Parts VI [Regulation of Areas Over Which Authorities Have Jurisdiction] and VII [Enforcement and Offences] of the Act and any regulations made under those Parts.

Key Changes

While much of the CA regulatory process remains the same, key changes of interest for our drainage partners include:

- The definition of a "watercourse" has been amended from "***an identifiable depression in the ground in which a flow of water regularly or continuously occurs***" to "***a defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs***".
- The regulated area around wetlands ("other areas") will be consistent at 30 m, including around provincially significant wetlands.
- Exceptions for certain low-risk activities, with specific reference to activities for municipal drains (see below for further information).

Excerpt from [O. Reg. 41/24: Prohibited Activities, Exemptions and Permits](#)

5. Paragraph 2 of subsection 28 (1) of the Act does not apply to,
(e) the maintenance or repair of municipal drains as described in, and **conducted in accordance with the mitigation requirements** [emphasis added] set out in the Drainage Act and the Conservation Authorities Act Protocol, approved by the Minister and available on a

government of Ontario website, as it may be amended from time to time;

Note: Applicants are encouraged to confirm exceptions with the CA prior to carrying out the work.

Implementation of the Drainage Act and Conservation Authorities Act Protocol as of April 1, 2024

The [Drainage Act and Conservation Authorities Act Protocol](#) (DART Protocol) establishes a means for municipalities and Conservation Authorities to fulfill their responsibilities under the *Drainage Act* and *Conservation Authorities Act* respectively without compromising the intent of either statute. The DART protocol addresses the maintenance and repair of municipal drains under the *Drainage Act* and does not address issues around new drains and improvements to existing drains. In addition, the DART protocol establishes a communication platform for CAs and municipalities to discuss workplans and projects and provides a dispute mechanism should the need arise. This ongoing communication and workplanning is essential to maintaining well-functioning municipal drains as well as healthy watersheds. Having both organizations aware of the work is necessary so that they are equipped to address any public concerns about the maintenance and repair activities as well as allowing CAs to maintain their stream gauge infrastructure for low water and flood forecasting and warning purposes. Further to this, continued notice of excepted drain maintenance and repair activities is required.

Given the exception under O. Reg. 41/24, it is required that the following procedures be followed for drain maintenance and repair activities in accordance with the DART Protocol, O. Reg. 41/24 and the Conservation Authorities Act.

Procedures for General Works not Located in a Regulated Wetland Limit (See Table 1; Standard Compliance Requirements A-L):

1. The municipality completes Page One of the Drain Maintenance or Repair Notification form for each drain maintenance or repair project and submits it to the CA.
2. The municipality completes the work in accordance with the description of typical works and mitigation requirements and applicable legislation/regulations.

3. There is no fee associated with the submission of this Drain Maintenance or Repair Notification Form.

Should the municipality be unable to meet the mitigation requirements listed in the SCRs or the project be beyond the scope of an SCR statement, a permit application and review process would be required. In the event of non-adherence by the municipality to the description of typical works or mitigation requirements in the aforementioned SCRs the CAs may issue a notice of violation and if necessary, enter into legal proceedings.

Procedures for Works Within a Regulated Wetland Limit (See Table 1; Standard Compliance Requirements M-O):

1. The municipality completes the Drain Maintenance or Repair Notification form for each drain maintenance or repair project and submits the form to the CA.
2. The CA acknowledges receipt of the form to the municipality.
3. The CA screens the work proposed in the notification form and may request additional information if the notification form is incomplete.
4. In accordance with the DART protocol, it is recommended that a permit be required for these activities. The CA may issue a permit with conditions that incorporate mitigation requirements outlined in the SCRs for works within regulated wetland limits.
5. If the CA requires the municipality to obtain a permit, the municipality will undertake the normal permit application procedures.
6. Timely, clear and open communication between all parties is encouraged.
7. The municipality is encouraged to pre-consult with the CA as early as possible to identify, discuss, mitigate and resolve any potential issues or concerns from either party.
8. The CA will make a permit decision and notify the municipality of this decision in writing in accordance with requirements under the *Conservation Authorities Act* and O. Reg. 41/24.
9. The CA may place conditions on a permit, but due to the municipality's duty to maintain drainage works under the Drainage Act, a CA and a municipality shall work cooperatively to maintain the drain with written permission, with or without conditions. If the CA does not feel it can approve the permit or the municipality disagrees with the conditions placed on the permit, and no

agreement can be reached between the parties, the issue can be referred to the Drainage Issues Resolution Team.

10. The municipality undertakes the work in accordance with the permit.

Transition

For those applications submitted prior to the enactment of O. Reg. 41/24 (i.e. pre-April 1, 2024), the permitting process that applied at the time the application was made will apply. New permit applications submitted on or after April 1, 2024 will follow the processes outlined in the updated Section 28 of the *Conservation Authorities Act*, O. Reg. 41/24 and in this document.

Other Agency Approvals

Issuance of a permit or exception does not relieve the applicant from the responsibility of acquiring approval from other agencies or relieve the applicant from compliance with any conditions imposed on the work.



Members of Council, Municipality of Huron East

April 15, 2024

Dear Members of Council,

On behalf of the Nuclear Innovation Institute (NII), I am pleased to provide you with an update on recent changes and growth at our organization.

In March, NII underwent a change in leadership, and I am pleased to be in the role of Interim CEO. Over the past weeks, I have begun to advance and expand NII's work, including economic development programs and partnerships, policy and advocacy, STEM education, and nuclear industry innovation.

As I continue shaping NII's next chapter, our talented team has the breadth and depth of experience to drive change, supporting the clean energy transition and the technological innovation required to get there: from advancing clean energy policy and partnerships to driving STEM education and trades training to sparking the region's economic development.

The NII Board of Directors and I recognize the opportunity and leadership role our organization will play as the nuclear sector continues its growth here in the Clean Energy Frontier, across the country and internationally. NII deeply values and relies upon the diverse support of our partners, whose collaboration is vital in advancing our strategic objectives and realizing our shared vision.

I am committed to active collaboration and open lines of communication with your municipality's leaders and staff as we drive progress together, creating meaningful change for our communities in our collective pursuit of a net-zero future.

Thank you for being a champion of this unique organization—we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jessica Linthorne". The signature is fluid and cursive, with a large initial "J" and a long, sweeping horizontal line at the end.

Jessica Linthorne

Interim CEO, Nuclear Innovation Institute

jessica.linthorne@nii.ca

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE

Regular Meeting of Council



Agenda Number: 8.4.

Resolution Number 2024-072

Title: Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #10 and 20

Date: March 20, 2024

Moved by: Councillor Loftus

Seconded by: Councillor Pothier

WHEREAS current provincial - municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

AND WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 Billion a year;

AND WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

AND WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

AND WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

AND WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

AND WHEREAS property taxpayers – including people on fixed incomes and small businesses – can not afford to subsidize income re-distribution programs for those most in need;

AND WHEREAS the province can, and should, invest more in the prosperity of communities;

AND WHEREAS municipalities and the provincial government have a strong history of collaboration; **BE**

IT THEREFORE RESOLVED THAT the Corporation of the Municipality of St.-Charles requests that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

AND BE IF FURTHER RESOLVED THAT a copy of this Resolution be sent to Premier Doug Ford; Minister of Finance, Peter Bethlenfalvy; Minister of Municipal Affairs and Housing, Paul Calandra; the Association of Municipalities of Ontario (AMO); the Federation of Northern Ontario Municipalities (FONOM); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

CARRIED


MAYOR

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE

Regular Meeting of Council



Agenda Number: 8.3.

Resolution Number 2024-071

Title: Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #8

Date: March 20, 2024

Moved by: Councillor Pothier

Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by Public Health Sudbury & Districts on January 18, 2024, regarding household food insecurity;

AND BE IF FURTHER RESOLVED THAT a copy of this Resolution be sent to Premier Doug Ford; Minister of Children, Community and Social Services, Michael Parsaco; Minister of Finance, Peter Bethlenfalvy; Minister of Municipal Affairs and Housing, Paul Calandra; Deputy Premier and Minister of Health, Sylvia Jones; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

CARRIED


MAYOR



Public Health
Santé publique
SUDBURY & DISTRICTS

January 24, 2024

VIA ELECTRONIC MAIL

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Recipient:

Re: Household Food Insecurity

At its meeting on January 18, 2024, the Board of Health carried the following resolution #06-24:

WHEREAS food security is a chronic and worsening health issue as documented by annual local data on food affordability and as recognized by multiple Association of Local Public Health Agencies (ALPHA) resolutions: [A05-18](#) (Adequate Nutrition for Ontario Works and Ontario Disability Support Program), [A18-02](#) (Minimum Wage that is a Living Wage), [A15-04](#) (Basic Income Guarantee), and [A23-05](#) (Monitoring Food Affordability in Ontario and the Inadequacy of Social Assistance Rates)

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts call on the provincial government to incorporate local food affordability findings in determining adequacy of social assistance rates to reflect the current costs of living and to index Ontario Works rates to inflation going forward; and

THAT in the context of the Public Health Strengthening roles and responsibilities deliberations, the Board of Health urge all health system partners to remain committed to population health assessment and surveillance as it relates to monitoring food environments and, specifically, to monitoring food affordability; and share this motion broadly with local and provincial stakeholders.

Sudbury

1300 rue Paris Street
Sudbury ON P3E 3A3
t: 705.522.9200
f: 705.522.5182

Elm Place

10 rue Elm Street
Unit / Unité 130
Sudbury ON P3C 5N3
t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

1 rue King Street
Box / Boîte 58
St.-Charles ON P0M 2W0
t: 705.222.9201
f: 705.867.0474

Espanola

800 rue Centre Street
Unit / Unité 100 C
Espanola ON P5E 1J3
t: 705.222.9202
f: 705.869.5583

Île Manitoulin Island

6163 Highway / Route 542
Box / Boîte 87
Mindemoya ON P0P 1S0
t: 705.370.9200
f: 705.377.5580

Chapleau

34 rue Birch Street
Box / Boîte 485
Chapleau ON P0M 1K0
t: 705.860.9200
f: 705.864.0820

toll-free / sans frais

1.866.522.9200

phsd.ca



Letter

Re: Household Food Insecurity

January 24, 2024

Page 2

Household food insecurity is one of the strongest predictors of poor health, making it a serious public health issue (PROOF, 2023). Individuals who are food insecure are at higher risk of diet-related diseases like diabetes and are at higher risk for a wide range of chronic conditions such as depression and anxiety disorders, arthritis, and chronic pain. Household food insecurity leaves an indelible mark on children's health and well-being (PROOF, 2023). The experience of food insecurity in childhood is associated with mental health concerns throughout childhood and into early adulthood (PROOF, 2023). In Ontario, the healthcare costs of individuals who are the most food insecure can be more than double that of individuals who are food secure (PROOF, 2023, Tarasuk et al., 2015).

Thank you for your attention to this important issue – the solutions for which will not only help many Ontarians in need but also protect the sustainability of our critical health and social services resources.

Sincerely,



Penny Sutcliffe, MD, MHSc, FRCPC

Medical Officer of Health and Chief Executive Officer

cc: Honourable Michael Parsa, Minister of Children, Community and Social Services
Honourable Peter Bthlenfalvy, Ministry of Finance
Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Honourable Sylvia Jones, Deputy Premier and Minister of Health
France G linas, Member of Provincial Parliament, Nickel Belt
Jamie West, Member of Provincial Parliament, Sudbury
Michael Mantha, Member of Provincial Parliament, Algoma-Manitoulin
Dr. Kieran Moore, Chief Medical Officer of Health
Jacqueline Edwards and Jennifer Babin-Fenske, Co-chairs, Greater Sudbury Food Policy Council
Richard Lathwell, Local Food Manitoulin
Colleen Hill, Executive Director, Manitoulin Family Resources
All Ontario Boards of Health
Association of Local Public Health Agencies

Letter

Re: Household Food Insecurity

January 24, 2024

Page 2

PROOF (2023). What are the implications of food insecurity for health and health care? Identifying Policy Options to Reduce Household Food Insecurity in Canada. Retrieved from:

<https://proof.utoronto.ca/food-insecurity/what-are-the-implications-of-food-insecurity-for-health-andhealth-care/>

Tarasuk, V., Cheng, J., de Oliveira, C., Dachner, N., Gundersen, C., Kurdyak, P. (2015). Association between household food insecurity and annual healthcare costs. Canadian Medical Association Journal. 1 87 (14) E429-E436. DOI: <https://doi.org/10.1503/cmaj.150234>

33 Agriculture at a Glance

AS OF 2021

33 Local Snapshot

Huron County
CENSUS DIVISION



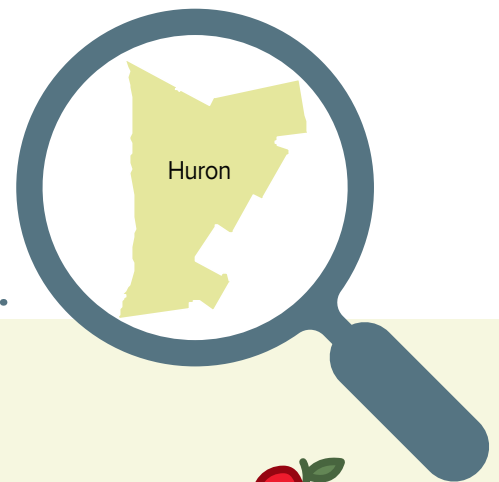
2,564
farms



681,476
acres of farmland



266 acres
is the average sized farm



Local Farm Sales



4
farms operate a CSA
(Community Supported Agriculture)



27 farms sell
at farmers' markets



138 farms sell directly from their
farm, at stands, or pick-your-own

Economic Contributions in 2021

Local Impact



The local agri-food sector
employed **6,990** people
through **3,738** local agri-food
business establishments

Farm Cash Receipts



\$1.4 billion
in Farm Cash
Receipts



- Grains & Oilseeds
- Hogs
- Cattle

Across the Province

Farm cash receipts
generated by local farms
supported **\$3.2 billion**
in GDP and **47,307**
employees in the agri-food
sector from farm to fork
across Ontario

Farm Facts



17.0%
generate renewable
energy, including
solar, bioenergy and
wind power



31.4%
of farm
operators
are female



46.5%
are small farms
(less than \$100,000
in revenue)



Source: Ontario Ministry of Agriculture, Food and Rural Affairs (2021) County Profiles.

34 Ontario Agriculture at a Glance



Nearly **50,000**
farms across the province



11.7 million
acres of farmland



243 acres
is the average sized farm



Local Farm Sales

16% sell
farm products
directly to the
consumer:



322
farms operate a CSA
(Community Supported Agriculture)



Over **1,100**
farms sell at
farmers' markets



Over **5,200**
farms sell directly from
their farm, at stands,
or pick-your-own

Economic Contributions

Ontario's agri-food
sector grosses



\$47 billion
in GDP annually

Ontario's agri-food
sector employs



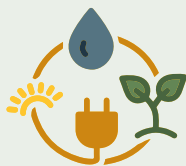
over **750,000** people
10% of the
Ontario labour force

Ontario
exports
nearly



\$20 billion
in agri-food products
annually

Farm Facts



17.5%
of Ontario farms
generate renewable
energy, including
solar, bioenergy and
wind power



31%
of farm
operators
are female



Nearly **60%**
of Ontario farms
are small farms
(less than \$100,000
in revenue)

The Ontario Federation of Agriculture represents Ontario farmers.
For more information, visit ofa.on.ca



This content was taken from the 2021 Census of Agriculture and calculations using economic attribution modeling from the Ontario Ministry of Agriculture, Food and Rural Affairs. Learn more here <https://www.statcan.gc.ca/en/census-agriculture> and here <https://www.ontario.ca/page/agriculture-and-food-economic-indicators>


Municipality of Huron Shores

7 Bridge Street, PO Box 460

Iron Bridge, ON P0R 1H0

Tel: (705) 843-2033 Fax: (705) 843-2035

April 12, 2024

Resolution #24-12-02 – Urging the Government to Promptly Resume Assessment Cycle

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #24-12-02 at the Regular Meeting held Wednesday, April 10th, 2024, as follows:

“WHEREAS the assessment cycle is an essential process for maintaining the fairness and predictability of property taxes in our province;

AND WHEREAS the pause in the reassessment cycle has created uncertainty and instability in property taxation, impacting both residential and commercial property owners;

AND WHEREAS the government has delayed an assessment update again in 2024, resulting in Ontario’s municipalities continuing to calculate property taxes using 2016 property values;

AND WHEREAS both current and outdated assessments are inaccurate, increase volatility, and are not transparent;

AND WHEREAS frequent and accurate reassessments are necessary to stabilize property taxes and provide predictability for property owners, residents, and businesses alike;

AND WHEREAS the staff at the Municipal Property Assessment Corporation would benefit from further skills enhancement and training in assessments, recognizing the importance of ensuring accurate evaluations for 100% of our municipality;

AND WHEREAS the Government has announced a review of the property assessment and taxation system with a focus on fairness, equity, and economic competitiveness, and therefore further deferring new property assessment;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Huron Shores hereby calls upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation;

AND THAT all Municipalities in Ontario and their constituents are encouraged to apply pressure to the Premier, daily, weekly, and monthly, to resolve the situation before it causes undo stress to everyone in the Municipality;

AND THAT a copy of this resolution be forwarded to the Premier, the relevant provincial authorities, the Municipal Property Assessment Corporation, and all municipalities in Ontario for their consideration, to make proper changes as quickly and efficiently as possible.”

Should you require anything further in order to address the above-noted resolution, please contact the undersigned

Yours truly,



Natashia Roberts

CAO/Clerk
NR/KN

Cc: Premier of Ontario, the relevant provincial authorities, the Municipal Property Assessment Corporation, and all municipalities in Ontario



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Corporate Profile

The Bluewater Recycling Association, located in Huron Industrial Park in the Municipality of South Huron, near Exeter, provides a wide variety of reliable, dependable, and affordable resource management-based products and services.

The Association is one of the largest multi-municipal resource management organizations in Canada, which provides integrated waste reduction and environmental services ranging from collection and processing to marketing superior quality products and services.

The 83 people employed by the Association handle over 57,000 tonnes of material yearly, which represents a substantial portion of the overall waste stream. Although the Association's fleet of 43 vehicles collect most of the material, the Association also processes contractor-collected material.

"Our mission is to provide ethical, innovative, effective, quality resource management services. We will carry out our mission efficiently, safely, and in an environmentally responsible manner, ultimately enabling our members to meet their environmental commitments."

The logo depicts the Association's acronym at the roots of a white oak tree strategically placed above our recognizable Bluewater wave. The white oak, native to the area, standing tall above the waters of Lake Huron is notorious for its stability and long life, which the Association mirrors. The root system of the oak is as dispersed as the branches above, reflecting the Association's unique relationship between its owners and customers.



The roots of the oak tree flow into BRA, the acronym for the Bluewater Recycling Association, signifying that the Association is at the root of providing solutions to environmental issues. The letters are intertwined, representing the cooperative nature of the organization that involves more than 20 individual municipalities. The bold, stylish letters symbolize the strength, creativity, and proactiveness of the organization. The wave is representative of the blue water found on Lake Huron which most of our members have an opportunity to view regularly.

Each colour used in the logo also carries special significance for the Association. Green is synonymous with the environment in general. Blue is representative of the blue water of Lake Huron and is a colour that is widely associated with recycling. White is representative of the cleanliness and purity of the environment which we strive to achieve.

The Bluewater Recycling Association is much more than a recycling company, it's

"Your Environmental Alternative"

Highlights

Uncharted Territory

The Association was created in 1989 from a need for rural communities to offer recycling options to their residents. Because recycling was a new concept born in Kitchener in 1981, the private sector did not have the interest or the infrastructure to offer these services. The resourceful communities worked together to gather the resources needed to make it happen. You could call it just another barn raising that brought the community together.

This common interest in providing an environmental alternative was a voluntary project undertaken by the local municipalities. It was not until 1994 that the provincial government made it mandatory for municipalities to offer such an option. Even then, it applied to communities with a population of 5,000 people or more. Many of our members at the time were below that threshold. It was not until they merged with their neighbours between 1998 and 2001 that many of them became that size.

In 2002, the blue box program became a shared responsibility program for the first time under the Waste Diversion Act. Producers of printed paper and packaging were regulated to pay up to 50% of the blue box costs. Municipalities remained operationally and financially responsible for the program.

In 2016, the Resource Recovery and Circular Economy Act paved the way to convert existing diversion programs to full producer responsibility under the watchful eye of the Resource Productivity & Recovery Authority (RPPRA). Regulations for tires, electronic waste, and

household special waste were the first to be introduced. In 2021, the Blue Box Regulation made it official for the blue box to “transition” to a full producer responsibility model where the producers are operationally and financially responsible for the blue box program. This is uncharted territory for Ontario which has always seen this high profile program managed by the municipalities.



The members of the Association technically transitioned their program to the producers on April 1, 2024. The last three years the Association has been negotiating with the producers to act as the service provider for its members to minimize any impact on the residents and maintain the current economies of scale. Residential recycling service is just one of many services in our solid waste management system. Each service impacts the others in terms of efficiency and effectiveness. It was paramount for the Association to keep these services bundled where possible.



Unfortunately, the producers' procurement approach ignored any existing infrastructure and the interdependence of the various services to deliver a cohesive program. Rather than openly negotiating to offer services to all members at the same time, we found ourselves involved in a procurement process that further separated the services. To compound the problem, each service was severed into multiple geographical areas. In an attempt to make the procurement purely objective, each proposal was evaluated independently in a silo environment without consideration of other system components.

In the end, despite the complexity, after much anxiety and seemingly endless negotiations, the Association was successful in preserving existing services to ensure that all residents could experience a truly seamless transition to the new expanded producer responsibility system.



Digitization Project

In 2021, the Association launched its digitization project. The purpose of the project is consolidating our information systems into one cohesive platform to manage all the data generated by the operations and deliver it to our staff and managers in a way that they can operationalize it.

It is about taking the many data points that we collect in our operations and converting them into information that provides knowledge to our team so they can derive unparalleled insight into the operation to ultimately give them the wisdom to make the best decisions.

Like many organizations that have grown over the years, we have adopted different leading software products throughout the organization that perform very well for the purpose intended but unfortunately, they like to work independently without communicating with other key systems in the operations. Our mission is to change that with products that are more integrated where possible without compromising existing operations.

The project has been challenging at times and in 2023 we saw the most advancement in that regard. We continue to work on our mission and will do so until we are satisfied with the results. Based on the largest firms in our industry that have already travelled on this journey and those like us still implementing, it appears to be a 5 year journey before it becomes more of an adjustment program.



Energy Choice

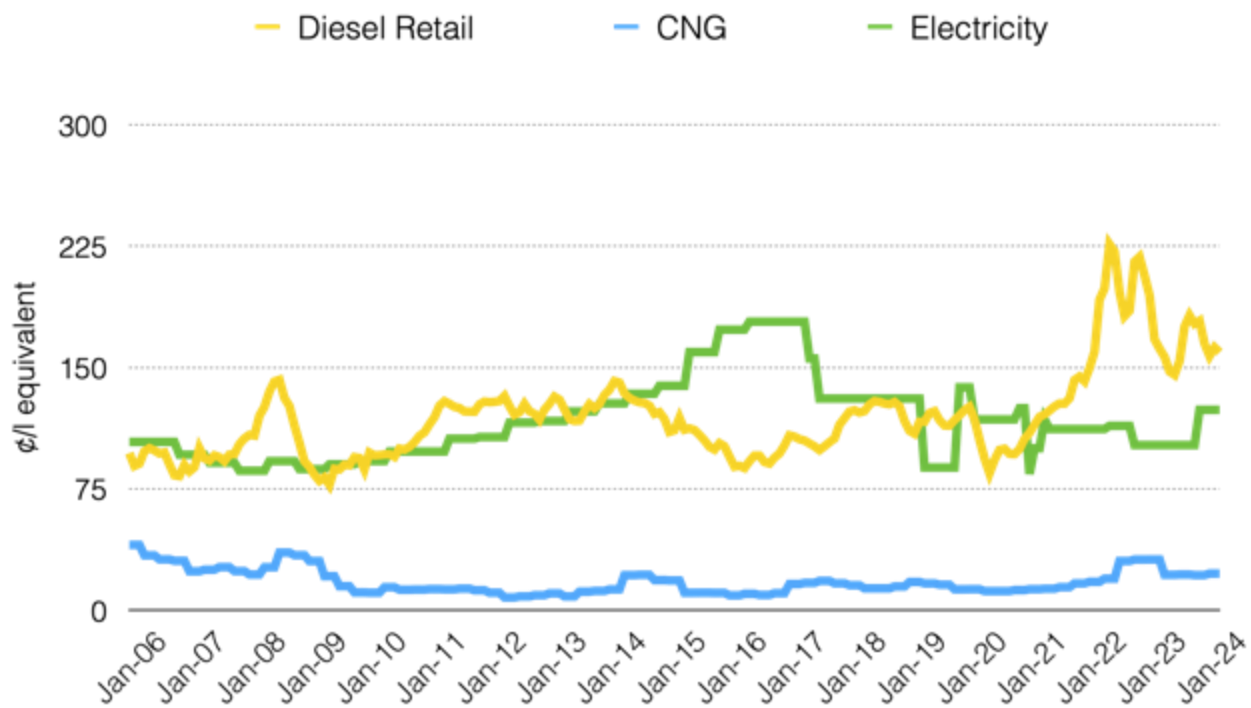
Our decision to adopt natural gas as our fuel of choice in 2014 is reflected in our operations today and it has saved us from much of the turmoil associated with the carbon tax. While natural gas is also seeing increases, they are a fraction of those observed in the diesel supply.



We continue to monitor the impact of the Federal Carbon Tax of our fuel decisions. It will aggressively increase through to 2030 affecting carbon intensive fuels. Diesel will be greatly affected to the point where it will not be feasible to operate a fleet using that fuel. Natural gas is not immune but because of its low base cost, the tax impact is more manageable but it is forecasted to overtake the cost of the actual fuel.

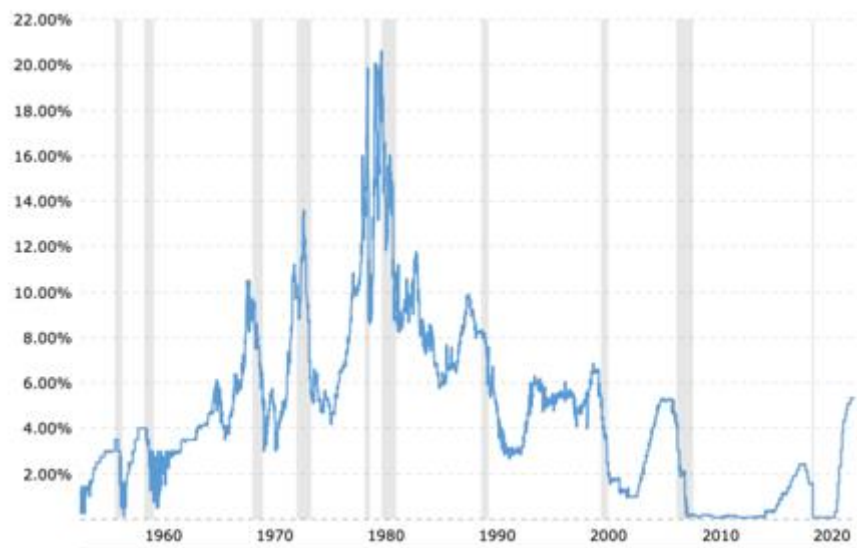
Our long-term vision remains a likely move to electric power, but our Fleet Energy Assessment Report completed in 2023 confirmed it is still premature to engage in that conversion as the equipment is just reaching the marketplace now but it does not provide the range needed to serve our customers.

In the interim, the Association is likely to pursue a blend of natural gas and renewable natural gas to control costs and meet GHG emission targets. Trucks with natural gas engines powered by renewable natural gas (RNG) fuel achieve the greatest benefits at the lowest cost.



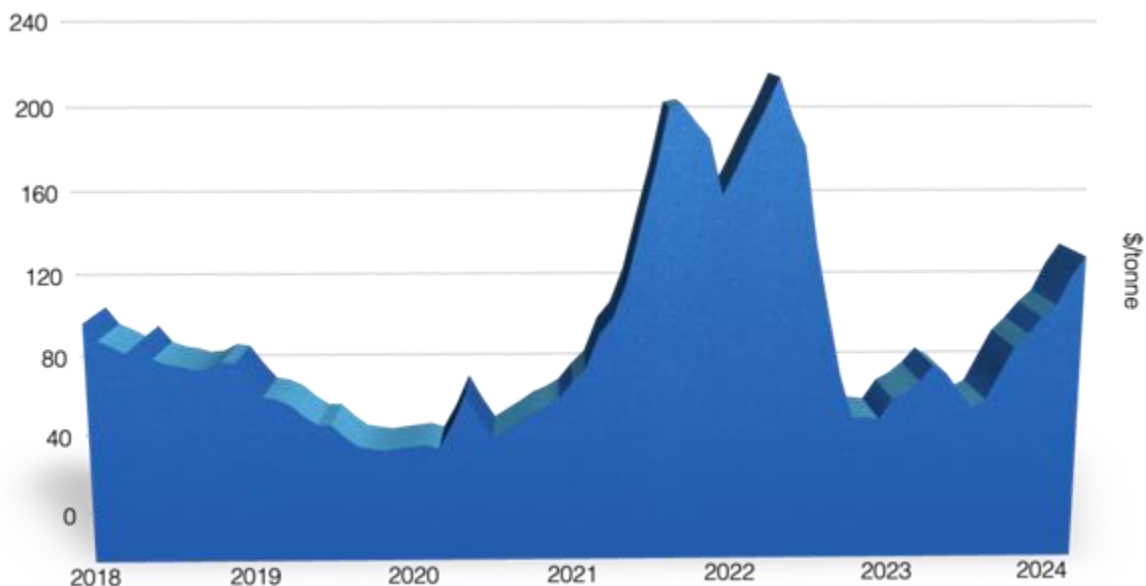
Commodities Update

The year 2023 was mostly sluggish in the commodity markets. The runaway inflation led to an increase in bank interest rates to cool down the economy. At the same time retailers had high inventories and they became jittery that it may not move so they started to cut orders which led to a decline in commodity prices that began in 2022 finishing the year at \$65 per tonne.



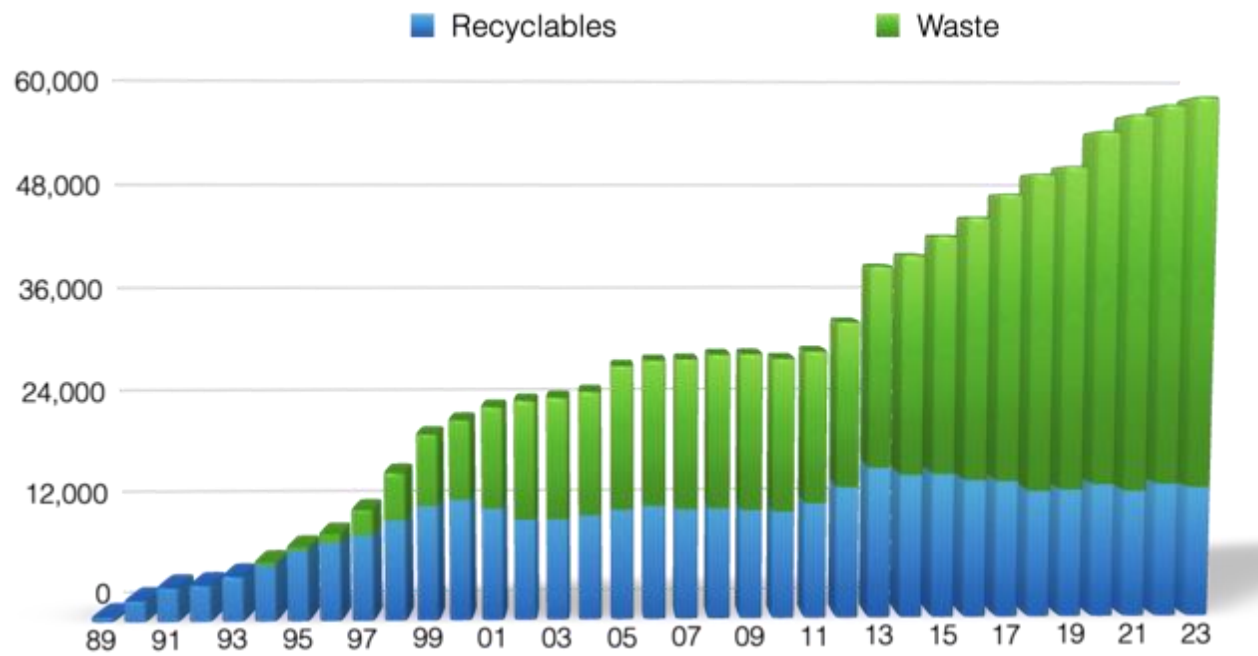
It took a while for consumers to actually slow down their buying spree and revert to saving funds for a rainy day so we experienced some false starts during the course of 2023. Prices for the blue box “basket of goods” varied in the \$75-85 range for most of the year before spiking in the last quarter to finish the year at a more respectable \$111 per tonne.

The upward trend has continued in 2024 and it appears to be supported by demand anticipated with the expected reduction in interest rates now that inflation is back within the target range.



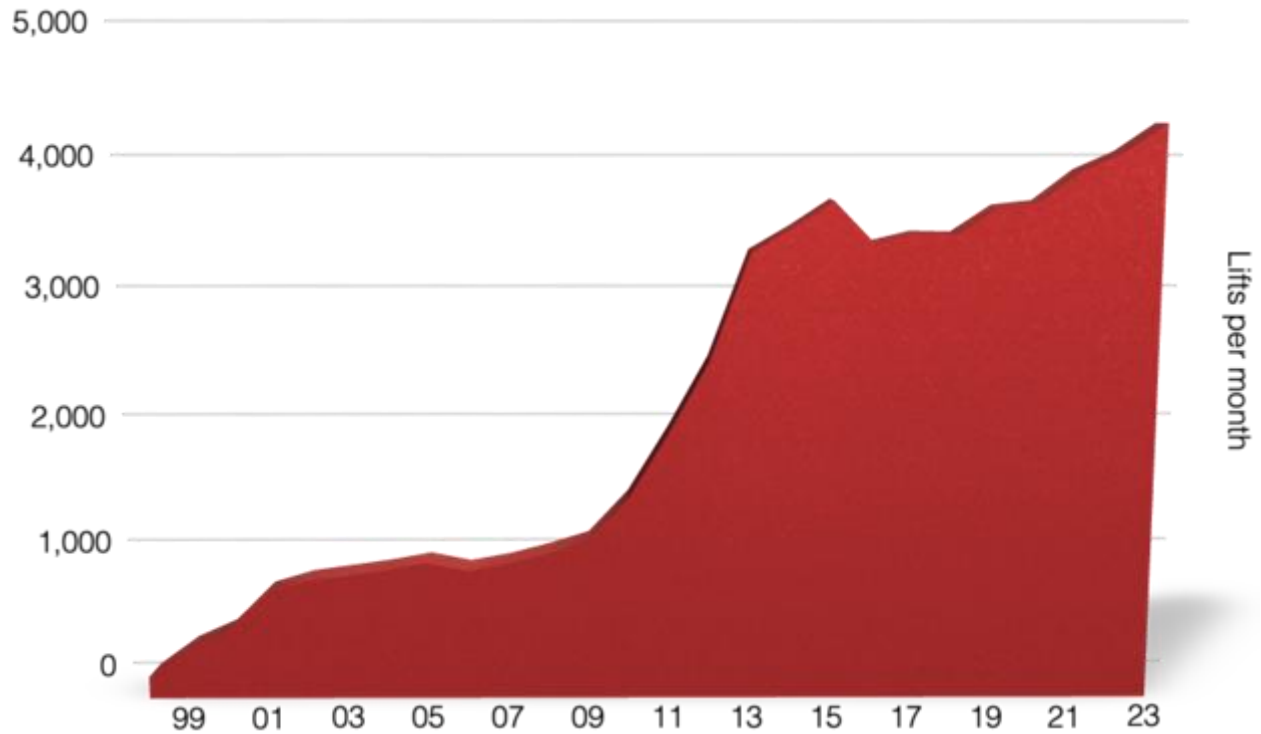
Tonnes Managed

The Association continues to grow by managing more materials in the area. The growth in 2023 was modest from the residential growth and the new commercial customers.



Mars Environmental

Our commercial division continues to perform well. One of the performance metrics used is the number of lifts provided to customer has increased by 4.8% in 2023. More impressive is we were able to increase revenues by nearly 15%.



Regulatory Update

Amendments to Ontario's Blue Box Regulation

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:

- expand permitted deductions used to set management requirements
- harmonize annual reporting deadlines with other jurisdictions

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.

The Association services both the Chippewas of the Thames and Oneida of the Thames first nation communities. Until recently, Oneida was left off the transition list leaving them with some questions on the status of their program as local municipalities transitioned to the new system. In a last minute revision to the regulation, Oneida has been added to the schedule enabling them to transition with the rest of our members.

Producer responsibility organizations (PROs), who will be providing services on behalf of producers, are required to ensure that an offer of service is made to First Nation communities at least six months before the applicable transition date. This offer will provide details about how the collection services will be provided to the First Nation. Before a PRO can begin to provide the service, the First Nation must accept the offer in accordance with the Regulation.

Consultation on the Resource Recovery and Circular Economy Act (RRCEA) Regulations

In early September the Ministry of Environment, Conservation and Parks (MECP) held a series of consultation sessions with producers, producer responsibility organizations, and private service providers to review the producer responsibility regulations.

These sessions included feedback on numerous aspects of the regulations, including:

- Assessing the impact of delaying expansion to un-serviced multi-residential buildings to help phase-in costs over time and ensure a smooth implementation
- Re-examining the benefits of the competitive PRO model for the blue box regulation
- Reconsidering the need for public space collection requirements or proposed timelines for implementation
- Exploring options to increase flexibility in collection requirements without reducing consumer accessibility.
- Reviewing management targets for batteries and electronics
- Exploring the impact of providing an ECA exemption for collecting materials such as solvents and pesticides at retail locations

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.

The objectives of the working group will be as follows:

1. 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.
2. 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.
3. 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.
4. 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.



Ontario Announces Changes to Penalties for Landfill Facilities

MECP has expanded the existing environmental penalties (EPs) framework to open and closed landfilling sites with an approved capacity of 40,000 cubic metres or more.

Penalty amounts reflect the seriousness of the contravention. EPs range from \$1,000 per day for less serious violations to \$100,000 per day for the most serious violations.

The overall framework for EPs remains unchanged. The amendments will maintain the existing process for issuing penalties (e.g., giving a notice of intention, the ability to request a review of the notice and seek reductions), the calculation of penalty amounts, and the rules governing reductions of penalties.

Michigan Proposes To Increase Landfill Tipping Fee By 1289%

Governor Gretchen Whitmer of Michigan has proposed a budget, which includes an environmental initiative that may drastically affect the Ontario waste and recycling industry. The proposal aims to increase landfill tipping fees by a staggering 1289%, generating \$80 million in new revenue for environmental cleanups and landfill management.

The fee under Whitmer's proposed budget, would increase from \$0.36/ton solid waste to \$5/ton.

For Ontario-based companies, this could mean significantly higher disposal costs, potentially affecting operational expenses and competitiveness. It may necessitate exploring alternative disposal sites, investing in waste reduction technologies, or passing increased costs onto customers. This development underscores the importance of tackling Ontario's Landfill Capacity crisis immediately.



RPRO launched 'Where to Recycle' map for the public to find recycling locations across Ontario

The Ontario Resource Productivity and Recovery Authority (RPRO) recently launched a 'Where to Recycle' map that displays locations across Ontario where the public can drop off used materials to be recycled, such as batteries, electronics, household hazardous waste (e.g., paint, antifreeze, pesticides), lighting and tires, for free.

Materials collected at these locations are reused, refurbished, recycled, or properly disposed of to help keep them out of landfill, recover valuable resources and protect our environment.



Locations for recycling Blue Box materials (e.g., glass, plastic, metal or paper packaging) are not displayed on the map because those materials are typically collected directly from residences. The 'Where to Recycle' map displays public locations for recycling materials that don't belong in the Blue Box.

With more than 20,000 publicly accessible recycling locations across the province, the 'Where to Recycle' map makes it easy for Ontarians to find one nearby. Users can search by location, distance they're willing to travel, location type, and/or the material they're looking to recycle.

The webpage also contains helpful information about the specific materials that are accepted for recycling and other FAQs about recycling in Ontario.

<https://rpra.ca/where-to-recycle/>

Federal Judge Quashes Plastics Ban Update

Canada's ban on single-use plastic may be in question after a new ruling by the Federal Court.

In a decision released on Nov. 16, Justice Angela Furlanetto deemed a federal government order listing plastic manufactured items such as plastic bags, straws, and takeout containers as toxic under the Canadian Environmental Protection Act (CEPA) to be "unreasonable and unconstitutional."

The judge's decision found that the classification of plastics in the order was too broad to be listed on the List of Toxic Substances in Schedule 1 and the government acted outside of its authority.

"There is no reasonable apprehension that all listed [plastic manufactured] items are harmful," Furlanetto wrote in her ruling.

The challenge to the federal government's proposed ban was brought last year by the Responsible Plastic Use Coalition (RPUC), several chemical companies, and the provinces of Alberta and Saskatchewan. They collectively argued that the federal government had failed to demonstrate that it had enough scientific evidence to justify the regulations. The RPUC was formed in 2021 in response to the toxic designation, and currently includes more than 30 processors and resin makers, including Berry Global Group Inc., CCC Plastics, Dow Inc., Ingenia Polymers, IPL, LyondellBasell Industries, and Nova Chemicals Corp.

Having plastic items defined as toxic under CEPA was a crucial step that would have allowed the government to proceed with a ban on some single-use plastic items, including plastic checkout bags, cutlery, food service ware, stir sticks and straws. The single-use plastic prohibition was set to take effect after December 20, 2023.



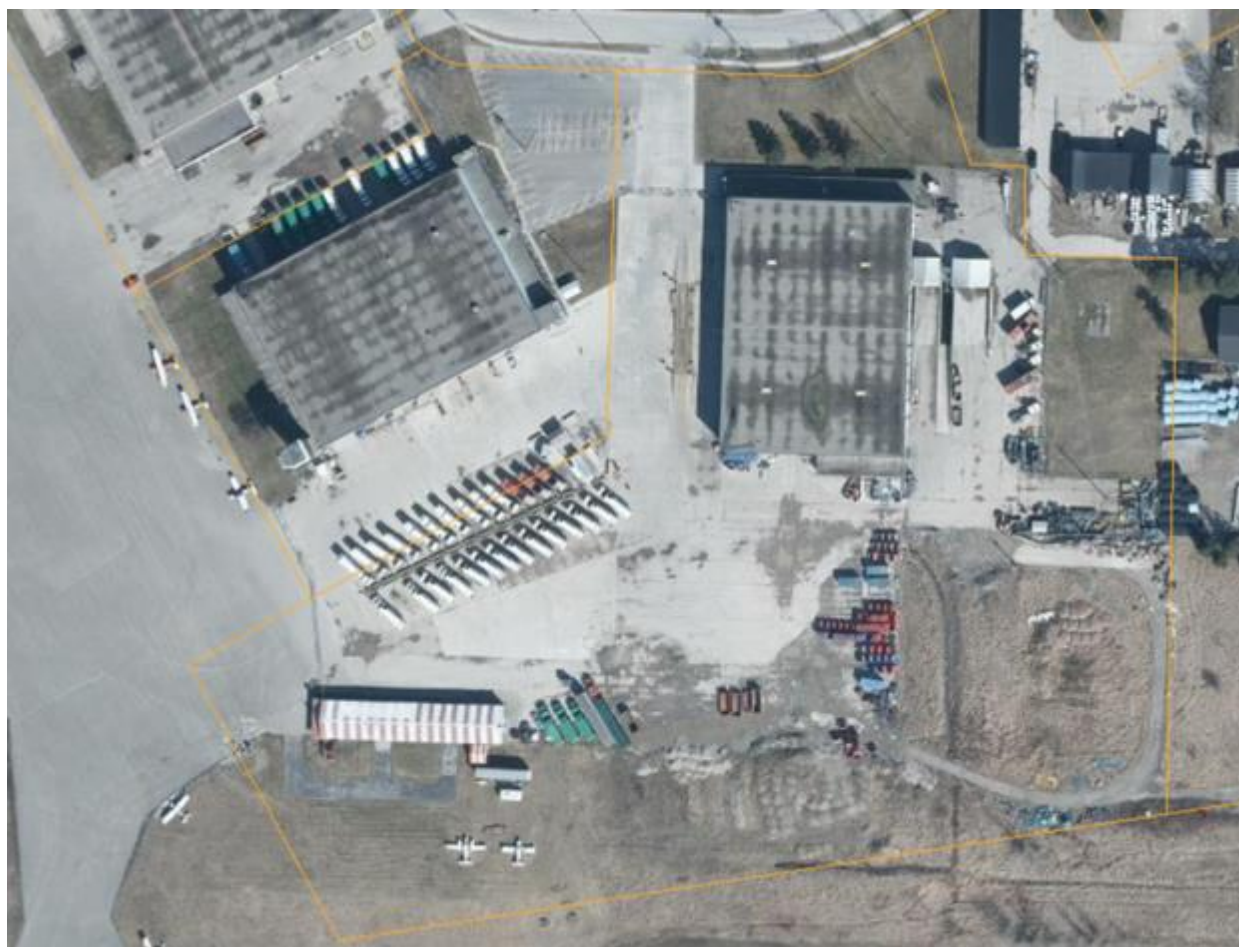
Property, Plant and Equipment

As of December 31, 2023, the Association owned three facilities totaling approximately 93,000 ft² and its associated parcels of real estate property used in its operations. The Association owns its corporate headquarters, which also serves as the Material Recovery Facility in Huron Park, Ontario. The second facility is the Association's main repair shop for the fleet, which is located next door to our Material Recovery Facility. The third smaller facility is used by our Mars Environmental division and our general maintenance team.

As of December 31, 2023, the Association utilized approximately 43 waste collection vehicles and other support vehicles, all of which are owned. The majority of our vehicles are highly specialized automated co-collection vehicles to collect waste and recyclables at the same time.

The Association Material Recovery Facility is the most advanced facility in our service area. It is a unique facility maximizing the use of technology to minimize manual sorting effectively reducing repetitive strain injuries.

The Material Recovery Facility can process single stream materials to facilitate changes in our collection procedure and technology used to collect materials. Our fleet has been replaced with automated collection vehicles enabling the collection of waste and recycling materials safely and simultaneously. It also allows for the addition of organic collection.



Employees

As of December 31, 2023, the Association employed approximately 83 full-time employees, including 7 persons classified as professionals or managers, 36 employees involved in collection, 32 in the material recovery operations, 6 maintenance staff, and 2 clerical, data processing or other administrative employees.

The Teamsters union with which the Association has a collective bargaining agreement that will expire on December 1, 2024, represents approximately 73 employees at the Association's operating facilities. The Association typically negotiates a three-to-four-year collective bargaining agreement in the last year of any current agreement. The Association is not aware of any other organizational efforts among its employees and believes that relations with its employees are very good.



Operations

As of December 31, 2023, the Association served approximately 100,000 customers, comprised of 95,000 residential clients and 5,000 commercial clients. The following table sets forth certain information regarding the Association's revenues by category of activity for the last three years.

Bluewater Recycling Association Revenue Summary

	2023	2022	2021
Residential Collection	\$13,308,404	\$12,098,286	\$11,147,015
Material Sales	1,385,912	2,591,415	3,043,427
Processing & Disposal	1,814,190	1,082,590	995,453
Commercial Collection	2,191,815	1,912,962	1,712,189
Other	76,626	(7,823)	187,650
TOTAL	\$18,776,947	\$17,677,430	\$17,085,734

Residential Collection Services

The Association's long-term solid waste collection contracts with municipalities typically contain a formula, generally based on a pre-determined published price index, for automatic adjustment to fees to cover increases in some, but not all, operating costs plus a pass-through of any disposal cost increases. Under the terms of each of these agreements, the Association has exclusive rights to provide certain services to the community. Most of these agreements were bid on a competitive basis, and rates for all services are set forth in the agreement.

Fees for recycling collection services are based primarily on a joint cooperative agreement reviewed annually while fees for residential solid waste collection services are based primarily on route density, the frequency and level of service, the distance to the disposal, the cost of disposal and prices charged in the Association's markets for similar services.

Commercial Collection

The Association's commercial collection services are performed principally under service agreements. Fees are determined by a variety of factors, including collection frequency, level of service, route density, the type, volume and weight of the waste collected, type of equipment and containers furnished, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged by competitors for similar services. Commercial collection vehicles normally require one operator. The Association provides 2 to 40 cubic yard containers to commercial customers. This area, while secondary to the Association's mandate, remains the fastest growing segment of our business because of the lack of serious competition in the immediate area.

Processing and Disposal

The Association offers municipal, commercial and industrial customers services for a variety of recyclable materials, including newspaper, mixed paper, cardboard, plastic containers, glass bottles, and ferrous and aluminum metals. The Association owns and operates a Material Recovery Facility (MRF) in Huron Park, Ontario. The Association believes that recycling will continue to be an important component of local solid waste management plans due to the public's increasing environmental awareness and regulations that mandate or encourage recycling.

The Association disposes of the waste it collects in one of two ways:

- at municipally owned landfills; or
- at privately-owned third-party landfills.

The Association seeks to secure favourable long-term disposal arrangements with municipalities or private owners of landfills. The Association's ability to maintain competitive prices for its commercial waste collection services is generally dependent upon its ability to secure favourable disposal pricing.



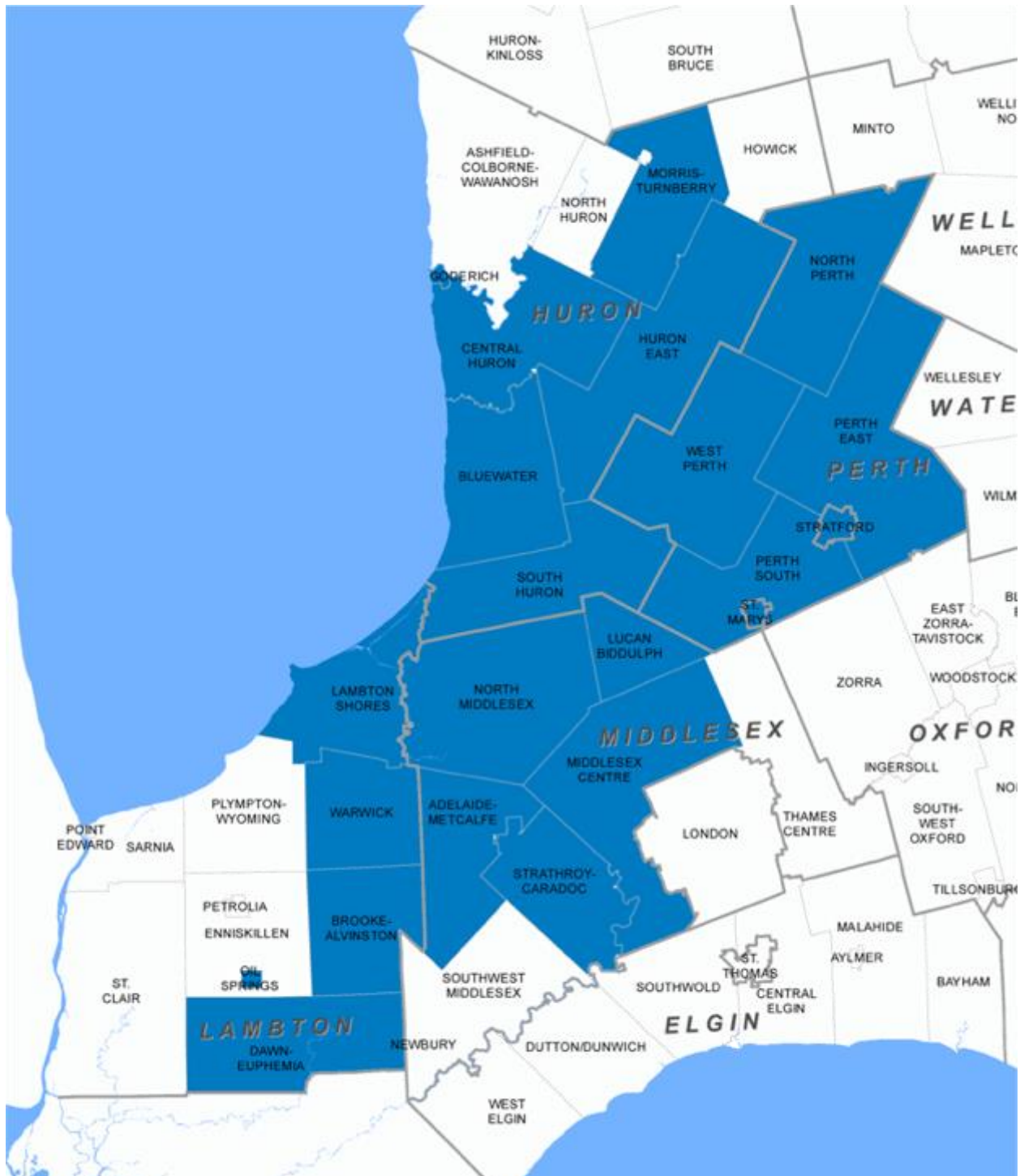
Commodity Sales

The Association sells all materials recovered through its operation of the Material Recovery Facility in Huron Park. The sale of those materials is subject to fluctuations in market prices affected by current global events and by the volume of materials that flows through the facility from our own collection operations and that of other collectors. The market prices during 2023 averaged \$124 per tonne, compared to the previous year at \$203.

Sales and Marketing

The Association has a diverse customer base, with no single contract or customer accounting for more than 10% of revenues during the year ended December 31, 2023.

Service Area



Auditor's Report

To the Members of the Bluewater Recycling Association

Opinion

We have audited the financial statements of Bluewater Recycling Association, which comprise the balance sheet as at December 31, 2023, and the statements of fund operations, changes in fund balances and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Basis for Opinion

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

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

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

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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

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

Exeter, Ontario
March 21, 2024

PTMG LLP
Chartered Professional Accountants Licensed Public Accountants

Statement of Financial Position

Year ended December 31	Operating Fund	Capital Asset Fund	Capital Reserve Fund	Total 2023	Total 2022
ASSETS					
Current Assets					
Cash and cash equivalents	\$ 560,389	\$ 96	\$ 90	\$ 560,575	\$ 1,084,563
Investments (Note 2)	-	-	-	-	479,948
Accounts Receivable (Note 3)	1,857,302	-	-	1,857,302	1,707,899
Inventory (Note 4)	232,074	-	-	232,074	208,479
Prepaid expenses & deposits	142,714	-	-	142,714	705,140
	2,792,479	96	90	2,792,665	4,186,029
Investments (Note 2)	-	-	-	-	117,713
Capital Assets (Note 5)	-	11,396,811	-	11,396,811	12,250,101
	-	11,396,811	-	11,396,811	12,367,814
	\$ 2,792,479	\$ 11,396,907	\$ 90	\$ 14,189,476	\$ 16,553,843
LIABILITIES					
Current Liabilities					
Accounts Payable and accrued charges (Note 6)	\$ 1,111,367	\$ -	\$ -	\$ 1,111,367	\$ 1,546,157
Interfund loans (advances)	1,681,112	-	(1,681,112)	-	-
Current portion of long term debt (Note 7)	-	2,488,574	-	2,488,574	2,999,536
Current portion of obligation under capital lease (Note 8)	-	797,631	-	797,631	635,960
	2,792,479	3,286,205	(1,681,112)	4,397,572	5,181,653
Long Term Debt (Note 7)	-	1,102,217	-	1,102,217	1,852,911
Obligation under capital lease (Note 8)	-	1,102,137	-	1,102,137	1,214,735
	2,792,479	5,490,559	(1,681,112)	6,601,926	8,249,299
Commitments (Note 9)					
FUND BALANCES					
Invested in capital assets	\$ -	\$ 5,906,348	\$ -	\$ 5,906,348	\$ 5,547,053
Internally restricted	-	-	1,681,202	1,681,202	2,757,491
	-	5,906,348	1,681,202	7,587,550	8,304,544
	\$ 2,792,479	\$ 11,396,907	\$ 90	\$ 14,189,476	\$ 16,553,843

On Behalf of the Board:

Chairman

President

See accompanying notes to the financial statements.

Statement of Fund Operations and Changes in Fund Balances

Year ended December 31	Operating Fund		Capital Asset 2023	Restricted Funds		Total 2023	Total 2022
	2023	2022		Capital Reserve 2023			
Revenue							
Municipal services	\$ 9,308,543	\$ 8,308,543	\$ -	\$ -	\$ -	\$ -	\$ -
Commodity sales	1,385,912	2,591,415	-	-	-	-	-
Operating grants	3,999,861	3,398,277	-	-	-	-	-
Commerical operations	2,191,815	1,912,962	-	-	-	-	-
Other Income	1,890,816	1,074,767	-	-	-	-	-
	18,776,947	17,285,964	-	-	-	-	-
Expenses							
Cost of Sales - recyclables & freight	637,951	833,219	-	-	-	-	-
Disposal fees	1,884,060	1,667,046	-	-	-	-	-
Administrative expenses (Schedule)	1,271,311	1,286,980	-	-	-	-	-
Collection expenses (Schedule)	8,901,604	8,401,574	-	-	-	-	-
Processing expenses (Schedule)	3,592,841	3,034,444	-	-	-	-	-
Interest on long term debt	-	-	334,479	-	334,479	215,439	
Amortization of capital assets	-	-	2,948,311	-	2,948,311	2,702,509	
Loss (Gain) on disposal of capital asset	-	-	(76,625)	-	(76,625)	7,915	
	16,287,767	15,223,263	3,206,165	-	3,206,165	2,925,863	
Excess (Deficiency) of Revenue Over Expen	2,489,180	2,454,167	(3,206,165)	-	(3,206,165)	(2,925,863)	
Fund Balance, Beginning of Year	-	-	6,025,885	2,278,650	8,304,535	8,776,231	
Interfund transfers	(2,489,180)	(2,454,167)	3,086,628	(597,448)	2,489,180	2,454,167	
Fund Balance, End of Year	\$ -	\$ -	\$ 5,906,348	\$ 1,681,202	\$ 7,587,550	\$ 8,304,535	

See accompanying notes to the financial statements

Statement of Cash Flow

Year ended December 31	2023	2022
Cash Provided by (Used in)		
Operations		
Excess (Deficiency) of revenue over expenses		
Operating Fund	\$ 2,489,180	\$ 2,489,180
Capital Asset Fund	(3,206,165)	(3,206,165)
	(716,985)	(716,985)
 Items not involving a cash payment		
Amortization	2,948,312	2,948,312
Loss (Gain) on disposal of capital assets	(76,625)	(76,625)
	2,154,702	2,154,702
 Changes in non-cash working capital items:		
Decrease (Increase) in accounts receivable	(149,403)	(149,403)
Increase in inventory and prepaid expenses	538,831	538,831
Increase in accounts payable and accrued charges	(434,802)	(434,790)
	2,109,328	2,109,340
 Financing		
Additional long term debt	200,173	2,184,945
Repayment of long term debt	(1,461,828)	(1,167,906)
Increase in obligations under capital leases	751,123	892,256
Repayment of obligations under capital leases	(702,050)	(537,099)
	(1,212,582)	1,372,196
 Investing		
Purchase of capital assets (Note 5)	(2,096,870)	(4,127,632)
Proceeds on disposal of capital assets	78,476	-
Decrease (Increase) in investments	597,661	458,306
	(1,420,733)	(3,669,326)
 Net Increase (Decrease) in cash	(523,987)	(431,089)
Cash, Beginning of Year	1,084,562	1,515,658
Cash, End of Year	\$ 560,575	\$ 1,084,562

See accompanying notes to the financial statements

Notes to the Financial Statements (December 31, 2023)

1. Significant Accounting Policies

Purpose of The Organization

The Bluewater Recycling Association is a multi-municipal resource management organization providing integrated waste reduction and environmental services including the collection, processing and marketing of resource based products and services.

The corporation is a non-profit organization incorporated without share capital under the Laws of Ontario and is exempt from income taxes.

Accounting Estimates

Financial statements are based on representations that often require estimates to be made in anticipation of future transactions and events and include measurements that may, by their nature, be approximations.

Fund Accounting

The organization follows the restricted fund method of accounting for contributions.

The Operating Fund accounts for the organization's program delivery and administrative costs. This fund reports unrestricted resources and restricted operating grants.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the organization's capital assets.

The Capital Reserve Fund reports the assets, liabilities, revenues and expenses related to the organization's capital asset replacements. The annual Operating Fund surplus or deficit is transferred to this fund. Amounts are transferred from this fund to the Capital Asset Fund as funds are required to purchase capital assets.

Revenue Recognition

Restricted contributions related to general operations are recognized as revenue of the Operating Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue during the course of the year as the budgeted amounts are invoiced. Revenue from recyclable products is recognized when the commodities are shipped. Revenue from services is recognized as the related services are performed. Operating grant revenue from the Resource Productivity and Recovery Authority (an Ontario non-crown corporation) is recognized in the period the organization becomes entitled to receive the grant.

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand, bank balances and short term investments with maturities of three months or less.

Inventory

Inventory is comprised of recyclable materials and collection supplies. Recyclable materials are stated at their net realizable value. Collection supplies are stated at the lower of cost and replacement value. Cost is determined on a first in, first out basis.

Investments

Short term and long term debt securities that are quoted in an active market are initially and subsequently measured at fair value. The company's other investments are initially recorded at amortized cost and earnings from such investments are recognized only to the extent received or receivable.

Capital Assets and Amortization:

Capital assets are capitalized for financial statement purposes in the year of acquisition. The cost of repairs and maintenance of a routine nature are charged to operations while those expenditures that improve or extend the useful life of the assets are capitalized.

The corporation provides for amortization on its capital assets using the straight-line method at rates set out below, based upon management's estimates of the useful life of the respective assets.

Buildings	5%
Collection Supplies	10% - 20%
Office furniture and equipment	10% - 30%
Processing machinery and equipment	10% and 20%
Automotive equipment	10% and 30%

Capital Leases

Capital leases which transfer substantially all the benefits and inherent risks related to ownership of the property leased to the organization are capitalized by recording as assets and liabilities the present value of the payments under the leases. The property leased and recorded in this way is amortized over its useful life. Rental payments are recorded partly against the amount of the obligation and partly as interest.

Foreign Currency Transactions

Transactions which are completed in United States dollars are translated into Canadian dollars by the use of the exchange rate in effect the day of the transaction. At the balance sheet date, monetary items denominated in foreign currency are adjusted to reflect the exchange rate in effect at that date.

2. Investments

	2023	2022
Investments, marketable securities recorded at fair value	\$ -	\$ 597,661
Less: Investments due within a year	-	479,948
	\$ -	\$ 117,713

3. Accounts Receivable

	2023	2022
Accounts Receivable	\$ 1,774,103	\$ 1,400,131
HST receivable	83,199	307,768
	\$ 1,857,302	\$ 1,707,899



4. Inventory

	2023	2022
Recyclable Inventory	\$ 78,708	\$ 53,540
Collection Supplies	153,366	154,939
	\$ 232,074	\$ 208,479

5. Capital Assets

		2023		2022
Capital assets are classified as follows	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Land	\$ 124,830	\$ -	\$ 124,830	\$ 124,830
Buildings	3,522,745	1,847,961	1,674,784	1,531,718
Collection Supplies	9,172,496	6,808,597	2,363,899	2,683,066
Office Furniture and Equipment	210,422	201,628	8,794	4,904
Processing machinery and Equipment	10,234,839	8,128,845	2,105,994	2,406,369
Automotive Equipment	16,284,456	11,165,946	5,118,510	5,499,214
	\$ 39,549,788	\$ 28,152,977	\$ 11,396,811	\$ 12,250,101

Processing machinery and equipment includes equipment under a capital lease with a cost of \$2,059,486 (2022 - \$1,861,310) and accumulated amortization of \$1,417,014 (2022 - \$931,464). Automotive equipment includes trucks under capital leases with a cost of \$1,431,821 (2022 - \$893,680) and accumulated amortization of \$232,550 (2022 - \$89,367).

Purchase of capital assets:	2023	2022
Land and Buildings	\$ 313,680	\$ 655,380
Collection supplies	238,846	601,267
Office furniture and equipment	71,641	-
Processing machinery and equipment	641,570	121,426
Automotive equipment	831,133	2,749,559
	2,096,870	4,127,632
Assets purchased under capital lease	736,316	893,681
	\$ 1,360,554	\$ 3,233,951

6. Accounts Payable

	2023	2022
Accounts Payable	\$ 1,035,857	\$ 1,496,682
Government remittances payable	75,510	49,475
	\$ 1,111,367	\$ 1,546,157

7. Long Term Debt

The following table outlines outstanding bank term and equipment loan repayable in monthly instalments consisting of the outlined principal plus monthly interest.

Rate	Instalments	Due Date	2023	2022
5.94%	\$ 28,221	Dec 2027	\$ 1,201,467	\$ 1,648,749
Prime	7,933	June 2030	618,749	713,941
Prime	9,565	January 2027	401,739	516,522
Prime	3,163	March 2032	313,166	351,125
3.90%	3,004	January 2024	195,282	231,334
5.99%	1,668	December 2027	180,156	
Prime	4,167	August 2026	133,333	183,333
4.25%	9,026	January 2025	114,483	215,590
4.25%	8,646	January 2024	109,666	206,518
Prime	2,610	February 2027	99,180	130,501
4.15%	7,491	October 2024	73,506	158,429
4.10%	8,249	June 2024	48,908	143,772
4.10%	8,249	June 2024	48,908	143,772
2.90%	1,569	June 2025	21,564	46,123
3.85%	1,631	January 2025	19,568	39,136
3.85%	1,390	August 2024	11,116	27,790
4.29%	7,024	July 2023	-	41,625
3.99%	7,875	April 2023	-	31,240
4.55%	2,331	October 2023	-	22,947
			3,590,791	4,852,447
Less amounts due within one year			2,488,574	2,999,536
			\$ 1,102,217	\$ 1,852,911

Long term debt repayments due over the next four years are as follows:

2024	\$ 2,488,574
2025	326,564
2026	329,151
2027	446,502
\$	3,590,791



The bank loans are secured by a general security agreement covering all of the association's assets, chattel mortgages over equipment financed and a first charge collateral mortgage of \$1,000,000 on real estate. The bank has provided the association with seven credit facilities under various terms and amounts.

Facility 1 – The bank has provided the association with a \$3,000,000 letter of credit in favour of municipalities in lieu of performance bonds. The full balance is available as of December 31, 2023.

Facility 2 – The bank has provided the association with an approved revolving capital expenditure credit facility for equipment purchases of up to \$3,000,000. The balance drawn at December 31, 2023 is \$1,241,935 with interest payable at Prime + 0%.

Facility 3 – The bank has provided the Association with an operating loan with a credit limit of \$200,000 bearing interest at Prime + 0%. The full balance was available at December 31, 2023.

Facility 4 – The bank has provided the Association with a working capital loan for \$220,833 which is to be used for general working capital requirements. The loan was fully drawn in the year with an interest rate of Prime + 0%. The balance at December 31, 2022 is \$133,333 and is repayable on demand.

Facility 5 – The bank has provided the association with term lending in the amount of \$860,982.10 for use towards capital equipment purchases for production and sorting equipment. The loan was fully drawn in the year, and the balance on December 31, 2022 is \$597,021 with interest payable at Prime + 0%. Prepayment of the loan in full or in part is not permitted prior to the maturity date.

Facility 6 – The bank has provided the association with a fixed rate term loan in the amount of \$5,000,000 for use towards capital equipment purchases for production and sorting equipment. The full balance was available at December 31, 2023.

Facility 7 – The bank has authorized the association with a credit limit of \$100,000 on their credit card.

8. Obligations Under Capital Lease

The following table outlines outstanding bank term and equipment lease repayable in monthly instalments consisting of the outlined principal plus monthly interest.

Rate	Instalments	Due Date	2023	2022
3.64%	\$	41,728 Feburary 2025	\$ 571,120	\$ 1,041,730
4.61%		7,722 June 2027	345,471	434,381
4.78%		7,722 June 2027	298,143	374,584
5.70%		563 July 2028	502,070	-
6.25%		3,834 August 2028	182,964	-
			<u>1,899,768</u>	<u>1,850,695</u>
Less amounts due within one year			<u>797,631</u>	<u>635,960</u>
			<u>\$ 1,102,137</u>	<u>\$ 1,214,735</u>

Minimum lease payments required in subsequent years under capital leases are as follows:

2024	\$	873,240
2025		455,959
2026		372,503
2027		272,633
2028		90,373
Future minimum lease payments	\$	<u>2,064,708</u>
Interest included in minimum payments		<u>164,940</u>
Obligation under capital lease	\$	<u>1,899,768</u>

The interest charged to income during the current year amounts to \$80,978 (2022 - \$63,509) and is included in interest on long term debt.

9. Commitments

Prior to December 31, 2023, the Association entered into agreements to purchase five fleet trucks, and one front end truck for \$3,328,639, payable upon their expected delivery in 2024. Additionally, subsequent to December 31, 2023, the association committed to purchase three currently leased fleet trucks for \$1,064,650.

10. Pension Agreements

The Association participates in the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of its employees. The plan is a contributory defined benefit plan, which specifies the amount of the retirement benefit to be received by employees based on length of service and rates of pay.

The amount contributed to OMERS for 2023 was \$399,974 (2022 - \$352,994) for current service. These payments are included as expenditure in the financial statements. OMERS sets the pension contribution rate annually to ensure that the plan remains fully funded. The pension contribution rate for 2023 was 9.0% of regular wages.

11. Financial Instruments

The company has interest rate risk due to having bank loans subject to floating interest rates and is exposed to fluctuations based on the bank's prime rate of interest. It is management's opinion that the Association is not exposed to significant currency or credit risks.



2023 Management

Board of Directors

Chairman Dan Sageman, *Lambton Shores*

Vice-Chairman Jim Craigmile, *St. Marys*

Huron

Alvin McLellan, *Huron East*

George Finch, *South Huron*

Lambton

Dan Sageman, *Lambton Shores*

Todd Case, *Warwick*

Middlesex

Dave Manders, *Lucan Biddulph*

Greg Willsie, *Strathroy Caradoc*

Perth

Allan Rothwell, *North Perth*

Jim Craigmile, *St. Marys*



Management



Francis Veilleux
President
since inception



Michelle Courtney
Controller
since 2016



Doug Tilford
Fleet Manager
Since 2001



Terry Erb
MRF Operations Manager
since 2001



Bonnie Stewardson
Mars Operations Coordinator
Since 2000



Adam Hebden
Fleet Maintenance Supervisor
Since 2018



Richard Vandenberg
Fleet Route Supervisor
Since 2022 (Driver since 2005)



Jillian Elliott
Human Resources Generalist
Since 2018



Membership

Huron County

Municipality of Bluewater
Municipality of Central Huron
Municipality of Huron East
Municipality of South Huron
Town of Goderich
Township of Morris-Turnberry (Associate)

Lambton County

Municipality of Lambton Shores
Township of Brooke Alvington
Township of Dawn-Euphemia
Township of Warwick
Village of Oil Springs

Middlesex County

Municipality of Middlesex Centre
Municipality of North Middlesex
Township of Adelaide Metcalfe
Township of Lucan-Biddulph
Township of Strathroy-Caradoc

Perth County

City of Stratford (Associate)
Municipality of North Perth
Municipality of West Perth
Town of St. Marys
Township of Perth East (Associate)
Township of Perth South

The Association also services other communities under contracts and/or through subcontractors.

Associate Members have no voting rights.



Corporate Directory

Head Office

Bluewater Recycling Association
P.O. Box 547
415 Canada Avenue
Huron Park ON N0M 1Y0

Solicitors

McKenzie Lake
Barristers & Solicitors
140 Fullarton Street, Suite 1800
London ON N6A 5P2

Auditors

PTMG LLP
Chartered Accountants
71 Main Street, North
Exeter ON N0M 1S3

Financial Institution

Bank of Montreal
400 Main Street
Exeter ON N0M 1S3



April 23, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
1 Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: Provincial Regulations Needed to Restrict Keeping of Non-native ("exotic") Wild Animals
Our File 35.11.2**

Dear Premier Ford,

At its meeting held on April 8, 2024, St. Catharines City Council approved the following motion:

WHEREAS Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and

WHEREAS the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and

WHEREAS non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and

WHEREAS the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and

WHEREAS owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and

WHEREAS municipalities have struggled, often for months or years, to deal with non-native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and

WHEREAS the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

THEREFORE BE IT RESOLVED that the City of St. Catharines hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population; and

BE IT FURTHER RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support, the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, MPP Jennie Stevens, MPP Sam Oosterhoff, MPP Jeff Burch, AMO, AMCTO, and MLEAO.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Kristen Sullivan, City Clerk
Legal and Clerks Services, Office of the City Clerk
:av

cc: The Honourable Michael S. Kerzner, Solicitor General
The Honourable Graydon Smith, Minister of Natural Resources and Forestry
Local MPPs
Association of Municipalities of Ontario (AMO)
Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)
Municipal Law Enforcement Officers' Association of Ontario (MLEAO)
All Municipalities of Ontario

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: May 7, 2024
Subject: Huron East Fire Service Update

Recommendation:

That the Council of the Municipality of Huron East receive report for information.

Background:

CAO McRoberts and advisory consultant Brad Patton undertook consultations with each of the three fire stations in February and based upon those consultations identified the following areas of concern:

1. Communications;
2. Training;
3. Equipment;
4. Standard Operating Guidelines/Procedures;
5. Fire Service Compensation;
6. Recruitment; and
7. Department Administration.

Based upon these key issue areas a plan was developed. This report reiterates the plan and provides an update on the status of each component of the plan.

1. Communications

Communications within the fire service has been very difficult over the past 12 months and stems from several compounding issues, including, but not limited to:

- New Fire Chief;
- Ineffective communications through the chain of command structure of the fire service;
- Lack of sufficient staff time to provide effective communications; and
- Circumventing the chain of command regarding certain issues.

There needs to be a holistic review of communication approaches to ensure effective communication from Council through CAO through Fire Chief to District Chiefs to Officers and to firefighters themselves.

The following were recommendations to begin to establish effective communications within the fire service:

- Clarity in roles and responsibilities leading to accountability – complete a comprehensive review of the various roles of management and officers within the fire service – review job descriptions, assign specific duties to individual officers (i.e. training, fleet, equipment, recruitment):
 - Develop job descriptions;
 - Initiate performance evaluation process;
 - Update organizational chart; and
 - Standardize officer structure (i.e. # of captains, only two in Seaforth).
- Establish Officers meeting every 2-3 months led by Fire Chief/Deputy Chief responsibility of the Officers to distribute relevant information;
- Maintain Fire Chiefs monthly meetings led by Fire Chief – responsibility of the District Chief to distribute relevant information;
- Provide sufficient resources to ensure Fire Chief or Deputy Fire Chief attends all meetings and practices of each station;
- Bi-annual fire service meeting with all firefighters lead by CAO to provide overview and updates of municipal services; and
- Implementation of a Code of Conduct for all firefighters.

Actions:

- Brad Patton will lead the process with support from the HR Coordinator to review and develop a standardized organizational structure to the fire service including job descriptions;
- Brad Patton will consult with Interim Fire Chief, Fire Service Review Consultant, District Chiefs, and officers;
- Final recommendations will be reviewed with the CAO and presented to Council;

Timeline: 3 months

Status: Mr. Patton has coordinated and initiated consultations with representatives of all ranks and stations. This task is currently on track and on schedule.

2. Training;

Develop a comprehensive training plan to address NFPA requirements through County-wide efforts in consultation with training experts and development of standardize training program throughout Huron East:

- Training officers within each station coordinating with County-wide program;
- Develop a coordinated training program for other training requirements:
 - Allow opportunity for firefighters from one station to attend another station if they were unable to attend their stations event; and
 - Allow for more comprehensive and specific training programs to be offer through fire service versus on a station by station basis.
- Led by training officers in consultation with Fire Chief/Deputy Fire Chief

Actions:

- Chad Kregar and Interim Fire Chief have been discussing overall NFPA training program and coordination with the Ontario Fire College.
- Interim Fire Chief to meet with respective training officers to coordinate and develop an initial training plan; and
- Training plan will be reviewed with the Interim Fire Chief, Brad Patton, and District Chiefs

Timeline: 3-6 months

Status: Interim Fire Chief has coordinated and initiated consultations with representatives of all ranks and stations. This task is currently on track and on schedule. Staff are preparing the learning contract for submission to the Ontario Fire College. The learning contract would allow Huron East to undertake the the training in house.

3. Equipment

Brad Patton prepared a report with his recommendations regarding the replacement of the SCBA. Based upon Brad Patton's recommendations the following approach is being proposed:

- Brad Patton to lead process;
- Establish a date for wear trials and a formalized and structured technical evaluation of the SCBA products by a committee representing all ranks of all stations:

- The committee members reviewed two different SCBA models, complete a standardized technical evaluation, and achieve consensus on which model best suited the Huron East Fire Service; and
- Results were used in conjunction with tender costs to make a recommendation to Council on SCBA replacement award on April 16, 2024.

Actions:

- Brad Patton to lead entire process

Timeline: 3-4 weeks

Status: Mr. Patton completed the evaluation in consultation with the fire service committee representative and has made a recommendation to Council which was approved by Council. The new SCBA equipment has been ordered and is expected to be delivered in approximately 8 weeks. Once received the vendor will provide training on the use of the new equipment.

Mr. Patton is now obtaining pricing and quotations for the new SCBA fill station for the Seaforth Fire Station. The two other stations already have suitable fill stations for the new equipment.

4. Standard Operating Guidelines/Procedures;

Establish a committee including officers and firefighters representing each station and Fire Chief/Deputy Chief to revise, update and/or develop Standard Operating Guidelines/Procedures for the Huron East Fire Service.

- Fire Chief/Deputy Chief develops draft documents and reviews 2-3 SOG/SOPs in advance of or following the Officers meeting noted above;
- Goal will be to complete a full review within 2 years; and
- Thereafter the same group will review and update each SOG/SOP on an annual basis.

Actions:

- Initially lead by Brad Patton until new Fire Administration is established;

Timeline: 2 years and then annually thereafter.

Status: Mr. Patton has reviewed the document and will be coordinating the creation of a committee once Task 1 above is completed. Some priority SOG/SOPs are being reviewed.

5. Fire Service Compensation

CAO has brought forward a fire service compensation review and obtained direction from Council. These changes will be communicated to the fire service.

Actions:

- CAO to provide letters to Fire Service with Council's direction
- CAO will provide a follow-up report to Council on a decision with respect to weekend on-call pay

Status: Compensation review is completed and has been communicated with each of the Huron East firefighters. Some aspects of the new compensation structure will require policies to be established as part of Task 4 above.

6. Recruitment

CAO has been coordinating with the District Chiefs, Interim Fire Chief, and HR Coordinator to establish a formalized and transparent recruitment process. The process will include the following:

- Formal screening of applications by the HR Coordinator against an established scoring and criteria system;
- Vetting of successful applicants from the screening process with a station recruitment team including Fire Chief, District Chief, Deputy Chief and/or Training Officer;
- Meeting with candidates and their families to ensure that there is an understanding of the commitment required including training, practices, calls, and others activities on evenings and weekends;
- Interview of selected applicants by Fire Chief, HR Coordinator, District Chief using an established scoring and criteria system;
- Completion of agility and aptitude tests administered by the Training Officer; and
- Completion of a formal employment contract for all final candidates.

Actions:

- Implementation currently ongoing for existing pool of applicants; and
- Organizing a recruitment campaign for April including social media posts and station open houses

Status: Recruitment process has been established and implemented. Seaforth Station is currently undergoing interviews as part of the selection process and open houses were held over the last couple of weeks at all three stations.

7. Department Administration

CAO McRoberts is gathering input from Mr. Patton, Interim Fire Chief and the Fire Service Review Consultant in an effort to make a final recommendation to Council of the most appropriate structure for the administration of the fire service in Huron East.

Actions:

- Led by CAO in consultation with Brad Patton, Council(s), North Huron CAO, and Fire Service Review Consultant.

Timeline: 2-3 months for recommendation to Council(s) and 2-3 months for recruitment and appointment.

Status: Ongoing with regular discussions with Brad Patton, Interim Fire Chief, North Huron CAO, and Fire Service Review Consultant.

Others Consulted:

Mr. Brad Patton, Fire Service Advisor, Interim Fire Chief, North Huron CAO.

Financial Impacts:

None.

Signatures:

Brad McRoberts (Original signed)

Brad Patton (Original Signed)

Brad McRoberts, MPA, P. Eng., CAO

Brad Patton, Fire Service Advisor



Municipal Newsletter

May 2024

This is the May 2024 municipal update about the work we do, in partnership with you, to protect municipal drinking water sources in Maitland Valley and Ausable Bayfield source protection areas.

Contents:

1. Source Protection Plans updated
2. Annual Progress Report prepared for year 2023
3. Passing of Source Protection Committee member Bert Dykstra
4. Water Wise Water Sampling and Testing Events Promoting Best Practices for Wells and Septic Systems
5. Source Protection Committee champions water testing
6. Public outreach through videos, local media, and social media
7. Call for applications for Source Protection Committee member

1. Source Protection Plans updated

The Ausable Bayfield Maitland Valley (ABMV) Source Protection Committee (SPC) has developed two separate updates to the source protection plans to better protect sources of drinking water.

a. The broad update submitted to the Province of Ontario in 2023 was approved by the Province March 26, 2024. Approval of the amendment is posted on the Environmental Registry of Ontario. (<https://ero.ontario.ca/notice/019-8314>) Key changes include:

- New and revised policies to align with the 2021 provincial *Technical Rules* (under the *Ontario Clean Water Act, 2006*), and to address policy implementation challenges.
- Revised wellhead protection areas for Belgrave, plus minor changes to Auburn, Palmerston and Wingham wellhead protection areas.
- Updated SGRA – Significant Groundwater Recharge Area – to align with updated provincial *Technical Rules*.

b. A separate update, to incorporate changes to the Lucknow and Century Heights drinking water systems, was submitted to the Province April 4, 2024. Approval is pending.

Thanks to all our local municipalities for their input on the proposed changes.

About Us

Source Protection Committee

- 12 members plus a Chair
- Represents local municipalities; economic sectors; and Other/Public

Source Protection Plans (SPP)

- Developed locally
- Approved by Province in 2015
- Updates approved in 2024
- Policies to protect municipal sources of drinking water
- Area covered – Ausable Bayfield and Maitland Valley source protection areas

Goal: To protect region's municipal sources of drinking water – aquifers and lakes – from contamination and overuse

2. Annual Progress Report prepared for year 2023

Our source protection region recently completed its seventh Annual Progress Report for drinking water source protection in the Ausable Bayfield and Maitland Valley areas. This was for the 2023 reporting period and it is available on our [local source protection website](#).

The annual progress report outlines the progress made in implementing the source protection plans (SPPs) for the Ausable Bayfield and Maitland Valley source protection areas, as required by the Ontario *Clean Water Act, 2006*.

The Source Protection Committee (SPC) reviewed the recent implementation results, noting that significant progress has been made since the SPPs came into effect in 2015. All of the policies in the SPPs are implemented, in progress or require no further action. In addition, 100 per cent of significant drinking water threats have been addressed. The SPC is pleased to see that the objectives of the *Clean Water Act* are being achieved.

The Committee would like to acknowledge the local municipalities, stakeholders and landowners for their ongoing efforts to protect our sources of drinking water. The great progress made to date on SPP implementation would not have been possible without their strong support.

3. Passing of Source Protection Committee member Bert Dykstra

“Many of us have had the pleasure of working with Bert on various committees and through local politics,” said Matt Pearson, Chair of the Ausable Bayfield Maitland Valley Source Protection Committee. “He was a past member of the Central Huron Council for two decades and a past Warden of Huron County. As the Chair of the Huron County Water Protection Steering Committee for three years he was quite proud of their achievements.”



More details are in the [note of condolence](#) on our source protection website. Chair Matt remembered Bert as a friendly and helpful person. “Bert’s smile walked into the room before he did,” Matt said. Bert was featured in a video (<https://youtu.be/Jf2ZdSBMZjk?t=191>) we prepared encouraging the use of online mapping apps to help protect municipal drinking water sources.

4. Water Wise Water Sampling and Testing Events Promoting Best Practices for Wells and Septic Systems

Property owners know that testing their well water is important but it isn’t always as convenient as it could be. In 2023 and early 2024, source protection staff, with assistance from Huron Perth Public Health (HPPH), organized several *Water Wise* water sampling and testing events in partnership with local community and service groups. The goal was to make enable well water testing by providing a drop-off point for residents in their community. Participating community groups included the Ashfield-Colborne Lakefront Association; Goderich, Dublin, Monkton and Londesboro Lions Clubs; and the Kirkton-Woodham Optimists. Community volunteers with these groups assisted with distributing water sampling bottles, signage, promotions, staffing and event locations. During the six events, more than 300 residents brought in their well water samples.

At these events, private well owners also received information about protecting and maintaining their wells and septic systems, how to interpret their water sample results and they could ask experts specific questions about their own systems. Provincial funding for this pilot project was provided to promote Ontario's Best Practices for non-municipal water (<https://www.ontario.ca/document/best-practices-source-water-protection>). The message to the public, at these events, was to **Test, Protect and Maintain**: test your well water; protect your well water; and maintain your well and septic system.

(Below are images of some of the local media coverage of the Water Wise events).



5. Source Protection Committee champions water testing

At the January 31, 2024 Source Protection Committee meeting a motion was passed to send a letter to the provincial ministers of Agriculture; Health; and Environment, Conservation and Parks regarding the committee's concern about a recommended phase-out of free private drinking water testing in the December 2023 Auditor General's report. This letter was also circulated to all municipalities in the Ausable Bayfield Maitland Valley Source Protection Region as well as other source protection regions in Ontario. Many municipalities and other source protection committees provided letters of support in response to this letter.

The letter garnered a great deal of interest and media response. Chair Matt Person was interviewed by several media regarding concerns raised about the proposed phase-out of free water testing for private wells. In April 2024 Minister Jones responded to the Ontario Legislature with assurances that free well-water testing for rural households will continue.

(<https://www.owensoundsuntimes.com/news/local-news/ontario-health-minister-vows-not-to-end-free-private-well-water-tests>)

6. Public outreach through videos, local media, and social media

The Ausable Bayfield Maitland Valley Source Protection Region reaches out directly to the public in person, at events, and by phone. Source protection staff also educate and engage the public through local media, websites, and social media including videos.

Every current member of our source protection committee has appeared in one of our source protection [public information videos](#). There are 12 videos in total and they have received more than 35,000 views by members of the public.

Since April of 2023, we have added four new videos to our video series:

- [The Worth of Water](#): Why it's so important for businesses to protect drinking water sources, with Philip Keightley, M.Sc., P. Eng., commercial representative on the SPC.
- [Your Well, Your Responsibility](#) – Tips to keep your well water safe and clean, with Doug Hocking, property owner representative on the SPC.
- [Water Wise Well Water Testing Event along Lake Huron shoreline](#), with John Thompson, municipal representative on the SPC.
- [Be Part of the Water Team](#), with Paul Heffer, municipal representative on the SPC.

In addition to the video series, we have shared **#WaterWednesdays** public information and education posts, about drinking water source protection, on four social media platforms.

(In photos below, left to right, committee members Philip Keightley; Doug Hocking; John Thompson; and Paul Heffer in videos helping to educate the public).



6. Call for applications for Source Protection Committee member

On June 6, 2024, our source protection region will be issuing a call for applications for an agricultural representative on the ABMV Source Protection Committee.

For full posting and details, visit: www.sourcewaterinfo.on.ca in early June.

To learn more call 519-235-2610 or toll-free 1-888-286-2610.

To find out more visit the Ausable Bayfield Maitland Valley Source Protection Committee web page (<https://www.sourcewaterinfo.on.ca/the-committee/>) on the local source protection region website at <https://www.sourcewaterinfo.on.ca>

Ausable Bayfield Maitland Valley Source Protection Region
 c/o Ausable Bayfield Conservation Authority
 71108 Morrison Line, R.R. 3
 Exeter, ON N0M 1S5

Tel 519-235-2610
 Toll-free 1-888-286-2610
www.sourcewaterinfo.on.ca

This project has received funding support from the Government of Ontario.
 Such support does not indicate endorsement of the contents of this material.

Municipality of Huron East

Setting Priorities & Achieving Results: Strategic Action Plan

EXECUTIVE SUMMARY

May 7, 2024

Agenda

pg. 2

- Project Objectives
- Key Success Factors
- Our Approach
- What We Heard
- Four Goals
- Strategic Priorities & Actions
- Next Steps & Tracking Progress



Project Objectives & Outcomes

Objective

- To create a results-focused action plan enabling the Leadership Team to establish a common focus; outline priorities; and track and communicate progress.

Outcomes

- Meaningful community & staff feedback
- Shared vision & common ground among Councillors and senior management team
- Practical actions that can be accomplished
- Ability to track & communicate progress

Key Success Factors

Leadership Team told us ...

- **Community involvement** to validate that we are on the right track.
- **Practical/do-able** to set the team up for success rather than failure
- **Clear and simple language** understood by all readers.
- **Action-oriented** to enable the effective tracking of progress.
- **Team-building experience** that builds common ground and recognizes that Council and staff must play different but complementary roles to effectively achieve positive results for the community.

Our Approach

- One-on-one interviews with Leadership Team (Members of Council & Senior Management Team)
- Resident questionnaire – 353 responses
- Staff questionnaire – 36 responses
- Focus group sessions (Feb 21) – 3 sessions / 22 participants
- Two Leadership Team sessions (Feb 6 / March 7)



What We Heard

- From residents ...
 - To the question “what makes Huron East a great place to live?”, 65% selected “Small town feel & friendly people” as either their first, second or third preferred choice followed by 39% who selected “Outdoor open space, parks and trails” as either their first, second or third preferred choice.
 - The most important “local government services to your household” was “Police, fire & emergency services” and “Safe & well-maintained roads”.
- From staff ...
 - The top response to the question “Rank the following challenges that you think require attention during this Council term” was “Enhance the Municipality’s financial plan” followed by “Invest in the Municipally owned facilities”.

4 Goals

➤ Goal 1: Financial Stability

- Demonstrate a commitment to making decisions and taking actions that improve the Municipality's long-term financial position.

➤ Goal 2: Friendly & Welcoming Community

- Provide a safe, inclusive, and family-friendly community that we are proud to call "home".

➤ Goal 3: Resilient & Vibrant Local Economy

- Retain and attract economic investment and local jobs.

➤ Goal 4: Working Together

- Foster a positive and respectful environment so we can deliver exceptional services to our community.



GOAL 1: Financial Stability

- 1.1 Taking a long-term perspective and an evidence-based approach to drive budgeting, operations, and projects.
- 1.2 Diversifying our revenue sources and finding innovative cost-savings to reduce the burden on taxpayers.



Action Highlights:

- Create a long-term financial plan with updated policies
- Complete & maintain an updated asset management plan
- Pursue funding from upper levels of government
- Explore alternative revenue streams

GOAL 2: Friendly & Welcoming Community

- 2.1 Expanding opportunities for healthy living and recreation.
- 2.2 Providing a greater mix of housing options for residents of all ages and income level.
- 2.3 Providing attractive and well-maintained neighbourhoods.



Action Highlights:

- Enhance parks to better serve youth and seniors
- Partner with local groups to fundraise for enhanced local amenities
- Eliminate barriers and explore incentives for more housing options
- Facilitate bi-annual clean-up campaigns

GOAL 3: Resilient & Vibrant Local Economy

pg. 10

- 3.1 Attracting new and diversified investment & jobs.
- 3.2 Promoting our strong agricultural base.
- 3.3 Revitalizing historic downtown areas.
- 3.4 Strengthening our relationship with our local businesses.



Action Highlights:

- Explore local transportation solutions to connect residents to services
- Promote inventory of available employment land
- Promote agriculture/agri-business advantage
 - Use the CIP to stimulate revitalization/beautification of our downtown areas
- Strengthen partnership with BIA and businesses to better support existing local businesses

GOAL 4: Working Together

- 4.1 Enhancing communication with our residents.
- 4.2 Continuously improving our internal processes and practices to make them more effective, efficient, and customer friendly.
- 4.3 Recognizing and rewarding hard work and excellence among our employees



Action Highlights:

- Create a one-stop “Huron East What’s Up” Page with all important info
- Establish a refreshing new Huron East brand
- Introduce new interactive budget tools to educate residents and encourage input
 - Establish a “Huron Rocks” staff appreciation committee

Huron East Strategic Action Plan

Working together for you.



A MESSAGE FROM YOUR MAYOR

It is my pleasure to present our Strategic Action Plan! This is our roadmap to achieve positive results for our community within the terms of Council and beyond.

“Working together to make Huron East even better!”

Huron East is an incredibly welcoming and vibrant community that provides a great quality of life to our residents. We are blessed with a blend of rich agricultural land and historically significant small towns. Huron East has so much potential! My Council colleagues and I are committed to working hard with our professional staff to make our community an even better place to live, play, work, and raise a family. That is what the Strategic Action Plan is all about.

We know that delivering exceptional service depends on spending our time, energy and

money on the things that matter most to our residents. The input received from the citizen questionnaire and the community focus group sessions were extremely valuable to us. You told us how important well-maintained roads, sidewalks, parks, trails, playgrounds, and recreation spaces are to you and your family. You let us know that we need to pursue opportunities for accelerated economic growth and new jobs. And you want us to find ways to grow our community to better support local businesses and refresh our downtown areas.

On behalf of myself, Members of Council, Chief Administrative Officer Brad McRoberts and the entire Huron East Team, we are committed to working together to achieve positive results for our community.

Bernie MacLellan
Mayor Bernie MacLellan



WHAT WE HEARD FROM YOU

This project began with an invitation to our residents to tell us why Huron East is a great place and what we can do to make it even better. Between December 30 - February 25, 2024, residents had the opportunity to provide their responses to an online questionnaire. We thank the 153 residents who provided valuable input that helped shape this Plan.

We asked you what local government services were most important to you and your household, you told us:

- EMERGENCY SERVICES**
“Police, fire and emergency services” was the most popular selection, with an average score of 4.6/5.
- ROADS**
“Safe and well-maintained roads” was the second most popular selection, with an average score of 4.4/5.
- PUBLIC PROPERTY**
“Maintenance of public property” was the third most popular selection, with an average score of 4.1/5.
- COMMUNICATION**
“Communication from the Municipality” was the fourth most popular selection, with an average score of just under 4.1/5.
- ECONOMY & JOBS**
“Economic investment & local jobs” was the fifth most popular selection, with an average score of 4/5.

OUR ACTION PLAN GOALS



Tracking Progress

Strategic Action Plan Progress Tracker

- Establishing goals, priorities and actions is important. Being able to monitor and track progress is equally as important.

GOAL 1: Financial Stability



1.1 Taking a long-term perspective and an evidence-based approach to drive budgeting, operations, and projects.

ACTIONS	TARGET DATE	LEAD	% COMPLETE	COMMENTS
1.1.1 Establish a long-term financial plan that includes updated budget, tax, reserve, investment, purchasing, and investment policies.	2024 / Q4	TBC	0%	
1.1.2 Create a Council-approved standard business plan template to be used whenever the Municipality considers using debt to finance projects.	2024 / Q3	TBC	0%	
1.1.3 Complete an updated asset management plan and ensure linkages between this plan and the budget.	2025 / Q1	TBC	0%	



no progress



in progress



complete



LINTON
Consulting Services Inc.





**Municipality of Huron East
Committee of Adjustment
Public Hearing Agenda
Tuesday, May 7, 2024 at 6:00 P.M.
Council Chamber**

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

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

- 1. Call to Order**
- 2. Confirmation of the Agenda**
- 3. Disclosure of Pecuniary Interest**
- 4. Minor Variance Applications**
 - 4.1 [Planning Report](#) re: Minor Variance Application MV02-2024**
 - 4.2 [Planning Report](#) re: Minor Variance Application MV03-2024**
- 5. Adjournment**

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PLANNING & DEVELOPMENT

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To: Mayor MacLellan and Members of the Committee of Adjustment
 From: Shae Stoll
 Date: May 7, 2024

Re: **Application for Minor Variance: MV02-2024**
 Plan 233, East Part Lot 30, Egmondville, Tuckersmith Ward, Municipality of Huron East (4
 Nicholson Drive)

Owner/Applicant: Jeff and Diana Lalande

Recommendation

It is recommended that minor variance application MV02-24 be **approved** with the following conditions:

1. The variance approval is valid for a period of 18 months from the date of the Committee's decision.
2. The garage addition is constructed as proposed in the submitted site plan.

Purpose

The purpose of this application is seek relief from the Huron East Zoning By-law 52-2006 to permit a reduced rear yard setback of 1.4 metres for the addition of an attached garage and foyer to an existing house, as the house orientation on the property utilizes the frontage along Nicholson Drive as the front lot line.

The requested variance for this development:

- To reduce the rear yard setback from 8 metres to 1.4 metres.

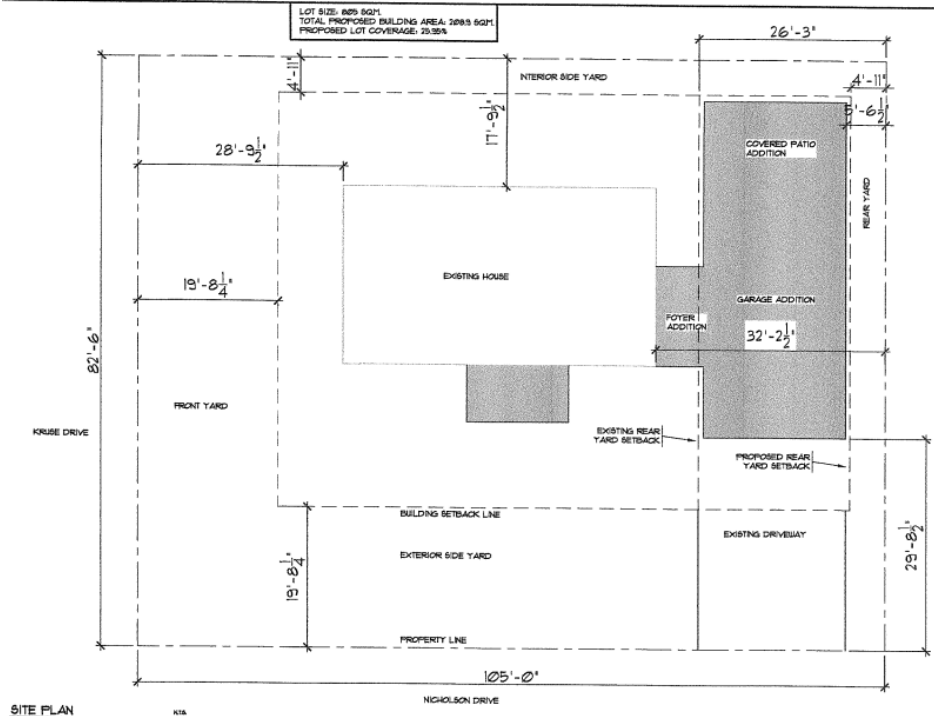
A minor variance application requesting the same relief was previously approved in August of 2020 (MV03-2020). Ownership of the property has since changed and the previous approval has lapsed with an expiry date of February 11, 2022. The new owners are proposing the same garage addition as previously approved.

Figure 1: Aerial photograph showing subject property outlined in orange.



Figure 2: Site photo of the existing detached garage next to house.



Figure 3: Floor plan of proposed garage and connecting foyer addition**Comments Received**

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

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

Review

The subject property is zoned Residential Low Density (R1) on Key Map 40D of the Huron East Zoning By-law and designated Urban in the Huron East Official Plan. The subject property is a corner lot, 804 square metres (0.2 acres) in size, and has an existing single detached dwelling and detached garage. The owners are proposing to replace the existing detached garage with an attached garage on the west side of the existing house at a setback of 1.4 metres. Kruse Drive is deemed the front lot line of the subject property, with the west lot line as the rear lot line. The existing house is orientated to face Nicholson Drive (north).

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

Meets the intent of the Huron East Official Plan

The subject property at 4 Nicolson Drive is within the urban area of Egmondville and designated Urban. The construction of a garage attached to a dwelling is a normal and permitted use for a residential property in the Urban designation, is appropriate for the scale of the property and neighbouring land uses, and meets the intent of the policies in the Huron East Official Plan.

Meets the intent of the Huron East Zoning By-law

As per the Huron East Zoning By-law, the minimum rear yard setback for a single detached dwelling in the R1 zone is 8 metres. The front lot line for a corner lot is defined as the shorter of the two lot lines that provide frontage along a street. For the subject property, Kruse Drive is deemed the front lot line and the lot line along Nicholson Drive is the exterior side lot line. The house is orientated to face Nicholson Drive, treating the rear lot line as an interior side lot line. In the R1 Zone, for an attached garage to a detached dwelling, the minimum interior side yard setback is 1.5 metres. The proposed 1.4m setback meets the intent and purpose of the Huron East Zoning By-law, as it is able to provide similar distance from the neighbouring property to the west as intended for an interior side yard setback for an attached garage and maintains sufficient space for access and maintenance. The proposal otherwise meets all applicable zoning provisions.

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

The variance request for the reduction in the rear yard setback from 8 metres to 1.4 metres is considered minor, as the house orientation on the property utilizes the frontage along Nicholson Drive as the front lot line, thus treating the identified rear lot line as the interior side yard from the neighbouring property to the west. The impact of a reduction to a 1.4m setback is considered to be minor, as this is not a significant reduction from the minimum interior side yard setback, which would be 1.5m for an attached garage.

The proposed variance is considered appropriate for the subject property, as there is already an existing structure on the west side of the house that would be replaced by the new garage attached to the house by a foyer. The proposed setback reduction will not be locating the new garage much closer to the west lot line than the current structure and will not be significantly changing the character or overall massing of the property.

Conclusion

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

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

‘Original signed by’

Shae Stoll
Planner

Site inspection: April 30, 2024



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www.huroncounty.ca

To: Mayor MacLellan and Members of the Committee of Adjustment

From: Shae Stoll, Planner

Date: May 7, 2024

Re: MV03-2024 Minor Variance

Concession 3, Part Lot 24, McKillop Ward, Municipality of Huron East (42936 Hydro Line Road)

Owner/Applicant: Henry & Lori Meinen

Recommendation

It is recommended that minor variance amendment application MV03-24 be approved with the following conditions:

1. The variance approval is valid for a period of 18 months from the date of the Committee's decision;
2. The dwelling be constructed within the general footprint and be of the approximate size denoted on the sketch that accompanied the application.

Purpose

The purpose of this application is to seek relief from Zoning By-law 52-2006 for the Municipality of Huron East. The property subject to this variance is zoned Agriculture Small holdings (AG4) on Key Map 34 of the Huron East Zoning By-law, and designated Agriculture in the Huron East Official Plan.

The application proposes to reduce the required Minimum Distance Separation (MDS) setback to allow for the construction of a new single detached dwelling to replace the existing dwelling. The application proposes to reduce the MDS setback of 564 m to 415 m to the neighbouring swine barn to the north of the subject property.

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



Figure 2. Proposed building location for residence with distance to abutting livestock facility.

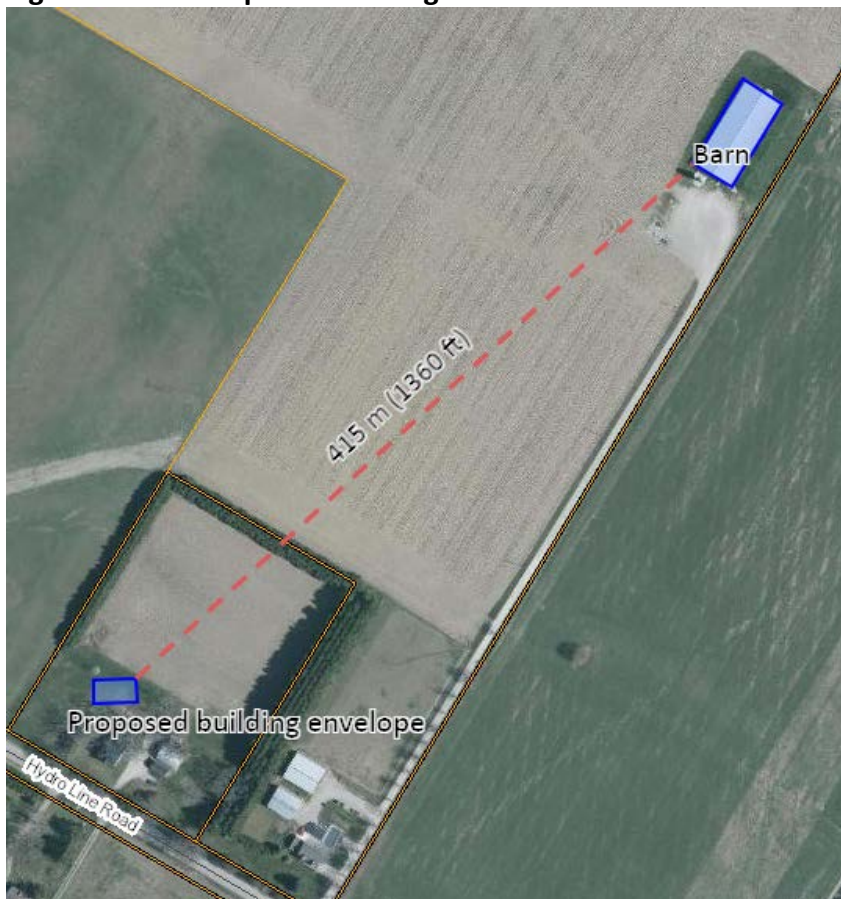


Figure 3. Minor Variance site sketch (as provided by applicant). Sketch shows existing house (to be removed), new house location and existing shed and workshop.

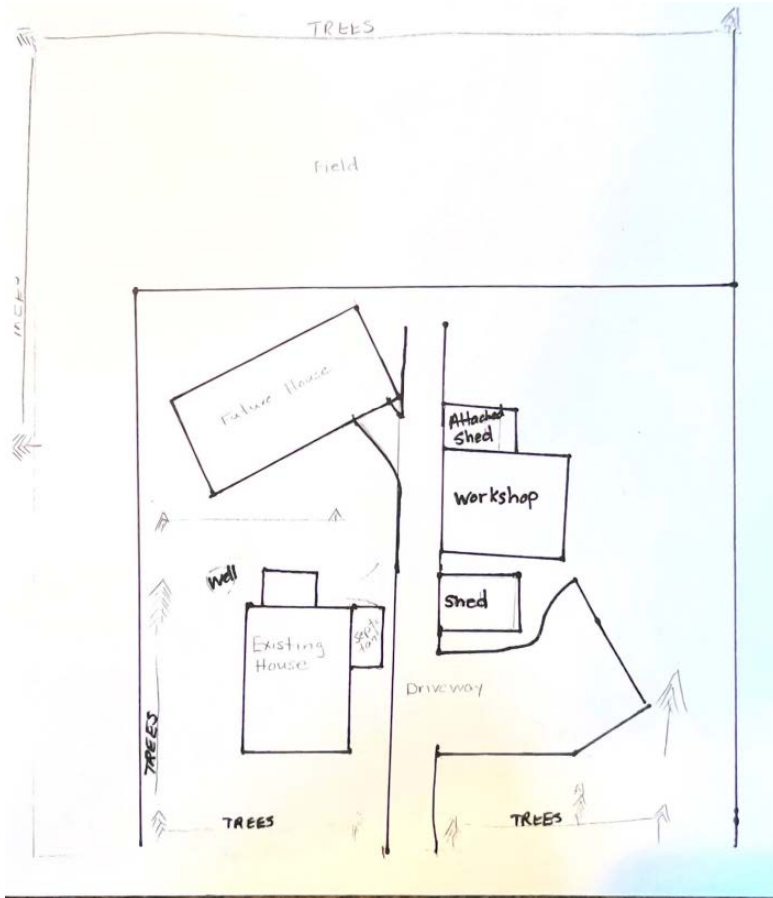


Figure 4. Site photos. Left image: proposed location for new residence. Right image: existing house to be replaced.



Comments Received

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

The applicants have made the owners of the livestock facility aware of their building plans and the livestock facility owners have indicated they are in support of the proposed minor variance.

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

Review

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

Meets the intent of the Huron East Official Plan

The subject lands are designated Agriculture in the Huron East Official Plan (HEOP). The Agriculture policies in the HEOP speak to a goal of ensuring the maximum flexibility for farm operators engaging in different types and sizes of agricultural operations and also recognizes that a strong agricultural economy requires housing. Section 4.4 of the HEOP expressly permits residences such as on an existing AG4 property within the Agriculture designation. The purpose of the MDS Formulae is to protect agricultural uses in the agricultural area and reduce land use conflicts. This proposal is not anticipated to cause land use conflicts as the new dwelling is not significantly closer to the livestock barn and replaces an existing dwelling that has existed in proximity to the barn for many years. As such, the proposal meets the intent of the Official Plan.

Meets the intent of the Huron East Zoning By-law

The general intent of the Zoning Bylaw is to establish separation between different land uses for the purpose of maintaining compatibility and avoiding conflict. In this case, the proposed dwelling location meets all other requirements of the Huron East Zoning Bylaw in terms of setbacks to lot lines, the roadway, drains, etc. The proposed location of the new dwelling is a more appropriate location than the existing dwelling as it is setback further from the road and otherwise brings the residence into compliance with the applicable zoning provisions. As such, the proposal meets the intent of the Huron East Zoning By-law.

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

The existing residence on the subject property is aging and in a state of disrepair. The planner and property owner explored the option to repair and expand the existing dwelling but determined this was not a financially viable option due to the state of the existing house. The applicants have proposed a location that is approximately 30m (100ft) north of the existing dwelling. The subject property is bordered by a mature tree line along the east, west and north lot lines. This aids in providing both a visual and physical barrier between the subject property and abutting livestock barn. The new dwelling is proposed by the owners who already live on the property and are aware of any existing odour impacts from neighbouring livestock operations. This variance contemplates a 26% reduction in the required

MDS I setback which is considered minor and has a low potential for land use conflict. Therefore, this application is considered desirable for the appropriate development of the lands and minor in nature.

Conclusion

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

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

Sincerely,

“original signed by”

Shae Stoll, Planner

Site inspection: April 5, 2024



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www.huroncounty.ca

To: Mayor MacLellan and Members of Huron East Council

From: Shae Stoll, Planner

Date: May 7, 2024

Subject: Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and Revised Draft Provincial Planning Statement (PPS)

Recommendation

That the report, Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and Revised Draft Provincial Planning Statement (PPS), dated May 7, 2024 be received for information.

Background

The Province introduced Bill 185 “Cutting Red Tape to Build More Homes Act” on April 10, 2024. There is no commenting opportunity for Bill 185 but there is an opportunity to provide comments on the revised Provincial Planning Statement until May 12, 2024 (as per Environmental Registry of Ontario posting #019-8462).

This is the tenth significant bill to impact land use planning policy and law since 2021; the changes are proposed to help the Provincial government achieve its goal of 1.5 million homes by 2031.

Comments

This report contains a summary of:

1. Proposed revisions to the Provincial Planning Statement, focusing on those changes most impactful for the County and local municipalities within Huron; and
2. Changes proposed to the Planning Act and Development Charges Act by Bill 185.

Draft Provincial Planning Statement (PPS) 2024

The Province released a draft PPS in Spring 2023 and conducted public consultation in the subsequent months. The County of Huron submitted comments with the main concern being a proposed policy to allow residential non-farm lot creation in Prime Agricultural Areas which has been removed in this updated version. The updated version was released on April 10, 2024.

The draft PPS consolidates the Provincial Policy Statement and A Place to Grow: Growth Plan for the Greater Golden Horseshoe into a new Provincial Planning

Statement. This has led to a series of new definitions (eg. “large and fast-growing municipalities”) and policies which will not have impact for the County of Huron.

Key Changes by Section, Relevant to Huron County:

Agriculture

- Removed proposed 3 residential non-farm related lot creation policy in Prime Agricultural Areas.
- Directs that two (2) Additional Residential Units are permitted where a residence is a permitted use in Prime Agricultural Areas (Section 4.3.2.5.)
- Amended criteria for surplus dwelling to clarify that detached ARU can't be severed as second surplus;
- Addition of 'battery storage' as an example of a “land-extensive energy facility” under the “On-farm Diversified Use” definition.

Response: Many of the County’s concerns have been satisfactorily addressed and we appreciate the approach the Province has taken with consultation, particularly with the farm groups. Huron has already implemented a policy framework for Additional Residential Units in agricultural settings and the policies prohibit the severing of detached Additional Residential Units onto a separate lot through surplus farm dwelling severance criteria.

Mineral Aggregate

- New language for Extraction in Prime Agricultural Area (4.5.4)
 - o Complete rehabilitation to an agricultural condition is not required if: a) the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible; and b) agricultural rehabilitation in remaining areas is maximized.

Response: No concern. Addresses commonly heard criticism that aggregate is not an ‘interim use’ in agricultural settings when extraction is below the water table.

Natural Environment

- Removal of reference to Provincial direction for Natural Hazards (5.2) including hazardous lands adjacent to the shoreline of the Great Lakes – St Lawrence River System, adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and, hazardous sites.
- Little to no changes identified for Natural Heritage.

Response: No concern.

Water

- Enhanced direction for stormwater management planning (Section 3.6.8)
- New definition ‘sensitive surface water features (4.2.2.)’
 - o Addresses ‘water withdrawals and addition of pollutants’.

Response: No concern. Huron has strong partnerships with local Conservation Authorities and works cooperatively to achieve shared responsibilities and goals.

Urban

- Amended criteria for Settlement Area Boundary Expansions
 - o Removed criteria for intensification but includes “demonstrated need”
 - o New criteria including avoiding impacts on the ‘agricultural system’, need for agricultural impact assessments, and providing for phased progression of urban development.
 - o Removed all references to ‘comprehensive reviews’ (Section 2.3.2.)
- Population and employment growth forecasts to be based on Ministry of Finance 25-year projections, with modifications as appropriate (Section 2.1.1)
- Planning horizon shifted from 25 years to “at least 20 years but not more than 30 years” (Section 2.1.3.)
- New Housing Section (Section 2.2)
 - o Requires planning authorities to establish and implement minimum targets for housing that is affordable for low and moderate income households, intensification and redevelopment within built-up areas (Section 2.2.1.a and 2.3.4).
 - o Permit and facilitate development and redevelopment of underutilized commercial and institutional sites (eg. shopping malls) and mixed use areas.
 - o ‘Affordable’ with respect to housing is now based on municipality as opposed to regional market area.
- Strategic Growth Areas (Section 2.4)
 - o New definition and section to promote intensification of defined geographic areas within settlement areas.
- Enhanced direction to protect Employment Areas (i.e. industrial uses) (Section 2.8.2.4)

Response: Huron is well positioned to respond to proposed changes with updated population and housing projections and much of the proposed change was already implemented across the County through the ‘Housing Friendly Review’ (2021-2023).

General

- Enhanced direction for early Indigenous Consultation (Chapter 1, Vision)
- New definition for ‘energy storage systems’ including pumped hydro storage, hydrogen storage, fuels storage, compressed air storage and battery storage.
- New direction for planning authorities to provide opportunities for the development of energy supply including ‘energy storage systems’ (Section 3.8).

Response: Huron supports early and meaningful consultation with Indigenous Nations. The County has one compressed air energy storage facility presently (located in Goderich). In recent months, there have been proposals for battery storage (Huron

East) and compressed air energy (Bluewater) within agricultural settings in the County. The County is supportive of energy supply projects while also supportive of the preservation of agricultural lands for agricultural purposes.

Bill 185: Planning Act & Development Charges Act Changes

Change to Appeal Rights

Removal of Third Party Appeals for Official Plan and Zoning Bylaw Amendments

The proposed change is not limited to applications involving housing approvals. Under previous, recent legislative changes, third party appeals were removed for Plans of Subdivision and Condominium, consents and minor variances.

Reinstates the ability to appeal the refusal of an Official Plan Amendment Application that proposes a Settlement Area Boundary Expansion. The appeal prohibition was first introduced in 2006.

Should the proposed change be approved, the land use planning appeals process in Ontario would transition to primarily addressing disputes between applicants and municipalities. Huron supports comprehensive settlement area expansion planning that maximizes the use of land within settlement area boundaries and protects farmland.

Removal of Fee Refunds

Removes a series of fee refunds established by Bill 109 and applied if a municipality did not make a decision within specified time periods.

This is positive as the fee refunds system was not effective in streamlining approvals.

Update to Notice Requirements

Changes are proposed to the regulations that govern how notice is given by a municipality to reflect current practices of most municipalities, including on a website if local papers are not available.

This reflects changing communication practices and is supported.

Development Charges

Five-year phase in of increased development charges introduced in Bill 23 revoked.

The cost of development charge background studies can again be included as a capital costs when calculating the charge.

This change is in line with comments of several local municipalities within Huron.

Pre-Consultation

Pre-application consultation with municipalities will be voluntary and not mandatory.

Huron County will continue to encourage pre-consultation as it is proven to be beneficial to all parties.

“Use it or Lose it”

Developments with approved site plans which do not obtain a building permit within a period of time can have approvals withdrawn. The time period will be set by regulation, with a default of no less than three years if a regulation does not apply.

Draft plans of subdivisions also will have mandatory lapsing provisions, with the time frames to be set by regulation.

Municipalities will be given the authority to enact by-laws under the Municipal Act to track water supply and sewage capacity, and to set criteria for when an approved development can have their allocation withdrawn.

Draft plans of subdivisions that were approved before March 27, 1995 will lapse if not registered within three years of the bill passing.

This is in line with how most local municipalities within Huron currently allocate capacity. There are no unregistered plans of subdivisions within Huron that pre-date 2001.

Additional Residential Units (ARUs)

The minister is proposed to be given a new regulation-making power to remove zoning barriers for small multi-unit residential developments. In addition to restricting parking requirements (Bill 23), the regulation could address matters such as setbacks, lot coverage, angular planes, etc.

Huron has been proactive at permitting ARUs in different settings (town, village, agricultural).

Facilitating Standardized Housing Designs

Create regulation-making authority that would enable:

- The establishment of criteria to facilitate planning approvals for standardized housing.
- The proposed changes would only apply on certain specified lands, of a minimum lot size, such as urban residential lands with full municipal servicing outside of the Greenbelt Area.
- The identification of elements of the Planning Act and/or City of Toronto Act, 2006 that could be overridden and/or certain planning barriers that could be removed if the criteria are met.

Huron is supportive of options which streamline housing approvals.

Expedited Approval Process for Community Service Facility Projects

Create regulation-making authority to enable a streamlined approvals pathway for prescribed class(es) of “community service facility” projects (public schools K-12, hospitals and long-term care facilities) that support the creation of complete communities.

Huron is supportive of options which streamline housing approvals.

Changes which are not expected to have implications for Huron:**Parking Standards**

Parking minimums are prohibited in major transit station areas and areas where minimum densities are required by official plans or provincial policies.

Minister Zoning Orders/Community Infrastructure Housing Accelerators

New framework in place for requesting an MZO including criteria that will consider provincial priorities. The Community Infrastructure Housing Accelerator process introduced by Bill 23 is proposed to be repealed.

Upper-Tier Planning Responsibilities

Provide flexibility for bringing the changes to remove planning responsibilities from specified upper-tier municipalities into force separately.

Identify July 1, 2024 as the effective date of the upper-tier planning changes for Peel Region, Halton Region and York Region.

The upper-tier planning changes for the remaining four municipalities (i.e., Waterloo, Durham and Niagara Regions, and Simcoe County) would come into force at a later date(s), upon proclamation. The government intends to move forward with bringing the changes into effect for the remaining upper-tier municipalities by the end of 2024.

Exempt Universities from the Planning Act

Exempt publicly-assisted universities from the Planning Act and planning provisions of the City of Toronto Act, 2006 for university-led student housing projects on- and off-campus.

Next Steps

Further information will be provided when Bill 185 receives third reading and is ultimately passed including direction on transition. The Planning and Development Department will continue to monitor for additional regulations relating to Bill 185 and advise accordingly.

‘Original signed by’

Shae Stoll

Planner

CORPORATION OF THE COUNTY OF HURON**Planning and Development Department**

To: Mayor/Reeve and Members of Council, All Municipalities in Huron County
From: Planning Fees Working Group (Report prepared by Sandra Weber, Director and Denise Van Amersfoort, Planning Manager)
Date: April 18, 2024
Subject: **Planning Application Fees Review**

The following report outlines the process used to review the current Planning Application Fees and provides recommendations from the Planning Fees Review Working Group for consideration by local municipalities. Once all municipalities have had the opportunity to review and provide comments and a final report is taken to County Council, the finalized Fee Schedule will be provided to municipalities to be adopted by by-law to come into effect on July 1st, 2024.

BACKGROUND

Planning application fees have historically been reviewed every 5 years. The fees were last reviewed in 2021 and a coordinated fee schedule was passed which set the standardized fees across the County for 2022 to 2026. At that time, all Councils across the County approved the fees with a 2% increase each year over this 5-year period with the increase occurring on January 1st each year. Since planning is a shared service, there is a cost sharing that is built into the fee schedule and the fees are reconciled twice a year with the local municipalities. There is an average of 250 planning applications processed per year (average over past 5 years).

Section 69 of the Planning Act allows municipalities to establish a tariff of fees to cover the anticipated costs of processing planning applications. The review is based on the guiding principles that planning fees should continue to be user-pay and cover costs incurred by the local municipality and the County for staff time and disbursements, while keeping within a reasonable range in comparison to neighbouring Counties. The review looked at current staff time and is not a review of future staffing needs. Costs are not charged for overhead (office space, computer hardware, training, etc.). Additional costs are reimbursed by the applicant for the municipality's peer review of consultants' reports (e.g., engineering studies, environmental impact studies, traffic impact studies, etc.).

Although the fees were approved by the County and local municipalities until the end of 2026, several changes occurred since that time that warranted a need for a further review to determine if the costs of the County and the local municipalities are being covered. These changes include legislative amendments to the Planning Act that have added work to the process, increased costs of staff time and disbursements being greater than the estimated 2% increase to fees, complexity of applications, and the implementation costs of Cloudpermit to modernize and streamline the application process.

In December 2023, County Council approved a Terms of Reference which set out the process for reviewing the fees that included forming a Planning Fees Working Group in consultation with the Huron County Clerks and Treasurers Association. The Working Group includes Jessica Rudy (Huron East), Trevor Hallam (Morris-Turnberry), Olivia Kempel (North Huron), Florence Witherspoon (ACW), Mike Rolph (South Huron), Rachel Anstett (Central Huron), Lindsay Whalen (Bluewater), and Planning and Development staff including Sandra Weber, Denise Van Amersfoort, and Lisa Finch, Land Division Administrator.

COMMENTS

The Working Group reviewed fees from comparator municipalities across the Province, reviewed the current fee for each type of planning application to determine recommended changes to cover staff time and disbursements, and discussed the need for additional fees for services that are not currently included in the Fee Schedule.

The justification for the proposed fee increases and new fees is as follows:

- To help cover the cost of the County-wide planning application processing and tracking system that is being implemented in collaboration with the County and all 9 local municipalities to modernize and streamline the application process.

- A review of comparator municipalities indicated that the current fees are low. The fee schedules were reviewed for Perth, Lambton, Bruce, Grey, Wellington, Norfolk (recently reviewed), and the Cities of Stratford, Sarnia, and London. Depending on the application type, the current fees are approximately \$1,000 to \$2,000 lower than the average fee, and in municipalities where full cost recovery is being charged, the fees are in the range of \$10,000 lower (Wellington, Norfolk). For example, in Norfolk County where the fees were recently reviewed, the fee for a Zoning By-law Amendment -Regular is \$12,178 and Major is \$18,904 and an Official Plan Amendment Regular is \$12,605 and Major is \$18,994. The recommended changes will bring the fees more in line with the average range being charged in neighbouring municipalities.

- Over the past 2.5 years, the County and local municipalities undertook substantial work to permit more as-of-right housing development through the implementation of changes to planning documents; as a result, the less complex applications are no longer needed. Staff are finding that where applications are required, they are more complex in nature and the amount of time being spent by staff (Planners, Planning Co-ordinators, Land Division Administrator, Building Officials, Drainage Superintendents, Public Works staff, etc.) and Councils has increased. This additional time is reflected in the recommended fees.

- The 2% annual increase has not kept up with the Consumer Price Index for staff time and disbursements and has resulted in true costs not being recovered.

- Legislative amendments to the Planning Act have resulted in additional work for processing applications such as finalizing deeds for both the severed and retained parcels and the issuance of cancellation certificates. New fees have been added to cover the cost of this additional staff time.

- With the substantial increase in value of properties as a result of planning applications such as amendments or the creation of new lots, it is the opinion of the Working Group that the proposed fee increases will not deter applicants from proceeding with developments.

- This is a balance between cost recovery and having the cost of planning approvals being subsidized by the levy.

Based on the above review and justification, the following is a summary of the key changes recommended by the Working Group to the 2024 Planning Fees Schedule (full Draft Fee Schedule with proposed changes highlighted in red is attached for review):

- Rather than the current 2% annual increase, it is recommended that on January 1st each year (starting January 1st, 2025), the fees will be increased on a percentage basis rounded up or down to the nearest ten-dollar increment consistent with the Statistics Canada Consumer Price Index for Ontario for the previous calendar year (October to October), if the Index shows an increase.

- Plans of Subdivision/Condominium – proposed increase in base fee from \$9364 to \$10,000 for 1-10 lots/blocks/units and an increase from \$176 to \$200 for each additional lot/block/unit over 10. Draft Plan approval extensions are proposed to increase from \$2081 to \$2500 for the first extension and to \$5000 for any subsequent extension. The higher fee is due to the fact that 6 years would have passed and there is a substantial amount of work for County and local staff to go back through the file to review conditions and follow up with applicant and agencies. An increase is also proposed for phasing and final approval, and changes to draft plan conditions.
- Official Plan Amendments – Proposed increase in fee from \$4100 to \$6000 for reasons outlined in justification above. A new fee has been added for Official Plan Amendments for new or expanding aggregate operations of \$12,000. This reflects the complexity of these files and the additional coordination required with multiple technical studies. Both Bruce and Wellington Counties use a similar approach where there is a separate fee specific to planning applications for aggregate operations.
- Consents (Severances) are split into 2 categories:
 1. Technical Consents- such as Easements, Right of Ways, Correction of Title, Well Block, Validation Certificate, minor lot enlargement, re-creation of original farm lots are proposed to increase from \$2341 to \$3000.
 2. Consents for New Lot Creation – such as Surplus and the creation of a new lots would be increased from \$3381 to \$4500. This reflects the increase in the amount of time spent by staff responding to concerns of neighbours, reviewing studies, drafting conditions, etc. The Fee Schedule is also proposed to be clarified that an application includes once severed and one retained parcel. There is proposed to be an additional fee of \$2500 for each additional lot created over and above one severed and retained. Previously, one fee has been charged which allowed a severed and multiple retained lots to be created. This is not the practice in many other Counties across the Province who charge an additional fee for each new lot created.
- A new fee of \$500 is proposed for the issuance of Retained Land Certificates and Cancellation Certificates which the County is required to issue as a result of amendments to the Planning Act.
- Similar to a Technical Consent, Part Lot Control applications are proposed to increase from \$2341 to \$3000 with an additional fee of \$200 per additional conveyable Part over 2.
- Zoning By-law Amendments are proposed to increase from \$2108 to \$4000. As discussed above, the less complex amendments have been eliminated through the updates to planning documents and the applications being submitted are more complex and take additional staff time. For Zoning By-law Amendments for expanding or new aggregate operations that do not have a corresponding Official Plan Amendment, a fee of \$10,000 is proposed. This reflects the complexity of these files and the additional coordination required with multiple technical studies.
- Minor Variances are proposed on a sliding scale with one variance at \$2500, two variances at \$3250 and three or more variances proposed at \$4000. The higher fee is set at the same rate as a Zoning By-law Amendment.
- A reduced rate for combined fees for Official Plan Amendments and Zoning By-law Amendments has been removed. As 2 different documents are being amended, there is not a significant reduction in staff time required to process both applications to warrant a reduced fee.
- Part Lot Control By-law - remove discount if following a related planning application. New fee proposed to be \$2250 plus \$170/additional conveyable Part over 2;

- Natural Environment review by County Biologist is proposed to increase from \$228 to \$500 to cover staff time. An hourly rate is charged to review Terms of Reference and Environmental Impact Studies.
- Site Plan Applications – currently the local municipalities are charging a fee or billing for time and the County is tracking and billing for Planner review time (over 2 hours). It is proposed that a base fee of \$750 be set for County staff time which would include up to 4 hours of review. Any review time above that would be billed by the hour.

NEXT STEPS

Once all municipalities have had the opportunity to review and provide comments and a final report is taken to County Council, the finalized Fee Schedule will be provided to municipalities to be adopted by by-law to come into effect on July 1st, 2024.

'original signed by'

Sandra Weber, Director

'original signed by'

Denise Van Amersfoort, Planning Manager

DRAFT 2024 FEES (Note: Changes Highlighted in Red)	Municipal	County	TOTAL
Official Plan Amendment (OPA), Local OPA, County OPA	1189 (\$1800)	2911 (\$4200)	4100 (\$6000)
Official Plan Amendment (OPA), Local OPA, County OPA-New or expanding aggregate operation	\$3,600	\$8,400	\$12,000
Zoning By-law Amendment (ZBLA)	696 (\$1320)	1412 (\$2680)	2108 (\$4000)
Zoning By-law Amendment (ZBLA) -New or expanding aggregate operation if no OPA is required	\$3,300	\$6,700	\$10,000
Minor Variance (1 variance or more)	705 (\$1075)	934 (\$1425)	1639 (\$2500)
Minor Variance (2 variances)	\$1,400	\$1,850	\$3,250
Minor Variance (3-3 or more variances)	924 (\$1720)	1176 (\$2280)	2100 (\$4000)
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re-creation of original lots, etc.)	585 (\$750)	1756 (\$2250)	2341 (\$3000)
Consent-New Lot Creation (e.g. new lots, surplus farm severances)- Base fee includes one severed and one retained - add \$2500 for each additional lot created	845 (\$1125)	2536 (\$3375)	3381 (\$4500)
Retained Land Certificate		\$500	\$500
Cancellation Certificate		\$500	\$500
Change of Consent Conditions or Draft Deed		\$500	\$500
Plan of Subdivision/Condominium	2341 (\$2500)	7023 (\$7500)	9364 (\$10000)
Lots/Blocks/Units over 10	add \$60 (\$68) per lot/unit/ block	add \$116 (\$132) per lot/unit/ block	add \$176 (\$200) per lot/unit/ block
Draft approval extension - first extension	520 (\$625)	1561 (\$1875)	2081 (\$2500)
Any subsequent extension	\$1,250	\$3,750	\$5,000
Phasing, Final Approval*	293 (\$750)	878 (\$2250)	\$1171 (\$3000) per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	146 (\$500)	438 (\$1500)	\$584* (\$2000)
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$176 (\$200)/lot/block/unit shall apply.			
Combined Local OPA & ZBL	\$1,443.00	\$3,711.00	\$6,154.00
Combined County & Local OPA	\$1,369.00	\$6,436.00	\$6,795.00
Combined County OPA, Local OPA & ZBL	\$1,819.00	\$6,089.00	\$7,908.00
Removal of Holding (H) Symbol	286 (\$500)	286 (\$500)	583 (\$1000)
If combined with a planning application and when H is imposed by the Municipality	\$0	\$0	\$0
Renewal of Temporary Use Zoning By-law	522 (\$990)	1059 (\$2010)	1581 (\$3000)
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such B	234 (\$500)	233 (\$500)	467 (\$1000)
Where combined with any other planning application	\$116.00	\$117.00	\$233.00
Part Lot Control *	1171 (\$1500)	1170 (\$1500)	2341 (\$3000)
	add \$60 (\$100) per additional conveyable Part over 2	add \$116 (\$100) per additional conveyable Part over 2	plus \$176 (\$200) per additional conveyable Part over 2
*in both cases, For Deeming and Part Lot Control, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re-circulation.	Fee to be paid to Municipality responsible for re-circulation.	312 (\$500)
Site Plan Control	Fee to be set by local Municipality	750 base fee (additional cost recovery for more than 4 hours of review)	Variable
Agreements: subdivision, condominium, development, lot grading & drainage (Costs to be reimbursed for legal and engineering).	Cost recovery	Cost recovery	Variable-Cost recovery
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature): comments on planning application Review terms of reference and EIS		\$228 (\$500) comments on planning application (\$46.50 (\$60)/hour) billed hourly for review of Terms of Reference and EIS	228 (\$500)for comments on planning application/variable - billed hourly for review of Terms of Reference and EIS

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: May 7, 2024
Subject: Huron East Strategic Action Plan

Recommendation:

That the Council of the Municipality of Huron East accept and endorse the Huron East Strategic Action Plan as presented.

Background:

Huron East has committed to the development of a strategic plan for the municipality. Since 2022 Huron East has been developing key documents to ultimately develop a comprehensive corporate and community-based strategic plan. This included the following:

1. Asset Management Plan (April 2022);
2. Economic Development Strategic Plan (July 2022); and
3. Municipal Service Delivery Review (October 2022).

Due to the pending election the overall corporate and community strategic planning process was deferred until after the 2022 Municipal Election process was completed and any new members of Council had an opportunity to get some understanding of the municipal operations and services.

In October of 2023, Huron East awarded the development of a Corporate and Community-based Strategic Plan to Linton Consulting Services Inc. (Linton). Linton subsequently undertook several approaches to consultation with staff, Council and the community including:

- Staff and citizen questionnaires;
- One-on-one interviews with Council and Senior Management;
- Focus group session in Vanastra, Brussels, and Seaforth; and
- Strategic Plan development sessions with Council and Senior Management on February 6, 2024 and on March 7, 2024.

Attached to this report is a copy of the final Municipality of Huron East Strategic Action Plan. This plan will be used by Senior Management to define work plans and objectives

over the course of the next 3-4 years. It will also be used by both staff and Council to guide decision making.

Others Consulted:

Linton Consulting Service Inc, Council, staff, Senior Management, and the community of Huron East.

Financial Impacts:

None.

Signatures:

Brad McRoberts (Original signed)

Jessica Rudy (Original Signed)

Brad McRoberts, MPA, P. Eng., CAO

Jessica Rudy, AMP, Clerk

Attachments:

1. [Municipality of Huron East Strategic Action Plan](#)

May 2024

Huron East
Strategic Action Plan

Working
together
for you.



A MESSAGE FROM MAYOR MacLELLAN

It is my pleasure to present our Strategic Action Plan! This is our roadmap to achieve positive results for our community within this term of Council and beyond.

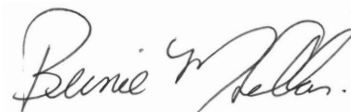
**“Working together to make
Huron East even better!”**

Huron East is an incredibly welcoming and vibrant community that provides a great quality of life to our residents. We are blessed with a blend of rich agricultural land and historically significant small towns. Huron East has so much potential! My Council colleagues and I are committed to working hard with our professional staff to make our community an even better place to live, play, work, and raise a family. That is what this Strategic Action Plan is all about.

We know that delivering exceptional services depends on spending our time, energy and

money on the things that matter most to our residents. The input received from the citizen questionnaire and the community focus group sessions were extremely valuable to us. You told us how important well-maintained roads, sidewalks, parks, trails, playgrounds, and recreation spaces are to you and your family. You let us know that we need to pursue opportunities for accelerated economic growth and new jobs. And you want us to find ways to grow our community to better support local businesses and refresh our downtown areas.

On behalf of myself, Members of Council, Chief Administrative Officer Brad McRoberts and the entire Huron East Team, we are committed to working together to achieve positive results for our community.



Mayor Bernie MacLellan



WHAT WE HEARD FROM YOU

This project began with an invitation to our residents to tell us why Huron East is a great place and what we can do to make it even better. Between December 10 – February 25, 2024, residents had the opportunity to provide their responses to an online questionnaire. We thank the 353 residents who provided valuable input that helped shape this Plan.

We asked you what local government services were most important to you and your household, you told us:

**EMERGENCY SERVICES**

“Police, fire and emergency services” was the most popular selection, with an average score of 4.6/5

**ROADS**

“Safe and well-maintained roads” was the second most popular selection, with an average score of 4.4/5.

**PUBLIC PROPERTY**

“Maintenance of public property” was the third most popular selection, with an average score of 4.1/5.

**COMMUNICATION**

“Communication from the Municipality” was the fourth most popular selection, with an average score of just under 4.1/5.

**ECONOMY & JOBS**

“Economic investment & local jobs” was the fifth most popular selection, with an average score of 4/5.

OUR ACTION PLAN GOALS

**FINANCIAL STABILITY****FRIENDLY & WELCOMING
COMMUNITY****RESILIENT & VIBRANT
LOCAL ECONOMY****WORKING TOGETHER**



GOAL 1: FINANCIAL STABILITY

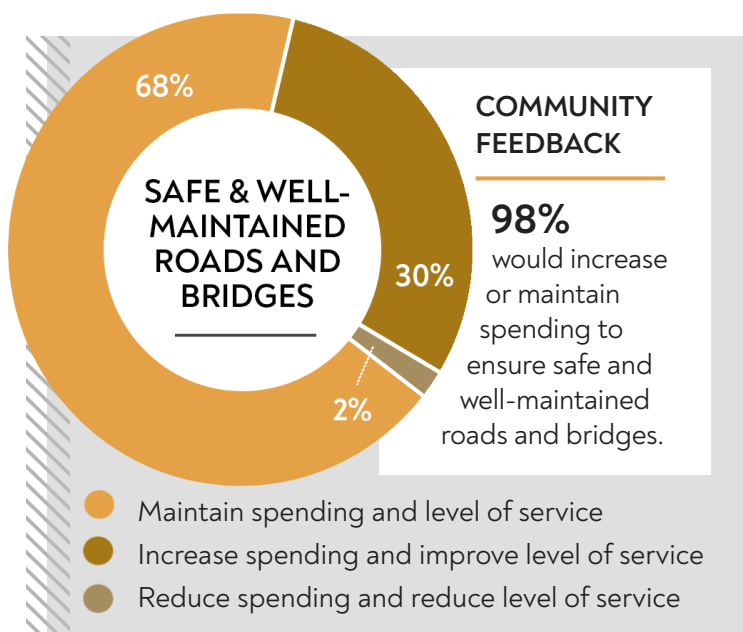
Demonstrate a commitment to making decisions and taking actions that improve the Municipality's long-term financial position.

1.1 Taking a long-term perspective and an evidence-based approach to drive budgeting, operations, and projects.

1. Establish a long-term financial plan that includes updated budget, tax, reserve, investment, purchasing, and investment policies. (2024, Q4)
2. Create a Council-approved standard business plan template to be used whenever the Municipality considers using debt to finance projects. (2024, Q3)
3. Complete and maintain an updated asset management plan and ensure linkages between this plan and the budget. (2025, Q1)

1.2 Diversifying our revenue sources and funding innovative cost-savings to reduce the burden on taxpayers.

1. Continue to pursue funding opportunities with upper levels of government. (Ongoing)
2. Explore alternative revenue streams including partnerships and corporate sponsorship opportunities. (2026, Q1)
3. Investigate additional opportunities to share resources with the County of Huron and/or neighbouring municipalities. (2026, Q2)



WE ASKED YOU: What challenges do you think require attention during this Council term?





GOAL 2: FRIENDLY & WELCOMING COMMUNITY

Provide a safe, inclusive, and family-friendly community that we are proud to call “home”.

2.1 Expanding opportunities for healthy living and recreation.

1. Enhance park amenities to better serve youth, seniors, and individuals with accessibility needs (e.g. outdoor fitness equipment). (2026, Q3)
2. Pursue partnership opportunities with community groups to fundraise for new/enhanced community amenities. (2026, Q3)
3. Explore opportunities to work with local groups to offer arts and culture-related events contributing to enhanced youth engagement, community vibrancy, and local storytelling (2026, Q3)
4. Implementation recreation management software to enhance information sharing and program registration. (2024, Q4)

2.2 Providing a greater mix of housing options for residents of all ages and income levels.

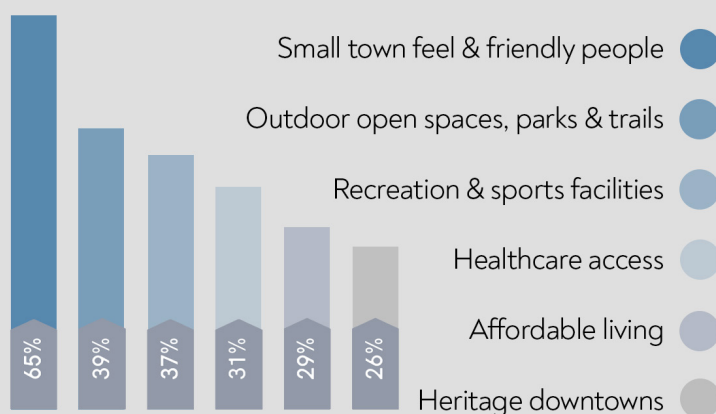
1. Review bylaws and explore Community Improvement Plan-based incentives to contribute to building multi-residential developments in appropriate areas within the Municipality. (2025, Q1)
2. Streamline the approval process for all applications that include multi-residential development. (2025, Q1)
3. Work with the County of Huron to identify locations for the development of more affordable housing options. (2025, Q2)

2.3 Providing attractive and well-maintained neighbourhoods.

1. Review levels of service for the maintenance of public property, including infrastructure, sidewalks, streetscapes, and servicing, and assess whether current staff complement is sufficient. Hire additional seasonal staff if required. (2025, Q1)
2. Coordinate community bi-annual beautification/clean-up campaigns in partnership with community groups contributing to community pride of place. (2025, Q1)



YOUR TOP REASONS HURON EAST IS A GREAT PLACE TO LIVE





GOAL 3: RESILIENT & VIBRANT LOCAL ECONOMY

Retain and attract economic investment and local jobs.

3.1 Attracting new and diversified investments and jobs.

1. Conduct a community survey to identify local consumer needs/wants and establish a go-forward plan to attract in-demand businesses to the area. (2025, Q2)
2. Explore new local transportation solutions to better connect residents to services. (2025, Q3)
3. Enhance level of investment readiness by working with Huron County real estate to create and share detailed property portfolios, including size, existing buildings/features, and servicing. (2025, Q3)
4. Maintain an inventory of available employment land and commercial buildings for lease; proactively share this information on the Municipal website, social media and targeted email campaign. (2024, Q4)
5. Identify future employment lands (including highway commercial) and work with Huron County to develop a go-forward plan with costs and timelines to develop these lands. (2025, Q3)

3.2 Promoting our strong agricultural base.

1. Invite local farmers and agri-businesses to submit examples of their innovative practices, and profile these success stories on the Municipal website and social media. (2024; Q4)
2. Engage a marketing firm to work with staff to create digital marketing profiling the Municipality's agriculture/agri-business strategic advantage; proactively share this information to targeted agri-businesses. (2025, Q3)

3.3 Revitalizing historic downtown areas.

1. Use the Community Improvement Plan (CIP) to stimulate the revitalization of Huron East's downtown areas through Council-approved and funded incentive programs to fill downtown vacancies; improve façades, signage, and heritage features; and support downtown cafés/restaurants. (2025, Q1)
2. Partner with Heritage Committee to recognize businesses that have improved heritage properties. (2025, Q1)
3. Implement a Vacant Building Bylaw and strengthen the Municipality's ability to enforce property standards bylaws. (2025, Q1)
4. Work with community partners to take actions to improve and beautify downtown areas. (2025, Q1)

3.4 Strengthening our relationship with our local businesses.

1. Complete and maintain an inventory of local businesses within the Municipality; send an initial communique to these businesses introducing them to the Municipality's Economic Development Officer. (2024, Q4)
2. Strengthen the Municipality's relationship with the Business Improvement Areas by working together to develop and implement a businesses visitation program. (2025, Q1)
3. Establish a virtual community of local businesses to celebrate successes, milestones, and new ventures. (2026, Q3)
4. Work with Huron County and neighbouring municipalities to explore new tourism and destination building opportunities. (2026, Q4)



GOAL 4: WORKING TOGETHER

Foster a positive and respectful environment so we can deliver exceptional services to our community.

4.1 Enhancing communications with our residents.

1. Create a one-stop “Huron East What’s Up” page one click away from the Municipal website homepage where residents have access to important community events, infrastructure projects, Council decisions and important upcoming Council agenda items. Other media channels (newspaper, radio, social media) will link/direct residents to this page. (2024, Q2)
2. Establish a one-page Council Meeting Summary and Upcoming Agenda items that can be linked to the “Huron East What’s Up” page as well as pushed out to email subscribers. (2024, Q2)
3. Engage an external company to work with staff to complete a branding project to establish a consistent Huron East brand across all programs, projects, and facilities. (The primary Huron East brand/logo can include secondary branding for the traditional communities within Huron East.) (2024, Q4)

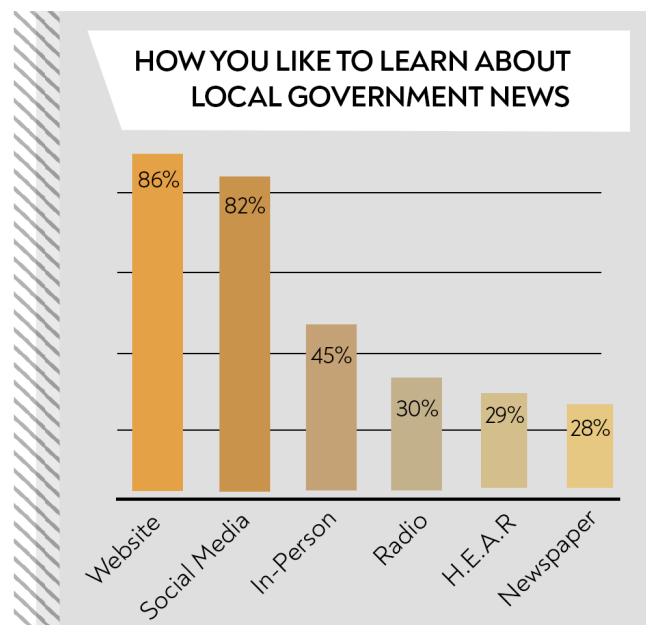
4.2 Continuously improving our internal processes and practices to make them more effective, efficient, and customer friendly.

1. Initiate a CAO-led initiative encouraging staff to submit innovative ideas and suggestions to improve day-to-day operational efficiency. (2024, Q3)
2. Introduce customer-friendly, interactive budget tools to educate the public on how the Municipality spends tax dollars and provide an opportunity for meaningful input. (2026, Q1)
3. Introduce a human resource information system to effectively manage all HR-related processes and activities. (2025, Q2)

4.3 Recognizing and rewarding hard work and excellence among out employees.

1. Continue and improve the bi-annual CAO-led Town Hall staff sessions to provide important updates, progress on strategic priorities, recognize staff excellence, and provide an opportunity for staff questions. (ongoing)
2. Create a Department Spotlight showcasing the important work staff are doing to make Huron East a great place to live. The link to the Department Spotlight should be included on the “Huron East What’s Up” page, pushed out on social media and emailed to all staff. (2025, Q1)
3. Establish a “Huron East Rocks” committee with the mandate to establish and plan staff appreciation/ team-building events. (2024, Q3)

HOW YOU LIKE TO LEARN ABOUT LOCAL GOVERNMENT NEWS



Working together to make Huron East even better.

2022 - 2026 HURON EAST COUNCIL

Mayor Bernie MacLellan

Deputy Mayor Alvin McLellan

Justin Morrison • Brussels Ward

Jeff Newell • Brussels Ward

Dianne Diehl • Grey Ward

Brenda Dalton • McKillop Ward

Gloria Wilbee • McKillop Ward

Robert Fisher • Seaforth Ward

John Steffler • Seaforth Ward

Raymond Chartrand • Tuckersmith Ward

Larry McGrath • Tuckersmith Ward

Produced in partnership with

LINTON
Consulting Services Inc.

**Huron East
Administration**

To: Mayor MacLellan and Members of Council

From: Stacy Grenier, Director of Finance/Treasurer

Date: May 7, 2024

Subject: Lions Club Pools Comparison

Recommendation:

That Council support the recommendation of the Huron East Recreation Advisory Committee that staff be asked to consider additional operational funding for the Seaforth Lions Club Pool operation for the 2025 budget;

And that that operational funding be determined based upon audited financial statements from the Seaforth Lions Club and agreed upon through a formal operational funding agreement.

Background:

As a follow up to the Council Meeting on April 16, 2024, an analysis and discussion has been prepared to compare Seaforth Lions Clubs Pool operations to Huron East's Brussels Pool operations. This information is provided to Council to enhance Council's understanding of how these two very different pools operate.

To provide some perspective, the Seaforth Lions Pool provides service for a population of 2,673 people in the Town of Seaforth while the Brussel Lions Pool provides service for a population of 993 people in the Town of Brussels. Huron East's total Population is 9,512 (per Statistics Canada for 2021).

The Seaforth pool is a 30.5 x 13.7 metre pool that holds 600,000 Litres of water while the Brussels pool is an 18.0 x 9.0 metre pool that holds 272,550 Litres of water.

The Brussels Lions pool is operated by the Municipality, while The Seaforth Lions pool is operated by the Lions Club.

In 2023, the Brussels Lions Pool operated from 10:00 am – 8:00 pm Monday through Thursday, Friday 10:00 am to 4:00 pm, was closed Saturday, and open Sunday for a public swim between 1:00 pm and 3:00 pm. The pool was open in mid June and closed August 25, 2023.

In 2024, it is planned that the Brussels Lions Pool will operate as follows:

- Monday 8am to 4pm
- Tuesday 8 am to 8 pm

- Wednesday 8 am – 8 pm
- Thursday 8 am – 8 pm
- Friday 8 am – 4 pm
- Saturday 8 am – 12 noon, plus pool rentals.
- Sunday Closed

In 2023, the Seaforth Lions Pool operated from 8:00 am – 9:00 pm weekdays and 12:00 pm – 8:00 pm weekends during peak summer hours. The pool was open in mid June and closed at the end of August.

Below is a comparison of services offered:

Service Comparison:

Seaforth Lion Pool	Brussels Lion Pool	
Services Offered (2023):	Services Offered (2023):	Planned services (2024):
Lane Swim	Lane Swim	Lane Swim
Open Swim	Open Swim	Open Swim
	Parent & Tot Swim	Parent & Tot Swim
Group Swimming Lessons	Group Swimming Lessons	Group Swimming Lessons
Private Swimming Lessons	Private Swimming Lessons	Private Swimming Lessons
Pool rental	Pool rental	Pool rental
Bronze Medallion & Bronze Cross Certifications		Bronze Medallion & Bronze Cross Certifications
AquaFit		Aquatic Aerobics
		Aquatic Rehabilitation
Host a swim team		Part of Day Camp programming

The financial information has been summarized and compared for the two pools. The Municipal financial information for 2023 is unaudited. Because the Seaforth Lions Park financial information, as provided by the Lions Club, includes a ball diamond, splash pad and a park, revenues and expenses related to those activities have been removed. Some estimations and assumptions had to be made. In addition, non-operational revenues and capital expenditures have been removed in order to solely focus on pool operations. These are not equally operating pools, as hours of service, types of service vary, and types of operations differ so the comparison is not a true and equitable comparison (Attachment 1).

In reviewing the attachment, the net pool deficits for the Seaforth pool are higher than the Brussels pool. It is reasonable, being that the Seaforth Pool is in a more densely populated area, that both the revenue and expenses are higher than the Brussels Pool. It should also be noted that there are planned changes in 2024 for the Brussels pool which will bring revenues and expenses for that pool back to a higher capacity. The types of revenues vary between the two pools and the mix of expenditures are different between the two. They each are unique entities.

There are some other considerations. For the Seaforth Pool and Park, the Municipality does not charge for water and sewer services, except for water for the splash pad. The estimated cost for water and sewer not charged for 2023 would have been \$5,862 and are anticipated to be \$6,714 in 2024.

The total municipal contribution for the Seaforth Lions Pool and Park operations in 2024, including water and sewer and the Council grant of \$13,500, would be \$20,214.

The Seaforth Lions Club has some very successful annual fundraising campaigns that raise funds to offset the operational and capital costs of the Lions Park as a whole. The Municipality does accept donations for the Brussels pool, but is, however, not in a position to fundraise for operational costs. As the Municipality continues to unify policies, practices and programs across all departments and centres, it is anticipated that the operational success of the Brussels pool will improve.

As per the Lions Club Financial Information, the net deficit for the entire Lions Park and Pool were \$4,017 for 2022 and \$4,652 for 2023. These represent the overall unfunded amounts for those years.

It goes without saying that the Lions Clubs and all other service groups are valuable to the Municipality for the services that they provide to the community. Staff are working diligently with these community service groups in order to gain an understanding of their needs, successes and challenges. Staff are gathering this information with the intention of coming up with a standardized plan for supporting these organizations and the services that they provide. Staff will be bringing a report regarding this at a future date.

Others Consulted:

CAO, Director of Community Services

Financial Impacts:

None at this time.

Attachments:

[Attachment 1: Huron East Outdoor Pool Operations Comparison](#)

Signatures:



Stacy Grenier, CPA

Director of Finance/Treasurer



Brad McRoberts, MPA, P. Eng.

CAO

Huron East Outdoor Pool Operations Comparison

Attachment 1

SEAFORTH LIONS CLUB - POOL	2023	2024	BRUSSELS LIONS POOL	2023	2024
	ACTUAL	BUDGET		ACTUAL	BUDGET
REVENUE - User Fees			REVENUE - User Fees		
Season's Tickets	(7,220)	(7,400)	Season's Tickets	0	0
Admissions	(8,157)	(8,400)	Admissions	(3,075)	(6,228)
Pool Rental	(1,333)	(1,000)	Pool Rental	0	(519)
Swimming Lessons	(32,777)	(32,000)	Swimming Lessons	(6,381)	(9,445)
Swim Team Revenue	(4,000)	(3,500)	Swim Team Revenue	0	0
Total User Fees	(53,486)	(52,300)	Total User Fees	(9,456)	(16,192)
TOTAL POOL REVENUE	(53,486)	(52,300)	TOTAL POOL REVENUE	(9,456)	(16,192)
Salaries & Benefits			Salaries & Benefits		
Total Wages	46,697	51,000	Total Wages	15,524	24,211
Payroll Expense	2,488	2,800	Payroll Expense	2,586	2,792
Total Salaries & Benefits	49,185	53,800	Total Salaries & Benefits	18,110	27,003
Operating			Operating		
Advertising	0	0	Advertising	296	500
Insurance	3,327	3,600	Insurance	0	0
Hydro	3,837	3,990	Hydro	1,523	1,000
Utilities (gas to heat pool)	4,899	5,400	Utilities (gas to heat pool)	1,766	1,076
Water and Sewer- Provided and no cost	0	0	Water and Sewer	2,033	2,000
Garbage Disposal	128	450	Garbage Disposal	0	0
Telephone	241	0	Telephone	203	257
Building Repairs and Maintenance	2,656	2,428	Building Repairs and Maintenance	7,863	7,000
Pool Supplies and Maintenance	14,624	15,000	Pool Supplies and Maintenance	3,588	5,693
Memberships	1,187	1,200	Memberships	0	0
Swimwear	1,481	1,500	Swimwear	0	0
Office Expense	291	500	Office Expense	0	0
Total Operating	32,672	34,068	Total Operating	17,272	17,526
TOTAL POOL EXPENSES	81,857	87,868	TOTAL POOL EXPENSES	35,382	44,529
Net POOL Deficit	28,371	35,568	Net POOL Deficit	25,926	28,337

Huron East

Administration

To: Mayor MacLellan and Members of Council

From: Lissa Berard, Director of Community Services

Date: May 7, 2024

Subject: 2024 Rates and Charges By-Law Fees and the Effects on Community Service Groups

Recommendation:

That Council support the Recreation Advisory Committee's recommendation that the Fees and Charges By-law remain the same as approved on January 23, 2024 that reflect on the approved report to unify rates, on January 9, 2024;

And that Council also support the Recreation Advisory Committee's recommendation to ask staff to prepare a report for Council's to consideration regarding alternative approaches to support the local service groups.

Background:

January 9, 2024 a report was presented to Council to unify recreation user/service fees for the 2024 budget. The unification was consistent with the direction and strategic goal of the Huron East Recreation Advisory Committee ("Goal 2. Unifying Program and Facilities – Community spaces operate the same"). The report informed Council of the differences in rates and fees for similar or same services provided within the Huron East's three recreational facilities. It was brought to Council's attention that the two auditoriums located at BMGCC and SDCC have two separate methods for calculating rental rates and that BMGCC had multiple calculation rates based on how or who was using the space. The January 9, 2024 report explained that regardless of how the space is being utilized or by whom, staff are required to prepare the space, supervise the space during the event, and clean the space after the event. The recommendation to Council was to create a unified hourly rental rate regardless of how it is being used or by whom. In preparation of the January 9, 2024 report, staff also undertook a comprehensive review of the rates for facilities throughout Huron County and confirmed that the proposed rates were well within the range of the rates set by other municipalities. This proposed new rates were approved by Council on January 9, 2024, formally approved in the Fees & Charges By-law on January 23, 2024, and the revenue based upon those rates were used in the 2024 Budget which was approved April 16, 2024.

Through a thorough market check of surrounding municipalities rates and fees were collected in comparison to similar services. The market check was utilised to determine rates throughout the municipality, creating unified rates within the municipality and to ensure the rates were within the competitive market. Conclusions from the market check also indicated the service groups using the BMGCC were not being charged an appropriate rate for the time and space being used. The 2024 Fees and Charges By-Law was presented to Council January 23, 2024, and the by-law was adopted by Council.

Following the approval of the 2024 Fees and Charges By-Law, all recreation facility user groups within Huron East were sent the 2024 Rates and Charges By-Law. Concerns were brought forward from the service groups in Brussels. The user groups from the community of Brussels are the most impacted to the new rates solely for the reason of being significantly undercharged in past years.

The Director of Community Services met with each community service group to understand their concerns and how it was going to effect the cost of using the community spaces in Brussels. As indicated above, the past rates for usage was not charged appropriately so these service groups do have an impact on what the actual rental fees should have been. Each service group can make efforts to modify their rental needs, which will assist in decreasing their rental fees.

Listed below are cost incurred by the municipal recreation facility when a community space is being used for a special event. Not all costs may apply, or seem worthy of accounting for, but it does all add up and is at a cost.

Staff time

- Preparing community space such as cleaning floors, washrooms and entrance ways;
- For alcohol events, ordering supplies for bar, picking up supplies and preparing supplies for events;
- Table and chair set up and take down; and
- Open community space and being present, prior to event for users to set up, and during event.

Utilities and supplies

- Cleaning products, equipment and tools;
- Washroom paper and soap supplies;
- Utilities- heat, hydro, water; and
- Garbage disposal.

Access to (there may not be a true cost using the listed below, however there is a cost to obtain and maintain the items listed below)

- Sound system;
- Stage;
- Fully equipped kitchen with commercial coolers, dishwasher, and stove; and
- Licensed facility.

Also not considered is the overall cost of constructing and maintaining a facility of this magnitude. Staff recognize that community dollars are donated to the construction but the Municipality still incurs significant capital expenditures to construct, maintain, and repair these facilities.

Examples of how much time was provided for user groups and what fees were paid are shown on the attachments included in this report.

Comments:

Facility rental rates are based on covering operating costs of the space with very limited proceeds to contribute to building upkeep or reserves. When the service groups are utilising the facilities for a fundraising event, the municipal operating cost does not change. If the facility spaces are provided to the service groups at a discounted rate there is a loss in revenue which would not cover the operating cost, the lost revenue causes a deficit to the facility. Deficits are at the expense of taxpayers. Looking at the big picture service groups host fundraising events, asking the community (potentially taxpayers) to come and support the event and additionally all Huron East taxpayers contribute to offset the operating deficit through higher tax rates.

It is reasonable for service groups to pay the same rate as any other user who comes to utilise our Huron East facilities. Service groups are hosting events to profit in order to support their community projects. As shown in the examples rental rates are within the \$1,000 range and, service groups that have a gross net of \$5,000 - \$70,000.

As a Municipality, we are most thankful for our local service groups for their initiatives to contribute to community betterment projects, however we do need to also keep in mind that once those community betterment projects are implemented the Municipality then assumes the up keep and future capital expenses of these projects.

Others Consulted:

CAO, Director of Finance, Parks and Recreation Manager and Facility Supervisors

Financial Implications:

Loss of revenues to support operating costs within Municipal recreation facilities, which cause deficits to budgets, budget deficits are at the expense of taxpayers.

Any reduction to the current approved rates for the community centres will result in deficits in the 2024 budget. This in turn will need to be covered by higher taxes in the subsequent year in addition to increasing the level of taxpayer contribution to the community facilities operation budget to allow for the reduced revenues.

Attachments:

[Attachment 1: Rate Scenarios](#)

Signatures:

Lissa Berard, Director of Community Services

Lissa Berard
Brad McRoberts, MPA, P.Eng., CAO

Brad McRoberts

Brussels Optimist Club		
Cost Breakdown	2023	2024
Event Details	Optimist Dinner Auction -Friday night Set up tables, chairs and decoration. -Saturday continue with set up and use of kitchen, event 4:30 pm to 11pm. -Sunday clean up of event supplies and tables and chairs. All tasks completed by Optimist members.	Optimist Dinner Auction -Friday night set up of the optimist items only -Saturday kitchen use and event. Huron East staff set up tables and chairs.
Hours of facility use (facility users present in rental space, set up/ take down, hosting event)	22 hours	18.5 hours
Rate paid	\$245.00 - Auditorium rental \$197.00 - extra charge for round tables \$40.00 - Trillium Chair Table \$61.80 - unknown charge Total \$543 charge for the use of the kitchen	\$837.50 - Auditorium rental included set up and no extra charge for round tables \$120.00 - Kitchen rental \$85 Alcohol event add on charge Total \$1042.5

Cost of 1 staff (cleaning of floors, washrooms, entrance way and kitchen before and after event, ordering and picking up alcohol, set up of bar supplies, opening and closing space for 3 days.)	\$612	\$597
Facts in reference to the 2024 Social media release the Brussels Optimist club thanked the community for their support at the Dinner Auction raising \$70,000, \$11,000 more than 2023	\$59,000 gross net raised	\$70,000 gross net raised
Deficiencies	No staff present during some of the set up, take down or during the event. Facility users provided volunteer services to set up tables and chairs for this event. This arrangement is a very large risk to the municipality, if facility users required any assistance minor or emergency there was no staff present. Staff were on call but not immediately available. This could have had a significant liability risk to the Municipality.	

Improvements		Moving forward to reduce the liability and to the Municipality staff will be required to be present at all times when facility is in use. Improving the services. Set up and take down services will be provided by municipal staff, and staff schedules will be adjusted in accordance to the users needs. Example if the users need to do set up prior or after events, the users will pay for that time and staff's schedules will be made to reflect the needs or use of the space.
Brussels Lions Club Elimination Draw		
Cost Breakdown	2023	2024
Event Details	Use of Auditorium and Ice surface. -Friday night Set up tables, chairs and draw board. -Saturday continue with set up and use of kitchen - event 4:30 pm to 11pm Sunday clean up of event supplies and tables and chairs All task completed by Lions Club Members	Use of Auditorium and Ice surface. - Saturday set up and use of kitchen 8:00 am to 9:00pm - event 4:30 pm to 11pm Huron East staff set up tables and chairs

Hours of facility Use (users present in rental space, set up/ take down, hosting event)	22 hours	14 Hours
Rate paid	Unknown as it does not show in the account balance	\$301.50 - Auditorium rental included set up and no extra charge for round tables \$120.00 - Kitchen rental \$500.50 Ice Surfacing \$40 Alcohol event add on charge Total \$1112.00
Cost of 1 Staff Member (cleaning of floors, washrooms, entrance way and kitchen before and after event, ordering and picking up alcohol, set up of bar supplies, opening and closing space for 3 days)	\$612	\$581 Note: This event will require more than one staff as the tables and chair setup is for 1,000 people
Facts		
Deficiencies	Same as above	
Improvements		same as above

Seaforth Lions Club Elimination Draw		
Cost Breakdown	2023	2024
Event Details	Use of Auditorium and Ice surface. -Friday Lions members bring in draw board. -Saturday use fo kitchen 9am to 7 pm event 2:30 - 11 pm Huron East staff set up tables and chairs	Use of Auditorium and Ice surface. -Friday Lions members bring in draw board. -Saturday sue fo kitchen 9am to 7 pm event 2:30 - 11 pm Huron East staff set up tables and chairs
Hours of facility Use (users present in rental space, set up/ take down, hosting event)	14 hours	14 Hours
Rate paid	\$991.25	\$301.50 - Auditorium rental included set up and no extra charge for round tables \$120.00 - Kitchen rental \$500.50 Ice Surfacne \$40 Alcohol event add on charge Total \$1112.00
Cost of 1 Staff Member (cleaning of floors, washrooms, entrance way and kitchen before and after event, ordering and picking up alcohol, set up of bar suplies, opening and closing space for 3 days)	\$390	\$460.88

Huron East
Community Services

To: Mayor MacLellan and Members of Council
From: Lissa Berard, Director of Community Services
Date: May 7, 2024
Subject: Purchase of a Zero Turn Lawn Mower for the Parks and Recreation Department

Recommendation:

That the Council of the Municipality of Huron East accept the quote from Arva Grain Corp. of \$27,741.50 including HST, for the purchase of a 2024 3574 KW XCALIBER DIXIE CHOPPER for use by the Parks and Recreation staff for municipal grass cutting services.

Background:

Huron East staff obtained quotes for a commercial grade zero turn lawn mower for the Parks and Recreation staff grass maintenance of the green spaces within the Municipality of Huron East. Four different brands of commercial grade zero turn lawn mowers were consulted on by retailers. Staff proceeded with test drives, observations of the features, access to service and warranties of the commercial grade zero turn lawn mowers.

Comments:

Four quotes were received and reviewed as follows:

Retailer	Equipment	Price (without taxes)
1. Arva Grain Corporation	Dixie Chopper	\$24,550.00
2. Huron Tractor	John Deere	\$30,163.40
3. Roberts Farm Equipment	Grass Hopper	\$20,110.00
4. Roberts Farm Equipment	Ferris	\$20,400.00

The quote from Arva Grain Corporation for the Dixie Chopper meets the criteria needed and is the lowest quoted. The Grass Hopper and Ferris would require additional modifications to the tires on each unit from an outside retailer. The Dixie Chopper provides the best warranty out of all of the commercial zero turn mowers quoted. Staff

are familiar with the operations of a Dixie Chopper as there is currently one as part of the Parks and Recreation Department lawn mower fleet.

Others Consulted: CAO, Director of Finance/Treasurer, Parks and Recreation Manager, Facility Supervisor,, Facility Operator

Budget Impacts:

The 2024 Budget for a commercial zero turn lawn mower is \$25,000. The quote price for the Dixie Chopper from Arva Grain Corporation is in the amount of \$24,550 plus applicable HST.

Signatures:

Lissa Berard

Lissa Berard, Director of Community Services

Brad McRoberts

Brad McRoberts, CAO

Stacy Grenier

Stacy Grenier, Director of Finance/Treasurer

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Taralyn Cronin, Economic Development Officer
Date: May 7, 2024
Subject: 2024 Community Improvement Program

Recommendation:

That Council approves the 2024 Community Improvement Program as described;

And Further That Council establishes a Community Improvement Program Committee, utilizing the Economic Development Committee for this purpose, to develop the program guidelines and administer the Program.

Background:

The Huron East Community Improvement Plan (CIP) was adopted by Council in February 2024. The 2024 Budget allocated funds to implement programs included in the CIP. To promote the revitalization of commercial buildings, encourage value-added agricultural activities and encourage development in our downtowns and commercial areas, staff and the Economic Development Committee recommend the implementation of the following programs in 2024:

- Façade Improvement Program;
- Signage Improvement Program;
- Agri-Business Innovation Program; and
- Vacant and Underutilized Properties Conversion/Expansion Program.

Under each program, applicants will be permitted to apply for 50% of eligible project expenses up to a specified amount. Applications will be evaluated by the Community Improvement Program Committee for completion and alignment with the program guidelines.

Façade Improvement Program

The purpose of the Façade Improvement Program is to encourage commercial businesses and property owners to update and improve the exterior façade of their

building(s). Façade improvements associated with agricultural uses are eligible so long as the building is being used for farmgate or agri-tourism purposes and is open to the visiting public. Funding may be used towards the restoration of an existing storefront or the design and installation of a new façade.

Signage Improvement Program

The purpose of the Signage Improvement Program is to encourage commercial business and property owners to install clear and effective storefront signs. Like the Façade Improvement Program, agricultural property owners may also be eligible. The Signage Improvement Grant may be used towards the restoration of an old sign or the design and purchase of a new fascia, perpendicular or free-standing sign.

Agri-Business Innovation Program

The Agri-Business Innovation Program will assist agricultural operators with expanding their markets and increasing their revenues. The Agri-Business Innovation Grant provides funding for agricultural operators to improve or implement new value-added and innovative technologies.

Vacant and Underutilized Properties Conversion/Expansion Program

The Vacant and Underutilized Properties Conversion/Expansion Program will encourage property owners with vacant lands and/or buildings to convert and revitalize the spaces to serve new purposes. This program is open to commercial, industrial, institutional and agricultural property owners. For the purposes of this program, buildings are considered vacant if they have been unoccupied for at least twelve (12) months.

The Economic Development Committee has created a 5-Year Plan for the Community Improvement Program, pending Budget approval each year:

Year 1: Façade, Signage, Vacant and Underutilized Properties and Agri-Business Innovation Programs

Year 2: Façade, Signage, Vacant and Underutilized Properties and Accessibility Programs

Year 3: Façade, Signage, Vacant and Underutilized Properties and Rental Housing Programs

Year 4: Façade, Signage, Vacant and Underutilized Properties and Start-Up Space Leasehold Programs

Year 5: Façade, Signage, Property Improvement and Building Improvement Programs

Staff recommend that the Economic Development Committee act as the Community Improvement Program Committee for the purposes of administering the program. The Committee will create program guidelines, application forms, evaluate the applications that are received, and make recommendations for approval. These applications will then be brought forward to Council for approval.

Staff would like to open the application intake mid-May and the first intake will close mid-June. If any funds remain after the initial intake, additional intakes will occur.

Others Consulted:

CAO, Economic Development Committee

Financial Impacts:

\$20,000 was allocated toward Community Improvement Grants in the 2024 Budget.

Attachments:

[Community Improvement Plan](#)

Signatures:

Taralyn Cronin

Taralyn Cronin, EDO

Brad McRoberts

Brad McRoberts, MPA, P. Eng., CAO



COMMUNITY IMPROVEMENT PLAN

Municipality of Huron East

Authors: Taralyn Cronin, Huron East Economic Development Officer; and Shae Stoll, County of Huron Planner

February 2024



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- E. Glossary

1.0 Introduction

The Municipality of Huron East was incorporated in 2001, following the amalgamation of the former Townships of Grey, McKillop and Tuckersmith, along with the Town of Seaforth and the Village of Brussels. The Municipality's population is distributed among the robust rural landscape and the community's primary development nodes of Seaforth, Brussels, Vanastra as well as the smaller settlement areas of St. Columban, Brucefield, Cranbrook, Walton and Ethel. The Municipality is home to the vibrant, historic downtowns of Seaforth and Brussels, which are comprised of numerous businesses offering a variety of products and services. Huron East also boasts a strong agriculture-based economy and takes pride in supporting its farmers. The industrial sector is an important presence within the community, with three established industrial parks in each of the three primary development nodes.

This Community Improvement Plan (CIP) provides a framework to encourage and support the maintenance and rehabilitation of buildings and properties in Huron East. This CIP draws on the background work of the previous CIPs developed for communities within Huron East as well as various documents and economic development reports relating to community revitalization.

1.1. Purpose of a Community Improvement Plan

Community Improvement Plans are widely used by municipalities across Ontario to focus and initiate change and development in areas of need. A Community Improvement Plan (CIP) aims to leverage private investment to promote revitalization, redevelopment, and enhancement by providing financial incentives to projects within defined community improvement project areas. These areas can be defined as a municipality or an area(s) within a municipality.

This CIP provides key revitalization and improvement strategies for the Municipality of Huron East to stimulate and support growth in the commercial downtown areas, local industries, value-added agricultural facilities, tourism businesses, and commercial businesses across the municipality. It is also intended to support the development of residential units. The Plan defines revitalization goals and objectives for the Municipality based on relevant studies and plans and establishes Financial Incentive Programs to meet these goals and objectives. This Plan takes a long-term approach to the revitalization of Huron East and not all programs may be implemented in a given year. It is anticipated that small, incremental improvements will collectively add up to more significant and visible changes over time.

1.2. Legislative Authority

1.2.1. Planning Act

Ontario's Planning Act, R.S.O. 1990, contains direction for the creation and delivery of CIPs. Section 28 of the Ontario Planning Act allows municipalities, where there are provisions in its Official Plan relating to community improvement, to designate by By-law a "Community Improvement Project Area" and prepare a "Community Improvement Plan".

Section 28(1) of the Planning Act defines community improvement as "the planning or replanning, design or redesign, re-subdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary".

Section 28 of the Planning Act establishes and defines the term "community improvement project area" as "a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason" (S. 28(1)). Section 28(2) states that the Municipality may, by by-law, designate all or part of the Municipality as a Community Improvement Project Area (CIPA).

Once a community improvement project area has been designated, a community improvement plan can be prepared for that area. A Municipality may use a community improvement plan to:

- acquire, hold, clear, grade or otherwise prepare land;
- construct, repair, rehabilitate or improve buildings on land acquired or held by the municipality;
- sell, lease or dispose of any land and buildings acquired or held by the municipality; and/or
- make grants or loans to owners and tenants of land and buildings within the community improvement project area to help them pay for the cost of rehabilitating their lands or building.

1.2.2. Provincial Policy Statement (2020)

CIPs help to achieve the Provincial Policy Statement (PPS) objectives of healthy communities, a strong economy, and a clean and safe environment. Community improvement is supported through PPS policies for:

- i. Building strong, healthy communities;

- ii. Providing publicly accessible built and natural settings for recreation;
- iii. Promoting efficient development and a mix of land uses;
- iv. Improving accessibility;
- v. Ensuring that necessary infrastructure and public service facilities are available;
- vi. Promoting regeneration, including the redevelopment of brownfield sites;
- vii. Providing opportunities for economic activities in prime agricultural areas;
- viii. Conserving heritage resources;
- ix. Supporting green design; and,
- x. Encouraging residential intensification.

1.2.3. County of Huron Official Plan

The County Official Plan provides guidance to local municipalities for the development of local official plans. The Community Services section of the Plan (Section 3) recognizes the importance of community services in Huron County and their contribution to a healthy rural community.

As stated in Community Policies and Actions #15:

Local Municipalities are encouraged to develop and/or revise existing Community Improvement Plans to support investment in projects to benefit the community such as downtown revitalization, accessibility and affordable housing.

1.2.4. Huron East Official Plan

The Huron East Official Plan provides policies to guide land use decisions throughout the Municipality. The Huron East CIP must conform to the policies of the Official Plan. The relevant policies related to the preparation of a CIP are discussed below.

a) Goals and Objectives

The Huron East Official plan provides a framework where specific goals and objectives of community improvement are outlined. The following policies below outline community improvement goals and objectives found within the Huron East Official Plan.

Goals (Section 9.6.2):

1. To encourage, support and aid in the co-ordination of private efforts to rehabilitate and/or redevelop property, which will have a positive impact on the well-being of the community, such as downtown revitalization, intensification, heritage preservation, affordable housing, high quality urban design and brownfield requirements;
2. To improve the physical appearance and environmental condition of the community;
3. To foster community pride;
4. To attract business investment and new residents to the Municipality of Huron East;
5. To involve the public in identifying areas needing of community improvement, what deficiencies exist and the improvement and rehabilitation priorities; and

6. To focus on the development and redevelopment of downtown cores.

b) Project Area Selection Criteria

The Official Plan also provides guidance on the selection of community improvement project area by outlining specific criteria for project area selection. Below is a policy found in the Official Plan.

Project Area Selection Criteria (Section 9.6.3.2):

In determining the location of a Community Improvement Project Area and preparation of a Community Improvement Plan, one or more of the following conditions shall exist:

- i. Buildings (including façades), structures, and / or properties which are of heritage or architectural significance in need of preservation, restoration, repair, rehabilitation or redevelopment;
- ii. Built or natural heritage resources in need of preservation or renewal;
- iii. Areas where elements of the natural heritage or parks system present opportunities for municipal improvements that would encourage redevelopment and improved recreational facilities for the community;
- iv. Non-conforming or incompatible land uses or activities;
- v. Deficiencies in physical infrastructure or community facilities and services;
- vi. Lack of public and private parking facilities;
- vii. Areas susceptible to flooding and requiring protection;
- viii. An inadequate mix of housing types;
- ix. Known or perceived environmental contamination (i.e. brownfields);
- x. Poor visual quality, including streetscape and design;
- xi. High industrial or commercial vacancy rates;
- xii. Any other relevant social, economic, or environmental reason; and/or
- xiii. Demonstrated support by residents and taxpayers of the area.

A map showing the Community Improvement Project Area (Municipal boundary) is shown in Appendix A. Maps showing the commercial, industrial and future development project focus areas can be found in Appendices B, C, and D.

2.0 Background Information

A CIP for Downtown Brussels was adopted in 2017. A CIP was also developed for Downtown Seaforth in 2019; however, it was not adopted by Huron East Council. This CIP would seek to repeal the existing Brussels CIP and replace it with a broader, more comprehensive CIP that takes various historic and background reports into account.

2.1. Brussels Community Improvement Plan

A Community Improvement Plan for Downtown Brussels was adopted in 2017, which included a commercial façade improvement grant program focused on the

enhancement and protection of the built environment in the commercial core area. This has been a useful tool in maintaining and promoting the vibrancy of the downtown core of Brussels; however, it is limited in geographic area and is focused primarily on exterior façade improvement. This CIP would apply to the broader area of Huron East with focus areas in the downtown areas of Brussels, Vanastra and Seaforth. Brussels CIP included eligibility requirements and façade renderings, which will be incorporated into the new Façade Improvement Program Guidelines in the Huron East CIP.

The Brussels Community Improvement Background Report included a downtown SWOT report. This report is summarized below.

Strengths

- Maitland River
- Distinctive historic architecture
- Downtown parkette

Weaknesses

- Several buildings lack accessible entries
- Many buildings are not maintained to the same standard as others
- Inconsistent signage
- Lack of streetscape furniture
- Vacant commercial buildings
- Original architectural detailing altered on some buildings

Opportunities

- Available commercial space
- Wide sidewalks can accommodate streetscape improvements
- Large brick walls great for murals
- Improvements to accessibility is possible
- Opportunity to restore original architectural character of buildings
- Streetscape through rehabilitation, cleaning and maintenance

Threats

- Derelict, perhaps unsafe buildings
- Poorly-maintained building facades that are visually unappealing and may discourage shoppers
- Residential uses migrating into the frontage of commercial land uses

Based on the background research done for the Brussels Community Improvement, it was concluded that Brussels' critical needs are: improvement of the visual state of buildings; support for the creation of a barrier-free pedestrian environment; and

improvement of pedestrian safety and public realm aesthetics. These needs are still relevant and there are programs included in this new Plan to address all of the critical needs identified when the Brussels CIP was developed.

2.2. Seaforth Community Improvement Plan

The Seaforth CIP was developed in 2019 with the intention of addressing the needs of the Seaforth Heritage Conservation District and encouraging property owners to enhance and maintain the heritage features of Seaforth's Main Street. The CIP mentions that the historical and cultural value Seaforth's main street is highly recognized by the 1984 Seaforth Heritage Conservation District Plan, the Huron East Heritage Committee and its Municipal Council; however, there is a lack of clear and stringent guidelines for private property owners on taking the proper steps for restoration on the buildings. Many of the buildings within the Seaforth Main Street incorporate details of Victorian architecture. In some cases though, the building restoration has not been well-maintained over the years.

As mentioned previously, the Seaforth CIP was not adopted by the Huron East Council. The document does, however, highlight the importance of preserving the historic buildings that line the main street and describe how incentive programs can encourage property owners to properly maintain their historic buildings.

2.3. Seaforth Heritage Conservation and Revitalization Reports

Seaforth's historic downtown buildings are a great asset to the community and the importance of preserving Seaforth's heritage is evident in several reports.

The Heritage Conservation District Plan (HCDP) for Main Street Seaforth was enacted in 1984 to ensure the long-term viability, preservation and enhancement of the historic town centre. One of the main objectives of this plan is to guide future development to ensure the intrinsic heritage qualities of the area are preserved and enhanced. The plan reflects the prosperity of Seaforth in the late 19th century. In 2009, a Seaforth Heritage Conservation District Study was conducted to assess the effectiveness of the Seaforth HCDP. The study concluded the Seaforth HCDP is a valued tool by residents that has been effective in retaining and restoring heritage elements and protecting the small-town atmosphere of Seaforth; however some improvements and updates would be beneficial.

In 1986, The Town of Seaforth, in partnership with the BIA, entered into a three year agreement with the Heritage Canada Foundation to initiate and implement a Main Street Canada project. This project took a four point approach: organization, marketing, commercial and economic development, and design. As part of the program, a full-time Main Street Coordinator was hired and provided direction to the newly established Economic Development Committee and the Local Architectural Conservation Advisory Committee (LACAC). The LACAC made a commitment to provide historic design

guidance to property owners downtown. This project also focused on improving communication and marketing efforts, attracting businesses, and improving downtown landscaping. Improving the appearance and image of downtown Seaforth through increased signage, façade improvements and streetscaping was also the goal of the 1987 Downtown Improvement Strategy for Town of Seaforth.

A Seaforth Streetscape Study was completed in 1988. The goal of the study was to:

Prepare a Master Plan proposal for the redevelopment of the Seaforth Streetscape and Environs based on a theme of recapturing the character, quality and richness of the street at the turn of the century, which encourages the development of these intrinsic characteristics as a vehicle for the rejuvenation of the downtown core as a progressive and viable economic entity.

A number of historic photographs are presented in the study report with explanations of how historic elements can be incorporated into the present day streetscape. Suggestions of street furniture that would complement the 19th century downtown are also given. A detailed analysis of the downtown was conducted at the time of study, and it is interesting to note that many of the suggestions provided to improve specific areas of the downtown are still relevant today.

In 2017, the Seaforth Main Street Revitalization Report provided an update to the original Seaforth Streetscape Master Plan. Recommendations for downtown revitalization include:

- Adding landscape features (trees, greenery, planters, etc.);
- Rejuvenating buildings;
- Adding pedestrian amenities (parks, patios, street furniture, etc.);
- Preserving and enhancing historic character;
- Increasing signage;
- Improving lighting;
- Undertaking façade treatments (re-pointing brick, fresh paint, mural, etc.); and
- Enhancing back alley spaces.

A building pathology report was conducted in Seaforth in 2018. The report detailed various components of building facades for many historic Main Street buildings and highlighted areas that need cosmetic or structural repairs or restoration. The purpose of this report was to provide detailed evaluation of the exterior state of various historic buildings in efforts to preserve and restore heritage components of the Main Street. The report is helpful to the Municipality and building owners in assessing repair needs and may provide a basis for prioritizing future building improvements.

Financial-incentive programs included in this Plan address the needs identified in these plans and reports.

2.4. Business Retention and Expansion (BR+E) Studies

Business Retention & Expansion Studies have been completed for both Vanastra (2013) and Brussels (2011). These reports highlight various priority areas for supporting the local business community and ensuring sustainable business growth. Community appearance, signage, heritage development, small business support and downtown core revitalization were cited as prominent priority areas. To encourage growth, the need for greater access to government grants was mentioned in the Brussels BR+E Final Report.

2.5. Brussels Community Research and Reports

A business and household survey were completed as part of the Brussels Community Economic Development Strategy in 1991. Forty-five (45) out of fifty (50) people from the Brussels business community responded to the business survey. The majority (95 percent) stated that improvements were needed to the core commercial area. Suggestions to improve the downtown included: store front improvements; cleaning up empty buildings; adding streetscape furniture; and increasing beautification efforts. The overwhelming majority of respondents (97.6 percent) stated that industrial/commercial development was also needed.

For the household survey, three hundred forty (340) out of approximately three hundred ninety-five (395) surveys were returned. Results showed that 93.8 percent of respondents believed that core commercial area improvements were needed and the most popular suggestion on how to do this was through store front improvements. A suggestion was made in the survey to offer incentives to attract industry to vacant lots.

The needs identified in these surveys are still relevant. A Façade Improvement Program was implemented in Brussels in 2017; however, there were no applications received. Verbal reports from the business community suggest that there was no uptake on the grants available because business owners either were not aware of the program or did not feel that the amount of funding available was worth their time and financial investment. Only having one program available also limits the scope of improvements. This will be taken into consideration when program guidelines are developed under this Plan.

The Brussels Streetscape Master Plan (2013) describes the existing Brussels downtown streetscape as very basic and lists the following challenges:

- High street lights give area a highway feel;
- Wide lanes create unstructured downtown;
- Lack of crosswalks; and
- Lack of greenery and colour throughout most of the year.

To address these challenges, the goals of the Master Plan are to make recommendations to:

- Improve storefront improvement projects;
- Maintain historically and culturally significant sites, such as the post office and library; and
- Generate more human activity and traffic within a new vibrant, walkable, sustainable and aesthetically pleasing downtown core.

A conceptual diagram is included in the Plan, which illustrates what Downtown Brussels could look like with improvements to the streetscape. Improvements such as new streetlights, sidewalk treatments, landscaping, enhanced parkette and streetlight decorations. Some improvements have been made to date, such as sidewalk treatments, and adding street furniture and streetlight decorations. A new mural has also been painted on the wall of a building facing the parkette. The poor conditions of some of the downtown buildings and unattractive facades still plague Downtown Brussels. Incentives are needed to encourage property owners to invest in these dilapidated buildings.

2.6. Vanastra Community Research and Reports

Over the years, Vanastra has struggled with its image. As a former top-secret air force base and military installation, Vanastra is a very unique community. Following the closure of the base in 1971, many of the military buildings fell into disrepair. A community survey was completed as part of the Vanastra Community Economic Development Strategy in 1991, and 69% of respondents (63 out of 240 respondents) said Vanastra had a problem with its image. Among the suggestions to improve the community's image were to: "clean-up the place"; develop vacant properties; and tear down unsafe buildings. A negative image and lack of community identity were concerns raised again through the BR+E Study in 2013.

A report entitled "Putting Vanastra on the Map: Community Guidelines and Policy Recommendations" was published in 2013 recommending strategies for revitalization based on the six priority areas identified in the Vanastra BR+E Final Report. Section 4 of the report, outlines the rationale for developing a Community Improvement Plan for Vanastra and recommendations for the types of programs to include. A key issue raised in the BR+E study, was the large number of derelict buildings in the community. The report suggests that financial incentives offered through a CIP, encourages private investment, which aids in the rebuilding of a community. A benefit of a CIP as well, is that you can support mixed-use development. Given the community's history as a military base, there is an existing mix of residential, industrial and commercial uses. The following financial incentive programs were recommended in the "Putting Vanastra on the Map" report:

- i. Façade Improvement Program
- ii. Professional Fees Assistance Program (or Site Design and Study Program)
- iii. Tax Increment Equivalent Grants
- iv. Brownfield Financial Tax Incentive Program

- v. Development Charges Rebate Grant Program
- vi. Heritage Property Tax Relief

The community of Vanastra was not included in the Brussels or Seaforth CIP. Both the Vanastra Community Economic Development Strategy and the Putting Vanastra on the Map justify the need for a CIP that encompasses Vanastra.

2.7. Economic Development Strategic Plans

There are currently two strategic plans in place that guide economic and community development activities in Huron East. Seaforth has an active Business Improvement Area (BIA), which encompasses a large section of downtown Seaforth. Brussels has a business group; however, at the present time, they only coordinate marketing activities. Despite having a large industrial sector, Vanastra does not currently have a business group.

The purpose of the Seaforth BIA is to 1) revitalize and maintain a dynamic local neighbourhood and 2) promote the area as a business or shopping destination. The Seaforth BIA Strategic Plan (2022-2026) provides the following strategic directions and goals relevant to community improvement:

1. Physical Enhancements

- create better directional parking, and information/street signage
- improve downtown's main corner (vacant lot)
- work with heritage committee on guidelines for businesses;
- improve façades
- celebrate our history

2. Infrastructure Enhancements and Event Planning

- create shaded/attractive parkette area at BIA Centre
- improve and maintain back-alleys (posters, murals, colour, greenery, garbage cans, etc.)
- 'Green up' Seaforth downtown
- Emphasize heritage (e.g. install heritage blade building signs using old banner tops from Goderich Street and restore heritage colours to BIA identity)

Huron East's 2022-2027 Economic Development Strategic Plan was developed to produce actionable items that focus on both the long and short term needs for local development conducive to supporting its current businesses as well as attracting new and diverse businesses. Part of the updated plan involved thorough staff and stakeholder consultation as well as data analysis that helped formulate three key strategic goals for Huron East:

- I. Better understand what economic development entails and collectively work towards Huron East being investment ready;
- II. Effectively build positive relationships through productive communication and engaged collaboration with the business community and various levels of government;
- III. Build a Huron East business retention program that supports local business.

Actions to address these goals, which relate to community development are:

- Develop and implement a Huron East Community Improvement Plan that encompasses all of Huron East and includes all relevant legislatively permitted community improvement planning tools relevant to both the urban and rural areas. The following planning tools are examples of financial incentive programs that contribute toward improving one or more of the following areas:
 - Agriculture: to increase agricultural use and increased agri-tourism (i.e., tax increment financing, building and land improvement, etc.)
 - Industrial/employment: to provide opportunities for land development, redevelopment of brownfields, etc. (i.e., tax increment financing, vacant lands tax assistance, building permit and planning application fee, etc.)
 - Downtown improvement: revitalization (façade improvements; signage and property improvements, etc.)
- Consider opportunities to support local businesses by developing, promoting or encouraging increases in the local labour force through strategies such as affordable housing, government programs, attraction and retention of residents, etc.
- Strengthening downtown commercial cores (for example, in Brussels, work with the main street building owners to revert the residential spaces on the ground floor to commercial space to provide space to attract retail and service)
- Increasing tourism (for example, implementing the Huron County gateway and wayfinding signage program in Huron East)
- Strengthening the Agriculture Sector

Direction for support to local businesses and strengthening the economic base is also seen from the County level. The Huron County 2022-2025 Economic Development Strategic Plan identifies inclusion of everyone in the rural economy, collaboration with partners such as Municipalities, effective communication and sustaining a thriving business community as its primary strategic goals. From these goals, the plan outlines various objectives for success. Developing a municipal wide CIP serves to address the goal of inclusion by enabling diverse community members and businesses to fully participate in the community and access funding opportunities. The CIP also encourages the sustainability of the local economy through funding opportunities that seek to support businesses to grow and start and invest in a thriving local economy.

2.8. Other Relevant Studies and Plans

There are two other studies and plans that have been undertaken in Huron East, which relate to community improvement and the importance of encouraging private sector investment and revitalization efforts.

Facilitating an inclusive and accessible built environment for all community members has been an emerging priority in recent years. In a 2004 Huron East Community Survey (199 respondents), 90% of residents supported an effort for more retail/commercial/industrial development in Huron East. “Offering tax incentives to start-ups” was mentioned as a way to do that. When asked what the most important things are that would improve the downtown areas of Seaforth and Brussels, one hundred five (105) respondents said, “more shops providing variety”; ninety five (95) said, “dress up empty store fronts; and seventy six (76) said, “clean up messy properties”.

In 2015, the Municipality initiated an Age-Friendly Action Plan that highlighted the community’s strengths and weaknesses in various domains related to accessibility and building barrier free communities. The report concluded several recommendations that could be implemented to improve the accessibility and age-friendly design throughout the community. Recommendations that support the need for a more comprehensive CIP include:

- Improving outdoor spaces and public buildings by remove barriers and improving walkability to create a more pedestrian and age friendly environment; and
- Addressing housing needs by: improving access and availability of affordable housing; placing emphasis on the importance of secondary suites; further developing housing affordability programs and grants; improving options for implementing accessibility modifications for existing homes.

3.0 Goals and Objectives

The goals of this CIP have been developed based on the comprehensive review of plans and reports and input from the public, staff and Council. Program applications will be reviewed against the goals of the CIP. Preference will be given to those projects which meet the goals of the Plan.

This CIP has the following goals:

1. To stimulate private investment through the use of municipal financial incentive programs.
2. To improve the physical appearance and economic health of the downtown commercial areas.
3. To encourage the maintenance and preservation of designated historic buildings and historically significant properties.
4. To promote the development, redevelopment or conversion of vacant or underutilized properties.

5. To support new business start-ups and expansions to existing businesses.
6. To retain and support existing businesses.
7. To encourage value-added agricultural activities and on-farm diversified uses.
8. To increase the supply of attainable housing, multi-unit housing and rental units.
9. To encourage energy conservation and support sustainable initiatives.
10. To create employment opportunities.

Financial incentives (including incremental tax rebates) may be offered to private landowners or commercial/industrial tenants to assist them in improving their buildings and properties. These may change from year to year, at Council's discretion, based on budget priorities and feedback about the CIP programs from municipal staff and stakeholders.

4.0 Community Improvement Project Area

As recommended in the Huron East Economic Development Strategic Plan (2022-2027), and supported by the background research to the Plan, the Huron East Community Improvement Project Area includes all lands within the municipal boundary. The Project Area is shown in Schedule A of the consolidated Municipality of Huron East Official Plan 2023, and provided in Appendix A of this CIP.

The programs authorized in this CIP may be carried out within the CIP project area. The settlement areas of Brussels and Seaforth each have defined Commercial Focus Areas (delineated in red), Industrial Areas (delineated in purple) and Future Development Areas (delineated in yellow), as shown in Appendix B and C. The settlement area of Vanastra includes a defined Commercial/Industrial Focus Area (delineated in green), shown in Appendix D. These areas may be prioritized for certain programs.

5.0 Community Improvement Programs

5.1. The Façade Improvement Grant (Financial Incentive-Based Program)

The purpose of the Façade Improvement Grant is to cover a portion of the project costs for exterior improvements to the public-facing facades of existing commercial and industrial buildings. Agriculture properties which are open to the visiting public and which represent value added agricultural activity (e.g. farm retail outlet) may be eligible.

This grant is intended to encourage commercial, industrial and agricultural property owners and tenants to revitalize, rehabilitate and restore building facades. Façade improvements must fit with the character of the community and meet heritage requirements, where applicable. Where all eligibility requirements are fulfilled, a Façade Improvement Grant may be provided for up to 50% of the eligible project costs. This program may be used in conjunction with the Municipality's Heritage Designated Property Tax Reduction and Loan Program.

5.2. Signage Improvement Grant (Financial Incentive-Based Program)

The purpose of the Signage Improvement Grant is to cover a portion of the project costs for exterior improvements to the public-facing signage of existing buildings. Agriculture properties which are open to the visiting public and which represent value added agricultural activity (e.g. farm retail outlet) may be eligible. Signage improvements must fit with the character of the community and meet heritage requirements, where applicable.

This grant is intended to encourage commercial, industrial and agricultural property owners and tenants to install clear and effective storefront signage, which is important in communicating the products and/or services a business offers. Where all eligibility requirements are fulfilled, a Signage Improvement Grant may be provided for up to 50% of the eligible project costs.

5.3. Property Improvement Grant (Financial Incentive-Based Program)

The purpose of the Property Improvement Grant is to cover a portion of the project costs for exterior improvements to the publically visible and used portions of a property. This may include, but is not limited to: landscaping; improvements to parking areas; fencing; and Low Impact Development (LID), which are practices dealing with stormwater by mimicking natural water cycles. Agriculture properties which are open to the visiting public and which represent value added agricultural activity (e.g. farm retail outlet) may be eligible.

This grant is intended to encourage commercial and industrial property owners and tenants to create an inviting entrance to encourage both vehicular and pedestrian traffic to stop and discover what a business has to offer. Where all eligibility requirements are fulfilled, a Property Improvement Grant may be provided for up to 50% of the eligible project costs.

5.4. Agri-Business Innovation Grant (Financial Incentive-Based Program)

The purpose of the Agri-Business Innovation Grant is to cover a portion of the project costs related to the implementation of new value-added agricultural activities and innovative technologies. Properties zoned for agricultural purposes may be eligible.

This grant is intended to encourage agricultural property owners and tenants to diversify their on-farm offerings and expand into new markets. Where all eligibility requirements are fulfilled, an Agri-Business Innovation Grant may be provided for up to 50% of the eligible project costs.

5.5. Sidewalk Café and Outdoor Patio Grant (Financial Incentive-Based Program)

The Sidewalk Café and Outdoor Patio Grant may be available to eligible applicants to assist with the physical improvement and beautification of seasonal outdoor sidewalk café spaces and permanent outdoor patios. The grant is intended to promote a lively and vibrant streetscape in the downtown cores and support the establishment of restaurant patio space in other areas, where permitted and appropriate. Where all eligibility requirements are fulfilled, a Sidewalk Café and Outdoor Patio Grant may be provided for up to 50% of the eligible project costs.

5.6. Historic Property Improvement Grant (Financial Incentive-Based Program)

The purpose of the Historic Property Improvement Grant is to encourage the conservation of historic buildings and properties in the Municipality designated under Part IV of the Ontario Heritage Act or buildings and properties recognized as being historically significant. This grant provides incentives for owners of historic properties to renovate or refurbish the properties in a manner that is consistent with and complementary to the heritage character. Where all eligibility requirements are fulfilled, a Historic Property Improvement Grant may be provided for up to 50% of the eligible project costs.

All proposed improvements must be approved by the Huron East Heritage Committee. The design of improvements should be based on historical documentation and primarily be intended to restore or preserve the property's heritage attributes. Adaptive re-use of heritage properties is also encouraged to ensure the long-term viability of these historically significant properties. This program may be used in conjunction with the Municipality's Heritage Designated Property Tax Reduction and Loan Program.

5.7. Accessibility Improvement Grant (Financial Incentive-Based Program)

Removing barriers and improving overall accessibility of our communities is of great importance to the Municipality of Huron East. The purpose of the Accessibility Improvement Grant is to cover a portion of the costs of improving the experience and accessibility of properties within Huron East, to remove exterior and interior barriers to the public and comply with provincial accessibility laws and standards, with the aim of helping to make Huron East a community for people of all ages and abilities. Designing for accessibility not only helps people with disabilities, it also improves access for others including seniors, families with young children, delivery drivers, and patrons.

It is intended that any improvements considered under this program will meet or exceed the requirements of the Accessibility for Ontarians with Disabilities Act and the Ontario Building Code. Accessibility projects can include the installation of ramps, elevators, lifts, automatic door openers, or any other improvements that improve accessibility and remove barriers, as approved by the Municipality. Where all eligibility requirements are

fulfilled, an Accessibility Improvement Grant may be provided for up to 50% of the eligible project costs.

5.8. Environmental Stewardship and Energy Efficiency Grant (Financial Incentive-Based Program)

Not only does energy efficiency save money and increase the resilience and reliability of the electric grid, it also provides environmental, social, and physical benefits to the health of a community. The purpose of the Environment Stewardship and Energy Efficiency Program is to assist commercial and industrial property owners with improving their energy efficiency and conservation measures. Where all eligibility requirements are fulfilled, an Environmental Stewardship and Energy Efficiency Grant may be provided for up to 50% of the eligible project costs.

This program supports the following projects:

- I. Construction of new green buildings that meet LEED (Leadership in Energy and Environmental Design) certification standards;
- II. Retrofit of existing buildings for energy efficiency and resource conservation (i.e. replacement of lighting, doors, windows, insulation, heating, etc. and installation of low-flush toilets, grease trap, etc.); and,
- III. Alternative energy generating sources (i.e. rooftop solar panels).

5.9. Vacant and Underutilized Properties Conversion/Expansion Grant (Financial Incentive-Based Program)

The purpose of the Vacant and Underutilized Properties Conversion/Expansion Grant is to encourage the conversion and revitalization of vacant and/or underutilized commercial, industrial, agricultural or institutional properties in Huron East. Where all eligibility requirements are fulfilled, a Vacant and Underutilized Properties Conversion/Expansion Grant may be provided for up to 50% of the eligible project costs.

This program may be available to eligible property owners to assist with:

- I. Conversion of an existing vacant upper storey space or ground floor space into a rental dwelling unit(s) provided that the project meets the provisions of the Huron East Zoning By-law;
- II. Conversion of an existing storefront into a permitted and more suitable commercial space (e.g. retail to restaurant use) in accordance with Huron East's Official Plan and Zoning By-law;
- III. Conversion of non-conforming or vacant building space into a new permitted commercial, mixed use or other eligible uses;
- IV. Expansions of existing commercial uses to increase the gross floor area within the footprint of the existing building;

- V. Re-purpose agricultural buildings to support value-added agricultural facilities, or on-farm diversified uses, such as agri-tourism;
- VI. New industrial development;
- VII. New commercial development; and,
- VIII. Remediation of a brownfield site.

5.10. Building Improvement Grant (Financial Incentive-Based Program)

The Building Improvement Grant may be available to eligible applicants to assist with improvements to existing buildings that may otherwise be considered cost prohibitive. This incentive targets private sector investment in interior building renovations or building expansions which are intended to improve the viability of older commercial or industrial (employment) buildings. Where all eligibility requirements are fulfilled, a Building Improvement Grant may be provided for up to 50% of the eligible project costs.

The Municipality of Huron East recognizes that there are buildings in our settlement areas that are in need of significant repairs in order to bring them up to Building Code and have them available for lease. It is important to have building stock available in our commercial and industrial areas for potential investors. This program is intended to support improvements to private property to meet the current Building Code and to provide for safe and usable eligible uses. The purpose of the Program is to offer incentives to private commercial and industrial property owners that propose significant projects that substantially renovate, restore, improve and update a prominent building or structure and accomplish more than one of the following:

- I. Address structural and life safety issues to create usable and efficient floor space;
- II. Improve property standards or preserve architectural significance; and/or,
- III. Preserve or enhance employment opportunities.

5.11. Major Redevelopment Tax Increment Equivalent Grant (Financial Incentive-Based Program)

The purpose of the Major Redevelopment Tax Increment Equivalent Grant (TIEG) is to stimulate investment by effectively deferring part of the increase in property taxation because of building and property redevelopment or rehabilitation, and retrofit works for commercial and/or industrial properties.

This Tax Increment Equivalent Grant (TIEG) program provides tax assistance to private land owners in order to encourage private sector investment in properties and buildings. The TIEG program will provide tax assistance equal to all or a portion of the municipal property tax increase (increment) following the completion of a project owned by a private land owner that has resulted in an increase in the assessed property value.

The time period for the TIEG program is subject to Council's discretion up to a maximum of 10 years per project, or until eligible remediation and redevelopment costs

have been offset, whichever comes first. It is the intention of the Municipality of Huron East to provide the TIEG program for the following:

- I. Remediation purposes to assist in bringing existing buildings up to current Ontario Building Code standards;
- II. Accessibility enhancements to downtown and commercial businesses for wheelchair accessible entrances and ramps;
- III. Development or redevelopment of a vacant property for commercial, retail, office, industrial or a mix of uses; and
- IV. Adaptive reuse of a property to suit a new commercial, retail, office, industrial or a mix of uses.

5.12. Start-up Space Leasehold Improvement Grant (Financial Incentive-Based Program)

The Municipality of Huron East recognizes the importance of supporting business start-ups to drive economic growth, create jobs and foster innovation. The purpose of the Start-up Space Leasehold Improvement Program is to assist new businesses and start-up companies to 'set-up-shop' by providing grants towards permanent leasehold improvements to commercial or mixed use spaces that increase the marketability of the property and commercial rental units. Where all eligibility requirements are fulfilled, a Start-up Space Leasehold Improvement Grant may be provided for up to 50% of the eligible project costs.

5.13. Planning Application, Building Permit Fee and Site Study Grant (Financial Incentive-Based Program)

The Planning Application, Building Permit Fee and Site Study Grant may be available to eligible applicants to offset the costs associated with planning and building fees and applicable related site studies required by the Municipality. Where all eligibility requirements are fulfilled, a Planning Application, Building Permit Fee and Site Study Grant may be provided for up to 50% of the eligible project costs.

This program is intended to help encourage new development efforts by reducing regulatory costs associated with major improvements to private properties. The planning and building permit fee rebate program offers rebates on required fees including the Municipality's planning application fees, associated study requirements related to planning applications and/or building permit fees, where a building permit is required for a construction project. Study requirements associated with planning applications include background and feasibility studies including but not limited to nitrate studies, archaeology assessments, functional servicing reports and compatibility studies. Fee reductions may apply to the following application types:

- I. Site Plan Approval;
- II. Minor Variance;

- III. Severance;
- IV. Rezoning;
- V. Municipality of Huron East Official Plan Amendment;
- VI. Required studies associated with planning applications;
- VII. Demolition Permit;
- VIII. Building Permit; and
- IX. Sign Permit

5.14. Residential Conversion, Rehabilitation and Intensification Grant (Financial Incentive-Based Program)

The Residential Conversion, Rehabilitation and Intensification Grant aims to support existing residential units and increase the number of residential units available in and around the Downtown of the urban centres. This grant provides an opportunity to property owners who wish to convert/rehabilitate/intensify their properties for residential purposes.

The program is intended to focus on the Downtown of the urban centres and mixed-use zone (i.e. commercial/ residential) to promote the conversion of existing vacant buildings for new residential units or to increase the occupancy of existing units. Where all eligibility requirements are fulfilled, a Residential Conversion, Rehabilitation and Intensification Grant may be provided for up to 50% of the eligible project costs.

5.15. Rental Housing Grant (Financial Incentive-Based Program)

The purpose of the Rental Housing Grant is to create a wider range of affordable and attainable rental housing options in Huron East by increasing the number of residential units available for rent throughout the settlement areas. Residential units which are intended for rent and are structurally sound may be eligible for financial assistance with:

- I. Renovation or improvement of an existing unit related to exterior/functional design
- II. Construction of new residential rental units

Property owners providing new or improved affordable and attainable rental housing accommodations may be eligible for this grant. Where all eligibility requirements are fulfilled, a Rental Housing Grant may be provided for up to 50% of eligible project costs.

5.16. Additional Residential Unit Grant (Financial Incentive-Based Program)

The Additional Residential Unit Grant is intended to provide financial assistance in support of establishing a new Additional Residential Unit. Through this grant the Municipality will encourage further diversification of the housing base allowing for more attainable options, where appropriate, and providing the increased availability of rental housing accommodation. Where all eligibility requirements are fulfilled, the Additional

Residential Unit Grant may be provided to cover up to 50% of eligible project construction costs.

The Additional Residential Unit Program provides a one-time grant to help offset project costs for the construction of an:

- I. interior accessory apartment dwelling unit within an existing principal dwelling unit or as an addition thereto; or,
- II. exterior accessory apartment dwelling unit within an existing or new detached accessory structure.

This grant is intended to support a greater mix and size of housing types in Huron East, and the increased availability of attainable and affordable housing accommodation.

5.17. Publicly Accessible Private Spaces and Public Art Grant (Financial Incentive-Based Program)

The Publicly Accessible Private Spaces and Public Art Grant may be available to eligible applicants to assist with the permanent installation of Publicly Accessible Private Spaces and outdoor artworks on private property.

The grant is intended to promote a vibrant streetscape in the settlement areas of Huron East and encourage the creation of spaces that enhance the pedestrian experience, and complement the public network of parks, trails, community gardens and public art. Where all eligibility requirements are fulfilled, the Publicly Accessible Private Spaces and Public Art Grant may be provided to cover up to 50% of eligible project construction costs.

5.18. Streetscape Beautification, Signage and Landscaping Improvement (Municipal-Driven and Financial Incentive-Based Program)

The Municipality of Huron East recognizes the importance of creating functional and vibrant spaces in our communities, which foster local pride and create a welcoming environment for visitors. The Municipality partners with community groups on streetscape beautification efforts, including the installation of street furniture (waste receptacles, benches, planters, pole decorations, etc.), and the maintenance of flower beds.

The purpose of this program is to support streetscape beautification efforts and other community improvements, such as sidewalk and lane treatments, parking and signage, which strengthen community identity. Where all eligibility requirements are fulfilled, funding may be available to community organizations or private individuals through the Streetscape Beautification, Signage and Landscaping Improvement Program to encourage improvements on publically owned property.

5.19. Public Space, Parks and Recreation Works (Municipal-Driven and Financial Incentive-Based Program)

The Municipality of Huron East recognizes the importance of enhancing and preserving our public spaces, parks and recreational areas as they generate economic, environmental and social benefits for our communities. The Municipality partners with community groups to improve our public spaces, parks and recreational areas.

The purpose of this program is to support enhancements to our public spaces, parks and recreational areas that benefit the community. Where all eligibility requirements are fulfilled, funding may be available to community organizations or private individuals through the Public Space, Parks and Recreation Works Program to encourage improvements on publically owned property.

6.0 Implementation

By offering financial incentive-based programs, we anticipate invoking positive change in our rural communities through a public-private collaborative effort. The municipal-driven and financial incentive-based programs described in Section 5.0 of this Plan are funded by the Municipality of Huron East with current and/or potential funding from the Ontario Ministry of Agriculture Food and Rural Affairs, Ministry of Tourism and Culture, Regional Tourism Organization 4, County of Huron, or similar. The programs are funded by municipal budget allocations, reviewed annually on an as-required basis.

The CIP shall remain in effect until Council amends or repeals the by-law. Amendments to the CIP may be required to: modify the geographic area (i.e., the Community Improvement Project Area) to which Financial Incentive Programs apply; change the eligibility requirements of a program included in the CIP; or add a new municipal driven or financial-incentive program. Such amendments require pre-consultation with the Ministry of Municipal Affairs and Housing. An amendment to the Huron East CIP will not be required to discontinue or cancel any of the programs identified. The CIP will be reviewed by the Economic Development Officer on an annual basis to ensure the Plan is meeting the needs of the community.

Programs and incentives offered under the CIP may vary from year to year at the discretion of Council, based on recommendations from Municipal staff. The programs in this CIP will be administered through Huron East Council, through an established CIP Committee overseen by the CIP Administrator (Economic Development Officer). Program guidelines affirming eligibility requirements and application forms will be established by the CIP Administrator once funding is allocated to a Program. Programs may prioritize focus areas as shown in Appendices B, C and D.

6.1. Application Process and Submission Requirements

Applications for financial incentives may be received on a first come, first served basis to the limit of the available funding for that year in accordance with any administrative

rules governing this and other grant or loan programs. Alternatively, Council may establish an annual/semi-annual deadline for the submission of applications and all applications will be received and evaluated in accordance with this deadline. The CIP Administrator will review all applications and supporting materials and may conduct a site visit to ensure that proposed projects meet general eligibility requirements and that submissions are complete. Applicants will be notified if their submission is incomplete or ineligible. The CIP Committee will evaluate complete applications in accordance with program guidelines and a recommendation will be made to Council, if necessary, with respect to the approval or refusal of an application. The CIP Administrator will notify applicants of Council's decision.

For applications that are approved, a Financial Incentive Program Agreement will be prepared and executed between the Municipality and successful applicant. Any program commitments may be cancelled if work is not completed by the completion date indicated in the Financial Incentive Program Agreement. The CIP Committee may grant an extension for community improvement projects following receipt of a written request by the applicant setting out the reasons for the extension and providing a new date of completion.

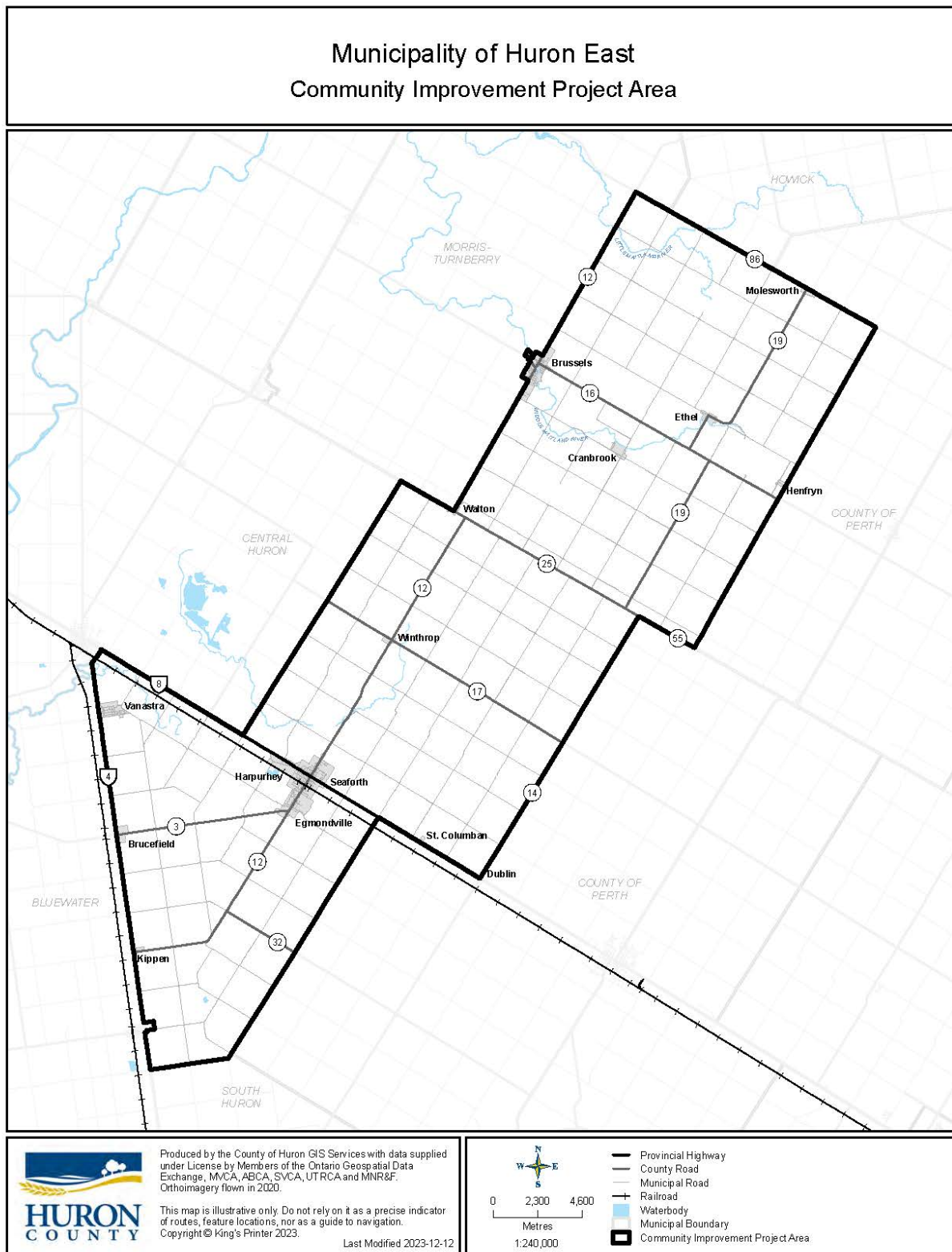
In cases where the CIP Committee refuses an application for financial incentives, all applicants will have the right to appeal the decision to Huron East Council. If a decision is appealed, a staff report will be prepared for Council detailing the Committee's decision. The applicant can appear at Council to detail their appeal.

7.0 Conclusion

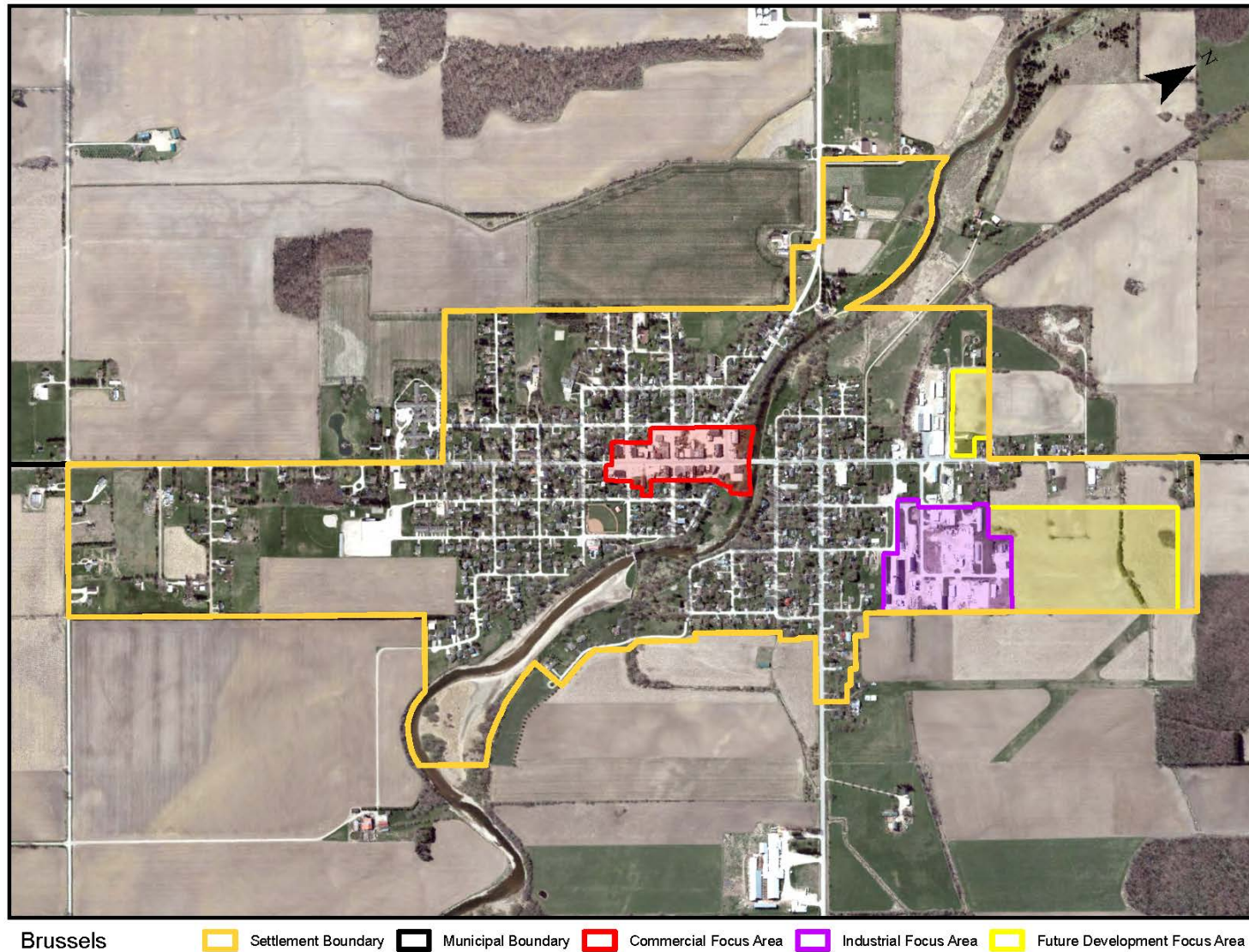
This CIP is a Municipal-wide planning document that is focused on improving Huron East's local economic base. Through implementation of this Plan, the Municipality of Huron East is demonstrating that it is highly committed to encouraging local investment, revitalization and beautification, and working with property owners and tenants to support economic development.

Property owners and tenants who are interested in any of the programs identified in this CIP or who require additional information should contact the Municipality of Huron East's Economic Development Officer.

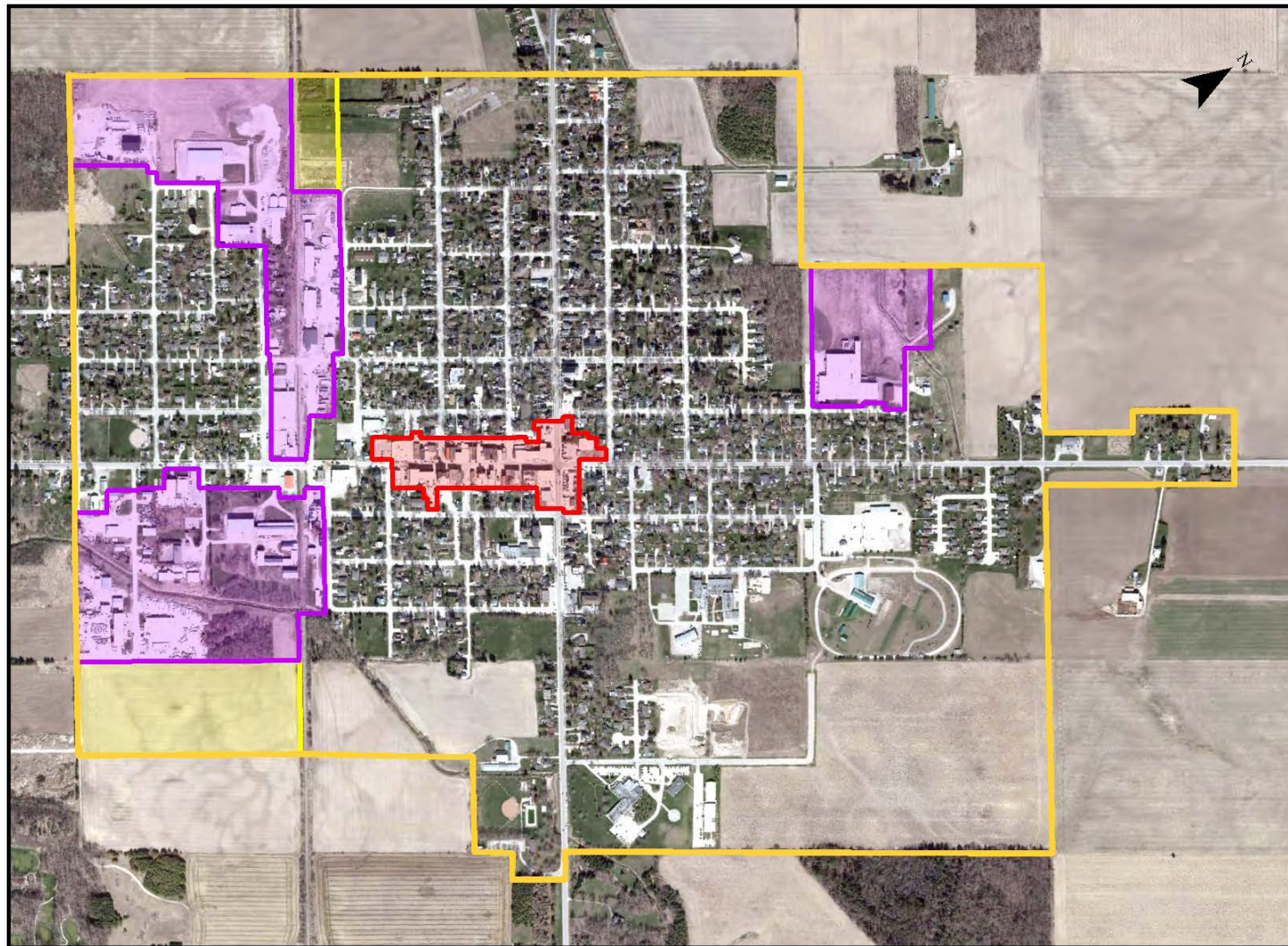
Appendix A



Appendix B



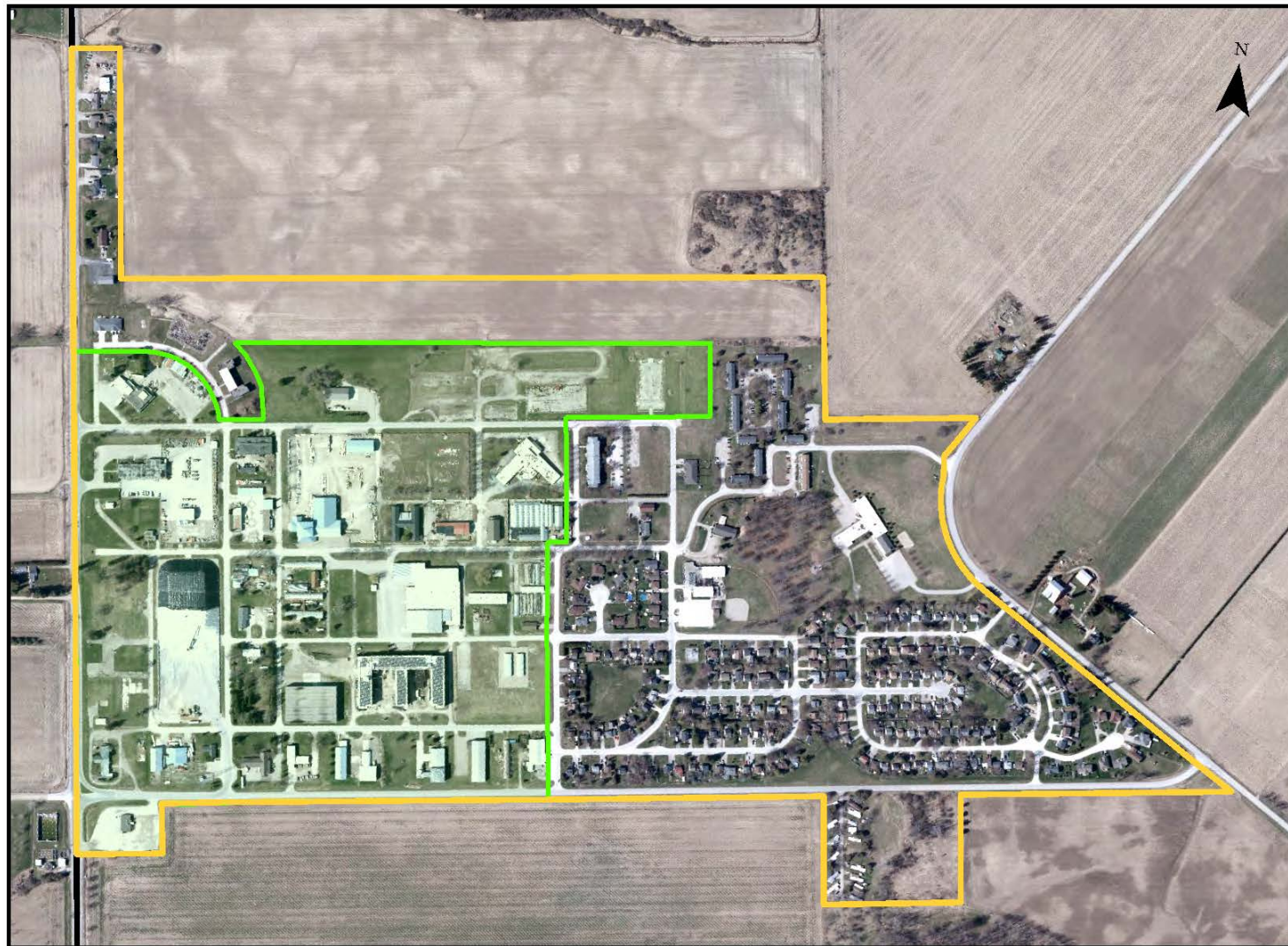
Appendix C



Seaforth

Settlement Boundary Municipal Boundary Commercial Focus Area Industrial Focus Area Future Development Focus Area

Appendix D



Vanastra

Settlement Boundary Municipal Boundary Commercial/Industrial Focus Area

Appendix E

Glossary

Adaptive reuse: means the recycling of a building and/or structure usually for a new function, such as the use of a former industrial building for residential purposes.

Additional Residential unit: means an accessory dwelling unit with its own kitchen, sanitary facilities and bedroom(s)/sleeping area in a single detached dwelling, semi-detached, rowhouse or accessory building to a single detached dwelling, converted dwelling, semi-detached dwelling, triplex, quadraplex or rowhouse.

Affordable housing: for the purposes of this CIP, affordable is referred to in the case of rental housing and means the least expensive of:

- a unit for which the rent does not exceed 30 percent of gross annual household income for low- and moderate-income households; or
- a unit for which the rent is at or below the average market rent of a unit in the regional market area.

Attainable housing: for the purposes of this CIP, attainable means, an individual making the Living Wage spending not more than 30% of their income on housing. The Living Wage is identified based upon the most current Living Wage determined by the United Way Perth-Huron's (UWPH) Social Research and Planning Council (SRPC). During the lifespan of this CIP, should the Province, County of Huron or the Municipality of Huron East determine another definition of 'Attainable', that definition will supersede the above.

Brownfield: means undeveloped or previously developed properties that are vacant, under-utilized, unsafe, unproductive, or abandoned where redevelopment is complicated by real or perceived environmental contamination. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

Community Improvement Plan (CIP) Administrator: means a staff member appointed by Municipal Council (which in many cases is the Economic Development Officer) who is responsible for managing the day-to-day responsibilities of the CIP, including undertaking pre-consultation meetings with potential applicants for financial incentives and coordinating application submission process.

Community Improvement Project Area (CIPA) is an area of the Municipality, as defined through a separate by-law, to which the Community Improvement Plan applies. The CIPA can be amended independently of the Community

Improvement Plan; however, a CIPA must be defined and enacted by by-law in order for the programs, policies and strategies of this Plan to be activated, utilized and implemented.

Eligible Applicant: means someone who meets all the general and program specific requirements of the financial incentive programs and prepares and submits an application for a grant or loan that is in accordance with the specific requirements of the program, as outlined in this Plan. The CIP Administrator reserves the right to determine whether an applicant is eligible for the financial incentive programs.

Eligible Project Costs: means costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements, or facilities.

Financial Incentive Program Agreement: is an agreement made between the Municipality and a successful applicant outlining the terms and payment of the grant and other relevant conditions. The agreement will be signed by the applicant and the Municipality.

Living Wage: refers to the Living Wage calculation published by Perth-Huron United Way. The calculation for Perth-Huron adheres to the principles and methodology developed by the Canadian Living Wage Framework as adopted by the Ontario Living Wage Network. Based on a 35-hour work week, the calculation* is determined using local data and considers the living expenses of a weighted average of family types including a family of four, a single parent family, and a single individual. Annual family expenses include food, childcare, clothing and footwear, shelter, communications, insurance, transportation, and parent education. Expenses such as debt repayment, home ownership, and savings for children's education or retirement are not factored in.

Mixed-Use: means any combination of commercial uses (retail, personal services, restaurants, etc.), offices, institutional uses and/or residential uses, provided that there are commercial uses at grade.

Municipality: means the Municipality of Huron East.

Redevelopment: means the creation of new units, uses or lots on previously developed land in existing communities, including brownfield sites, as defined in the County Official Plan.

Tax Increment: means an increase in taxes, which is calculated by subtracting the Township portion of property taxes before assessment from the Township portion of the property taxes after reassessment. The Tax Increment does not

include any increase/decrease in Township taxes due to a general tax increase/decrease or a change in assessment for any other reason.

Vacant or underutilized (land and/or buildings): means developable land within a district that would otherwise qualify as substantially developed land, but which contains land, buildings, and/or structures that are not being used to their full potential and may potentially be developed, recycled, or converted into a better, more compatible use, such as a residential or Mixed-use development. Part or all of a parcel of land shall be considered vacant and/or underutilized if it is no longer necessary to support the current use, based on factors including but not limited to current and projected employment levels, vacancy rates, and parking demand.

**Huron East
Administration**

To: Mayor MacLellan and Members of Council

From: Brad Dietrich C.B.O.

Date: May 7, 2024

Subject: Repeal of Heritage Designation under By-Law 18-1985 re 31 Goderich Street, West, Seaforth

Recommendation:

That Council receive this report regarding the heritage repeal request for 31 Goderich Street, West, Seaforth for information purposes;

And further that Council deliberates and renders a decision regarding the acceptance or rejection of the request for repeal, taking into consideration the factors presented below.

Background:

Under the *Ontario Heritage Act*, municipalities can designate and de-designate heritage properties. Section 32(1) of the *Ontario Heritage Act* provides that an owner of a property designated under Part IV may apply to the Council of the municipality to repeal the heritage designating by-law or part thereof.

By-law 18 for 1985 was a by-law to designate 31 Goderich Street, West, Seaforth as a property of historic and architectural interest because of its unique decorative embellishments and early ornamental gardens. More particularly the designation includes the following:

The stucco finish, bargeboard trim, finial, windows and shutters, front porch with its curved roof including railings, top deck and decorative trim, front entrance including the door, sidelights and transom, the westerly side gable including its trim, window and finial.

The grounds landscaping and ornamental gardens are included in this designation.

Shrubbery, floral plants and other greenery are to be kept in locations and proportions as at present.

The cobblestone planters are also included in this designation and are to be retained/maintained in their present location.



Figure 1 - 31 Goderich St. West, Seaforth - Circa 2023

On April 23, 2024, Warren and Betty Small, owners of 31 Goderich Street, West, Seaforth (a designated property) submitted a request to repeal the heritage designation.

Discussion:

The recognition of heritage properties serves as a means of publicly acknowledging the significance of a property to a community and facilitates the preservation of these places for the benefit of both present and future generations. The property in question has gradually deteriorated over time, with the front porch roof, top deck, and supports deteriorating to a point where they pose structural hazards and are beyond repair. Additionally, the cobblestone planters are still present but require substantial restoration. Furthermore, the shutters, landscaping, and ornamental gardens have not been maintained in line with the requirements set forth in the 1985 designation.

The request to repeal the heritage designation emerged following the demolition of the front porch, roof, and top deck, and the subsequent application for a building permit to construct a new porch with a dormer. However, the proposed design does not align with the heritage features protected under by-law 18-1985.

The building permit has yet to be issued, prompting an order for the contractor to cease work until consultations between the Heritage Committee, Council, and Building Department have been conducted.

It is important to note that when a municipality intends to designate or de-designate a property under the *Ontario Heritage Act*, municipalities are required to consult with the

municipal heritage committee, where one has been appointed. The Huron East Heritage Advisory Committee reviewed the request at its meeting on May 1, 2024 and recommends to Council that the request be accepted and that the Clerk of the Municipality be directed to issue a Notice of Intention to Repeal By-law 18-1985, as prescribed in the Ontario Heritage Act. The recommendation of the committee was unanimous:

“Given that most of the heritage features have vanished and/or changed, there seems to be little justification for their continued designation. The committee views this as the most prudent approach to preserve positive relations with the homeowners.”

Council is required to render a decision regarding the acceptance or rejection of the request for repeal, taking into consideration the aforementioned factors. If Council accepts the request for repeal, a Notice of Intention to Repeal must be served on the property owner, *Ontario Land Tribunal* and published in the newspaper. Conversely, if Council rejects the request for repeal, a Notice of Decision must be served on the property owner and *Ontario Land Tribunal*.

Once the decision has been made, any objections to the decision are required to be served on the Clerk within 30 days. If no notice of objection is received, Council has two options:

1. Pass a by-law repealing the designation of the property; or
2. Withdraw their notice of intention to repeal the designation of the property.

If a notice of objection has been served, upon expiration of the 30-day period, Council is required to refer the matter to the *Ontario Land Tribunal* for a hearing. The *Ontario Land Tribunal* hears disputes on matters relating to the protection of properties considered to hold cultural heritage value or interest to a municipality or to the Minister of Sport, Tourism and Culture Industries, as defined by the *Ontario Heritage Act*. The Board will make recommendations to Council based on the evidence it hears. The municipality would incur costs should any matter be referred to the *Ontario Land Tribunal*.

As set out above, if Council is desirous of repealing By-law 18-1985 and de-designating 31 Goderich Street, West, Seaforth, the initiating step would be for Council to direct the Clerk to prepare and provide Council's Notice of Intention.

Others Consulted:

Meaghan McCallum, Planning and Operations Coordinator

Budget Impacts:

None at this time.

Signatures:A handwritten signature in blue ink, appearing to read "Brad Dietrich", is positioned above a horizontal line.

Brad Dietrich, CBO

The Corporation
of the
Municipality of Huron East
By-law No. 040-2024

Being a By-law to Stop Up and Close Part of Bryans Drive and Anderson Drive, Plan 596 Brussels in the Municipality of Huron East.

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

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

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

And Whereas the Council of the Corporation of the Municipality of Huron East deems it expedient to stop up and close Part of Bryans Drive Plan 596 Brussels being Parts 18, 19, and 20 on Registered Plan 22R7237, Municipality of Huron East, a highway that Council has jurisdiction over;

And Whereas the Council of the Corporation of the Municipality of Huron East deems it expedient to stop up and close Part of Anderson Drive Plan 596 Brussels being Parts 43, 44 and 45 on Registered Plan 22R7237, Municipality of Huron East, a highway that Council has jurisdiction over;

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

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

- 1. Part of Bryans Drive Plan 596 Brussels being Parts 18, 19, and 20 on Registered Plan 22R7237, Municipality of Huron East be stopped and closed.
- 2. Part of Anderson Drive Plan 596 Brussels being Parts 43, 44 and 45 on Registered Plan 22R7237, Municipality of Huron East be stopped and closed.
- 3. That the municipal solicitor is hereby authorized and instructed to register a certified copy of this By-law in the Land Titles Office for the Land Titles Division of Huron.

Read a first and second time this 7th day of May 2024.

Read a third time and finally passed this 7th day of May 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

of the

Municipality of Huron East

By-law No. 041 for 2024

Being a By-law to Dedicate Part of Block 34 on Plan 596
Brussels as a Public Highway Forming Parts of Bryans Drive
and Anderson Drive in the Municipality of Huron East

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

And Whereas pursuant to Section 31(2) of the Municipal Act, 2001, after January 1, 2003, land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money;

And Whereas the Municipality of Huron East is the owner Block 34 on Plan 596;

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

1. That the lands described in Section 2 herein are hereby dedicated as public highway forming parts of Bryans Drive and Anderson Drive in the Municipality of Huron East.
2. That the lands referred to in Section 1 hereof are described as being:
 - Block 34 Plan 596 Brussels being Part 25 Plan 22R7237 to become part of Bryans Drive;
 - Block 34 Plan 596 Brussels being Part 26 Plan 22R7237 to become part of Bryans Drive;
 - Block 34 Plan 596 Brussels being Part 2 Plan 22R7237 to become part of Bryans Drive
 - Block 34 Plan 596 Brussels being Part 29 Plan 22R7237 to become part of Anderson Drive
3. That this By-law shall come into force upon registration with the Land Titles Office for Huron County.

Read a first and second time this 7th day of May 2024.

Read a third time and finally passed this 7th day of May 2024.

Alvin McLellan, Deputy Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East
By-law No. 042 for 2024

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

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

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

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

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

1. The action of the Council of the Corporation of the Municipality of Huron East, at its Regular meeting held on the 7th day of May, 2024 in respect to each recommendation contained in the Reports of the Committees and each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of Huron East at these meetings, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and the proper officials of the Corporation of the Municipality of Huron East are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Municipality of Huron East referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Municipality of Huron East.

Read a first and second time this 7th day of May 2024.

Read a third time and finally passed this 7th day of May 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk