



Municipality of Huron East

Council Agenda

Tuesday, November 5 at 6:00 P.M.

Council Chambers

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

1. Closed Session

That a closed meeting of Council be held on Tuesday, November 5, 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 October 15, 2024 Closed Session of Council meeting Minutes **(Distributed Separately)**
- 1.2 239(2)(c) – a proposed or pending disposition of land in Brussels **(Distributed Separately)**
- 1.3 239(2)(c) – a proposed or pending disposition of land in Brussels **(Distributed Separately)**
- 1.4 239(2)(b) – personal information about identifiable individuals regarding employee matters **(Verbal Report)**

2. Call to Order & Mayor's Remarks

3. Motion to 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](#) – October 15, 2024

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 [Bluewater Recycling Association](#) re: October Board of Directors Meeting Highlights
- 8.2 [Municipality of South Huron](#) re: Heritage Advisory Committee
- 8.3 [Municipality of Central Huron](#) re: Proposed Temporary Use By-Law
- 8.4 [Township of Nairn and Hyman](#) re: Opposition to the Transportation and Deposition of Naturally Occurring Radioactive Material (NORM) and Mine Tailings from the Former Beaucage Mine and Waste Site
- 8.5 [Ministry of Energy and Electrification](#) re: Ontario's Affordable Energy Future
- 8.6 [Avon Maitland District School Board](#) re: Board Meeting Highlights
- 8.7 [CBO-24-03](#), 2024 Year to Date Building Report
- 8.8 [CS-24-22](#), Q1 Building Maintenance Report
- 8.9 [CS-24-23](#), Q2 Building Maintenance Report
- 8.10 [CS-24-24](#), Q3 Building Maintenance Report
- 8.11 [Ausable Bayfield Conservation Authority](#) re: Proposed 2025 Budget and Municipal Levies and Notice of Meeting
- 8.12 [Town of Aurora](#) re: Motion for Fair Share
- 8.13 [Good Roads Association](#) re: Establishment of an Ontario Rural Road Safety Program
- 8.14 [DRAINS-24-06](#), Municipal Drain Status Update

9. Public Meetings/Hearings and Delegations

- 9.1 **Presentation:** Cinnamon Toast New Media Inc. re: Huron East Brand Presentation

9.2 Engineers Report re: Brewer Municipal Drain

Page 101

Recommendation:

That the Council of the Municipality of Huron East accept the engineers' report on the Brewer Municipal Drain 2024 and designate it as By-law 89-2024;

And that the Court of Revision be set for December 3, 2024 at 4:00 p.m., and that Alvin McLellan, Dianne Diehl, and Ray Chartrand be appointed as members with Alvin McLellan acting as Chair.

9.3 Engineers Report re: Holland Anderson Municipal Drain

Page 104

Recommendation:

That the Council of the Municipality of Huron East accept the engineers' report on the Holland Anderson Municipal Drain 2024 and designate it as By-law 90-2024;

And that the Court of Revision be set for December 3, 2024 at 4:00 p.m., and that Alvin McLellan, Dianne Diehl, and Ray Chartrand be appointed as members with Alvin McLellan acting as Chair.

10. Planning**10.1 Planning Report re: Consent Application C60-2024**

Page 107

10.2 Planning Report re: Consent Application C61-2024

Page 114

11. Municipal Drains**12. Reports & Recommendations of Municipal Officers****12.1 CAO-24-32, Cranbrook Unopened Road Allowance**

Page 120

12.2 CAO-24-33, Seaforth Fire Siren

Page 124

-
- 12.3 [CLK-24-18](#), Refreshment Vehicle By-law Review
Page 133
 - 12.4 [FIN-24-14](#), Third Quarter Financial Variance Reports – 2024 Budget
Page 145
 - 12.5 [CS-24-25](#), Brussels Batting Cages Agreements
Page 150
 - 12.6 [HR-24-03](#), Workplace Violence and Harassment Policy Review
Removal of Employee Personal Computer Purchase Program
Page 160
 - 12.7 [EDO-24-11](#), Huron East Community Brand
Page 170
 - 12.8 [EDO-24-12](#), Application to the Regional Tourism Organization 4 2025
Partnership Program
Page 174
 - 13. **Correspondence**
 - 13.1 [Seaforth Lions Club's Santa Claus Parade Committee](#) re: Parade
Road Closure Request
Page 235
 - 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**
 - 16.1 **Delegations to Rural Ontario Municipal Association (ROMA)**

Conference

17. By-laws

17.1 By-law 087-2024, A By-law to Amend By-law 031-2022 to Reflect the Actual Cost of the Fourteenth Concession Municipal Drain

Page 236

17.2 By-law 088-2024, A By-law to Amend By-law 014-2023 to Reflect the Actual Cost of the Charters 'H' Municipal Drain

Page 238

17.3 By-law 089-2024, A By-law to Provide Drainage Works on the Brewer Municipal Drain (1st and Second Readings)

Page 240

17.4 By-law 090-2024, A By-law to Provide Drainage Works on the Holland Anderson Municipal Drain (1st and 2nd Readings)

Page 241

17.5 By-law 091-2024, A By-law to Temporarily Close a Portion of Duke and Main Street within the Seaforth Ward

Page 242

18. Confirmatory By-law

18.1 By-law 092-2024, A By-law to Confirm the Proceedings of Council

Page 243

19. Adjournment



**Municipality of Huron East Council Meeting Minutes
Council Chambers
72 Main Street South, Seaford, ON
Tuesday, October 15, 2024**

Members Present:

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

Absent:

Councillor Jeff Newell

Staff Present:

CAO Brad McRoberts (Virtual); Clerk Jessica Rudy; Director of Finance/Treasurer Stacy Grenier; and Director of Community Services Lissa Berard

Others Present:

Huron County Planner Shae Stoll

1. Call to Order and Opening Remarks

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

Mayor MacLellan highlighted that staff and Council recently participated in the first Council/staff barbecue, hosted by Council to engage and meet staff.

2. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

3. Confirmation of the Agenda

Moved by Councillor Morrison and Seconded by Councillor Fisher:

That the Agenda for the Regular Meeting of Council dated October 15, 2024 be adopted as circulated.

Carried

4. Disclosure of Pecuniary Interest

None declared.

5. Minutes of Previous Meeting

Moved by Councillor Diehl and Seconded by Councillor Wilbee:

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

5.1 Regular Meeting – October 1, 2024

Carried

6. Consent Agenda

Deputy Mayor McLellan requested to pull and support Item 6.1, City of Temiskaming Shores regarding Alcohol Sales & Provincial Alcohol Strategy from the Consent Agenda.

Move by Deputy Mayor and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East supports the resolution from the City of Temiskaming Shores regarding Alcohol Sales and Provincial Alcohol Strategy.

Carried

Councillor Wilbee requested to pull and support Item 6.2, Town of Bradford West Gwillimbury regarding the Ontario Deposit Return Program from the Consent Agenda.

Moved by Councillor Wilbee and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East supports the resolution from the Town of Bradford West Gwillimbury regarding the Ontario Deposit Return Program.

Carried

Moved by Councillor Diehl and Seconded by Councillor Dalton:

That Consent Agenda items 6.3 to 6.6 be received for information and approved.

6.3 September Council Expenses

6.4 Personnel Committee Minutes – October 1, 2024

6.5 Accounts Payable

6.6 Recreation Advisory Committee Minutes – September 23, 2024

Carried

7. Public Meetings/Hearings and Delegations

7.1 Delegation: Stewart Lockie, Conservation Area Coordinator, MVCA re: Recreational Water & Erosion Control Infrastructure Cost Share Agreement

S. Lockie appeared before Council to provide a background and update on the cost share agreement, highlighting the process with the agreement and the difference with

minor and major repairs, and confirmed all decisions will come to Municipality prior to any application or work being completed.

In response to Council, S. Lockie confirmed that if there were not funding available through the program or if Council chose not to proceed with the agreement, it would be a decision of Council to decide on rebuilding or decommissioning the dam.

It was noted that the dam is due for repair, which could be applied to through the program, however discussions are still discussions being held with staff and it is not yet classified as urgent.

7.2 Presentation: Mark Nonkes, Local Immigration Partnership Manager, County of Huron re: Immigration and Huron County

M. Nonkes appeared before Council to provide an overview of the Immigration Partnership, the need for immigration, Huron County's immigration reality, and requested a representative from Huron East sit on the Immigration Partnership Council.

In response to Council, M. Nonkes agreed that historical affordable housing options in Huron East contributes to the immigration statistics and provided an overview of the immigrant path to Huron East and possible renewal of the Federal led refugee three year permit program.

8. Planning

8.1 Planner's Report re: Part Lot Control Exemption – PLC04-2024

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

Moved by Deputy Mayor McLellan and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East consider the By-law to provide exemption from Part Lot Control for Plan 596, Part Block 34, Registered Plan 22R-7237, Part 23 (789-799 Bryans Drive, Brussels).

Carried

9. Municipal Drains

10. Reports & Recommendations of Municipal Officers

10.1 CAO-24-31, MVCA Cost Share Agreement - Brussels Dam

Moved by Councillor Steffler and Seconded by Councillor Morrison:

That the Council of the Municipality of Huron East consider authorizing the Mayor and Clerk to enter into a cost share agreement with the Maitland Valley Conservation Authority for the Brussels Mill Dam.

Carried

10.2 CLK-24-17, 2025 Schedule of Meetings

In response to Council, CAO Brad McRoberts confirmed that staff are aiming for final budget approval at the January meeting, however, if needed an additional meeting could be arranged.

Moved by Councillor Steffler and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East establish the 2025 meeting schedule as follows:

- January 14
- February 4 and 18
- March 4 and 18
- April 15 and 29
- May 13 and 27
- June 10 and 24
- July 8
- August 12
- September 9 and 23
- October 7 and 21
- November 4 and 18
- December 9

Carried

10.3 CLK-24-19, Council Conference Allowances

Council discussed the various allowance options and directed staff to adjust the policy to include a yearly limit of \$2,500 for a max of \$10,000 for the term of Council.

Moved by Councillor Chartrand and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East direct staff to adjust the Remuneration Policy to include a yearly limit of \$2,500 per Councillor, per year, for conference allowances, to maximum of \$10,00 per term.

Carried

10.4 FIN-24-12, OPP Contract Increase for 2025

Director of Finance/Treasurer Stacy Grenier provided an overview of the report and the impacts to the 2025 budget.

The report was received for information.

11. Correspondence

12. Unfinished Business

13. Council Reports

13.1 Council Member Reports

13.1.1 County Council Report

Deputy Mayor McLellan reported that County Council received a presentation from Segal Construction regarding construction of affordable housing and funding options; County Council denied a severance application which included the severance of a hundred-acre farm into two fifty-acre parcels; and the County Museum presented that they are running out of storage space in their building and are obtaining estimates for a replacement.

13.1.2 Other Boards/Committees or Meetings/Seminars

Deputy Mayor McLellan noted that the Ethel Fall Turkey Dinner will be held on November 3, 2024; tickets are \$20 for adults and \$10 for children with the last sitting being for takeout.

13.2 Requests by Members

In response to Deputy Mayor McLellan's inquiry on if Council should begin preparing delegations for the upcoming Rural Ontario Municipal Association (ROMA) Conference, B. McRoberts noted that the item can be added to the next agenda, however, the delegation request form is not yet open.

Council McGrath noted that a few pre budget approvals have been made by Council and requested that a balance of what has been predetermined be presented to Council, prior to the first budget meeting.

Moved by Councillor McGrath and Seconded by Councillor Wilbee:

That the Council of the Municipality of Huron East direct staff to provide Council a total of all pre-approved 2025 budget items.

Carried

13.3 Notice of Motion

13.4 Announcements

Councillor Morrison announced that he represented Huron East at the 70th Anniversary meeting of the Brussels Horticulture Society.

14. Other Business

14.1 Recommendation from the Personnel Committee re: 2025 Cost of Living Adjustment (COLA)

Moved by Councillor Diehl and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East approves a cost-of-living adjustment of 2.1% to be applied to all staff wages for 2025.

Carried

14.2 Mayor MacLellan re: Motion to Reconsider the October 1, 2024 Motion regarding Appointments to the Family Health Team Ad Hoc Committee

Moved by Councillor Chartrand and Seconded by Councillor Wilbee:

That the Council of the Municipality of Huron East reconsider the motion from October 1, 2024 regarding the appointments to the Huron Community Family Health Team Ad Hoc Committee.

Carried

Mayor MacLellan provided an overview of the reconsideration request, noting that there was a lot of follow up from members of Council and that the decision may have been made without a more fulsome discussion.

Council discussed the pros and cons of having representatives from each ward. Councillors Chartrand, Dalton and Morrison were added to the Committee and Councillor Fisher removed himself to allow the Mayor to represent the Seaforth ward.

In response to Council discussion, staff noted that the initial meeting will be with the Ad Hoc Committee and staff, in order to gather all the information and then a meeting with the Family Health Team will be arranged to discuss the request of a rent reduction.

Moved by Mayor MacLellan and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East amend the motion from October 1, 2024 regarding the appointment of members to the Huron Community Health Team Ad Hoc Committee;

And That the following members be appointed to the Family Health Team Ad Hoc Committee:

- Mayor MacLellan
- Deputy Mayor McLellan
- Councillor Morrison
- Councillor Chartrand
- Councillor Dalton

Carried

15. By-laws

Moved by Deputy Mayor McLellan and Seconded by Councillor Diehl:

That Be it Hereby Resolved By-law 084-2024, A By-law to Authorize a Cost Share Agreement with the Maitland Valley Conservation Authority (MVCA) 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 Diehl and Seconded by Councillor Steffler:

That Be it Hereby Resolved By-law 085-2024, A By-law to Provide an Exemption for Part Lot Control, 789-799 Bryans Drive, Brussels, be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

16. Closed Session and Reporting Out

Moved by Councillor Diehl and Seconded by Councillor Dalton:

That a closed meeting of Council be held on Tuesday, October 15, 2024, at 7:30 p.m., in Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purpose of considering the following matters:

16.1 Adoption of September 17, 2024 Closed Session of Council Meeting Minutes

16.2 239(2)(c) – proposed or pending disposition of land in Brussels

And that CAO Brad McRoberts and Clerk Jessica Rudy remain in closed session.

Carried

Moved by Councillor Fisher and Seconded by Councillor Dalton:

That Council of the Municipality of Huron East reconvene into open session at 7:37 p.m.

Carried

Mayor MacLellan reported out from the Closed Session that Council discussed potential disposition of land in Brussels.

17. Confirmatory By-Law

Moved by Councillor Steffler and Seconded by Deputy Mayor McLellan:

That Be It Hereby Resolved that By-law 086-2024, 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

18. Adjournment

Moved by Councillor Chartrand and Seconded by Councillor Fisher:

The time now being 7:38 p.m. That the regular meeting adjourn until November 5, 2024 at 6:00 p.m.

Carried

Bernie MacLellan, Mayor


Jessica Rudy, Clerk

Part Lot Control Exemption

File PLC04-24

Subject Lands: Plan 596, Part Block 34, Registered Plan 22R-7237, Part 23
Municipality of Huron East (789-799 Bryans Drive, Brussels)

Owner/ Applicant: Johan Friesen



1

Subject Property


- Designated Residential
- Zoned R3-3 (Residential High Density- Special)
- 6 unit rowhouse is being built



2

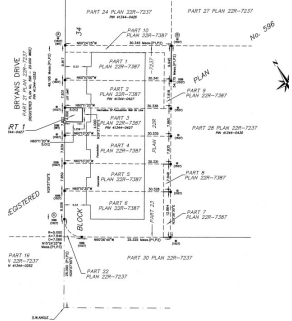
Purpose

- The applicant has requested the subject lands be exempted from Part Lot Control under the Planning Act to allow the creation of six conveyable lots, each with a dwelling unit.



3

Survey



4

Board of Directors Meeting Highlights
Held virtually via Zoom
BRA MRF Board Room
October 17, 2024 at 8:30 AM



Bluewater Recycling Association's New President A Familiar Face

Michelle Courtney, the Bluewater Recycling Association's (BRA) current controller, has been appointed president, effective Nov. 4, 2024.

"I am honoured to be appointed BRA's next president and I am excited to lead a team of talented and committed colleagues. I look forward to working closely with staff, the members, and all our stakeholders as we enter a critical phase of Ontario's circular economy journey. This journey includes the ongoing transition of Ontario's iconic Blue Box Program, as well as delivery of high quality solid waste management services for the member's waste diversion programs," Courtney wrote in the letter.

According to the letter, Courtney joined BRA as controller in 2016, joining the founding executive team and providing critical financial and strategic advice as the organization was growing and as BRA's automated collection program was being established.

She replaces Francis Veilleux, BRA's current and founding president, who has served in that role for the past 35 years. The letter states Veilleux will remain in place until the appointment becomes effective to ensure a smooth transition in leadership. His role will then become more advisory in nature until the end of the year.

"I have been blessed with such a team of professionals serving the members of the association" Veilleux wrote in the letter. "The experience has been most rewarding, and I am truly satisfied with our accomplishments together locally and in the industry. The association's solid team combined with a great foundation makes it poised to pursue the many opportunities ahead. As such, I believe it is the perfect time for me to step aside and let a new leader chart the course ahead. While too young to say I'm retiring, I expect to shift to a more casual schedule and share my special skill set to help others, where needed. Personally, I look especially forward to refocusing my time with my family that has been most supportive all these years."

The Bluewater Recycling Association was established in 1989 to promote, foster and apply the concept of environmentally conscious resource management within the membership, recognizing that municipal organizations are important contributors to the provision of environmental programs and services that better society's quality of life. It has promoted the reduction, reuse, recycling, and recovery of "waste" generated in Ontario educated and encouraged institutions, industries, businesses and individuals in the community to develop efficient methods of resource management.

2025 Budget

Effective April 1, all our members transitioned to the new full producer responsibility model where producers are 100% responsible for the operation and finance of the residential blue box program.

In 2025, the Association will no longer publish a share price as all our services are now contract based. The contractually based operations depend on the Ontario September CPI rate as published by Statistic Canada in October of every year to adjust service pricing. The September CPI came in at 1.9% in September of 2024. Our final budget will be set to reflect the change.

The last two years we experienced rapidly increasing interest rates that grew beyond our forecast. The results were a continued tight supply chain commanding higher prices for goods and capital investments. Our commodities prices recovered in 2024 and fuel prices that traditionally followed the same trend as our commodities have instead headed in the opposite direction with lower prices. Finally, the inflationary pressures drove wage increases to maintain staff and attract new people to replace our aging workforce.

After two years of deficits, the new operational and financial arrangements will be yielding a surplus that will be taking care of recent losses and enable the Association to continue its capital investments into new equipment that was delayed because of COVID.

Amendments To Four Producer Responsibility Regulations

It is important to underline at the outset that Ontario municipal governments are supportive of the outcomes-based approach taken under the RRCEA along with the provision for a strong oversight body. We also understand that this approach is new and it is important that we get these provisions right so these types of amendments are important.

We do have concerns that in each round of amendments to date including those that were made before the regulations were passed have reduced the outcomes sought (e.g., lower targets, more deductions and exemption) and weakened oversight. This runs counter to the province's ambitious targets to meet a 50% waste diversion target by 2030. As noted in the latest report by AMO entitled 2023 Ontario Baseline Waste & Recycling Report, the province needs to divert an additional 2.5 million tonnes of waste to meet its 2030 waste diversion and based on current activities has no way to achieve this target.

We are also hearing regularly from producers who expect major changes to the Blue Box regulation that will be proposed. These changes include significantly cutting some of the recycling targets like beverage containers and the removal of all public space requirements. We certainly hope this will be the case.

Finally, as many of the proposed amendments are vague and lack analysis to understand the impacts, we recommend that the detailed regulations be posted for comment before finalizing.

Right to Repair Consultation

The federal government has a goal of developing a repairability policy or approach for home appliances and consumer electronics. As municipalities are often responsible for managing the collection, recycling, and disposal of waste, we support the federal government's work on this matter.

In 2021, Ontario's Auditor General summarized the province's waste problem plainly: "The lack of government action on reducing business and industrial waste means that Ontario will be faced with questions about where to put all this waste and how to pay for it in the very near future." Indeed, estimates are that Ontario has less than 10 years left of existing landfill capacity.

Since 2017, Ontario has experienced an increase in the number of waste material diverted. Simultaneously, the overall volumes of both waste generated and waste disposed have also increased. Waste diversion volume increases have been led by greater municipal government investments in organic waste diversion programs while the diversion rates for other waste categories still needs improvement.

This is why municipal government have been advocating for additional action such as designating more materials under producer responsibility policies (e.g., more electronics and hazardous products, mattresses, carpets, clothing and other textiles, furniture and other bulky items).

From 2002-2022, although there was a 124% increase in the amount of residential organic waste composted, the amount of other residential materials recycled by weight decreased by 19%. In total, Ontario is diverting an estimated 25% - 30% of all waste generated.

A key concern is that even though more materials are being diverted from landfill, so too are the amount of materials being sent to disposal. There needs to be a greater emphasis on policies that can reduce the amount of waste being generated in the first place. This is why we are supportive of a federal repairability policy that could significantly assist in reducing the amount of waste that needs to be managed on an annual basis.

Home appliance and consumer electronics are a helpful starting point given the growth of e-waste and ongoing issues associated with fires caused by embedded batteries at waste and recycling facilities. A recent University of Waterloo study found that e-waste has tripled across the country in the last two decades. There are increasing concerns from residences about planned obsolescence. The federal government may want to consider opportunities to align the scope of products captured to home appliances and consumer electronics already caught in provincial Extended Producer Responsibility (EPR) policies (i.e., capturing the widest scope for inclusion) and as part of a longer-term strategy consider developing a list of future targeted products.

Regarding repair initiatives, several Ontario municipalities have implemented repair sessions or cafés. For instance, Peel Region has established an online "Share, Reuse, Repair Hub," providing resources to facilitate sharing, reusing, and repairing items. Similarly, York Region hosts Repair Cafés in community spaces through collaborating with NewMakeIt. These cafés typically utilize volunteers skilled in repairing electronics, small appliances, household items, and textiles. While

such efforts encourage consumers to reconsider their consumption and disposal habits for small appliances and electronics, the impact of these localized initiatives is limited. Municipally supported repair sessions are:

- 1) often highly dependent on volunteers,
- 2) require individual repair skill sets that are being lost in society overall, and
- 3) may be undermined by the increasing lack of repairability (by design) of certain manufactured items.

It is unlikely that a reliance on these diversion efforts, which are often dependent on charities, volunteers, and non-profit organizations, can adequately address with electronic and appliance waste in the long-term. Furthermore, this approach does not address industrial, commercial and institutional waste.

As this consultation states, “Repairability is a shared responsibility in Canada given provincial and territorial responsibility for consumer protection legislation”. We strongly agree that the federal government has an important role to play to drive change in this area. The policy approach should clearly establish the roles and responsibilities of the entities along the value chain. Local governments would be pleased to share their experiences in fostering behavioural change in their communities related to repair.

We would also encourage the federal government to align its repairability efforts with other waste-related efforts. Repairability policies are important to expand the life of products, reduce consumer costs, and improve environmental outcomes. However, they need to be paired with end-of-life management policies that ensure the better management of resources. This includes policies related to end-of-life management of materials like producer responsibility, data capture, mandatory recycled content mandates, disposal bans, disposal levies, and source separation requirements. The federal government should play a greater role in aligning these policies across Canada to achieve better outcomes, such as increasing the scope of appliances and consumer electronics captured under producer responsibility policies.

The Association agrees with the fundamental principle of the right to repair and building things to last. It is aware of the Right-to-Repair Directive in the European Union which will require manufacturers or sellers to repair products under warranty. We are also aware that other governments around the world are taking action to address the issue of repairability (or lack thereof).

The Association supports the federal government’s efforts to address this issue - whether that be by ensuring access to spare parts or warranties, dealing with the high cost of repair, the use of intellectual property protection to hinder repair, or planned obsolescence.

The Association recognizes that there are many approaches to the issue of repairability, and we hope that the federal government’s choices can complement and work in synergy with provincial legislation and regulations as well as with local government’s efforts in this area.

New Greenwashing Provisions

New provisions added to the Competition Act explicitly target greenwashing. As municipalities are often responsible for managing the collection, recycling, and disposal of waste, we are often called to deal with the potential impacts of products or packaging that are labelled incorrectly and, as a result, improperly disposed of at their end-of-life. Examples include items that might be inappropriately labelled in a way that implies that they can be recycled, composted or flushed when municipal systems cannot handle them. Local governments incur the direct costs to manage these materials, and in the case of many products that are labelled as flushable and/or compostable, these products can damage municipal infrastructure.

The Competition Bureau has posed specific questions about environmental benefit claims. These questions focus on claims that are commonly made but are less likely to be based on adequate and proper testing. From municipal experience, we can state that claims about compostability and flushability are two of the most frequent environmental assertions. Testing and certification for compostability does not guarantee an item will compost adequately under municipal or backyard composting system conditions. Compostability testing takes place under ideal temperature and retention times and is not representative of the compost system used by most municipalities. It is also important to note that many municipalities do not provide food waste composting for residents. Additionally, compostability testing does not evaluate the material in anaerobic digestion systems that are becoming more commonly used for municipal organic processing.

We are not aware of any third-party certification standards to evaluate items labelled as flushable. Guidelines developed by manufacturers are not adequate to protect public infrastructure and cost Canadian utilities millions of dollars annually. It should be prohibited to label a product other than toilet paper flushable until a third-party standard is developed and widely available.

Consideration should also be given to challenges with products claiming “chemical free” formulations that often contain traces of manufacturing substances. While these may be undetectable in low concentrations, they accumulate in municipal processing facilities such as wastewater collection and treatment facilities and can harm environmental and human health. Many substances also remain unregulated due to insufficient scientific research in determining their potential harm. A prime example is PFAS (a class of per- and polyfluoroalkyl substances). In such cases, precautionary principles should be applied before making any environmental claims.

Given the global supply chain and the many consumer products utilized, there could be efficiency in adopting similar standards/timelines as other jurisdictions. The policy conversation about appropriate labelling and environmental claims is occurring across the globe. We note that the UK will require mandatory “recycle” or “do not recycle” labelling by March 31, 2026 for most packaging types and by March 31, 2027 for plastic films and flexibles. Both the UK and Australia seem to have made large in-roads into improving information available to consumers through the On-Pack Recycling Label and the Australasian Recycling Label.

These standards should however consider national and provincial conditions to ensure the materials can be properly managed through recycling, compost or wastewater collection and treatment facilities. Where no standards exist that can verify claims, labels should not be used.

Airlines Can Now Recycle From International Flights To The U.S.

Through the new program, it's estimated that incoming passengers will generate over 67 million pounds of recyclables on international flights

Historically, recycling has not been permitted on international flights into the U.S., as the Animal and Plant Health Inspection Service (APHIS) has mandated the incineration or sterilization of all regulated garbage waste upon arrival.

U.S. Customs and Border Protection (CBP) is now participating in a new program enabling airlines to recycle single-use aluminum, paper, and plastic products used during international flights arriving in the United States. This aligns with CBP's Green Trade Strategy, which governs the agency's efforts to "advance environmental sustainability, climate resilience, and green innovation".



This new program will allow international airlines to recycle once appropriate safeguarding measures have been implemented, protecting American agriculture against foreign pests and pathogens while promoting the sustainability of the airline industry.

In addition to its ongoing mission of securing the nation's borders, CBP, in partnership with U.S. Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) and the International Air Transport Association (IATA), will work with airlines and port authorities at U.S. international airports to set up local policy and procedures for recycling single-use products based on the resources available within each airport's environment.

APHIS and CBP will evaluate and approve airlines prior to granting permission to recycle on their international aircraft. The two agencies jointly regulate and enforce the handling of catering waste on foreign-origin aircraft as part of the Regulated Garbage program.

The new recycling program provides benefits ranging from resource conservation to energy savings. According to the U.S. Environmental Protection Agency (EPA), recycling just 10 plastic bottles saves enough energy to power a laptop for more than 25 hours.

With over 120 million international passengers arriving in the United States annually, it is estimated that incoming passengers will generate over 67 million pounds of recyclables on international flights. This collaboration will lead to a reduction in the amount of material requiring incineration or sterilization, thereby lowering energy consumption and further contributing to sustainable practices in international aviation.

TerraCycle Provides Convenient Solution For Recycling Halloween Candy Wrappers

Zero Waste Boxes help keep flexible plastic-based candy wrappers out of landfill

Flexible plastic-based candy packaging and wrappers are not typically recycled through curbside recycling services.



After the Halloween

costumes come off and the sugar highs come down, there's a frightening amount of non-recyclable waste left over, according to Canadian recycling industry data. Most candy wrappers are tricky to recycle because they are made from a mix of materials, including polypropylene, aluminum foil, and paper. So when the parties are over and trick or treating is done, piles of candy wrappers end up in the trash.

TerraCycle's Zero Waste Box provides a convenient recycling solution for all brands of flexible plastic-based candy packaging and wrappers, which are not typically recycled through curbside recycling services.

In North America, TerraCycle has recycled nearly 20 million candy wrappers and snack packaging through our Zero Waste Boxes to date.

When placed in public spaces such as schools, community centres, local businesses, and neighborhood parks, Candy and Snack Wrappers Zero Waste Boxes encourage people to responsibly dispose of their wrappers instead of tossing items on the ground.

And for a special Halloween treat, TerraCycle created spooky versions of the Halloween Treat Wrappers Zero Waste Box and Halloween Treat Wrappers Zero Waste Pouch, available for a limited time only.

When full, the boxes and pouches can be returned to TerraCycle for processing. The collected waste will be cleaned, melted, and recycled into pellets that can be used to make new products.

TerraCycle specializes in recycling complex waste streams and created Zero Waste Boxes for hard-to-recycle waste that isn't typically recycled through local services.

AG Bonta Sues ExxonMobil for Deceiving the Public on Recyclability of Plastic Products

The first-of-its-kind lawsuit seeks to hold one of the largest petrochemical companies in the world accountable for misleading the public on plastic's recyclability and polluting California's environment and communities

California Attorney General Rob Bonta announced the filing of a lawsuit against ExxonMobil for allegedly engaging in a decades-long campaign of deception that caused and exacerbated the global plastics pollution crisis. In a complaint filed in the San Francisco County Superior Court, the Department of Justice alleges that ExxonMobil has been deceiving Californians for half a century through misleading public statements and slick marketing promising that recycling would address the ever-increasing amount of plastic waste ExxonMobil produces. Through this lawsuit, the Attorney General seeks to compel ExxonMobil, which promotes and produces the largest amount of polymers—essentially the building blocks used to make single-use plastic—that become plastic waste in California, to end its deceptive practices that threaten the environment and the public. Attorney General Bonta also seeks to secure an abatement fund, disgorgement, and civil penalties for the harm inflicted by plastics pollution upon California's communities and the environment.

ExxonMobil is the world's largest producer of polymers used to make single-use plastics. These materials are produced by ExxonMobil from fossil fuels and are then molded (by other companies) into single-use plastic. For decades, ExxonMobil, one of the most powerful companies in the world, falsely promoted all plastic as recyclable, when in fact the vast majority of plastic products are not and likely cannot be recycled, either technically or economically. This caused consumers to purchase and use more single-use plastic than they otherwise would have due to the company's misleading public statements and advertising. For instance, through a trade group launched to promote recycling as an alternative to reducing plastics consumption, ExxonMobil placed a 12-page editorial-style advertisement in a July 1989 edition of *Time* magazine titled "The URGENT NEED TO RECYCLE." This "advertorial" highlighted recycling as a smart solution for plastic waste and efforts to further recycling and recycling technology. Since 1970, ExxonMobil, through this trade association, also adapted and promoted the chasing arrows symbol for plastics. This symbol is now strongly associated with recycling and consumers are led to believe that items with the symbol can and will be recycled when placed in the recycling stream. In reality, only about 5 percent of U.S. plastic waste is recycled, and the recycling rate has never exceeded 9 percent.

More recently, ExxonMobil continues to deceive the public by touting "advanced recycling" as the solution to the plastic waste and pollution crisis. "Advanced recycling" (also known as "chemical recycling") is an umbrella term used by the plastics industry to describe a variety of heat or solvent-based technologies that can theoretically convert certain types of plastic waste into petrochemical feedstock, which can be used to make new plastic. Under its "advanced recycling" program, ExxonMobil uses heat to break down plastic waste. ExxonMobil promotes its "advanced recycling" program as a breakthrough in technology that will make plastics sustainable but hides important truths about its technical limitations, including that:

- The vast majority—92 percent—of plastic waste processed through ExxonMobil's "advanced recycling" technology does not become recycled plastic, but rather primarily fuels,

- The plastics that are produced through ExxonMobil's "advanced recycling" process contain so little plastic waste that they are effectively virgin plastics deceptively marketed as "circular" (co-opting a term typically understood as a full circle of sustainable reuse, where waste becomes raw material) and sold at a premium,
- ExxonMobil's "advanced recycling" process cannot handle large amounts of post-consumer plastic waste such as potato chip bags without risking the safety and performance of its equipment,
- Plastics produced through ExxonMobil's "advanced recycling" program, in ExxonMobil's best case scenario, will only account for less than one percent of ExxonMobil's total virgin plastic production capacity, which continues to grow.

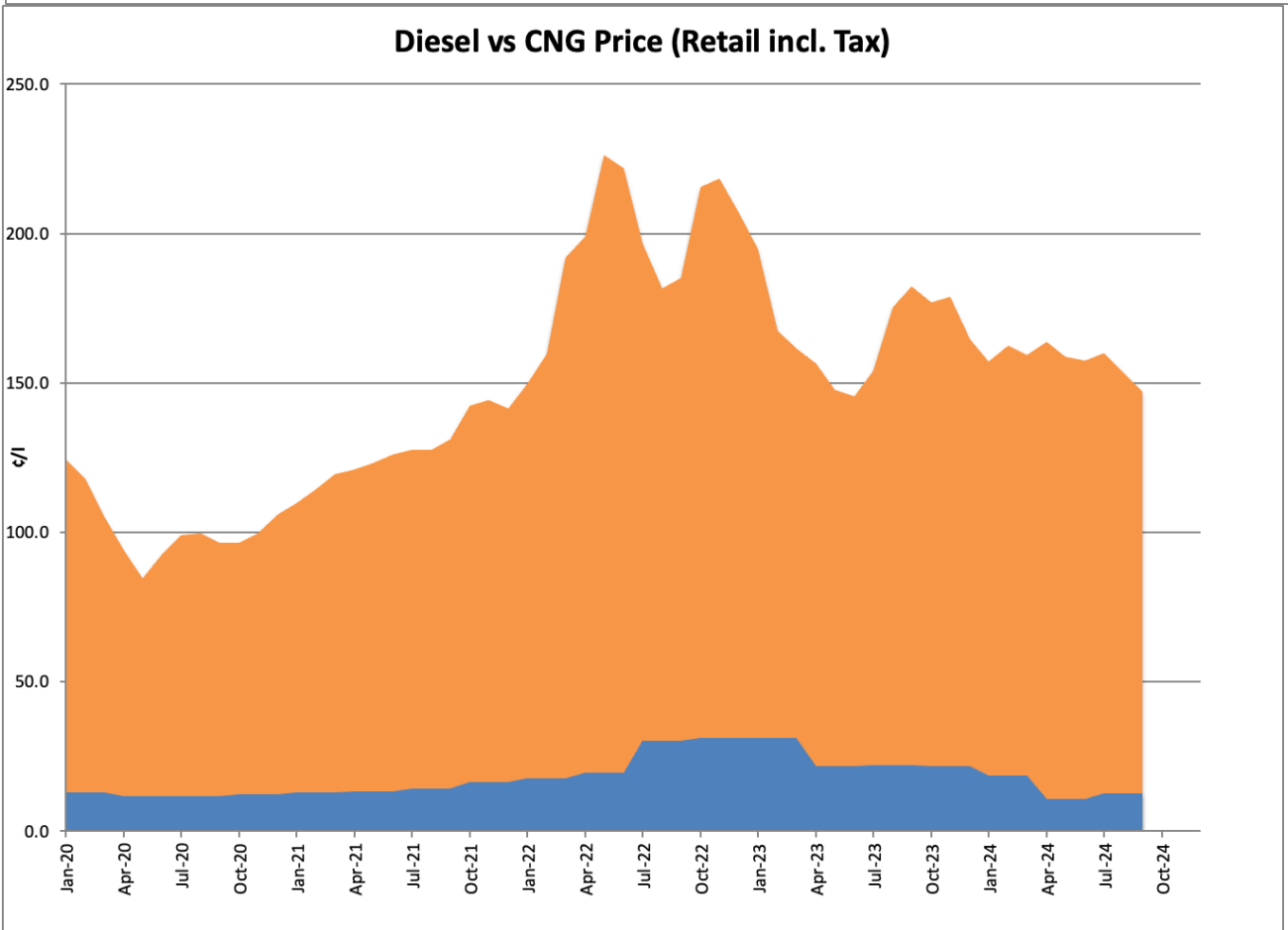
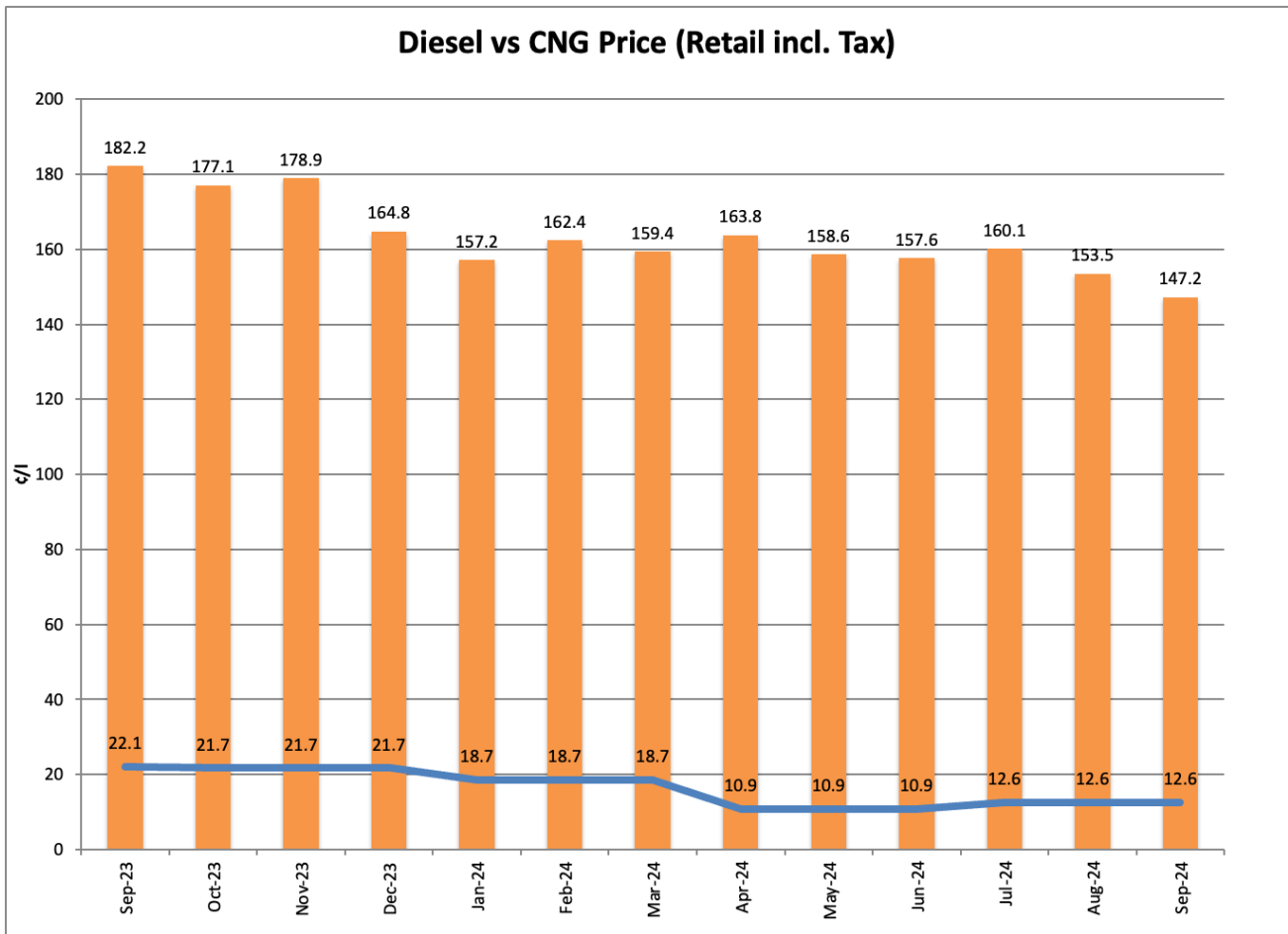
ExxonMobil's "advanced recycling" program is nothing more than a public relations stunt meant to encourage the public to keep purchasing single-use plastics that are fueling the plastics pollution crisis.

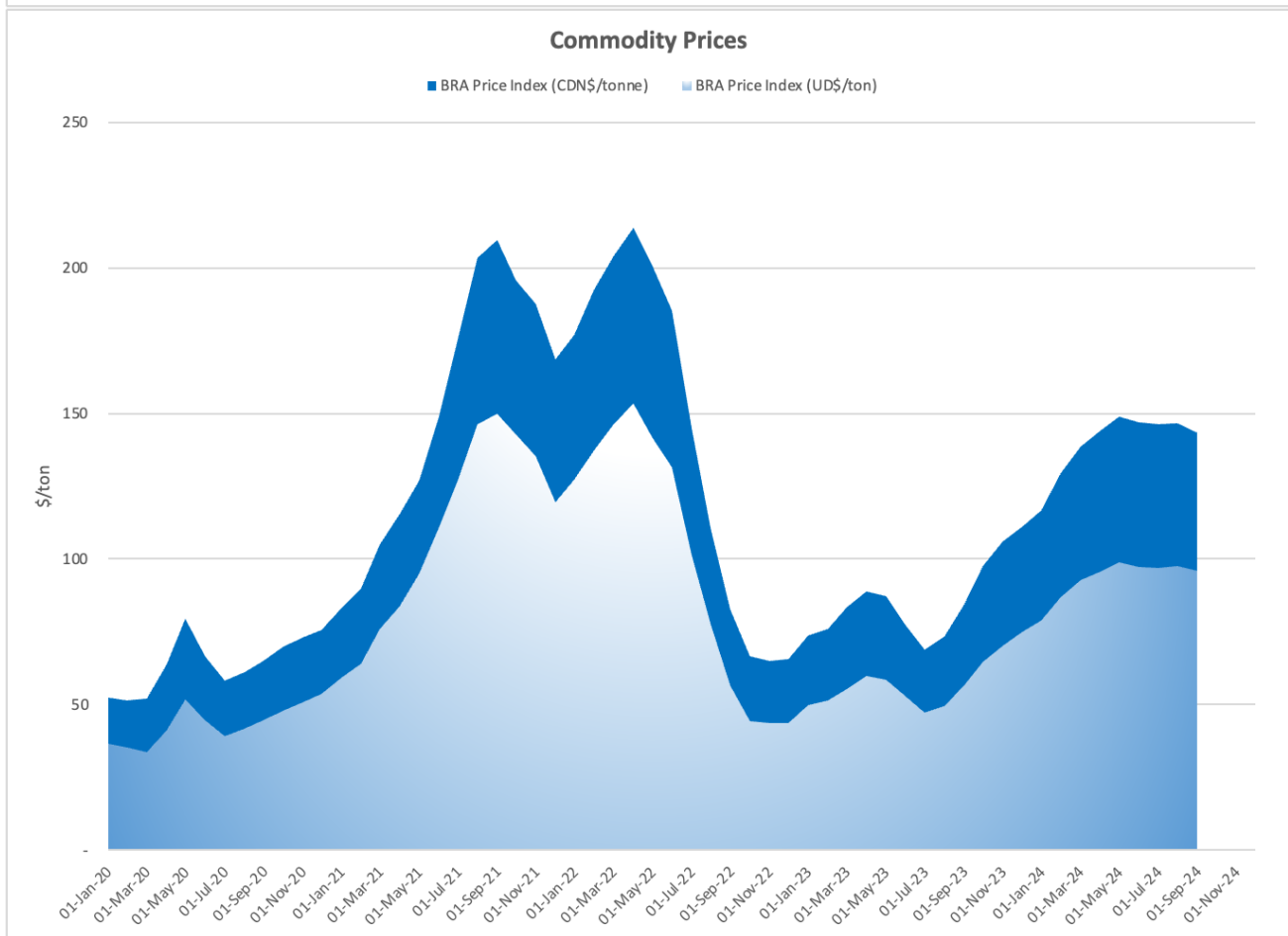
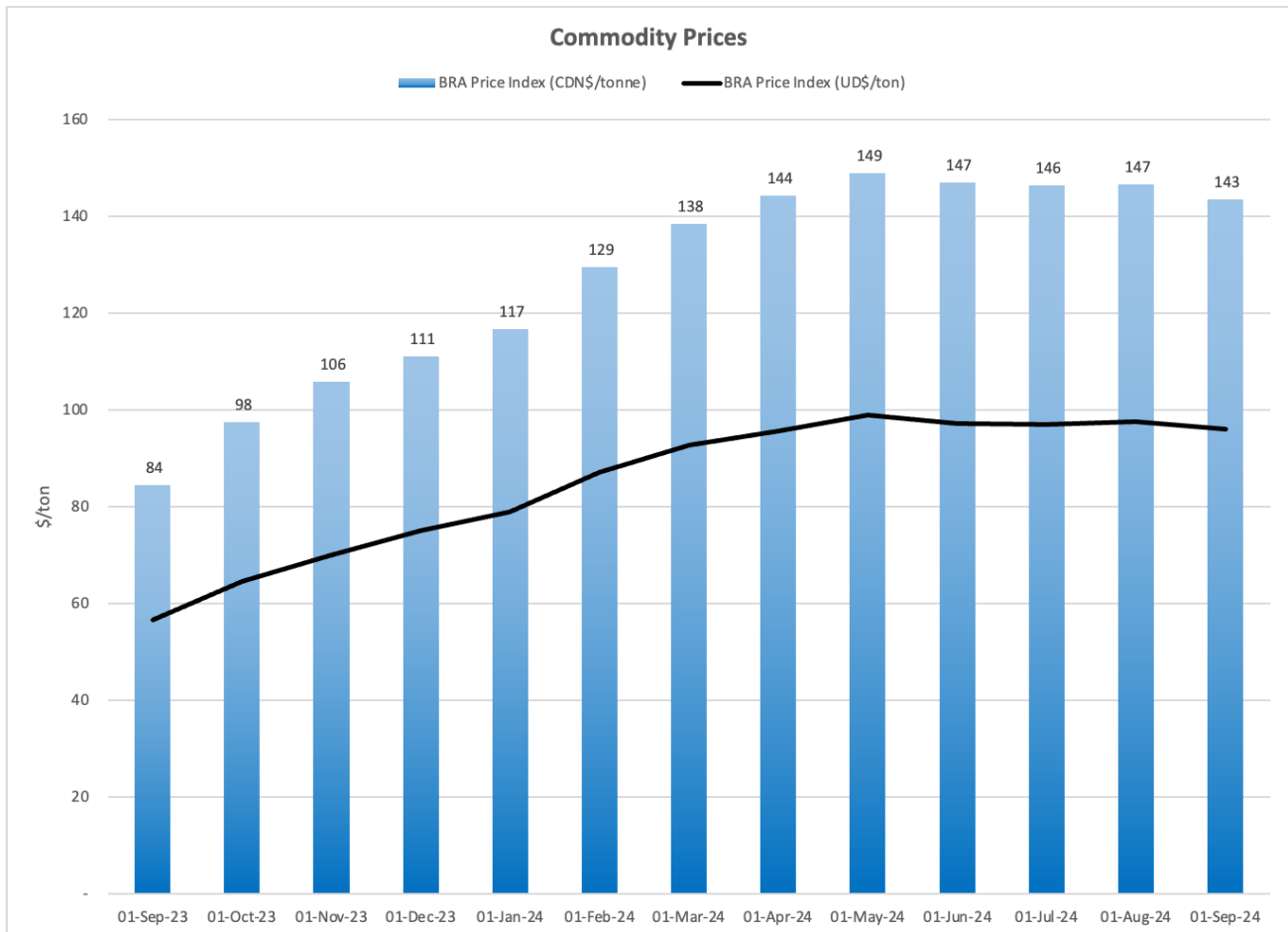
ExxonMobil produces the largest amount of single-use plastic that becomes plastic waste. Since 1985, more than 26 million pounds of trash has been collected from California beaches and waterways, approximately 81 percent of which is plastic. Most of the plastic items collected on the annual California Coastal Cleanup Day can be traced to ExxonMobil's polymer resins.

Threats Posed by Plastic to the Environment and California Communities

The global plastics waste and pollution crisis has been driven by the fossil fuel and petrochemical industries. Around the world each year, an estimated 12.1 million tons of plastic waste become aquatic pollution, and 19.8 million tons are polluted to land. Together, that is the equivalent of 4 garbage trucks of plastic waste polluted in the water or land every minute.

Single-use plastics—plastic packaging, bags, straws, disposable plasticware and utensils, and other products that are typically used once, then disposed—comprise most of the plastic waste that escapes into the environment. Plastic does not biodegrade, instead breaking down into smaller pieces called microplastics. Microplastics have been found in drinking water, food, and even the air people breathe. More recently, microplastics have been found inside the human body: in our lungs, blood, and in breast milk. Through its deception, ExxonMobil has caused or substantially contributed to plastic pollution that has harmed and continues to harm California's environment, wildlife, and natural resources.





**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

October 15, 2024

Via email: doug.fordco@pc.org

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

Dear Honourable Doug Ford

Re: Heritage Advisory Committee

Please be advised that South Huron Council passed the following resolution at their October 7, 2024, Regular Council Meeting:

Motion: 355-2024
Moved By: Aaron Neeb
Seconded by: Marissa Vaughan

Whereas the South Huron Heritage Advisory Committee has presented a letter to South Huron Council outlining concerns regarding heritage preservation in South Huron; and

Whereas prior to Royal Assent of the More Homes Built Faster Act, 2022 Subsection 29(1.2) of the Ontario Heritage Act provided Council of a Municipality the opportunity to give a notice of intention to designate a property within 90 days of a prescribed event; and

Whereas the More Homes Built Faster Act, 2022 amended Subsection 29(1.2) of the Ontario Heritage Act to provide that Council may give notice of intention to designate a property only if the property is listed in the register under subsection 27 (3), or a predecessor of that subsection, as of the date of the prescribed event; and

Whereas the Heritage Advisory Committee has noted concerns regarding this amendment limiting the authority of municipal councils to designate properties with the potential to undermine the effectiveness of heritage preservation efforts across the province; and

Whereas the Heritage Advisory Committee has provided correspondence, attached hereto, to South Huron Council in relation to the concerns requesting Council support and to communicate these concerns to the Province and forward a copy of this motion to the Association of Municipalities of Ontario, Municipal Councils across the province, and Provincial MPP.

Now therefore be it resolved that the Corporation for the Municipality of South Huron request the Province reconsider the amendment to Subsection 29(1.2) of the Ontario Heritage Act; and that this motion and attached correspondence be forwarded to the Premier of Ontario, Minister of Municipal Affairs and Housing, Minister of Citizenship and Multiculturalism, Association of Municipalities of Ontario, Municipal Councils across the province and MPP Thompson

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southuron.ca
519-235-0310 x. 232

Encl.

cc: Minister of Municipal Affairs and Housing, Hon. Paul Calandra, Paul.Calandra@pc.ola.org ; Minister of Citizenship and Multiculturalism, Hon. Michael Ford, Michael.Ford@pc.ola.org; MPP Huron-Bruce, Hon. Lisa Thompson, Lisa.Thompson@pc.ola.org; AMO, resolutions@amo.on.cam, Township of Ashfield-Colborne-Wawanosh, info@acwtownship.ca, Municipality of Bluewater, info@municipalityofbluewater.ca , Municipality of Central Huron, info@centralhuron.com, Town of Goderich, townhall@goderich.ca, Township of Howick, clerk@howick.ca, Municipality of Huron East, clerk@huroneast.com, Municipality of Morris-Turnberry, mail@morristurnberry.ca, Township of North Huron, clamb@northhuron.ca, Municipality of North Perth, info@northperth.ca , Township of Perth South, lscott@perthsouth.ca, Township of Perth East, acarater@pertheast.ca, Municipality of West Perth, clerk@westperth.com, Town of St. Marys, clerksoffice@town.stmarys.on.ca, City of Stratford, clerks@stratford.ca, Municipality of Brook-Alvinston, idenkers@brookealvinston.com, Township of Dawn-Euphemia, clerk@dawneuphemia.on.ca, Township of Enniskillen, dmctavish@enniskillen.ca, Municipality of Lambton Shores, clerks@lambtonshores.ca, Village of Oil Springs, clerk@oilsprings.ca, Town of Petrolia, petrolia@petrolia.ca, Town of

**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

Plympton-Wyoming, ekwarciak@plympton-wyoming.ca, Village of Point Edward, jburns@villageofpointedward.com, City of Sarnia, clerks@sarnia.ca, Township of St. Clair, webmaster@twp.stclair.on.ca, Township of Warwick, info@warwicktownship.ca, Municipality of Adelaide-Metcalfe, info@adelaidemetcalfe.on.ca, Municipality of Lucan-Biddulph, clerk@lucanbiddulph.on.ca, Municipality of Middlesex Centre, hutson@middlesexcentre.ca, Municipality of North Middlesex, ashleyk@northmiddlesex.on.ca, Municipality of Southwest Middlesex, abushell@southwestmiddlesex.ca, Municipality of Strathroy-Caradoc, bdakin@strathroy-caradoc.ca, Municipality of Thames Centre, tmichiels@thamescentre.on.ca, Village of Newbury, case@newbury.ca.

July 31, 2024

The Heritage Advisory Committee for the Municipality of South Huron wishes to thank South Huron Council for their support of resolution 128-2024 of March 18, responding to the Town of Coburg's request of February 28 for support regarding a proposed amendment to subsection 27(16) of the Ontario Heritage Act.

In addition to the concerns South Huron council supported in resolution 128-2024, our committee would like to add that we have additional concerns about amendments to the Ontario Heritage Act implemented by Bill 23 that have direct impact on our local community and - more broadly - the Province of Ontario.

Specifically, subsection 29 (1.2) of the Heritage Act traditionally provided that if a prescribed event occurs, a notice of intention to designate a property must be given within 90 days of the prescribed event. These prescribed events include the submission of development applications under the Planning Act, for example. However, with changes from Bill 23, this subsection is re-enacted to also provide that the municipality may only give a notice of intention to designate the property within 90 days if the property was already included in the register under subsection 27 (3) as of the date of the prescribed event.

This raises significant concerns for our committee. Specifically, we are troubled by the proposed amendments that would limit the authority of municipal councils to designate properties that are not already listed on a municipal register. In South Huron, like many other municipalities around Ontario, there are countless significant structures that are not yet listed under subsection 27 (3), and these changes significantly limit efforts of council to react to proposed demolitions of significant heritage properties in our municipality after planning applications are made.

We believe that these changes have the potential to undermine the effectiveness of heritage preservation efforts in our community and across the province. By weakening the protections afforded to heritage properties and reducing the ability of municipalities to designate and safeguard significant sites, we risk irreparable loss to our built and cultural heritage.

We urge council to carefully consider the implications of the changes to the Ontario Heritage Act under Bill 23 and to advocate for amendments that strengthen rather than weaken heritage preservation efforts. Specifically, we would ask that the province re-establish the 90 day period that had previously been a part of the Ontario Heritage Act for all properties, not just those already listed in the register under subsection 27 (3).

We ask that you pass a resolution to add our specific concerns to those you have already supported, and communicate these to the Province of Ontario. We also ask that you circulate this letter and seek the support of other municipalities.

Thank you for your attention to this important matter, and we look forward to our continued work together.

Sincerely,

South Huron Heritage Advisory Committee

Sample Resolution:

Whereas prior to Royal Assent of the More Homes Built Faster Act, 2022 Subsection 29(1.2) of the Ontario Heritage Act provided Council of a Municipality the opportunity to give a notice of intention to designate a property within 90 days of a prescribed event; and

Whereas the More Homes Built Faster Act, 2022 amended Subsection 29(1.2) of the Ontario Heritage Act to provide that Council may give notice of intention to designate a property only if the property is listed in the register under subsection 27 (3), or a predecessor of that subsection, as of the date of the prescribed event;

Whereas the Heritage Advisory Committee has noted concerns regarding this amendment limiting the authority of municipal councils to designate properties with the potential to undermine the effectiveness of heritage preservation efforts across the province; and

Whereas the Heritage Advisory Committee has provided correspondence, attached hereto, to South Huron Council in relation to the concerns requesting Council support and to communicate these concerns to the Province and forward a copy of this motion to the Association of Municipalities of Ontario, Municipal Councils across the province, and Provincial MPP.

Now therefore be it resolved that the Corporation for the Municipality of South Huron request the Province reconsider the amendment to Subsection 29(1.2) of the Ontario Heritage Act; and that this motion and attached correspondence be forwarded to the Premier of Ontario, Minister of Municipal Affairs and Housing, Minister of Citizenship and Multiculturalism, Association of Municipalities of Ontario, Municipal Councils across the province and MPP Thompson.



**NOTICE OF A PUBLIC MEETING CONCERNING A
PROPOSED TEMPORARY USE BY-LAW
AFFECTING THE MUNICIPALITY OF CENTRAL HURON**

TAKE NOTICE that Council of the Corporation of the Municipality of Central Huron will hold a public meeting on **Monday, November 4th, 2024 at 5 pm** in the Council Chambers of the Central Huron Municipal Office or via electronically to consider the following proposed zoning by-law amendment to allow a temporary use under Section 34 and Section 39 of the Planning Act.

File: CHu Z04-2024
Applicant: Scott Townsend
Owner: Scott Townsend Plumbing & Heating Inc
Location of Property: Part Lots 347- 349, Plan 333, East Ward, Municipality of Central Huron
 (214 James Street, Clinton)

Purpose and Effect:

This application is for a temporary use by-law that proposes to allow the use of the subject lands for a three year period for a plumbing business with a maximum of four vehicles associated with the business permitted to be parked on the property.

BE ADVISED that the Council of the Corporation of the Municipality of Central Huron considered this application to be complete on October 8, 2024.

If you are an owner of any land containing seven or more residential units, you are requested to post this notice in a location that is visible to all the residents.

PARTICIPATION IN THE PLANNING PROCESS

Persons wishing to participate in the planning process are strongly encouraged to send their comments, questions or concerns via email, mail or telephone to Craig Metzger, Senior Planner at cmetzger@huroncounty.ca (519-524-8394 ext. 3235) or to Belinda Axford, Building & Planning Assistant, Municipality of Central Huron at baxford@centralhuron.com (519-482-3997 ext. 1236).

If you wish to be notified of the decision of the Municipality of Central Huron on the proposed zoning by-law amendment or are mailing comments, you must mail them to: Central Huron Municipal Office 23 Albert St., PO Box 400, Clinton, ON N0M 1L0. Attention to Belinda Axford.

Any person may attend the public meeting via telecommunication and/or make written or verbal representation either in support or in opposition to the proposed zoning by-law amendment.

Council meetings are currently being conducted in a hybrid manner both in person and electronically. For those persons who wish to participate orally at the meeting, there is an option to join the electronic meeting; please visit <https://calendar.centralhuron.ca/default/Month> or call Belinda Axford, Building & Planning Assistant, 519-482-3997 ext. 1236 for instructions on how to join the meeting.

APPEAL RIGHTS

Members of the public do not have the right to appeal the decision on this zoning by-law amendment application; only the applicant, the property owner, the Minister of Municipal Affairs and Housing, a specified person under the Planning Act or public body that has an interest in the matter, may appeal the decision. Please refer to the County of Huron website for details about appeal rights:

<https://www.huroncounty.ca/plandev/guides-and-resources/planning-procedures/additional-appeal-information>

ADDITIONAL INFORMATION relating to the proposed zoning by-law amendment is available for inspection on the Central Huron website <http://www.centralhuron.com/agendas-minutes> or please call the Senior Planner, Craig Metzger at (519) 524-8394 ext. 3235.

Dated at the Municipality of Central Huron this 11th day of October, 2024.

Rachel Anstett, Clerk
Municipality of Central Huron

The Corporation of The Municipality of Central Huron

BY-LAW XX-2024

WHEREAS Section 39 of the Planning Act, RSO 1990 authorizes a municipality to pass a by-law under Section 34 of the Planning Act, RSO 1990, for the purpose of authorizing the temporary use of lands, or structures for a purpose otherwise prohibited by the by-law;

WHEREAS the Municipal Council of the Corporation of the Municipality of Central Huron considers it advisable to amend Zoning By-law 40-2010, as amended, of the Corporation of the Municipality of Central Huron;

NOW THEREFORE, the Council of the Corporation of the Municipality of Central Huron **ENACTS** as follows:

1. This temporary use by-law shall apply to the property at Part Lots 347- 349, Plan 333, East Ward, Municipality of Central Huron, municipally known as 214 James Street, Clinton, as shown on the attached Schedule C.
2. By-law 40-2010 is hereby temporarily amended by changing the zoning of the subject lands from R1 (Residential Low Density) to R1-45 (Residential Low Density – Special Zone) on Key Map 26G as shown on Schedule C.
3. Section 21.13 of By-law 10-2010 is hereby temporarily amended by adding the following:

21.13.36 R1-45

Notwithstanding the provisions of Section 21.1 to the contrary, in the R1-45 zone, a commercial plumbing business is permitted to be operated within an existing building. A maximum of four vehicles associated with the plumbing business may be parked at the property. This temporary zone shall be in effect until November 4, 2027.
4. Upon the expiry of the temporary use by-law, Key Map 26G shall be automatically amended to remove the R1-45 zone and return the property to an R1 zone and the R1-45 special zone provision shall be automatically removed from By-law 40-2010.
5. Upon the expiry of the time period during which the authorization of the temporary use described in paragraph 3 is in effect, Section 34(9)(a) of the Planning Act, RSO 1990, does not apply so as to permit the continued use of the land, buildings, or structures for the temporary use.
6. Schedules A, B, & C attached hereto are declared to be part of this By-law.
7. All other provisions of By-law 40-2010, as amended, shall apply.
8. This by-law shall come into effect pursuant to Sections 34 & 39 of the Planning Act, RSO, 1990.

Read a first and second time this 4th day of November, 2024.

Read a third time and finally passed this 4th day of November, 2024.

THAT THIS BY-LAW BE ENACTED, SIGNED AND SEALED THIS 4TH DAY OF NOVEMBER, 2024.

Jim Ginn, Mayor

Rachel Anstett, Clerk

Schedule A to By-law XX-2024

By-Law XX-2024 has the following purpose and effect:

This Temporary Use By-law Amendment affects the property at Part Lots 347- 349, Plan 333, East Ward, Municipality of Central Huron, municipally known as 214 James Street, Clinton.

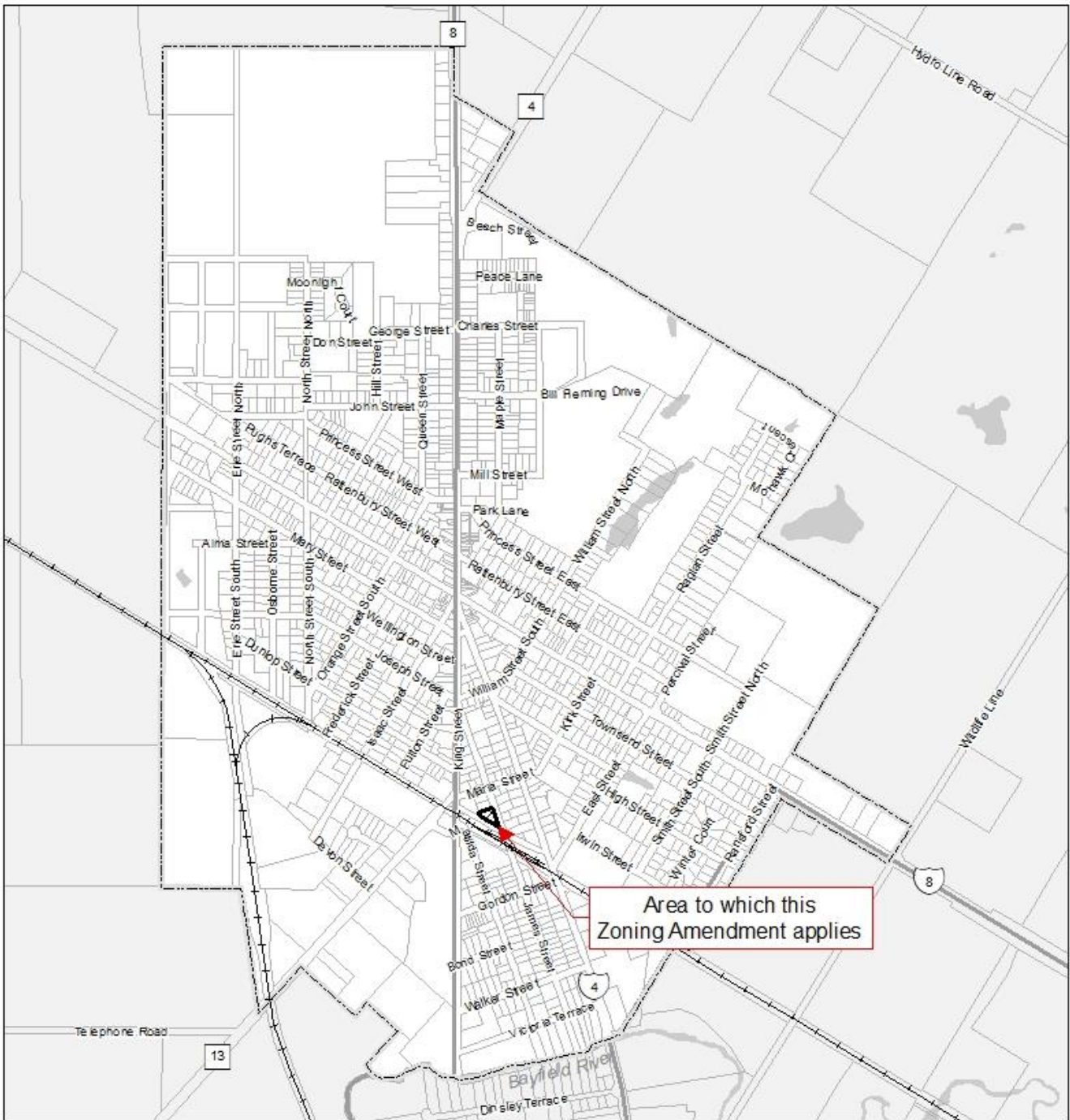
This application is for a temporary use by-law that proposes to allow the temporary use of the subject lands for a three year period for a plumbing business with a maximum of four vehicles associated with the business permitted to be parked on the property. The temporary use by-law is in effect until November 4, 2027.

This By-law amends Zoning By-law #40-2010 of the Municipality of Central Huron. Maps showing the location of the land to which this by-law applies are shown on the following pages.

Schedule B to By-law XX-2024

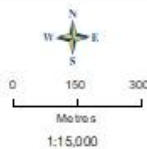
Municipality of Central Huron
Location Map

East Ward
(Clinton)



Produced by the County of Huron GIS Services with data supplied under License by Members of the Ontario Geospatial Data Exchange, MVCA, ABCA, SVCA, UTRCA and MNR&F. Orthorectified from 2020.
This map is illustrative only. Do not rely on it as a precise indicator of routes, feature locations, nor as a guide to navigation.
Copyright © King's Printer 2024.

Last Modified 10/9/2024




Schedule C to By-law XX-2024

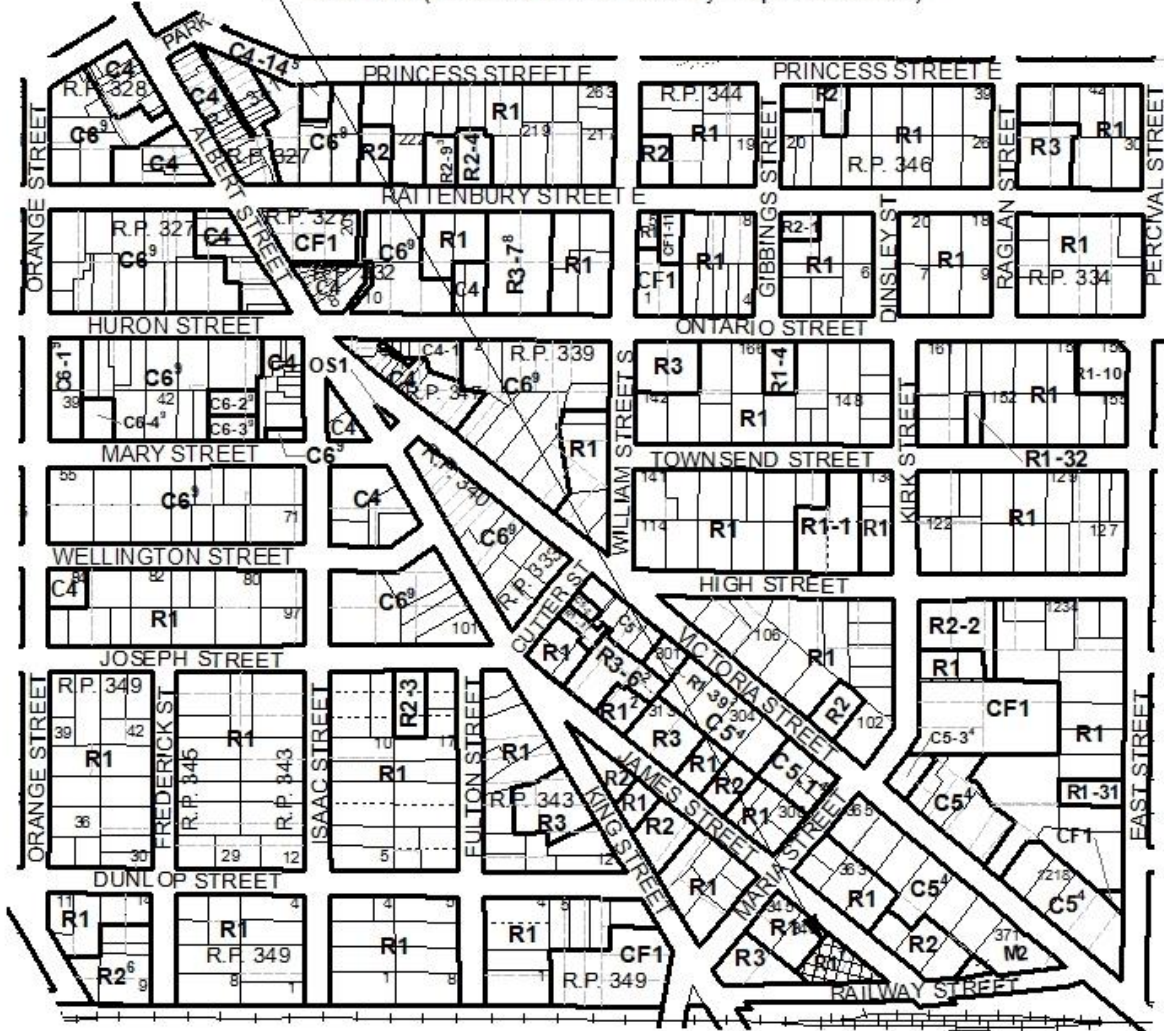
Amendments











- 1 Amended by By-law 34-2011
- 2 Amended by By-law 09-2012
- 3 Amended by By-law 41-2014
- 4 Amended by By-law 63-2016
- 5 Amended by By-law 53-2019
- 6 Amended by By-law 45-2020
- 7 Amended by By-law 61-2021
- 8 Amended by By-law 91-2021
- 9 Amended by By-law 27-2022

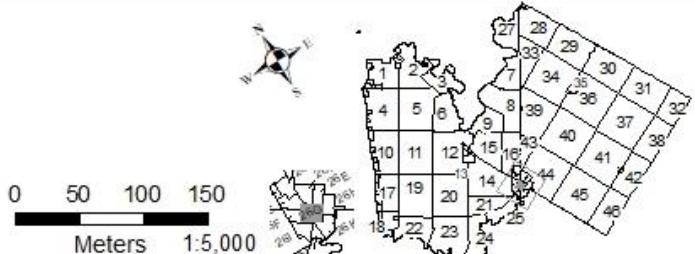
REVISION DATE October 08, 2024

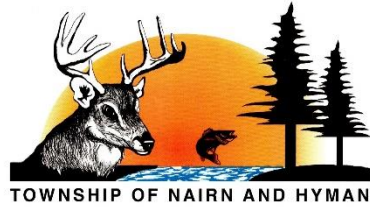
KEY MAP 26G
SCHEDULE A
CENTRAL HURON
EAST WARD
 Clinton

 Temporary zone change from R1 (Residential Low Density) to R1-45 (Residential Low Density - Special Zones)



	NE1 - Full Protection		Zone (AG1 unless otherwise labeled)
	NE2 - Limited Protection		Parcel Fabric
	Rivers / Waterbodies		Municipal Boundary
	Conservation Authority Notification Areas / Adjacent Lands		Urban Designation
			Railway
			Roads





October 11, 2024

Sent via email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

RE: Opposition to the Transportation and Deposition of Naturally Occurring Radioactive Material (NORM) and Mine Tailings from the Former Beaucage Mine and Waste Site

On behalf of the Councils of the Corporation of the Township of Nairn and Hyman and the Corporation of the Township of Baldwin, we are formally submitting the attached joint resolution regarding our serious concerns over the proposed transportation and deposition of radioactive naturally occurring materials (NORM) to the Agnew Lake Tailings Management Area (ALTMA).

Our Councils recently convened a Joint Emergency Meeting on October 2, 2024, to discuss this matter in response to information presented at a Town Hall Meeting on September 11, 2024, by the Ministry of Mines, the Ministry of Transportation, and the Canadian Nuclear Safety Commission. During our deliberations, it became evident that the materials slated for transport are not correctly categorized as NORM, but rather as mine tailings containing not only radioactive substances like niobium and uranium but also other hazardous heavy metals.

We are gravely concerned about the potential environmental and health impacts this project may have, particularly on Agnew Lake—a critical drinking water source for our communities. Our position is that ALTMA should be remediated using clean materials to mitigate existing contamination rather than accepting additional hazardous materials that could exacerbate environmental harm.

This joint resolution calls upon your government and relevant ministries to halt any further actions related to the transportation of this hazardous product to the ALTMA site. The resolution reads as follows:

RESOLUTION # 2024-EM2-12

DATED: October 2, 2024

MOVED BY: Vern Gorham

SECONDED BY: Jason Cote

WHEREAS the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin convened a Joint Emergency Meeting on Wednesday, October 2, 2024 to discuss the proposed plan to transport and deposit radioactive naturally occurring materials (NORM) at the Agnew Lake Tailings Management Area (ALTMA); and

WHEREAS the Councils reviewed information received from the Ministry of Mines, the Ministry of Transportation and the Canadian Nuclear Safety Commission regarding this proposed plan at the Town Hall Meeting dated September 11, 2024; and

WHEREAS the Councils strongly agree that the materials that are planned to be deposited are not correctly defined as naturally occurring radioactive materials but rather mine tailings that contain not only the radioactive substance Niobium and uranium but also contain heavy metals that pose significant environmental and health risks; and

WHEREAS there are significant concerns regarding the potential contamination of drinking water sources, particularly Agnew Lake, which many residents rely on for safe drinking water; and

WHEREAS the Councils agree that the Agnew Lake Tailings Management Area (ALTMA) needs to be remediated using clean materials to mitigate the existing environmental impacts, rather than being used for the deposition of additional hazardous materials; and

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin formally oppose the transportation and deposition of these materials from the former Beaucage Mine and Waste Site, Nipissing First Nations lands and adjacent lands operated by the Ministry of Transportation to the Agnew Lake Tailings Management Area; and

BE IT FURTHER RESOLVED THAT the Council of the Corporation of the Township of Nairn and Hyman and the Council of the Corporation of the Township of Baldwin respectfully demand that the Province of Ontario, the Ministry of Mines, the Ministry of Transportation, the Canadian Nuclear Safety Commission provide answers to our questions and that the municipalities receive notification of all forward movements of this project; and

THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable George Pirie, the Minister of Mines; the Honourable Prabmeet Sarkaria, the Minister of Transportation; the Honourable Andrea Khanjin, the Minister of the Environment, Conservation and Parks; Chief Toulouse and Sagamok Anishnawbek Council Members; Chief Nootchtai and Atikameksheng Anishnawbek Council Members; Chief Rodney Nahwegahbow and the Whitefish River First Nation Council Members; Chief Patsy Corbiere and the Aundeck Omni Kaning First Nation Council Members; the United Chiefs and Council of Mnidoo Mnising; Ontario Ombudsman; the Canadian Nuclear Safety Commission; the Canadian Environmental Law Association; MP Carol Hughes; MPP Michael Mantha; the Association of Ontario Municipalities and all Ontario Municipalities.

CARRIED

We respectfully request your immediate attention to this matter and urge the Province of Ontario to prioritize the protection of our community's health, safety, and environmental integrity.

For more information regarding this matter, please contact our municipal office by email at belindaketchabaw@nairncentre.ca or by phone at (705) 869-4232.

Yours truly,



Belinda Ketchabaw
CAO Clerk Treasurer
Township of Nairn and Hyman

Cc:

Honourable George Pirie, the Minister of Mines
Honourable Prabmeet Sarkaria, the Minister of Transportation
Honourable Andrea Khanjin, the Minister of the Environment, Conservation and Parks
Chief Toulouse and the Sagamok Anishnawbek Council Members
Chief Nootchtai and the Atikameksheng Anishnawbek Council Members

Chief Rodney Nahwegahbow and the Whitefish River First Nation Council Members
Chief Patsy Corbiere and the Aundeck Omni Kaning First Nation Council Members
The United Chiefs and Council of Mniidoo Mnising
Ontario Ombudsman
Canadian Nuclear Safety Commission
Canadian Environmental Law Association
MP Carol Hughes
MPP Michael Mantha
Association of Ontario Municipalities
All Ontario Municipalities

Ministry of Energy
and Electrification

Office of the Minister

77 Grenville Street, 10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

Ministère de l'Énergie
et de l'Électrification

Bureau du ministre

77, rue Grenville, 10^e étage
Toronto ON M7A 2C1
Tél. : 416-327-6758



October 23, 2024

Dear Energy Stakeholder:

I am writing today to share [Ontario's Affordable Energy Future: The Pressing Case for More Power](#), and to share information about next steps on integrated energy resource planning.

Ontario's energy demand is expected to increase by 75 per cent by 2050, as a result of economic development, housing for its growing population and electrification. There is a need to move to an integrated planning process across fuels and sectors, coordinating the build-out of an energy system that remains affordable, abundant and clean.

To support this work, I am pleased to release *Ontario's Affordable Energy Future: The Pressing Case for More Power*, which sets out our priorities in meeting the challenge of a growing Ontario. We are also initiating a consultation and engagement process that would inform the development of Ontario's first Integrated Energy Resource Plan. This plan, which we intend to release in 2025, will consider a long-term, integrated view of energy use across the economy and across all sources of energy.

To help guide this consultation and engagement process, the ministry has released a consultation posting on the [Environmental Registry of Ontario](#), which includes *Ontario's Affordable Energy Future: The Pressing Case for More Power*, together with links to contextual and background information and a series of questions to help guide feedback from our consultation and engagement. The ministry is seeking feedback from the public, Indigenous communities, and key stakeholders to help shape the plan, and we would like to hear from you.

On October 23, 2024, I also introduced Bill 214, the *Affordable Energy Act, 2024*, for approval by the legislature. This legislation would, if passed, enable the development of Integrated Energy Resource Plans, and take other steps to achieve our vision of an affordable energy future. The proposal includes statutory amendments that would make it more cost-effective to connect to the electricity grid, help reduce energy use to save families and businesses money and support the growth of electric vehicles in Ontario.

Our legislative initiative, along with *Ontario's Affordable Energy Future*, builds on significant work completed over the past six years to refine energy system planning and guide the transition to cleaner forms of energy. I appreciate the valuable contributions from the sector to help inform this work so far, such as the Electrification and Energy Transition Panel's engagements. I look forward to continuing to work together through this process.

.../cont'd

I encourage you to review *Ontario's Affordable Energy Future: The Pressing Case for More Power* as well as [Bill 214, the Affordable Energy Act, 2024](#), and submit your feedback through the Environmental Registry of Ontario.

If you have any specific questions about this consultation process, please contact the following Ministry of Energy and Electrification staff:

Christopher Goode
Director, Policy Coordination and Outreach Branch
Strategic, Network and Agency Policy Division
(647) 505-7731
christopher.goode@ontario.ca

Hillary Armstrong
A/Manager, Policy Coordination
Strategic, Network and Agency Policy Division
416-818-0740
hillary.armstrong@ontario.ca

Sincerely,



Stephen Lecce
Minister

- c: Hon. Sam Oosterhoff, Associate Minister of Energy-Intensive Industries
Matt Hiraishi, Chief of Staff to the Minister of Energy and Electrification
Crystal Mason, Chief of Staff to the Associate Minister of Energy-Intensive Industries
Susanna Laaksonen-Craig, Deputy Minister of Energy and Electrification
Karen Moore, Assistant Deputy Minister of Energy and Electrification



Good News

Welcome Trustee Julie Moore

After hearing from 12 candidates, a voting process occurred and the board voted to elect Julie Moore as the new trustee representing Perth East. Julie resides on a 6th generation farm in Perth East and has two boys who attended North Easthope PS. She is a social worker in an Executive Leadership role at Ontario Health, with subject matter expertise in Mental Health and Addictions. She was elected as the Perth East Trustee to AMDSB in 2010, 2014 and 2018 so has extensive experience in the role. Chair Robert Hunking stated: "We are pleased to welcome Julie back to the board and we thank those who took the time to apply for the position." Julie will be officially sworn into her position at a future session of the board.

Students and Staff Commemorate National Truth and Reconciliation Week

Superintendent Riley Culhane shared that leading up to the National Day for Truth and Reconciliation, AMDSB students and staff participated in a variety of commemorative activities that encouraged students to reflect on both the Truth and what Reconciliation means to them. These activities included:

- Raising the National Centre for Truth and Reconciliation's Survivors' flags with a ceremony done by the Indigenous members of our team
- Sharing out a variety of social media posts that highlight resources and local events
- Supporting teachers with access to an internal National Day for Truth and Reconciliation elementary and secondary resources website, and
- A variety of other commemorative activities that were done as a school collective within individual schools

[This video](#) highlights a few of these activities.



Vice Chair Nancy Rothwell was pleased to share that she attended the fall commencement celebration at LDSS on October 11. She noted that it was an amazing event and very well attended given that the graduating students moved into grade 9 in 2020 so did not celebrate their grade 8 graduation.

Future Board Meetings

Regular Board Meetings are held in person unless otherwise noted. Links to join the meetings online will be posted on the [Board Meeting page](#) the day before the meeting. The public portion begins at 4:45 p.m.

- Tuesday, November 12, 2024 - 6:30 p.m. Committee of the Whole, Open Session
- Tuesday, November 26, 2024 - 4:45 p.m. Regular Board Meeting and Committee of the Whole, Closed Session immediately afterwards.

Future Meetings/Events with Trustee Representation

- Supervised Alternative Learning (SAL) – October 28, 2024 at 9:00 a.m. (online)
- Indigenous Education Advisory – October 28, 2024 (to be confirmed)
- Recognition and Service Committee – October 29, 2024 at 4:00 p.m.
- Parent Involvement Committee (PIC) – October 29, 2024 – 6:30 p.m. (online)
- Special Education Advisory Committee (SEAC) – November 6, 2024 at 4:00 p.m. (online)
- Audit Committee – November 12, 2024 at 5:00 p.m.

Huron East**Building**

To: Mayor MacLellan and Members of Council
From: Brad Dietrich, C.B.O.
Date: November 5, 2024
Subject: 2024 Year to Date Building Report

Recommendation:

For information purposes.

Background:

2024 has been a notably productive year, with building applications processed efficiently and payments received promptly before permits were issued, contributing to improved cash flow management. Additionally, staff have made significant progress in organizing financial records, particularly for water and sewer connection fees, lot grading deposits, and entrance permits. The refined accounting practices ensure that all deposits and fees are accurately posted to the appropriate ledgers and holding accounts, enhancing financial accuracy, transparency, and accountability.

Comments:

In 2024, development trends shifted significantly, with an 87% increase in single-family residences compared to 2023, reflecting a strong demand for housing, likely due to population growth and interest in additional residential units (ARUs). Meanwhile, new agricultural buildings and additions decreased by 36%, suggesting a stabilization in agricultural expansion or a focus on modernizing existing facilities. These changes indicate a shift in local economic priorities, balancing residential growth with agricultural development.

Others Consulted:

Jennette Zimmer, Building Official

Financial Implications:

Permit fees collected are expected to cover staffing and operational expenses of the department.

Attachments:

[Attachment 1](#): January to October Permit Summary Report

Signatures:

Brad Dietrich, C.B.O.

Brad McRoberts, MPA, P. Eng., CAO

Attachment 1

October 18, 2024 02:40:21

**Municipality of Huron East
Permit Summary Report**

From 01-Jan-2024 to 18-Oct-2024

Permit Type	Count		Work Value	Permit Fees
AA - Agri. Additions	4	Total	\$3,940,000.00	\$25,555.75
ANC - Agri. New Construction	26	Total	\$10,349,000.00	\$59,251.50
AR - Agri. Reno.	2	Total	\$596,805.00	\$3,506.80
CA - Commercial Addition/Alteration	10	Total	\$884,950.00	\$6,835.00
Class 4-New Installation	15	Total	\$486,000.00	\$9,419.00
CNC - Comm. New Construction	2	Total	\$350,001.00	\$2,570.00
DEMO - Demolition	6	Total	\$15,102.00	\$600.00
IA - Industrial Addition/Alteration	8	Total	\$1,474,600.00	\$10,653.00
INC - Industrial New	2	Total	\$105,000.00	\$635.00
Manure Storage - Round	1	Total	\$156,712.00	\$960.00
MR - Multiple Residential	7	Total	\$4,592,800.00	\$88,285.62
Plumbing Permit	69	Total	\$1,180,000.00	\$118,973.00
RA - Residential Additions	3	Total	\$239,500.00	\$1,645.75
RAB - Residential Accessory Bldg.	16	Total	\$859,850.00	\$6,043.50
Renovation-Extension	4	Total	\$97,000.00	\$2,270.00
Repair-Alteration	1	Total	\$7,000.00	\$303.00
SFD - Single Family Dwelling	62	Total	\$15,487,319.00	\$156,358.32
SILO	4	Total	\$579,124.00	\$3,060.00
SPIG - In Ground Swimming Pool	3	Total	\$285,000.00	\$450.00

Number of Permits: 245 Grand Total \$41,685,763.00 \$497,375.24**

**** Note: Some permit fees include: lot grading deposits, water and sewer connection fees.**

Building Permit Revenue Collected YTD for 2024 is \$215,417.47
Actual Building Permit Fees Billed YTD for 2024 is \$205,768.39

Plumbing Permit Revenue Collected YTD for 2024 is \$36,116
Actual Plumbing Permit Fees Billed YTD for 2024 is \$34,545

Septic Permit Revenue Billed and Collected YTD for 2024 is \$11,992

Municipality of Huron East

Building Maintenance Report

January – March, 2024

January 2024

Property Location	Job Description
HR Office	trim & clean up, just waiting for the door to come in
Public Works Office Reno	moved the filing cabinets to the garage, removed the upper hall cabinets, start the demo
Grey Twp. office	vacuum out the floor vents
VRC	flush out the floor drains around the pool clean the hrv filters, replace the air handler filters dig out basement access and clear snow from around boiler vents
Town Hall	clear snow from the front & rear entrances and salt
Seaforth Library	clear snow from in front of the entrance and salt the walkway
HCFHT	clear snow from in front of the entrances and sidewalk and salt

Public Works Office Renovation

Jack post put in to take the sag out of the floor



starting the framing



February 2024

Property Location	Job Description
Public Works Reno CBO's Office	remove ceiling tile, relocate data cable & start insulating and drywall, tape & mud, prime, paint
	fill the floor in where the ducts used to be
	remove door & frame, install in the CBO's new office
	install ceiling tile, paint trim, frost door glass
	install flooring and trim
HR Office	door finally came in, start prepping the door for stain
	stain and finish the door, frost the glass & install
VRC	reset the boilers in the basement, leaking pressure relief valve, called for service
	fill in the gap between the containment fence and the wall by the basement access
VECLC	clean dryer vent pipe
BMG	measure for a post cover & stainless backsplash in the kitchen
Town Hall	clean snow, salt the sidewalks
Seaforth Library	clean snow, salt the sidewalks
HCFHT	clean snow, salt the sidewalks
	change a light ballast, put a blind back up that had fallen

Public Works Office Reno



Getting the CBO's office ready



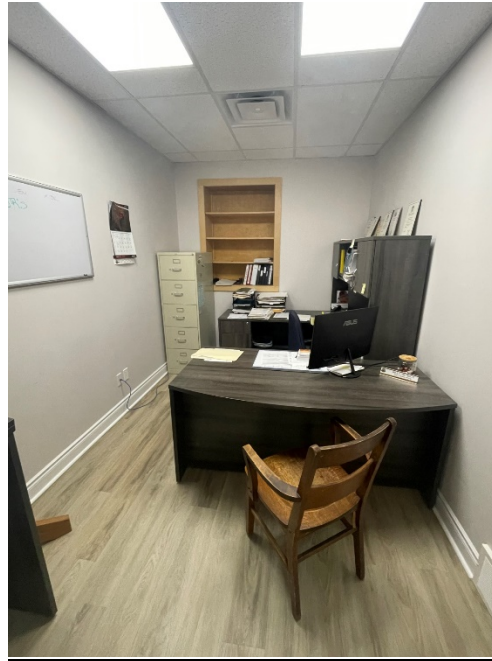
Fire Chief's office



March 2024

Property Location	Job Description
PW Office Reno	set up office furniture in Brad's office
	drywall, tape, mud, sand, prime & paint Jennette's office
	install flooring, ceiling, door & trim, set up office furniture
	sand, prime and paint FC's office
	install flooring, ceiling, install door, jamb & trim, set up office furniture
	drywall, tape, mud, sand, prime & paint the hallway
	install ceiling & trim
BMG	cover support post with plywood and cap with metal in the kitchen with metal
VRC	change the light bulb by the sauna
	check a noisy fan on an HRV, called for service
Town Hall	wire up a section of sagging suspended ceiling in the food bank

Public Works Office Reno
CBO's Office



Building Inspector's Office



Fire Chief's Office



Municipality of Huron East

Building Maintenance Report

April - June, 2024

April 2024

Property Location	Job Description
BMG	install a stainless steel backsplash behind the stove
Public Works Office Reno	finish installing the hall ceiling and office furniture
Cranbrook Hall	look for a roof leak
VRC	dig & inspect a pool wall drain plumbing outside of the building
VECLC Office Reno	remove old cabinets and shelving
	start drywall repairs
	sand, prime and paint
	install flooring & start trim
Seaforth Library	clear snow from in front of the entrance and salt the walkway
HCFHT	clear snow from in front of the entrances and sidewalk and salt
VECLC	build a storage cabinet using the cabinet from the PW office reno

BMG - Stainless Steel Backsplash



VECLC Office Renovation





VECLC - Flooring Installed



May 2024

Property Location	Job Description
VECLC Office Reno	finish trim, put in office furniture
HCFHT	remove old dishwasher, install a new one
	locate an electrical issue with the autoclave receptacle, call Elligsen's for repairs
BMG	install backsplash behind the new kitchen sink
VECLC staff room reno	remove wall cabinet, patch walls, sand, prime & paint put in shelving
VRC	replace broken siding
	change HRV & air handle filters
Town Hall	replace upstairs exhaust fan wall vent
Brussels Well #1	meet with Shawn re: reservoir vent
	go to Dwyer's Mfg. re: vent design & quote
	remove old exhaust pipe, seal up the hole
Winthrop Ball Park	demolish condemned pavilion

VECLC Office Reno
finish trim, put in office furniture



BMG

install backsplash behind the new kitchen sink



VRC

Replace Broken Siding



Town Hall

Replace Upstairs Exhaust Fan Wall Vent



Brussels Well #1

Remove Old Exhaust Pipe, Seal Up the Hole



Winthrop Ball Park
Pavilion Demolition



June 2024

Property Location	Job Description
Winthrop Ball Park	pavilion demolition
	take down the perimeter fence, take to Tuckersmith shop
Brussels Med\Dent	remove A/C covers, put window A/C units in.
Roof Top Solar Panels	check to make sure panels are producing, all good
Brussels Pool	replace the office desk
HCFHT	install a keyboard tray, change door opener actuator battery
Town Hall	patch 2 cuts in roof membrane roof top units replaced
VRC	hang signs, tighten Tarzan rope hanger
	check to see if pool deck drains are connected to the basement sump pit

Brussels Pool
Office Desk



Town Hall
Patch 2 Cuts in Roof Membrane



Town Hall

Roof Top Units Being Replaced



Municipality of Huron East

Building Maintenance Report

July - September, 2024

July 2024

Property Location	Job Description
Brussels Well #1	install reservoir vent and bug screen
HCFHT	clean filters on server room A/C
	change florescent light tubes
BMG	tube heater vent layout
	building deficiencies list
VRC	remove balloons from the hall ceiling fans
	clean outside HRV & air handler vents
	check north HRV, fan motor not working, arranged repair
	window hardware in the front rooms are broken, arranged to have the window locks and cranks replaced
	water coming up the floor drains, arranged for dye testing of the roof drains.
	after dye testing it was determined that the roof drains were tied into the municipal sanitary system
Town Hall	remove service counter, install the small service cabinet & install a new gate, run wires for the new service desk
Seaforth Library	A/C lines icing, had Seaforth P&H check for a leak and recharge
Grey Shop	tube heaters replaced

Brussels Well #1

Reservoir Vent and Bug Screen Being Installed



Town Hall
Installed Service Cabinet & Gate



Grey Shop
New Tube Heaters



August 2024

Property Location	Job Description
VRC	make a plan to disconnect the roof drain from the municipal sanitary system
	Install a ceiling access to the roof drain in the men's change room, patch, prime & paint
Town Hall	replace rotted fascia and soffit on the lower rear roof, install new metal soffit & fascia
	repair a roof leak in the foodbank
	move chairs & plywood and an old door from the museum to the 3rd floor
HCFHT	replace the broken exhaust vent, replace a light ballast
VECLC	deliver softener salt, fill tank
Brussels Library	met with D&D re: replacing main door exit device
BMG	compile a deficiencies report

VRC

Installed Ceiling Access to the Roof Drain Above the Men's Change Room



Town Hall

Replaced Fascia and Soffit on the Lower Rear Roof



HCFHT

Replaced the Broken Exhaust Vent



September 2024

Property Location	Job Description
VRC	disconnect roof drains, cap the existing leaders, re-route drain PVC pipe through the hall ceiling and have them drain on the ground
	replace damaged ceiling tiles
	replace broken security deadbolt
	repair playground equipment
	the door to the exercise room catching the rubber mat making it hard to open and close, trimmed the mat
Town Hall	paint the step nosing & sidewalk edges
	lower roof replaced
BMG	assist heater installers laying out tube heater vent penetrations
	meet sprinkler installer re: replacing low heat sprinkler heads with higher temp heads
Vanastra Playground	layout for concrete pad
VECLC	playground equipment repairs
	replace 2 burners and 1 terminal block

VRC

Roof Drains Disconnected, New PVC Pipe Connected & Re-Routed to the Ground Outside



Roof Drain Outlet



VRC
Playground Equipment Repairs





VECLC
Playground Equipment Repairs



Put Plastic Edging Inside the Jungle Gym Play Area to Keep The Pea Stone In



VECLC
Burnt Out Stove Top Terminal Block, Replaced



Town Hall
Painted the Step Nosing & Sidewalk Edges



Town Hall

Lower Roof Replaced



Vanastra Playground

Starting the Excavation for the Concrete Pad





File: F.6
October 28, 2024

Brad McRoberts
Municipality of Huron East
72 Main Street S., P.O. Box 610
Seaforth, ON, N0K 1W0

Adelaide Metcalfe

Bluewater

Re: Proposed 2025 Budget and Municipal Levies and Notice of Meeting

Central Huron

The Ausable Bayfield Conservation Authority (ABCA) Board of Directors and Staff are pleased to provide you with a copy of its proposed 2025 Budget and Municipal Levies for your information. In 2025, the ABCA will leverage each local dollar to bring in almost three additional dollars for conservation activities. All member municipalities, watershed residents and the local economy will benefit.

Huron East

Lambton Shores

The proposed increase in 2025 for the combined operating levy is 3.93 percent or \$56,644. This includes the 1.39 percent Capital Levy as adopted in the Capital Asset Management Plan in 2024. The actual change for individual municipalities will vary based on the Modified Current Value Assessment formula used by the Province.

Lucan Biddulph

Middlesex Centre

Enclosed are the following reports:

North Middlesex

- Proposed 2025 Combined Levy by Municipality
- Proposed Special Benefitting Levy Summary
- Consolidated 2025 Budget with and without the Drinking Water Source Protection Program
- Revenue & Expenditure charts
- Levy Apportionment Analysis
- Proposed Schedule A to include with Current Cost Apportioning Agreement

Perth South

South Huron

Warwick

West Perth

Notice is hereby given pursuant to the Approval of Apportionment under subsections 25(1) and 27(1) of the Act and Amounts owing under subsection 27.2(2) of the Act. It is the Board of Directors intention to finalize and approve the budget and levy at its **December 19, 2024** meeting at 2:30 p.m. at the Ausable Bayfield Conservation Authority Administration Centre (71108 Morrison Line, R.R. 3, Exeter, Ontario, N0M 1S5).

Along with your representative, I and/or Brian Horner, Financial Services Supervisor, would be pleased to attend and review the proposed budget at a council meeting.

Sincerely,

Davin Heinbuck
General Manager/Secretary Treasurer

Encl.

cc: Stacy Grenier, Ray Chartrand

AUSABLE BAYFIELD CONSERVATION AUTHORITY



2025 Proposed Combined Levy by Municipality

Oct 10, 2024, Oct 24, 2024

Municipality	2023 MCVA %	2024 MCVA %	2023 Combined	2024 Combined	2025 MCVA %	2025 Operating Levy			2025 Total Operating Levy		2025 Capital	2025 Total Combined Levy	
	Apportionment	Apportionment	Levy	Levy	Apportionment	Category 1	Category 1 Projects	Category 3	Amount	%	Levy	Amount	%
Adelaide Metcalfe	2.2915	2.2945	\$ 32,143	\$ 33,055	2.2773	\$ 25,701	\$ 4,009	\$ 3,931	\$ 33,641	1.77%	\$ 456	\$ 34,097	3.15%
Bluewater	21.8839	21.7837	\$ 306,966	\$ 313,821	21.7204	\$ 245,132	\$ 38,233	\$ 37,493	\$ 320,858	2.24%	\$ 4,354	\$ 325,212	3.63%
Central Huron	3.4469	3.4411	\$ 48,350	\$ 49,573	3.404	\$ 38,417	\$ 5,992	\$ 5,876	\$ 50,285	1.43%	\$ 682	\$ 50,967	2.81%
Huron East	4.6418	4.6473	\$ 65,111	\$ 66,950	4.56	\$ 51,463	\$ 8,027	\$ 7,871	\$ 67,361	0.61%	\$ 914	\$ 68,275	1.98%
Lambton Shores	16.9402	17.051	\$ 237,621	\$ 245,640	17.0988	\$ 192,974	\$ 30,098	\$ 29,515	\$ 252,587	2.83%	\$ 3,427	\$ 256,015	4.22%
Lucan Biddulph	6.0321	6.0056	\$ 84,612	\$ 86,518	6.1156	\$ 69,019	\$ 10,765	\$ 10,557	\$ 90,341	4.42%	\$ 1,226	\$ 91,567	5.84%
Middlesex Centre	8.3445	8.4398	\$ 117,048	\$ 121,586	8.5528	\$ 96,525	\$ 15,055	\$ 14,764	\$ 126,344	3.91%	\$ 1,714	\$ 128,058	5.32%
North Middlesex	11.7697	11.6841	\$ 165,094	\$ 168,324	11.5482	\$ 130,331	\$ 20,328	\$ 19,934	\$ 170,592	1.35%	\$ 2,315	\$ 172,907	2.72%
Perth South	0.2012	0.1912	\$ 2,822	\$ 2,754	0.191	\$ 2,156	\$ 336	\$ 330	\$ 2,821	2.43%	\$ 38	\$ 2,860	3.82%
South Huron	18.6205	18.6177	\$ 261,190	\$ 268,211	18.7868	\$ 212,024	\$ 33,069	\$ 32,429	\$ 277,523	3.47%	\$ 3,766	\$ 281,288	4.88%
Warwick	0.4702	0.4685	\$ 6,596	\$ 6,749	0.462	\$ 5,214	\$ 813	\$ 797	\$ 6,825	1.12%	\$ 93	\$ 6,917	2.49%
West Perth	5.3576	5.3756	\$ 75,151	\$ 77,442	5.2833	\$ 59,626	\$ 9,300	\$ 9,120	\$ 78,046	0.78%	\$ 1,059	\$ 79,105	2.15%
TOTAL	100.00	100.00	\$ 1,402,702	\$ 1,440,622	100.00	\$ 1,128,580	\$ 176,025	\$ 172,616	\$ 1,477,221	2.54%	\$ 20,045	\$ 1,497,266	3.93%

**Ausable Bayfield Conservation Authority
Proposed Special Benefiting Levy Summary for**

2025

Municipality of Huron East

Cost Sharing Agreement for Maintenance of Flood Control Structures					Huron East Total Flood Control Cost Share
	Annual Maintenance		Reserve Costs		
	Total Cost	Municipal Share	Total to Reserve	Municipal Share	
4204 Seaforth CNR Culvert	3,064	2,289	250	225	2,514
Total	\$3,064	\$2,289	\$250	\$225	\$2,514

Cost Sharing Agreement for Maintenance of Erosion Control Structures					Huron East Total Erosion Control Cost Share
	Annual Maintenance		Reserve Costs		
	Total Cost	Municipal Share	Total to Reserve	Municipal Share	
4101 Bayfield River Tuckersmith	1,758	1,319	250	225	1,544
Total	\$1,758	\$1,319	\$250	\$225	\$1,544

Total Special Benefiting					\$4,058
---------------------------------	--	--	--	--	----------------

Fiscal 2024 \$3,752

Ausable Bayfield Conservation Authority
Proposed 2025 Budget

Oct. 10 '24, Oct 24 '24

Account	2024 Budget	2024 Est Actual	2025 Budget	Difference	Change
				Difference Between 2025 &	
ABCA 2025 Budget - Consolidated					
REVENUE					
Revenue from Operations					
Grants	\$435,070	\$608,077	\$463,821	\$28,751	6.6%
Operating Levy - Category 1	\$1,076,875	\$1,076,874	\$1,128,580	\$51,706	4.8%
Operating Levy - Category 1 Projects	\$199,773	\$199,770	\$176,025	(\$23,748)	-11.9%
Operating Levy - Category 2	\$0	\$0	\$0	\$0	0.0%
Operating Levy - Category 3	\$163,974	\$163,978	\$172,616	\$8,642	5.3%
Capital Levy	\$0	\$0	\$20,045	\$20,045	0.0%
Levy, Special Benefit	\$91,054	\$91,054	\$93,961	\$2,907	3.2%
Levy, Special Benefit, WECI	\$0	\$0	\$0	\$0	0.0%
Rental	\$62,028	\$60,538	\$60,587	(\$1,441)	-2.3%
Conservation Area User Fees	\$121,520	\$148,025	\$142,600	\$21,080	17.3%
Sales & Service	\$742,871	\$847,941	\$832,080	\$89,209	12.0%
Donations	\$1,000	\$1,090	\$1,000	\$0	0.0%
Interest	\$61,000	\$72,183	\$79,000	\$18,000	29.5%
Partnership Contributions	\$829,580	\$1,365,682	\$888,775	\$59,195	7.1%
Sundry	\$0	\$216	\$0	\$0	0.0%
Deferred from Prior Year	\$1,146,870	\$1,198,175	\$1,088,884	(\$57,986)	-5.1%
From Reserve	\$239,321	\$145,273	\$250,937	\$11,616	4.9%
TOTAL REVENUE	\$5,170,935	\$5,978,876	\$5,398,911	\$227,976	4.4%
EXPENSES					
Purchased Services	\$448,922	\$425,414	\$450,824	\$1,903	0.4%
Advertising	\$9,518	\$10,006	\$8,283	(\$1,235)	-13.0%
Memberships, Dues, Licenses	\$58,213	\$61,553	\$63,509	\$5,296	9.1%
Maintenance & Repair	\$29,734	\$26,959	\$25,395	(\$4,339)	-14.6%
Property Taxes	\$57,176	\$50,000	\$55,000	(\$2,176)	-3.8%
Office Operations	\$128,290	\$136,591	\$138,418	\$10,128	7.9%
Rental	\$11,932	\$12,513	\$12,320	\$388	3.3%
Training and Development	\$27,154	\$24,573	\$23,685	(\$3,468)	-12.8%
Travel Costs & Accom	\$14,843	\$19,196	\$19,700	\$4,857	32.7%
Uniforms	\$10,712	\$8,158	\$8,397	(\$2,316)	-21.6%
Utilities	\$44,944	\$42,317	\$43,146	(\$1,798)	-4.0%
Vehicles & Field Equipment	\$103,058	\$111,584	\$122,845	\$19,787	19.2%
Program	\$540,970	\$762,786	\$693,437	\$152,467	28.2%
Board of Director's	\$29,474	\$24,931	\$26,477	(\$2,997)	-10.2%
Wages & Benefits	\$2,784,579	\$2,899,620	\$3,010,561	\$225,982	8.1%
Capital Purchases	\$125,600	\$213,256	\$114,502	(\$11,098)	-8.8%
Amortization	\$162,073	\$168,178	\$160,621	(\$1,452)	-0.9%
Deferred to Future Year	\$678,894	\$1,088,884	\$505,789	(\$173,105)	-25.5%
To Reserves	\$66,922	\$89,873	\$76,624	\$9,703	14.5%
TOTAL EXPENDITURE	\$5,333,008	\$6,176,391	\$5,559,533	\$226,524	4.2%
Surplus/(Deficit)	(\$162,073)	(\$197,515)	(\$160,621)	\$1,452	-0.9%

Ausable Bayfield Conservation Authority

Proposed 2025 Budget

Oct. 10 '24, Oct 24 '24

Account 2024 Budget 2024 Est Actual 2025 Budget Difference Change

Difference Between 2025
& 2024 Budgets

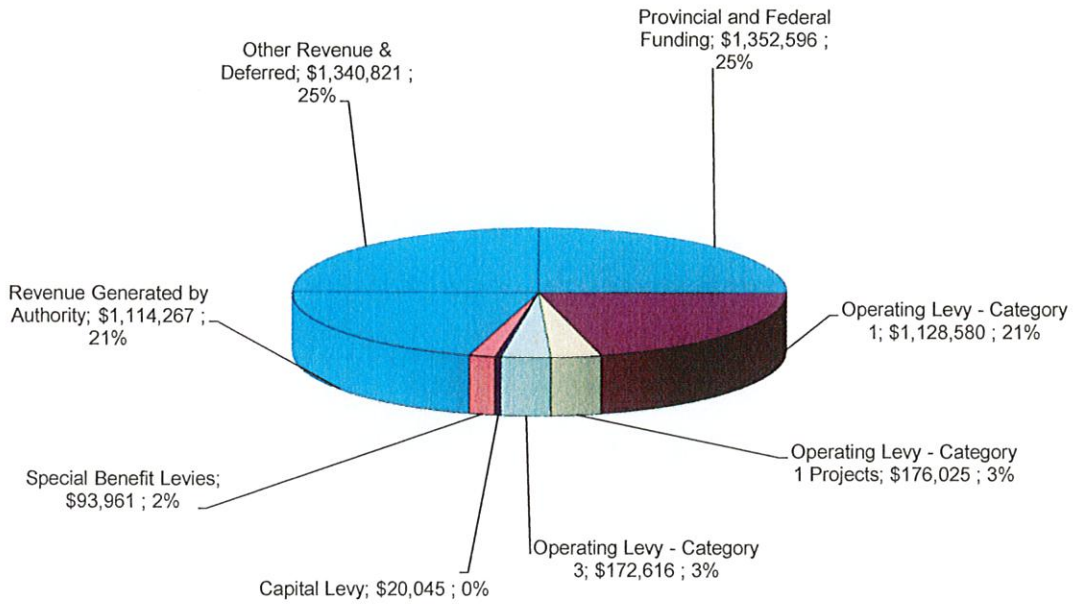
ABCA 2025 Budget - Excluding Drinking Water Source Protection

Account	2024 Budget	2024 Est Actual	2025 Budget	Difference	Change
REVENUE					
Revenue from Operations					
Grants	\$183,566	\$301,793	\$161,396	(\$22,170)	-12.1%
Operating Levy - Category 1	\$1,076,875	\$1,076,874	\$1,128,580	\$51,706	4.8%
Operating Levy - Category 1 Projects	\$199,773	\$199,770	\$176,025	(\$23,748)	-11.9%
Operating Levy - Category 2	\$0	\$0	\$0	\$0	0.0%
Operating Levy - Category 3	\$163,974	\$163,978	\$172,616	\$8,642	5.3%
Capital Levy	\$0	\$0	\$20,045	\$20,045	0.0%
Levy, Special Benefit	\$91,054	\$91,054	\$93,961	\$2,907	3.2%
Levy, Special Benefit, WECl	\$0	\$0	\$0	\$0	0.0%
Rental	\$62,028	\$60,538	\$60,587	(\$1,441)	-2.3%
Conservation Area User Fees	\$121,520	\$148,025	\$142,600	\$21,080	17.3%
Sales & Service	\$742,871	\$847,941	\$832,080	\$89,209	12.0%
Donations	\$1,000	\$1,090	\$1,000	\$0	0.0%
Interest	\$60,000	\$71,183	\$78,000	\$18,000	30.0%
Partnership Contributions	\$773,580	\$1,306,682	\$832,775	\$59,195	7.7%
Sundry	\$0	\$216	\$0	\$0	0.0%
Deferred from Prior Year	\$994,421	\$1,122,632	\$1,002,134	\$7,713	0.8%
From Reserve	\$239,321	\$145,273	\$250,937	\$11,616	4.9%
TOTAL REVENUE	\$4,709,982	\$5,537,050	\$4,952,736	\$242,753	5.2%

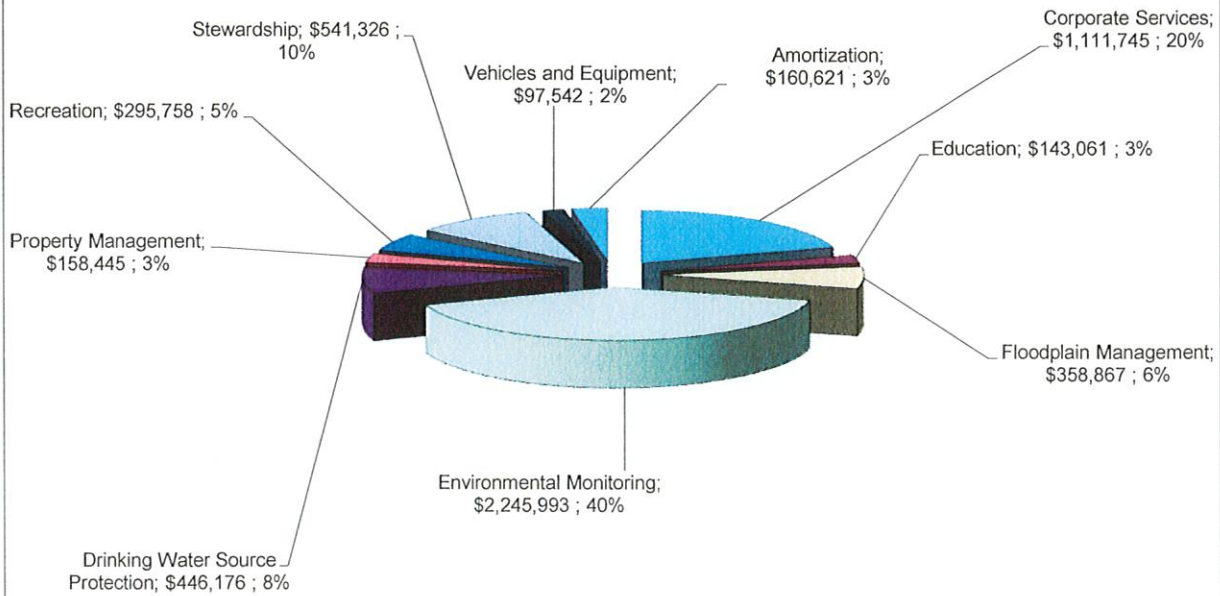
EXPENSES					
Purchased Services	\$424,422	\$401,914	\$421,624	(\$2,797)	-0.7%
Advertising	\$8,718	\$9,206	\$7,483	(\$1,235)	-14.2%
Memberships, Dues, Licenses	\$58,213	\$61,003	\$63,509	\$5,296	9.1%
Maintenance & Repair	\$29,734	\$26,959	\$25,395	(\$4,339)	-14.6%
Property Taxes	\$57,176	\$50,000	\$55,000	(\$2,176)	-3.8%
Office Operations	\$106,686	\$115,241	\$116,398	\$9,712	9.1%
Rental	\$3,532	\$3,913	\$3,780	\$248	7.0%
Training and Development	\$25,854	\$24,073	\$21,685	(\$4,168)	-16.1%
Travel Costs & Accom	\$12,743	\$15,296	\$15,700	\$2,957	23.2%
Uniforms	\$10,012	\$7,458	\$7,697	(\$2,316)	-23.1%
Utilities	\$43,287	\$40,517	\$41,296	(\$1,991)	-4.6%
Vehicles & Field Equipment	\$101,038	\$109,934	\$121,345	\$20,307	20.1%
Program	\$540,420	\$759,986	\$692,637	\$152,217	28.2%
Board of Director's	\$15,785	\$12,231	\$12,537	(\$3,248)	-20.6%
Wages & Benefits	\$2,502,194	\$2,623,394	\$2,718,861	\$216,667	8.7%
Capital Purchases	\$125,600	\$213,256	\$114,502	(\$11,098)	-8.8%
Amortization	\$162,073	\$168,178	\$160,621	(\$1,452)	-0.9%
Deferred to Future Year	\$577,646	\$1,002,134	\$436,663	(\$140,983)	-24.4%
To Reserves	\$66,922	\$89,873	\$76,624	\$9,703	14.5%
TOTAL EXPENDITURE	\$4,872,055	\$5,734,564	\$5,113,357	\$241,301	5.0%

Surplus/(Deficit)	(\$162,073)	(\$197,515)	(\$160,621)	\$1,452	-0.9%
--------------------------	--------------------	--------------------	--------------------	----------------	--------------

2025 Revenue Budget - \$5,398,911



2025 Expense Budget - \$5,559,533



Ausable Bayfield Conservation Authority

Levy Apportionment Analysis

Values Determined by MNR (MECP) - Based on Data provided by MPAC

<u>Year</u>	<u>% In Watershed</u>	<u>Current Value Assessment Provided by MNRF in the ABCA Watershed</u>		<u>CVA Based %</u>	<u>Proposed Combined Levy</u>	<u>Overall Increase (Decrease)</u>	
		<u>Municipality</u>	<u>\$ Amount</u>			<u>\$</u>	<u>%</u>
2021	28	Huron East	423,003,533	4.6955%	62,750		
		Other Municipalities	8,585,624,725	95.3045%	1,273,620		
		Total	9,008,628,258	100.00%	1,336,370		
2022	28	Huron East	426,447,766	4.6942%	64,254	1,504	2.40%
		Other Municipalities	8,658,071,903	95.3058%	1,304,525	30,905	2.43%
		Total	9,084,519,669	100.00%	1,368,779	32,409	2.43%
2023	28	Huron East	427,143,347	4.6418%	65,110	857	1.33%
		Other Municipalities	8,775,013,408	95.3582%	1,337,592	33,066	2.53%
		Total	9,202,156,755	100.00%	1,402,702	33,923	2.48%
2024	28	Huron East	437,325,001	4.6473%	66,950	1,839	2.83%
		Other Municipalities	8,973,018,265	95.3527%	1,373,672	36,081	2.70%
		Total	9,410,343,266	100.00%	1,440,622	37,920	2.70%
2025	28	Huron East	436,134,678	4.5600%	68,275	1,326	1.98%
		Other Municipalities	9,128,220,785	95.4400%	1,428,991	55,318	4.03%
		Total	9,564,355,463	100.00%	1,497,266	56,644	3.93%

Schedule A – Category 3 Programs and Services Requiring Municipal Financial Support Through Cost Apportioning

SERVICE AREAS

Through subsection 21.1.2 of the *Conservation Authorities Act*, Conservation Authorities (CAs) are empowered to provide programs and services it determines are advisable to further the purposes of the Act, to municipalities through an agreement. The Act defines these programs as Category 3.

The following ABCA Category 3 service areas are core components of integrated watershed management and have been provided for decades. They are in the ABCA Community Conservation Strategy (2011) and Watershed Management Strategy (2015) and have become valued by the watershed community. These programs and services are funded by a variety of sources: municipal levy, self-generated (user fees, donations, foundations etc.) as well as provincial and federal funding.

Financial summary of Category 3 programs requiring municipal funding support

Financial Summary of Category 3 Programs	Year 2025
Total Program Cost	\$910,858
Federal/Provincial Contribution	\$240,129
Self-Generated Revenue	\$498,113
Total Municipal Apportionment for this program	\$172,616
Municipality of Huron East Apportionment	\$7,871

SERVICE AREA: WATERSHED AND SUB-WATERSHED STRATEGIES AND PROJECTS

Program description: Created for a drainage area, plans incorporate information on current watershed conditions and identify measures to protect, conserve and restore the watershed. Plans address natural hazard issues and recommends mitigation impacts from potential future land uses. The ABCA also facilitates community-based watershed strategies.

Program details: The ABCA works with communities to develop and implement subwatershed strategies. Activities include: community engagement and objective setting, supporting protection, enhancement and restoration activities, monitoring and evaluating actions. Note:

30 sites across the watersheds. When appropriate, staff will respond to local spills events at the request of Ministry of Environment, Conservation and Parks, municipalities and citizens.

The main method of reporting on local watershed conditions is through the Watershed Report Card. The ABCA watershed is divided into 16 subwatersheds. Measuring increases understanding of the watershed, focuses efforts and tracks progress. The next Watershed Report Card is scheduled to be released in 2027.

Municipalities and citizens can receive data on local water quality conditions upon request. For some programs, data are available on line.

Note: These monitoring sites are in addition to the Provincial Water Quality and Groundwater Monitoring Network that have sites in West Perth, Huron East, South Huron, Central Huron, Bluewater, Lucan Biddulph, Middlesex Centre and North Middlesex. Biomonitoring stations for fish and indicators of river health are located in all Municipalities.

Financial Information

Environmental Monitoring & Research	Year 2025
Total Program Cost	\$54,242
Federal/Provincial Contribution	Nil
Self-Generated Revenue	\$3,742
Total Municipal Apportionment for this program	\$50,500
Municipality of Huron East Apportionment	\$2,303

SERVICE AREA: WATERSHED STEWARDSHIP AND RESTORATION

Program Description: The stewardship and restoration program has three key components: one-on-one technical assistance to watershed landowners, connecting landowners with cost-share funding, and tree planting. Projects will reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change. The program is delivered throughout the watersheds. Projects benefit the site and downstream communities.

Program Details: Staff will work with property owners to implement Best Management Practices to mitigate flood and erosion hazards, improve and protect water quality, restore floodplains and river valleys, reduce nutrient contamination, restore and enhance wetlands to

Financial Information

Education & Outreach	Year 2025
Total Program Cost	\$143,061
Federal/Provincial Contribution	Nil
Self-Generated Revenue	\$85,033
Total Municipal Apportionment for this program	\$58,028
Municipality of Huron East Apportionment	\$2,646

Draft Approved for Circulation

Good day Elected Official,

For many years, we have advocated for our fair share of funding from both Provincial and Federal governments. Through FCM and AMO, we've pushed for reforms and for sustainable, predictable funding for municipal infrastructure. With both Provincial and Federal elections approaching, I believe it's time for us to unite and propose a solution for municipalities' fair share.

As we're asked to meet growth targets, our municipalities urgently need predictable, long-term funding to support critical infrastructure, including roads, bridges, and public transit. We need all levels of government to collaborate on a solution that doesn't rely solely on property taxes to fund essential infrastructure in our communities. That's why we're calling on the Province to allocate a portion of the Land Transfer Tax, and on the Federal Government to allocate a portion of the GST from new home sales—no new taxes, just a fair distribution of our own funds for our communities!

Below is a Motion I respectfully ask you to bring forward at your council.

This motion ensures that we have the resources to build and maintain the infrastructure that keeps our municipalities running smoothly, without increasing property taxes.

Please consider adding this Motion to your Council agendas. It is essential that our collective voices are heard. Local governments deserve predictable, long-term funding to support critical infrastructure. Together, we can build a brighter future for all Ontarians.

Motion: Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

1. *Now Therefore Be It Hereby Resolved That [Municipality] Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and*
2. *Be It Further Resolved That [Municipality] Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and*
3. *Be It Further Resolved That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and*
4. *Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and*
5. *Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.*

Regards,

Tom Mrakas
Mayor Town of Aurora
416-543-1624



To: Municipality of Huron East Head of Council and Council Members

Sent via email to: clerk@huroneast.com

Subject: Establishment of an Ontario Rural Road Safety Program

Too many Ontarians are being seriously injured or killed on our roads.

In 2023, there were 616 people killed and 36,090 people injured. The number of fatalities is up nearly 20% in the last ten years.

In 2021, the most recent year of complete data from MTO's Ontario Road Safety Annual Report (ORSAR), there were 561 fatalities – 426 of which occurred on municipal roads. While rural Ontario only represents 17% of the province's population, 55% of these deaths occurred on rural roads. By any measure, Ontario's rural roads are disproportionately more dangerous.

At the same time, municipal insurance premiums continue to increase. With no plausible reform being considered for joint and several liability, municipalities need to find innovative means for managing risk, particularly on their roadways,

To deal with this crisis, Good Roads has designed a multifaceted rural road safety program and have been in discussions with the Ministry of Transportation to fund it. The program would target a municipality's most dangerous roads, perform road safety audits, and install modern safety infrastructure that prevents serious injuries and save lives. This program is designed to be cost effective while also providing rural municipalities with a direct means for addressing risk associated with their roadways.

Good Roads has proposed leading a five-year \$183 million program that leverages our 131 years of municipal road expertise and our industry partnerships to quickly put in place the solutions that will address some of Ontario's most dangerous roads.

Good Roads is seeking support to address these preventable tragedies.

If the Municipality of Huron East would be interested in pursuing this, a Council resolution similar to the example below should be adopted and sent to the Premier and the Minister of Transportation:

WHEREAS official statistics from the Government of Ontario confirm that rural roads are inherently more dangerous than other roads;

AND WHEREAS, despite only having 17% of the population, 55% of the road fatalities occur on rural roads;

AND WHEREAS, rural, northern, and remote municipalities are fiscally strained by maintaining extensive road networks on a smaller tax base;

AND WHEREAS, preventing crashes reduces the burden on Ontario's already strained rural strained health care system;

AND WHEREAS, roadway collisions and associated lawsuits are significant factors in runaway municipal insurance premiums. Preventing crashes can have a significant impact in improving municipal risk profiles;

THEREFORE, BE IT RESOLVED THAT the Municipality of Huron East requests that the Government of Ontario take action to implement the rural road safety program that Good Roads has committed to lead. It will allow Ontario's rural municipalities to make the critical investments needed to reduce the high number of people being killed and seriously injured on Ontario's rural roads; and

FURTHER THAT a copy of this resolution be forwarded to Premier Doug Ford, Hon. Prabmeet Sarkaria, Minister of Transportation, Hon. King Surma, Minister of Infrastructure, Hon. Rob Flack, Minister of Agriculture, Hon. Lisa Thompson, Minister of Rural Affairs, Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response, and Hon. Sylvia Jones, Minister of Health, and Good Roads; and

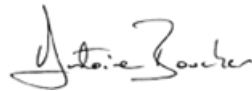
FURTHER THAT this resolution be circulated to all municipalities in Ontario requesting their support.

If you have any questions regarding this initiative please contact Thomas Barakat, Good Roads' Manager of Public Policy & Government Relations, at thomas@goodroads.ca at your convenience.

Sincerely,



Scott R. Butler
Executive Director



Antoine Boucher
President
Good Roads Board of Directors

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Ken McCallum, Drainage Superintendent
Date: November 5, 2024
Subject: Municipal Drain Status Update

Recommendation:

For Information.

Background:

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

Capitol Works Projects Sections 4 & 78

Fourteenth Concession Municipal Drain (Grey)

RJ Burnside was appointed under Section 78 of the Drainage Act on March 23, 2021, for drain improvements on the Fourteenth Concession Municipal Drain. Under By-law 31-2022, Construction of the drain is complete and the one-year warranty period has ended. The holdback is released and municipal staff are moving forward with the post administration work which will include an amendment to the By-Law to reflect actual costs, apply for grant funding, and levy costs to all affected properties.

Charter's 'H' Drain (Tuckersmith)

RJ Burnside was appointed under Section 78 of the Drainage Act on April 8, 2022, to improve the Charter's Municipal Drain, Branch 'H'. Under By-law 014-2023, Construction of the drain is complete and the one-year warranty period has lapsed. Municipal staff may move forward with the post administration work which will include an amendment to the By-law to reflect actual costs, apply for grant funding, and levy costs to all affected properties.

Clark & McTaggart Municipal Drains

Construction of the Clark & McTaggart Municipal Drains was completed this spring with the open portion of the construction remaining to comply with Fisheries and Oceans Canada's (DFO) in water work timing windows. Once the remaining portion of the construction is completed, the job may be deemed substantially complete. A warranty holdback of 3% of the total construction costs is being reserved for one year for any deficiencies that may arise in relation to the work.

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

Holland Anderson Municipal Drain

Headway Engineering was appointed on January 23, 2024 under the Drainage Act to improve the tile drain due to age and its deteriorating condition for the Holland Anderson Municipal Drain. The Engineer has finalized his report and is prepared to present his findings at the November 5, 2024 consideration.

Brewer Municipal Drain

Headway Engineering was appointed on June 6, 2023 under the Drainage Act to improve the open portion of the Brewer Municipal drain. The Engineer has finalized his report and is prepared to present his findings at the November 5, 2024 consideration.

Geiger Municipal Drain (Tuckersmith)

RJ Burnside was appointed under Section 78 of the Drainage Act to improve the Geiger Drain. The Geiger Municipal Drain has been constructed with the 3% warranty holdback of the total construction costs being reserved for one year for any deficiencies that may arise in relation to the work.

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

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

Headway Engineering was appointed under Section 78 of the Drainage Act to improve the Balfour Municipal Drain & Municipal Drain No. 5 on September 9, 2022. A meeting was held with the direct benefiting landowner on the project to discuss the full extent and of work that is required. The landowner expressed his intentions to move forward with the process in which the Engineer will set up a meeting with the affected landowners within the watershed to discuss the scope of the current proposal for the project. Final report is drafted and has been sent to DFO and Maitland Valley Conservation Authority (MVCA) for approval.

Coates Municipal Drain (Grey)

GM BluePlan was appointed under Section 78 of the Drainage Act on May 3, 2022, to improve the Coates Municipal Drain. The project is currently under construction.

Once construction is finalized and deemed substantially complete. A warranty holdback of 3% of the total construction costs shall be reserved for one year for any deficiencies that may arise in relation to the work.

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

Smith Municipal Drain (Grey)

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

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

Requirements to apply for a Fisheries Act authorization are:

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

Dill Municipal Drain (Tuckersmith)

Dietrich Engineering Limited (DEL) was appointed under Section 78 of the Drainage Act on April 5, 2022 to improve the Dill Drain. An onsite meeting was held on December 14, 2022, to find out the scope of the proposed work from the affected landowners. The proposed scope is to enclose a portion of the open drain and to construct a new tile drain parallel to the existing drain up to Hwy 8. Timeline for Council to expect the final report is winter of 2024.

Drain Maintenance Projects Section 74

Fourteenth Concession Municipal Drain (Grey)

A drain maintenance request has been submitted to have the downstream portion of the Fourteenth Concession Municipal Drain from where it outlets into the Beauchamp Municipal Drain in Lot 9, Concession 14, upstream to Lot 21, Concession 14, approximately 5,300m of brushing and ditch bottom cleanout to increase the flow and drain capacity back to the original state. A second landowner is requesting that the drain

be cleaned out further upstream approximately 2,000m, to the County Road (McNaught Line). The Landowner of Lot 25, Concession 14, is experiencing flooding and erosion concerns on his property adjacent to the drain as the water breaches the top of the banks and flows across his land in a northerly direction into Lot 25, Concession 15, and eventually into the McTaggart Municipal Drain.

Half of the work was completed in fall of 2023 in compliance with DFO's approval. The rest of the maintenance on the drain will resume this fall.

Sixth Concession Municipal Drain (Grey)

A landowner has requested maintenance to be done on the Sixth Concession Municipal Main Drain from the Browntown Road in Lot 15, Concession 4 upstream to Lot 19, Concession 5, Grey Ward.

An additional landowner has requested maintenance to be done on the Sixth Concession Municipal Branch Drain from its outlet into the main drain in Lot 17, Concession 5, upstream to Lot 19, Concession 6, Grey Ward. Work is scheduled to commence this fall.

Lamont & Fifth Concession Drains (Grey)

DFO classifies these drains as 'D' class with cold water and sensitive species present. MVCA and DFO approvals have been received. A meeting with the landowner was held in July to discuss the work. There is potential funding for the landowner to benefit from as Ontario was allocated 50+ million dollars to administer the Resiliency Agriculture and Infrastructure Program (RALP) to create self sustaining infrastructure. Several aspects of the scope of work fall under the proposed activities for funding. The Ministry of Agriculture, Food and Rural Affairs (OMAFRA) is looking for a representative to facilitate the program which they are hoping to start approvals for projects and distributing funds in 2025.

South Beauchamp Drain (Grey)

A landowner has requested maintenance to be done on the South Beauchamp Municipal Drain from its outlet into the main drain in Lot 17, Concession 5, upstream to Lot 30, Concession 16, Work is scheduled to commence this fall.

Fraser Municipal Drain (Grey)

A request for drain maintenance has been made on the Fraser Municipal Drain from its outlet into the main drain in Lot 30, Concession 16, upstream to 32, Concession 14. Work is scheduled to commence this fall.

Canada Company Municipal Drain (McKillop)

A landowner has requested maintenance to be done on the Canada Company Municipal Drain from Lot 20, Concession 4, upstream to the east side of Lot 16,

Concession 5 (Maple Line). Work is scheduled to commence after crops are harvested this fall.

Higgerson-Ryan Municipal Drain

A landowner has requested for drain maintenance to be completed on the Higgerson-Ryan Municipal Drain from Lot 10, Concession 5, upstream to Concession Road 5-6 (Manley Line). Municipal staff continue to work with governing agencies for approvals to complete the required work. Timing to complete the required work is expected to proceed in 2025.

Nott Drainage Works

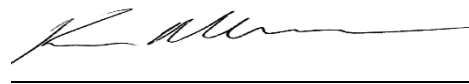
The Municipality of Central Huron notified staff of a drainage problem within Central Huron lands. The Nott Municipal Drain requires drain maintenance within the open channel to re-establish grades and provide sufficient outlet for Branch 'D' of the drainage works. Branch 'D' is currently under water from built up sediment in the drain and has caused blowouts in Central Huron lands. Cleanout is expected to commence this fall.

Rogerson Municipal Drain

The Rogerson Drain located within Lot 45, Concession 2 L.R.S. in Tuckersmith has been reported as needing repairs. Erosion is visible across sections of the agricultural land where the tile drain has failed. Additionally, the catch basin associated with this drain is compromised, resulting in water flowing across the ground surface rather than through the intended outlet.

Repairs are scheduled for mid-November.

Signatures:



Ken McCallum, Drainage Superintendent



Brad McRoberts, MPA, P. Eng., CAO



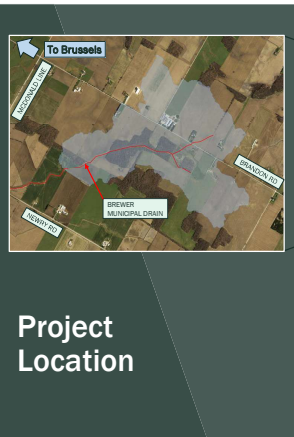
Headway
Engineering



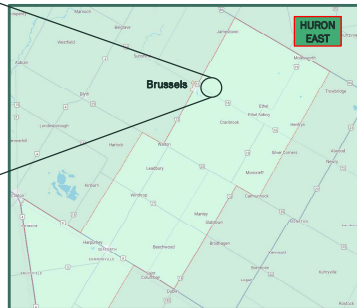
**Brewer
Municipal Drain**
Consideration of Report
November 5, 2024

Authority

- Headway was appointed under Section 78 of the Drainage Act on June 6, 2023



**Project
Location**



Public Engagements

Onsite Meeting
September 27, 2023

Information Meeting
July 18, 2024



Findings

- The existing drain is of insufficient depth to provide drainage at today's standards of drainage.
 - Some surrounding lands cannot be tile drained to the Brewer Drain.
- The Brewer Drain tends to receive regular maintenance (1992, 1995, 1997, 2011, etc.)
- Some of the culverts in the Brewer Drain are in poor condition, not of adequate depth, nor of adequate capacity.
- Bed Rock is shallow in portions.
- The existing tile drain (Branch 'A') is in poor condition, and is not of adequate depth, or capacity.



Existing Culvert Crossings

Photos





Existing Culvert Crossings

Photos



Existing Blowouts (Branch 'A')

Photos



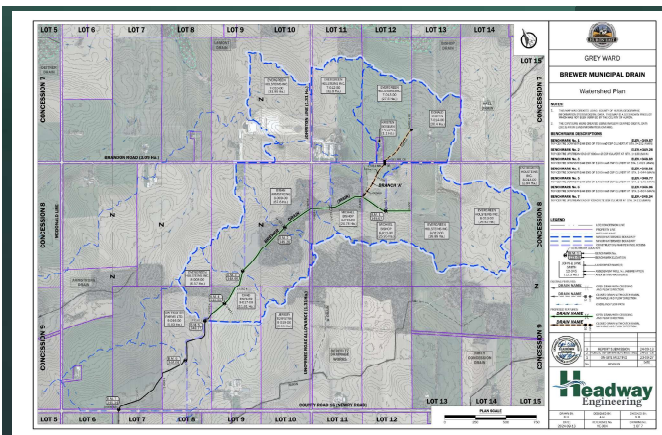
Existing Tile Outlets

Photos



Recommendations

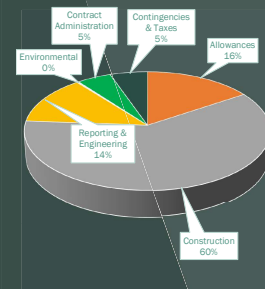
- Ditch excavation of approximately 2,100m and the replacement of four culverts
- The construction of an improved tile drainage system known as Branch 'A' from the existing outlet into the open portion of the Brewer Municipal Drain to the lot line separating Lots 12 and 13, on Concession 7.
- The new tile drain shall be designed using a 38 mm (1.5") per 24 hour Drainage Coefficient.



Design



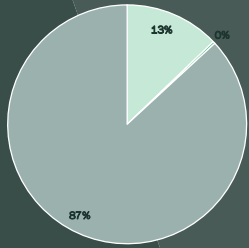
Estimated Project Costs



- 🏠 Allowances
- 🏗️ Construction Costs (including Provisional Items)
- 📄 Meetings/Correspondence, Survey, Design, Cost Estimates, Reporting, etc.
- 🌿 Environmental Consultations/Approvals
- 👤 Contract Documents, Administration, Supervision & Inspection
- 💰 Contingencies, Interest & NET HST
- Total Estimated Costs: \$506,900**



Assessment of Costs (Summary)



- Municipal Lands: **\$64,967 (13%)**
 - Private Non-Agricultural Lands: **\$1,588 (0%)**
 - Private Agricultural Lands: **\$440,345 (87%)**
- Total Assessment**
BREWER MUNICIPAL DRAIN: \$506,900



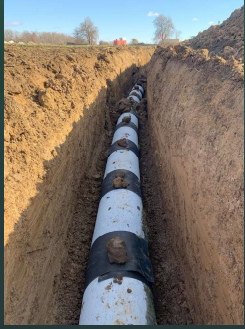
Typical Culvert

Photos



Typical Ditch Cleanout

Photos



Tile Installation



Post Construction

Photos



Questions





Headway
Engineering



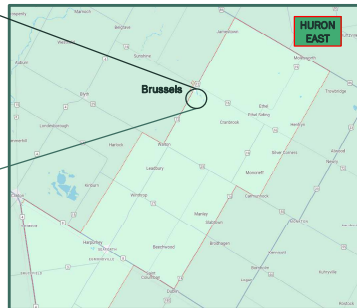
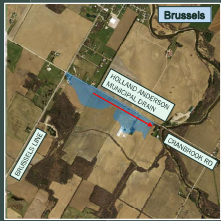
**Holland Anderson
Municipal Drain**
Consideration of Report
November 5, 2024

Authority

- Headway was appointed under Section 78 of the Drainage Act on January 23, 2024 (about 9 months ago)



Project Location



Public Engagements

Onsite Meeting
April 17, 2024

Information Meeting
July 18, 2024



Findings

- The existing municipal drainage system is more than 60 years old.
- The existing drain is of insufficient size, depth and capacity to provide drainage at today's standards.
- Blow outs are present along the existing drain alignment.
- Holland Anderson Municipal Drain (Open Portion) is of sufficient depth and capacity to provide sufficient outlet.



Existing Catch Basin

Photos





Photos



Existing Blowout



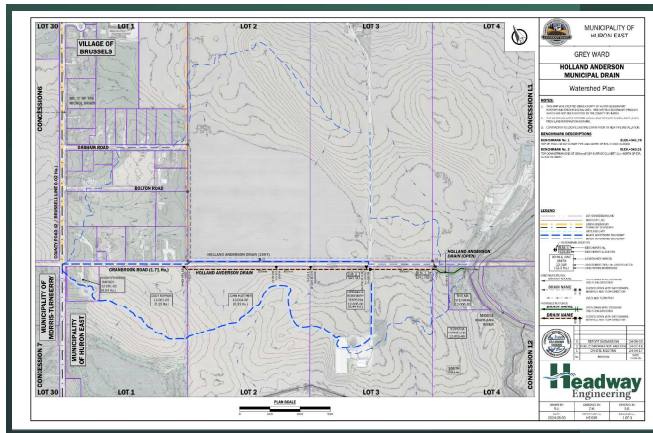
Photos



Existing Outlet

Recommendations

- A new tile drainage system known as the **Holland Anderson Municipal Drain** be installed from an outlet into the Holland Anderson Municipal Drain (Open) on Lot 4, Con. 12, upstream approximately 838 metres, to the east corner of Lot 1 Concession 12.
- The new drain be designed using a 51 mm (2") per 24 hour Drainage Coefficient.
- No work be done in the Holland Anderson Municipal Drain (Open).



Design



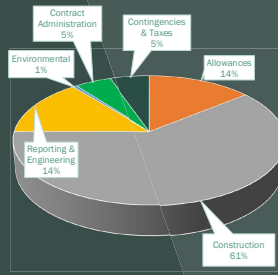
Photos



Tile Installation

Post Construction

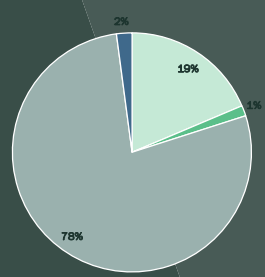
Estimated Project Costs



- Allowances
- Construction Costs (including Provisional Items)
- Meetings/Correspondence, Survey, Design, Cost Estimates, Reporting, etc.
- Environmental Consultations/Approvals
- Contract Documents, Administration, Supervision & Inspection
- Contingencies, Interest & NET HST
- Total Estimated Costs: \$183,000**



Assessment of Costs (Summary)



	Municipal Lands: \$34,064 (19%)
	Private Non-Agricultural Lands: \$2,637 (1%)
	Private Agricultural Lands (Grantable): \$142,519 (78%)
	Private Agricultural Lands (Non-Grantable): \$3,780 (2%)
	Total Assessment HOLLAND ANDERSON MUNICIPAL DRAIN: \$183,000



Catchbasin Installation

Photos



Tile Installation by means of Wheel Machine

Photos

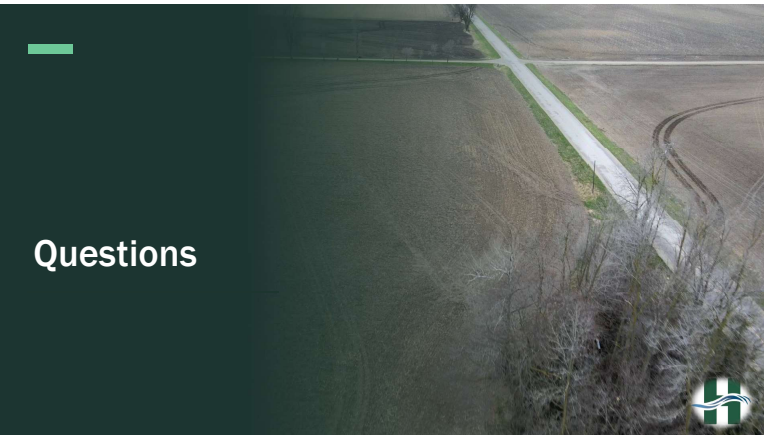


Working Corridor After Completion

Photos



Questions





PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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

www.huroncounty.ca

To: Mayor and Members of Huron East Council

From: Shae Stoll, Planner

Date: November 5, 2024

Re: Consent Application C60-2024

Concession 3 Huron Road Survey, Part lot 29, Tuckersmith Ward, Municipality of Huron East.
(Municipally know as 41313 Front Road)

Applicant/ Owner: Bonnie Turner

Recommendation

It is recommended that application C60-2024 be recommended for **approval with the attached conditions.**

Purpose

The purpose of this application is for an addition to a lot. The proposed land to be severed is approximately 1.1 acres (0.45 ha) of vacant land. The proposed land to be retained is approximately 100 acres (40 ha) consisting of a house, shed and agricultural land. The severed parcel will be merged with the abutting property (41323 Front Road) owned by the applicant which currently contains a small house.

The subject lands are zoned General Agriculture (AG1) on zone map 39 in the Huron East Zoning By-law. The lands are designated Agriculture on Schedule 'B' in the Huron East Official Plan.

Review

This application:

Is consistent with the Provincial Planning Statement (Section 3(5) Planning Act): **Yes**

Does not require a plan of subdivision for the proper and orderly development of the municipality (Section 53(1) Planning Act): **Yes**

Conforms with section 51(24) of the Planning Act: **Yes**

Conforms to the Huron County Official Plan: **Yes**

Conforms to the Huron East Official Plan: **Yes**

Complies with the Huron East Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance): **Yes**

Has no unresolved objections/concerns raised (to date) from agencies or the public: **Yes**

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

Figure 1. Aerial photo of subject property outlined in orange and property to be enlarged outlined in blue.

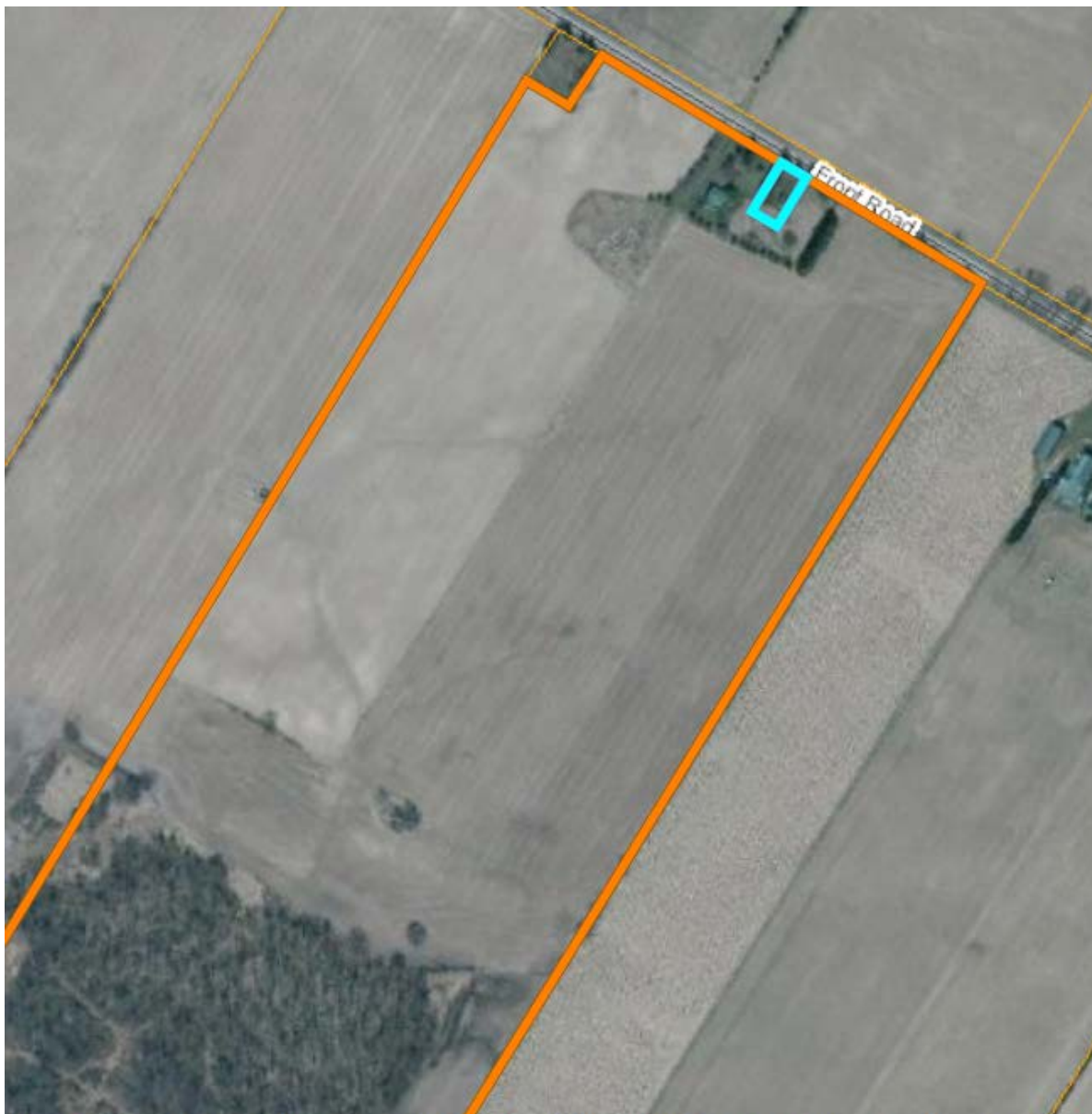


Figure 2. Severance sketch showing severed parcel and parcel to which the severed land will merge.



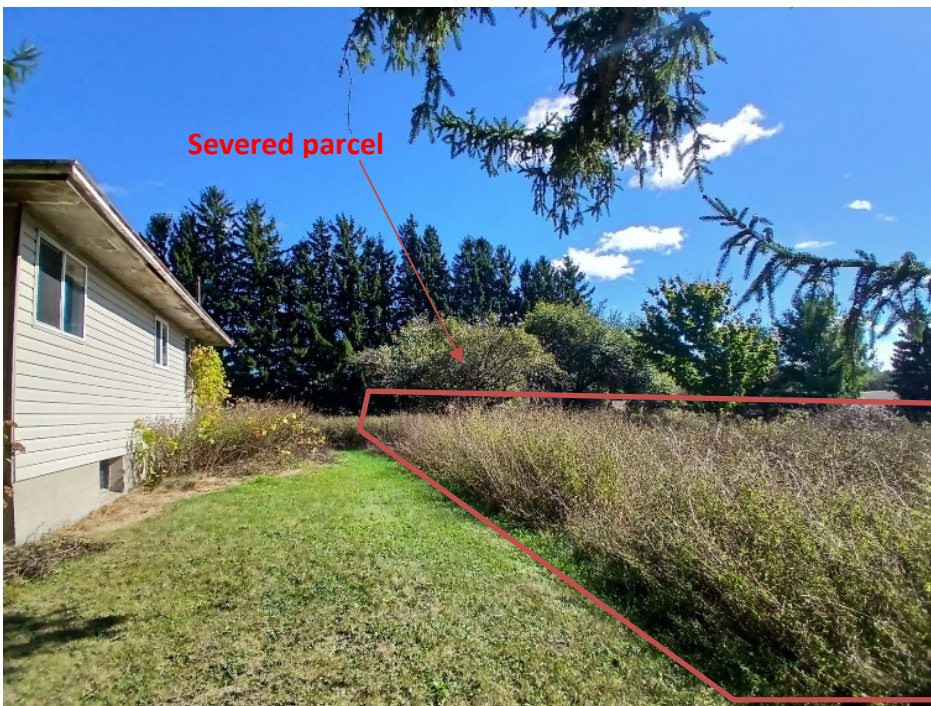
Figure 3. Consent Sketch provided by applicant.



Figure 4. Site Photographs showing the property to be enlarged with the severed parcel approximately outlined in red.



Facing south from Front Road, looking at the front of the house on the property to be enlarged.



Looking east towards the rear of the existing house on the parcel to be enlarged.

Review

The Huron East Official Plan provides policies for severances in the Agricultural Designation. Section 10.3.1.4 of the Huron East Official Plan permits land to be conveyed to an abutting non-farm use provided a minimum amount of productive agricultural land is involved and the conveyance is for convenience or servicing purposes. The proposed severed parcel follows the existing tree line surrounding the residence and serves to remove a minimal amount of productive land.

The property to which the severed parcel will merge is an existing undersized AG4 (Agriculture Small Holding) property approximately 0.3 acres in size. The creation of this lot predates development control and was not created by a consent application. The proposal will enlarge this property to correct this deficiency and provide the adequate space needed to support the existing residence. This undersized property currently shares a private well with the residence on the retained lands. The proposed severance will allow the space needed to establish a new private well on the enlarged lot as well as provide options for alternative septic system bed locations if they should become necessary.

The severance will not impact the agricultural use of the retained lands and does not impact the surrounding agricultural uses. No new lots are being created by this application. The enlarged property is approximately 1.4 acres in size which is more appropriate for a privately serviced lot.

The Huron County Official Plan also provides policies which allow for minor lot additions that do not result in the creation of a new lot. The Provincial Planning Statement (PPS, 2024) also permits severances in prime agricultural areas for legal or technical reasons, such as a minor boundary adjustment like this application proposes.

Section 51(24) of the Planning Act also requires that regard be had to whether the proposed severance conforms to the County Official Plan and Huron East Official Plan. The application meets the requirements of this Planning Act section.

Agency and Public Comments

There were no concerns received from members of the public during circulation. No concerns were received by Huron East staff.

Conclusion

This application is consistent with the policies within the Provincial Planning Statement 2024 and conforms to the policies of the Huron County and Huron East Official Plans and provisions of the Huron East Zoning By-Law and meets the requirement of Section 51(24) of the Planning Act. The application is therefore recommended for approval with the recommended conditions below.

Recommended Conditions:**Expiry Period**

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

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, property maintenance, compliance with zoning by-law provisions for structures).
3. The severed parcel is to be privately serviced with a new well to the satisfaction of the Municipality.
4. Section 65 of the Drainage Act be addressed to the satisfaction of the Municipality.

Survey/Reference Plan

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

Merging

6. The severed land merge on title with the abutting lot (41323 Front Road) upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended.
7. A firm undertaking be provided to the satisfaction of the County from the solicitor acting for the parties indicating that:
 - a) the severed land and the abutting lot will be consolidated into one P.I.N. under the Land Titles system;
 - b) where consolidation is not possible as the parcels to be merged are registered in two different systems (e.g. the Registry or Land Titles system), a notice will be registered in both systems indicating that the parcels have merged with one another and are

considered to be one parcel with respect to Section 50 (3) or (5) of the Planning Act, R.S.O. 1990, C P.13 as amended.

8. Section 50(3) or (5) of the Planning Act, RSO 1990, as amended, applies to any subsequent conveyance or transaction of the severed land.

Access

9. Any permits or upgrades to the existing entrance, if required, on the lands to be merged be obtained to the satisfaction of the Municipality.

Zoning

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

Note: The applicant's solicitor has confirmed that the abutting parcel to be subject to the lot addition and be enlarged was not previously created by a consent application and a cancellation certificate was not requested. As such a condition for a cancellation certificate for this parcel has not been included.

Sincerely,

'Original signed by'

Shae Stoll

Planner

Site Inspection: October 8, 2024



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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

www.huroncounty.ca

To: Mayor and Members of Huron East Council

From: Shae Stoll, Planner

Date: November 5, 2024

Re: Consent Application – File C61-2024

Plan 181, Part Lots 9, 10 & Part Park Lots 11, 12, Tuckersmith Ward, Municipality of Huron East

Address: 40 London Road, Brucefield

Owner: Darcy Rathwell

Applicant: Monteith Brown Planning Consultants c/o Adam Lagrou

Recommendation

It is recommended that application C61-2024 be recommended for **approval with the attached conditions.**

Purpose

The purpose of this application is for the creation of a private easement for water service over the subject lands in favour of the abutting parcels owned by Kyle Ford legally described as Plan 181, Part Park Lots 8, 13, 14, 15, Tuckersmith Ward (75836 London Road).

The easement proposes to extend from the existing Municipal watermain easement located on the subject property over the balance of the subject lands (to the north property line) in favour of the abutting parcels. This is a condition of severance file C52-2023 to provide water services for the new lots associated with the previous application.

Review

This application:

Is consistent with the Provincial Policy Statement (Section 3(5) Planning Act): **Yes**

Does not require a plan of subdivision for the proper and orderly development of the municipality (Section 53(1) Planning Act): **Yes**

Conforms with section 51(24) of the Planning Act: **Yes**

Conforms to the Huron County Official Plan: **Yes**

Conforms to the Huron East Official Plan: **Yes**

Complies with the Huron East Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance): **Yes**

Has no unresolved objections/concerns raised (to date) from agencies or the public: **Yes**

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

Figure 1. Aerial Photo of Subject Lands.

Subject property outlined in blue, proposed easement outlined in green, property easement to be in favour of delineated by purple arrow. Existing Municipal waterline easement is outlined in yellow.



Figure 2. Proposed consent sketch based on Reference Plan.

Proposed easement is shown in pink and existing Municipal waterline easement is shown in yellow.
Lots created with C52-2024 are shown as parts 1-7 on the Reference Plan.

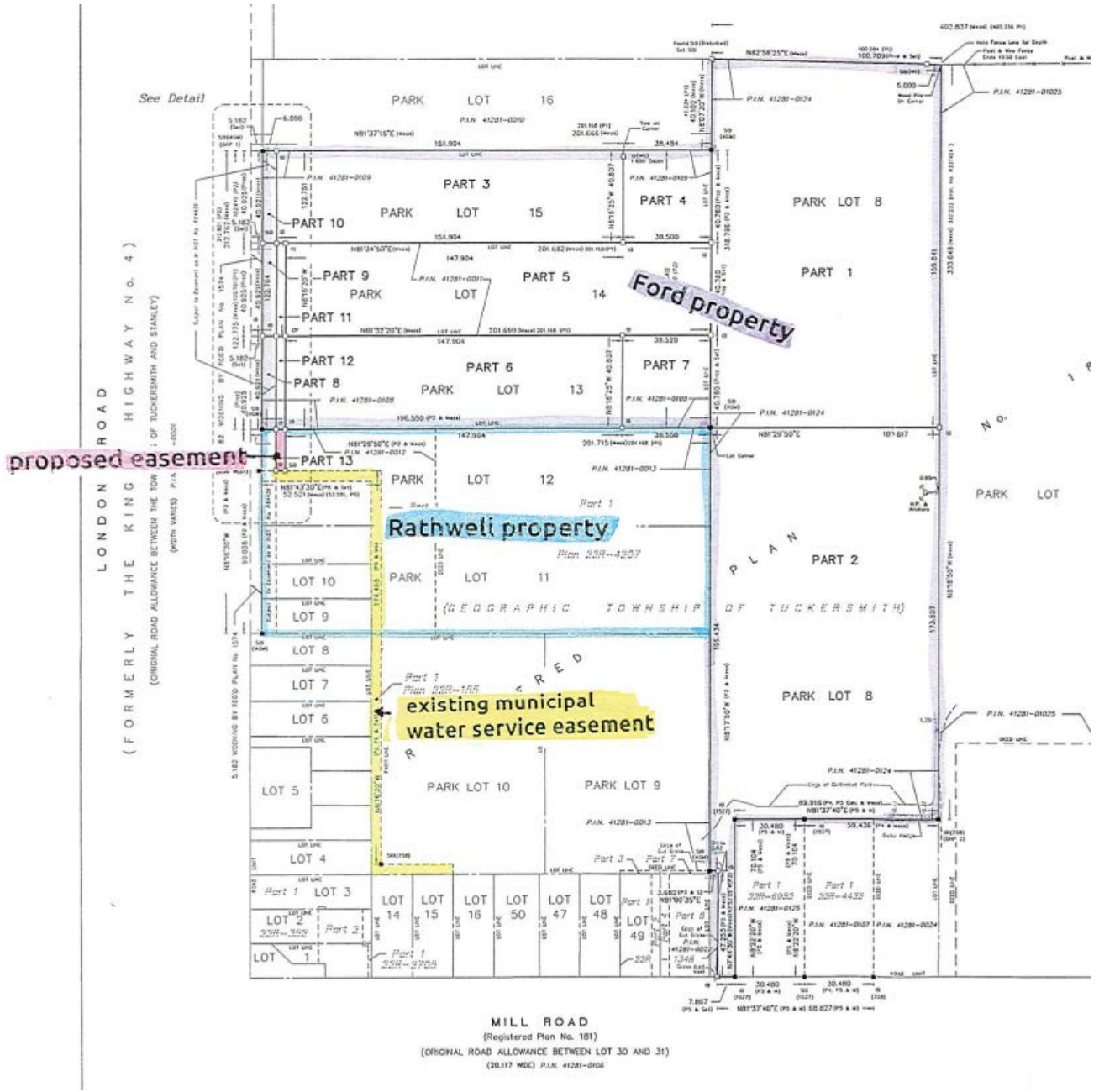
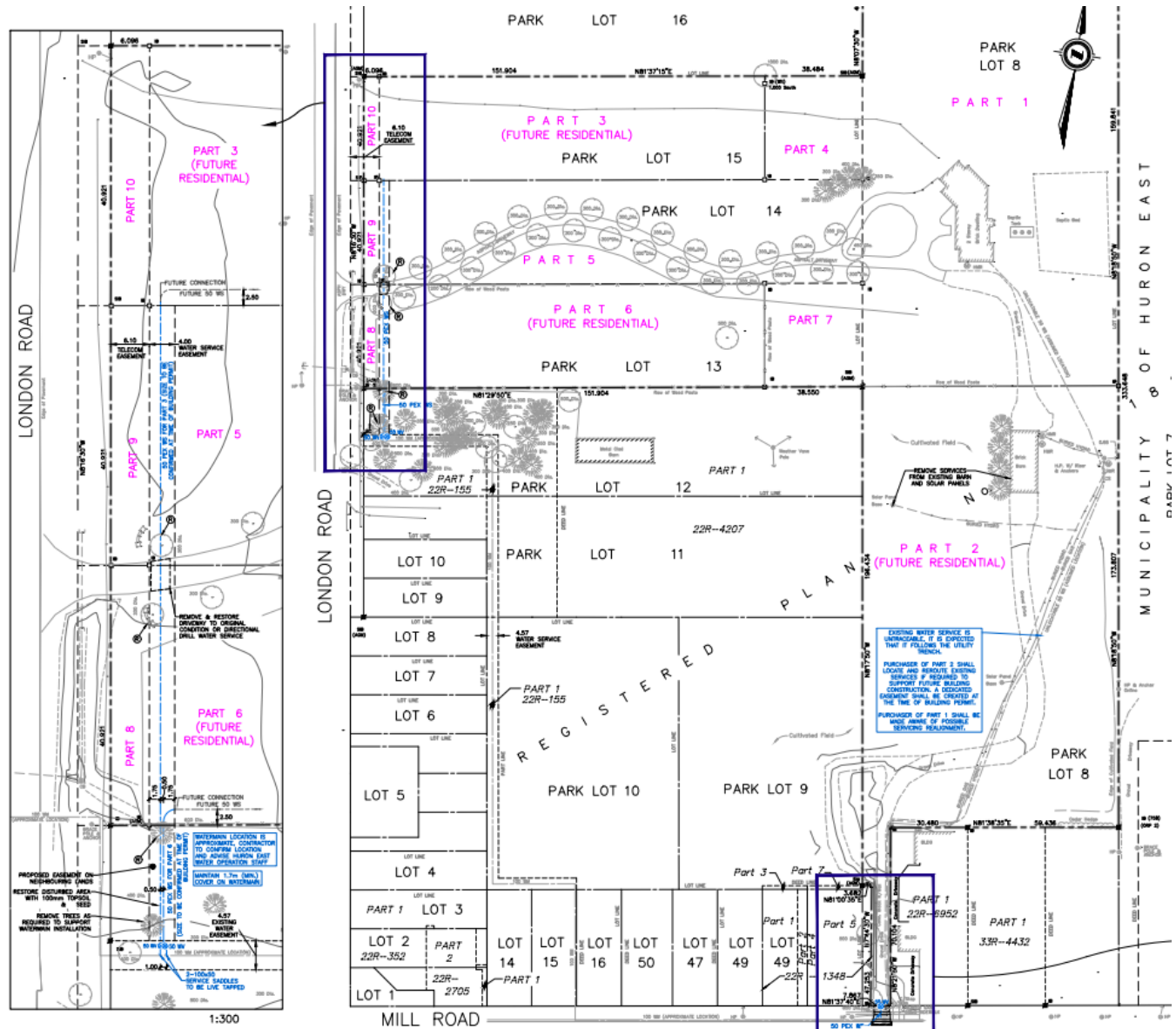


Figure 3. Water servicing plan provided by applicant.

Water line extension serving the newly created lots is shown with a blue line.



Agency/Public Comments

Ministry of Transportation (MTO)

MTO was consulted with and provided comments on the original lot creation consent application (C52-2023). MTO noted no concerns with this application.

Neighbours and members of the public

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

Agency Staff

Huron East Staff have no objections to the proposed severance. Huron East Public Works noted that all curb stops associated with the water servicing plan should be installed as part of this application. Public works have also advised that there should be consideration of coordinating the installation of water services for the new lots to avoid multiple excavations and potential impacts to the surrounding land owners.

Review

The application proposes to create an easement for a private water service over the subject lands to provide water service to the newly created lots associated with application C52-2023. In discussions with Municipal staff to work through the conditions associated with C52-2023, the applicant was provided various options to connect to Municipal water services. The applicant's preferred option requires an extension of a private water service.

The easement is needed to extend a private waterline from the existing Municipal watermain on the subject property to the north lot line. The owner of the abutting property at 75836 London Road can then extend the waterline north to the lot limits of the newly created lots, shown as part 3 and 6 on figure 4. Note that water services for the lots shown as parts 2 and 1,4,7 on figure 4 will be accessed via Mill Road.

The Huron East Official Plan requires developments to connect to Municipal water supplies, where available. The property in favour of the proposed easement is within the Urban Settlement Area of Brucefield, which is serviced with a municipal drinking water well. The proposed easement is required to fulfil this condition associated the previous consent application.

This application is consistent with the Provincial Planning Statement (2024), conforms to the Huron County Official Plan and Huron East Official Plan, complies with the Huron East Zoning By-law and meets the requirement of Section 51(24) of the Planning Act. It is recommended that this application be recommended to the County of Huron for **approval** with the attached conditions.

Recommended Conditions

Expiry Period

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

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. The curb stops as indicated on the Water Servicing Plan included in the application package, be installed to the satisfaction of the Municipality.

Survey/Reference Plan

4. The proposed easement be shown on the updated Reference Plan and the Reference plan be deposited.
5. Provide to the satisfaction of the County and the Municipality:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
 - b) a reference plan based on an approved survey.

Zoning

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

Sincerely,

'Original signed by'

Shae Stoll

Planner

Site inspection: October 25, 2024

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: November 5, 2024
Subject: Cranbrook Unopened Road Allowance

Recommendation:

That the Council of the Municipality of Huron East declare the unopened road allowance (i.e. Fredrick Street – Cranbrook Town Plot) from Cranbrook Road north to the east-west unopened road allowance known as Louisa Street as surplus.

Background:

Initially in May 2021 and completed in April 2022, the Municipality declared the portions of Victoria Street, and Albert Street between Frederick Street and Kent Line as surplus as part of the residential development off of Kent Line.

The southern half of Victoria Street was retained by the Municipality pending proposed future development by the land owner to the south.

The land owner to the south (Proponent), Plan 207 Lots 29 to 32 and 41 to 44, has requested to purchase the southern half of Victoria Street between Frederick Street and Kent Line and if the Municipality would be willing to dispose of the portion of unopened Fredrick Street immediately adjacent to their property to west. They are looking to redevelop their property into residential lots and ownership of portions of the above noted unopened road allowances would permit them to maximize the number of lots within their development. In order to consider this the remaining portion unopened Fredrick Street to Louisa Street would also need to be declared surplus and disposed. The proponent obtained willingness from the all landowners adjacent to unopened Fredrick Street between Cranbrook Road and the Louisa Street (east-west unopened road allowance).

Staff have reviewed the request and support declaring Frederick Street between Cranbrook Road and Louisa Street surplus based upon the following considerations:

1. Frederick Street is outside of the existing Settlement Area for Cranbrook and any expansion of the settlement area would likely require the construction of at least partial services which are currently not within the Cranbrook Settlement Area;
2. Frederick Street backs on to developed lots to the east and if development to the west was ever considered its location would not be strategic as it would only be able to service lots on one side (west side) of the road as the east side backs

onto or abuts lots that were developed as part of the Kent Line residential development. Furthermore, the municipality would be reluctant to assume maintenance of such a road development for the same reason; and

3. Any developer of the lands to west would likely prefer to create their own road network to suit the development of the maximum number of lots;

Communication:

As per of Land Disposition Policy, notices will be distributed to all adjoining landowners and utility agencies.

Others Consulted:

Operations Manager, Huron County Planner and Drainage Superintendent.

Financial Impacts:

Based upon the Fees & Charges By-law the sale would generate a revenue of approximately \$54,000. All legal and survey costs would be proportionately borne by the various property owners.

Attachments:

1. [Image of Cranbrook Town Plot](#)
2. [Figure 1 – Map of Area](#)

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng., CAO



SHT. 12-05

CRANBROOK

SEE SHEET 8

SEE SHEET

SEE SHEET

McNABB LINE

FISCHER LINE

778.0' s

11-41-1
22R-23
PT. 1-02
Hige Bid
Nº 2418

CON.

10-16
Lot 13, less hwy

S 1/2 LOT 14
50 A.S. (DEED)
1888 hwy

10-17

102 ac. TRM. PL.
15

10-19
Lot 15, less hwy

11-19
Lot 10, less TRM. PL.
1.94, 56 ac. 1
1888 - 2418 hwy

10-15
SEE SHEET 228-450

8

CRANBROOK RD.

AUGUSTA ST.

ARTHUR ST.

MARY ST.

VICTORIA ST.

ALBERT ST.

ADELAIDE ST.

WILLIAM ST.

LOUISA ST.

PATRICK ST.

FREDERICK ST.

STREET

STREET

STREET

KENT ST.

LEOPOLD ST.

STREET

STREET

ST.

RIVER

MATLAND

ALLOWANCE

TRAVELLED

10

10

10-11

10-13

11

12

13

14

15

16

10

10-18

N 1/2 LOT 14
50 A.S. (DEED)
1888 hwy

10
Lot 15,
less
hwy

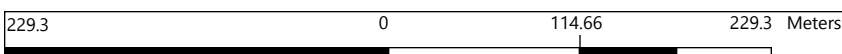
Figure 1 - Area Map



- Legend
- Parcel Fabric - Secure
 - Parcel
 - Condominium
 - Road Allowance
 - Municipal Boundary
 - County Boundary

1:4,514

Notes



Huron East Administration

To: Mayor MacLellan and Members of Council
From: Brad McRoberts, MPA, P. Eng.
Date: November 5, 2024
Subject: Seaforth Fire Siren

Recommendation:

That the Council of the Municipality of Huron East provide direction to staff regarding the Seaforth Siren.

Background:

Fire sirens were traditionally used in many small towns across Canada for many years as the main notification system for volunteer firefighters. The sirens provided notice that an emergency was occurring and the volunteer firefighters were needed to respond to their local fire station. Through the years, technology has changed drastically and now firefighters are able to receive more detailed, timely and accurate information from pagers, mobile radios and dispatch apps on their cellular phones.

In October of 2022 the Huron East Fire Department transitioned Fire Dispatch Centres from Stratford to Owen Sound. During the transition there was a change and upgrade in some parts of the communication system that allows for the dispatch centre in Owen Sound to notify and communicate with the Huron East Fire Department.

Due to the changes that took place within the communication system, some antiquated parts of the system are no longer compatible with the current system. One of the antiquated parts are the fire sirens in Brussels and Seaforth.

Staff were able to work with the fire service communication advisor and reset the siren to become operable and also installed a timer on the siren so it would not operate between 9 pm and 7 am.

Shortly after re-starting the siren operation a local citizen complaint was received by the Municipality, Ministry of Environment Conservation and Parks and Huron Perth Public Health.

The Municipality advised the complainant that the issue of the siren had been discussed by Council and that direction had been given to make the siren operable. Staff advised the complainant to ask to be a delegation to Council to bring their concerns to Council's attention. Staff did not receive any subsequent delegation request.

Around the same time there was an inquiry from the Ministry of Environment Conservation and Parks regarding the siren. Staff informed the Ministry official of the process that had been taken and the decision of Council. The Ministry official was satisfied with the response.

A short time later staff became aware that HPPH was also investigating the impacts of the siren. Staff cooperated with HPPH regarding testing of the siren. Attached is a report from Public Health Ontario. HPPH is making the following recommendations:

[HPPH] are asking that the siren not be used effective immediately. Possible next steps could include:

- HPPH can arrange for more testing to be completed to confirm the risk.
- The municipality explores the use of an alternative notification device, such as another type of siren unit with an acceptable decibel limit.
- The municipality could rely on the current pager system without the use of the current siren going forward.

Staff are seeking Council's direction with respect to the use of the siren.

Communication:

Staff will communicate with HPPH and Seaforth Fire Service on Council's direction.

Others Consulted:

Fire Chief.

Financial Impacts:

None unless Council seeks to install a new siren with a lower decibel impact.

Attachments:

1. [Noise Level from a Fire Station Siren, Public Health Ontario](#)

Signatures:

Brad McRoberts (Original Signed)

Brad McRoberts, MPA, P. Eng., CAO

RESPONSE TO SCIENTIFIC / TECHNICAL REQUEST

Noise levels from a fire station siren

Requestor: Dale Lyttle, Senior Public Health Inspector, Environmental Health, Health Protection Department, Huron Perth Public Health

Request date: 06/21/2024

Response date: 10/03/2024

Contact information: eoh@oahpp.ca

Key Findings

- An outdoor measurement exceeded the WHO maximum noise level guidance for single noise events, set to protect against acute hearing impairment.
- Measurements taken indoors did not exceed this guideline value.
- Additional noise sampling could better characterize noise levels at outdoor locations.

Request and Scope

Huron Perth Public Health requested that Public Health Ontario analyze noise data collected from a fire station siren near a residential area and a public school in Seaforth to assess impacts to hearing health for residents.

Background

Noise is defined as unwanted sound.^{1,2} For regulatory purposes and health research, noise is often measured in A-weighted decibels (dBA). A-weighting approximates the response of the human ear to frequencies in moderately loud sounds (45-65 dBA). The A-weighted continuous sound level (L_{Aeq}) averaged over a specific time period is typically used for human health studies and for regulation. However, for high levels of noise, the ear responds with non-linear behaviour. In these instances, the highest sound pressure level (L_{MAX}) measured over a time interval is also used to compare with guidelines to protect against hearing impairment from short bursts of sound.^{3,4}

As per information provided by the Fire Chief, the fire station siren will go off once per week on a Saturday at noon for a test cycle. When there is an emergency event in the day requiring the fire department, the siren will run in emergency cycle. However, it is not operated for emergencies in the evening and night from 7pm-7am. For the first 5 months (January-June) of 2024, there were 20 emergency events during the day when the siren was operated. The siren was not operational in 2023 but there were 27 emergency events during the day in a 6 month period (June-December) when the fire alarm would normally sound.

Methods

Instrument used for noise measurements

A Type 1 sound level meter (Quest Technologies SoundPro DL 1 with Bruel and Kjaer microphone BK4936) was used for noise measurements in conjunction with a sound level calibrator (Quest Technologies QC-20) used for field calibration. Both instruments were factory calibrated on January 2, 2024 and require calibration every year.

Noise measurements were taken by Huron Perth Public Health on May 30, 2024. The sound level meter was set to A-weighted measurements and slow response. Measurements were taken with the siren in two different operation modes: test cycle and emergency cycle. A one minute measurement of background noise was taken at the outdoor location. The sampling period for test cycle consisted of a start time roughly 20 seconds before the siren noise began and then continued until noise levels returned to background levels for an overall sampling time of 2 minutes and 20 seconds. The sampling period for emergency cycle consisted of a start time roughly 20 seconds before the siren noise began and then continued until noise levels returned to background levels for an overall sampling time of 3 minutes and 20 seconds.

Measurements of background noise were taken at each location. For the outdoor location, a one minute sample of background noise was taken without the siren in operation. For the indoor locations, the background measurement consisted of a 20 second sample. For calculations to determine L_{Aeq} (1 hour), the highest background measurement at the indoor location was used to represent the background sound level for the remainder of time over the hour when the siren was not operating. For calculations to determine L_{ex} (8 hour), the sound level from the siren was converted to an equivalent 8 hour exposure.⁵

Locations measured

- Site 1: Outdoor on sidewalk, across the street from siren
- Site 2: Indoor, detached residential home, across the street from siren, on main floor in front of window (window open)
- Site 3: Indoor, detached residential home on main floor, across the street from siren, on main floor in front of window (window closed)

Literature search for noise guidelines

To assess potential impacts to hearing health of residents from the noise measurement, MEDLINE, PUBMED, Google Scholar and Google searches were conducted to identify relevant community noise guidelines using the following terms; “noise, environment, siren, fire alarm, fire station, impulsive noise, children, emergency, hearing protection”. Noise data was compared to World Health Organization (WHO) guidelines and to the Ministry of Environment, Conservation and Parks (MECP) environmental noise guideline.

Results

Two siren modes were measured, with differing run-times:

- Test cycle involved the siren running at maximum volume for approximately 40 seconds after which the volume would reduce to background levels within approximately 2 minutes of the start of the siren.
- Emergency cycle involved the siren running at maximum volume for approximately 1 minute 45 seconds after which sound levels would reduce to background levels approximately 3 minutes after the start of the siren.

Table 1 –Noise Measurements

Location	Siren Mode	L _{ASmax} *	L _{Aeq} (1hr)	L _{ex} (8hr)
Site 1	Test	110.4 dBA	85.2 dBA	76.2 dBA
	Emergency	107.0 dBA	88.7 dBA	79.7 dBA
Site 2	Test	94.1 dBA	68.4 dBA	61.1 dBA
	Emergency	93.9 dBA	76.5 dBA	65.7 dBA
Site 3	Test	76.2 dBA	52.6 dBA	42.5 dBA
	Emergency	74.9 dBA	56.4 dBA	47.0 dBA

*- L_{ASmax} may underestimate actual L_{AFmax} levels from siren noise

World Health Organization Guidelines

The World Health Organization (WHO) set a number of recommended guideline values for community noise and recreational noise, intended to avoid critical health effects. Recreational noise can be considered as noise exposure through voluntary activities such as listening to music with headphones or attending concerts or events where elevated noise levels are expected. The guidelines are provided for context as there are no noise guideline values specific to sirens.

Table 1-WHO Guideline Value for Critical Effects for Noise for single noise events^{3,4}

Noise Metric, Level	Critical Effect	Comments
$L_{AF,max} < 110\text{dB}$, a maximum level not to be exceeded at any time	Acute hearing impairment	<p>Settings include:</p> <ul style="list-style-type: none"> • Ceremonies, Festivals and Entertainment Events including concerts, discotheques, video arcades, cinemas, amusement parks and spectator events. • Toys, Fireworks and Firearms • Music and other sounds through headphones, • Industrial and Commercial, Shopping and Traffic areas, indoors and outdoors. • Public addresses indoors and outdoors. <p>2018 WHO Environmental Noise Guidelines for the European region recommended following the 1999 WHO guidelines.</p>

Table 2-WHO Recreational Noise Guideline Value for the General Public^{6,7}

Noise Metric, Level, Duration	Critical Effect	Comments
$L_{ex} \leq 75\text{dBA}$ 8 hour	Noise induced hearing loss	<p>This level is equivalent to $L_{eq, 24hr}$ 70dBA and intended to eliminate risk in any exposed individual over longest exposure duration that can currently be modeled and has a margin of safety for vulnerable/susceptible individuals. $L_{eq, 24hr}$ 70 dBA was set by the US EPA as a guideline value to be completely protective against measurable hearing loss in virtually all of the population over 40 years of exposure and has been adopted by the WHO. This value incorporated an additional safety factor from $L_{eq, 24hr}$ 71.4 dBA which would result in a ≤ 5 decibels of hearing levels (dBHL) shift in 4 kHz hearing threshold levels in in 96% of the exposed population over 40 years of exposure.</p>
$L_{ex} \leq 80\text{dBA}$ 8 hour	Noise induced hearing loss	<p>A higher guideline value provided if some hearing loss in the population is considered acceptable. This level is equivalent to $L_{eq, 24hr}$ 75dBA and may result in a small fraction of exposed individuals encountering a material hearing impairment, but is protective against a substantial hearing loss for virtually all exposed individuals. There are some uncertainties with this exposure guideline value. Lifetime exposures to music and noise may be expected to exceed a cumulative duration greater than 40 years, the loss from which cannot be accurately estimated using existing predictive standards.</p>

Table 3-WHO Noise Exposure Guideline Values for Children in Recreational Settings^{8,9}

Noise Metric, Level, Duration	Critical Effect	Predicted outcomes
$L_{ex} \leq 80$ dBA 8 hour	Protection against noise-induced hearing loss	This recommended exposure guideline value would lead to an outcome of <1% of children experiencing a >5dB hearing loss at the 4kHz audiometric frequency. $L_{ex} \leq 75$ dBA level would provide maximum protection.

MECP Guideline

The MECP Environmental noise guideline (NPC-300) does not consider siren noise to be a stationary source to which guideline values would be applied. Instead, this guideline indicates that siren noise would normally be addressed in a qualitative manner by municipal noise by-laws.¹ For reference, NPC-300 compares the L_{Aeq} (1hr) from stationary sound sources to exclusion limits. These exclusion limits are recommended sound values for various community settings. They are different depending on the background area classification (urban, suburban or rural). The exclusion limits range from L_{Aeq} (1hr) 45-55 dBA and are being included for reference only.

Discussion

For Site 1, the outdoor measurement on the sidewalk in test cycle, there was an exceedance of the WHO guideline of L_{AFmax} 110 dBA maximum level for single noise events. The measurements taken were an L_{ASmax} which may underestimate L_{AFmax} as the sound level meter was set to slow response instead of fast response. Because of the short sampling periods, other background noise that could reasonably come from the community (for example lawn maintenance) was not captured in this assessment. Measurements taken at Site 2 and 3 with the windows open or closed were below this maximum level guideline. The L_{ex} 8 hour measurement at Site 1 during test cycle was just below the 80 dBA L_{ex} for recreational settings. While levels were below 80dBA L_{ex} , a reasonable assumption is that individuals would have additional noise exposures from recreational settings and different types of noise exposures over certain levels can have a cumulative impact on hearing.⁸

While high noise levels can cause acute hearing impairment, there is uncertainty on what a safe level of exposure is. Siren noise is exempt from NPC-300 guideline which mentions that this noise is normally addressed in municipal noise by-laws.

Considerations

Additional noise measurements could better characterize maximum levels on the sidewalk for comparison to the WHO guideline by using a sound level meter on fast response setting. Further to this, additional measurements could also address whether the maximum levels from the siren at other outdoor locations might be higher than those measured at Site 1 and longer measurements of background noise could be taken to better characterize these levels.

References

1. Ontario Ministry of Environment and Climate Change. Environmental Noise Guideline - Stationary and Transportation Sources - Approval and Planning (NPC-300) [Internet]. Toronto, ON: Ontario Ministry of Environment and Climate Change; 2013 [accessed 2024 Jul 12]. Available from: <https://www.ontario.ca/page/environmental-noise-guideline-stationary-and-transportation-sources-approval-and-planning>
2. Health Canada. Guidance for Evaluating Human Health Effects in Impact Assessment: Noise [Internet]. Ottawa, Canada: Health Canada; 2023 [accessed 2024 Sep 6]. Available from: <https://www.canada.ca/en/health-canada/services/publications/healthy-living/guidance-evaluating-human-health-impacts-noise.html>
3. Berglund, Birgitta, Lindvall, T, Schwela, D.H. Guidelines for community noise [Internet]. Geneva: World Health Organization; 1999 [accessed 2024 Jul 12]. Available from: <https://iris.who.int/bitstream/handle/10665/66217/a68672.pdf?sequence=1>
4. World Health Organization. Environmental noise guidelines for the European region [Internet]. Geneva: WHO Regional Office for Europe; 2018 [accessed 2024 Jul 12]. Available from: <https://iris.who.int/bitstream/handle/10665/279952/9789289053563-eng.pdf?sequence=1&isAllowed=y>
5. WorkSafeBC. Measuring Occupational Noise [Internet]. 4th ed. Vancouver, BC: WorkSafeBC; 2019 [accessed 2024 Aug 17]. 65 p. Available from: <https://www.worksafebc.com/en/resources/health-safety/books-guides/measuring-occupational-noise?lang=en>
6. Neitzel R, Fligor B. Determination of risk of noise-induced hearing loss due to recreational sound: review [Internet]. World Health Organization; 2017 [accessed 2024 Jul 12] p. 1–24. (Make Listening Safe WHO). Available from: https://cdn.who.int/media/docs/default-source/documents/health-topics/deafness-and-hearing-loss/monograph_on_determination_of_risk_of_hl_due_to_exposure_to_recreational_sounds.pdf?sfvrsn=9e55778e_5
7. Neitzel RL, Fligor BJ. Risk of noise-induced hearing loss due to recreational sound: Review and recommendations. *The Journal of the Acoustical Society of America*. 2019;146(5):3911–21.
8. Roberts B, Neitzel R. Noise exposure limit for children in recreational settings: review of available evidence [Internet]. Geneva: World Health Organization; 2018 Feb [accessed 2024 Jul 12] p. 1–28. (Make Listening Safe WHO). Available from: <https://cdn.who.int/media/docs/default-source/documents/health-topics/deafness-and-hearing-loss/monograph-on-noise-exposure-limit-for-children-in-recreational-settings.pdf>
9. Roberts B, Neitzel RL. Noise exposure limit for children in recreational settings: Review of available evidence. *The Journal of the Acoustical Society of America*. 2019;146(5):3922–33.

Disclaimer

This document was developed by Public Health Ontario (PHO) an agency of the Government of Ontario. PHO provides scientific and technical advice to Ontario's government, public health organizations and health care providers. PHO's work is guided by the current best available evidence at the time of publication. The application and use of this document is the responsibility of the user. PHO assumes no liability resulting from any such application or use.

This document was produced specifically in response to a request from Huron Perth Public Health and may contain confidential or proprietary information from PHO. As such, this document may not be shared, cited or reproduced without express written permission from PHO. No changes or modifications may be made to this document without express written permission from PHO.



Huron East

Administration

To: Mayor MacLellan and Members of Council

From: Jessica Rudy, Clerk

Date: November 5, 2024

Subject: Refreshment Vehicle By-law Review

Recommendation:

That the Council of the Municipality of Huron East provide direction regarding amendments to the Refreshment Vehicle By-law (By-law 016-2024).

Background:

In March 2024 Council approved By-law 016-2024, Refreshment Vehicles. On September 17, 2024, Council requested that the By-law be brought back for review of the fees, term of license, enforcement and a comparison with surrounding municipalities.

Comments:

Attachment 1 to this report, outlines various surrounding municipality By-law provisions including one-time fees, per use fees, location restrictions and set fines.

The current By-law for Huron East has a fee of \$350, this was the original price in the former Town of Seaforth By-law. The By-law encompasses all of Huron East, not just municipal property, and is valid for one year. Section 5.3 of the By-law provides for the waiving of the fee, at the approval of Council, for registered charitable organizations benefiting Huron East, non-profit organizations with charitable purposes with have direct benefit to Huron East residents, local churches, local schools and local service club events, Business Improvement Area (BIA) events and events sponsored or approved by Huron East Council.

The current By-law does have set fines of \$300 for operating without a license, unclean conditions, no working fire extinguisher, and operating within one of the restricted areas, etc. The By-law is enforced through a complaint-based system. Staff recommend increasing these fees to truly serves as a penalty. It is of note that the revised fees would require approval from the Ministry of the Attorney General.

Communication:

Any amendments to the By-law will be communicated to the general public through Huron East social media and website.

Others Consulted:

CAO

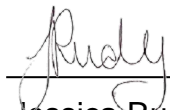
Financial Implications:

None.

Attachments:

[Attachment 1](#): Area Municipality By-law Comparison

[Attachment 2](#): By-law 016-2024, Refreshment Vehicle By-law

Signatures:

Jessica Rudy, AMP, Clerk



Brad McRoberts, MPA, P. Eng., CAO

CLK-24-18 – Attachment 1: Area Municipality By-law Comparison

Below are the features of the By-laws for surrounding municipalities.

Goderich

- Regulates mobile canteens and refreshment stands across municipality
- Permit is valid for one year for \$220
- Set fines of \$110

North Huron

- Regulates food trucks for special events on municipal property only
- Permit is good for the duration of an event to a maximum of seven (7) days
- Current fee is \$100 but is being reviewed with the Fees and Charges Bylaw for 2025
- Private property events are subject to Zoning Bylaw regulations and must have owners' permission
- Set fines of \$400

South Huron:

- Regulates all refreshment vehicles, chip wagons, mobile barbecue and refrigerated bicycle carts across the municipality
- Refreshment vehicle/chip wagon/mobile barbecue license is valid for one year, anywhere in municipality, at \$250
- Refrigerated Bicycle Cart is \$50 per bicycle
- No fee set for one day events
- No set fines

North Perth

- Regulates refreshment vehicles, chip wagons, mobile barbecues, and refrigerated Bicycles within the municipality
- Refreshment vehicle/chip wagon/mobile barbecue license is valid for one year, anywhere in municipality, at \$250
- Refrigerated Bicycle Cart is \$50 per bicycle
- No fee set for one day events
- Set fines of \$350

Perth East

- Regulates refreshment vehicles within the municipality
- Refreshment vehicle license is valid for one year at zero cost – applications are still required
- Set fines of \$350

West Perth

- Regulates refreshment vehicles within the municipality
- Refreshment vehicle license is valid for one year at \$250
- One time event fee set at \$50
- Set fines of \$350

**The Corporation
of the
Municipality of Huron East
By-law No. 016 for 2024**

Being a By-law to Licence, Regulate, and Govern
Refreshment Vehicles in the Municipality of Huron East

Whereas Section 8(3) of the Municipal Act, 2001, S.O. 20001, c.25, as amended, a by-law respecting any matter may, (a) regulate or prohibit the matter; (b) require persons to do things respecting the matter; and (c) provide for a system of licence respecting the matter;

And Whereas Section 11(2) of the Municipal Act, 2001, provides that a Municipality may pass by-laws for the purpose of ensuring economic, social well-being of the municipality, and the health, safety and well-being of people in the municipality;

And Whereas Section 151 of the Municipal Act, 2001 provides for a system of business licences for any business wholly or partially carried on within the municipality and allows a municipality to prohibit the carrying on or engaging in the business without a licence, to refuse to grant a licence, to revoke or suspend a licence or to impose special conditions for licence;

And Whereas Section 391 of the Municipal Act, 2001 enables a municipality to pass a by-law imposing fees or charges for services or activities provided or done by or on behalf of it;

And Whereas the Council of the Municipality of Huron East considers it desirable and necessary to licence, regulate and govern Refreshment Vehicles in the Municipality of Huron East;

And Whereas the Council of the Municipality of Huron East deems it necessary to establish penalties for those convicted of an offence under any provision of this By-law or any Schedule to this By-law;

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

1. Definitions

1.1 For the purpose of this this By-law the following definitions apply:

“Applicant” means a person seeking a licence or renewal of a licence and is the person who is managing or responsible for the overall operations of a Refreshment Vehicle.

“By-law Enforcement Officer” means the By-law Enforcement Officer of the Municipality of Huron East.

“CAO” means the Chief Administrative Officer of the Municipality of Huron East.

“Charitable Organization” means an organization which is created primarily for a charitable object or purpose in Ontario, is operated not for profit, and includes a religious organization or minor sports group.

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

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

“Eating Establishment” has the same meaning as an eating establishment or restaurant as defined in the Municipality’s Zoning By-law.

“Fire Chief” means the Fire Chief for the Municipality of Huron East.

“Health Unit” means Huron-Perth Public Health.

“Licence” means a licence issued pursuant to this By-law.

“Licencee” means a person licensed under this By-law.

“Motor Vehicle” means a Motor Vehicle as defined in the Highway Traffic Act, R.S.O. 1990.

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

“Officer” means an Ontario Provincial Police Officer as defined in the Police Services Act, R.S.O. 1990, and shall include a Municipal By-law Enforcement Officer, whose duties include the enforcement of the By-law, and includes a Fire Prevention Officer, and Fire Chief.

“Person” means an individual, partnership, firm or corporation and any heirs, executors or legal representative to whom the context can apply.

“Refreshment” includes any form of food or drink intended for human consumption.

“Refreshment Vehicle” means a motor vehicle, trailer, cart or any conveyance, driven by any kind of power, including muscular power, which is used for the sale, preparation or dispenses of food or drink for consumption by the general public.

“Refrigerated Bicycle Cart” means a manually propelled itinerant tricycle vehicle from which ice-cream, ice-cream cones, ice milk and other iced confectionary food items are offered for sale or sold to the public.

“Special Community Events” means a special event or any event that has been sanctioned as a Community Event of Municipal Significance by resolution of Council.

“Special Event” means an event held in the Municipality for which a special event has been sanctioned by the Municipality.

2. Prohibitions

2.1 No person shall operate a Refreshment Vehicle in the Municipality without a licence.

2.2 No person shall operate a Refreshment Vehicle with a suspended or revoked licence.

2.3 Every Licencee shall conform to the requirements and conditions of the licence through the licence term.

2.4 No person shall obstruct an officer during the performance of a duty under this By-law.

2.5 Every person providing refreshments from a refreshment vehicle shall do so in accordance with the Health Protection and Promotion Act, R.S.O. 1990, c.H.7., as amended, and regulation made thereunder and any successor legislation in substitution thereof.

2.6 No Licencee shall transfer a Refreshment Vehicle licence.

3. Licensing Procedures

3.1 Every application for a licence shall be completed and submitted on forms prescribed by the Clerk.

3.2 Licences are valid Until December 31 of the year if issuance.

- 3.3 The Licensee of the of the Refreshment Vehicle shall ensure that the Refreshment Vehicle does not remain in a particular location for longer than the duration of any particular event.
- 3.4 The Clerk shall refuse to issue or renew a licence where:
- 3.4.1 The application for a licence fails to meet the requirements for issuance set out in this By-law or any other municipality By-law or applicable regional By-law or provincial or federal law.
 - 3.4.2 The applicant is not at least 18 years of age without written consent of the parent or guardian.
 - 3.4.3 The application is incomplete.
 - 3.4.4 The licence was issued in error.
 - 3.4.5 The prescribed fee has not been paid.
 - 3.4.6 The applicant has submitted false information in support of the application.
 - 3.4.7 An Officer or Health Inspector, by way of inspection, has determined that the refreshment vehicle is not compliant with this By-law.

Licensing Requirements

- 3.5 Every licence application to operate a Refreshment Vehicle shall include:
- 3.5.1 An application fee as prescribed in the current Fees and Charges By-law.
 - 3.5.2 A photograph of the Refreshment Vehicle.
 - 3.5.3 A copy of the motor vehicle, or trailer registration.
 - 3.5.4 If a motor vehicle, a valid safety standards certificate issued by a provincially authorized motor vehicle inspection mechanic certifying that the motor vehicle to which the licence application relates complies in all respects with the applicable equipment and performance standards set out in the regulation made under the Highway Traffic Act, R.S.O, 1990, C.H.18, as amended, or any successor legislation in substitution thereof.
 - 3.5.5 Indemnification and proof of Commercial General Liability insurance in the amount of five million dollars (\$5,000,000.00), where required.
 - 3.5.5.1 Proof of Automobile Liability insurance in the amount of two million dollars (\$2,000,000.00), coverage against claims for bodily injury and/or property damage for all licensed vehicles and equipment owned or leased by the applicant, if applicable.
 - 3.5.5.2 All renewal certificates for such insurance shall be provided thirty (30) days prior to the expiry of the insurance during the term.
 - 3.5.5.3 The Municipality of Huron East may require additional types of insurance coverage or higher limits of insurance coverage as determined by the Clerk.
 - 3.5.6 A current proof of inspection and approval, in writing, from the Huron Perth Public Health or any other valid Ontario Public Health Organization.
 - 3.5.7 Approved Mobile Food Service Equipment Inspection Self Checklist from the Huron East Fire Department.
 - 3.5.8 Where the Refreshment Vehicle is fitted with propane or natural gas, a current certificate issued within thirty (30) days of the date of the

Refreshment Vehicle licence application, on the prescribed TSSA Application or Field Approval of Mobile Food Service Equipment, by a provincially authorized propane or natural gas fitter, as the case may be, certifying that the Refreshment Vehicle complies with the applicable equipment and performance standards as prescribed by the Province of Ontario.

- 3.5.9 Refrigerated Bicycle Carts shall be equipped with a soft toned bell or chime in proper working order.
- 3.5.10 The Clerk may accept documents submitted under a previous Refreshment Vehicle licence application provided that all applicable documents, inspections, insurance, or permits have not expired and are still in force.
- 3.5.11 The Clerk may impose conditions not specified in this By-law as a requirement of obtaining or renewing a licence.

Operating Requirements

- 3.6 Every Licencee shall produce the licence issued in accordance with this By-law when requested to do so by an Officer or Health Inspector.
- 3.7 Every Licencee shall affix the licence to the Refreshment Vehicle so it is clearly visible to the public and customers at all times.
- 3.8 Every operator of a Refreshment Vehicle shall ensure that the Refreshment Vehicle and immediate surrounding area is kept in a clean and sanitary condition at all times.
- 3.9 Every Licencee shall equip the Refreshment Vehicle with a garbage receptacle of sufficient size to accommodate all waste material generated by the operation of the Refreshment Vehicle.
- 3.10 Every Licencee shall equip the Refreshment Vehicle with a fire extinguisher that is maintained in good working order and has been approved for use by the Fire Chief.
- 3.11 Every Refrigerated bicycle cart shall ensure that only ice cream, ice cream cones, ice milk and other iced confectionery products are offered for sale or sold from the Refrigerated Bicycle Cart.
- 3.12 Every food item offered for sale or sold from Refrigerated Bicycle Carts are individually wrapped.
- 3.13 No Licensee of a Refrigerated Bicycle Cart shall employ or allow anyone under the age of 15 years to operate the Refrigerated Bicycle Cart.

Location Requirements

- 3.14 No person shall operate Refreshment Vehicle within 60 metres of a school unless authorized to do so by the applicable school board.
- 3.15 No person shall operate a Refreshment Vehicle within 60 metres from the entrance of an Eating Establishment unless authorized to do so by the applicable eating establishment.
- 3.16 No person shall operate a Refreshment Vehicle within 30 metres of a re-fueling station or any other volatile environment.
- 3.17 No person shall operate a Refreshment Vehicle at a Special Event or within 100 metres of a Special Event unless the event organizer has approved the Refreshment Vehicle as a vendor at the Special Event.
- 3.18 No person shall operate a Refreshment Vehicle on property owned or managed by the Municipality, unless the Refreshment Vehicle has been awarded the rights to

operate at that location by the Municipality.

3.18.1 A Refreshment Vehicle authorized to operate on Municipally owned or operated location shall not be subject to setback requirements or schools or eating establishments.

3.19 No person shall operate a Refreshment Vehicle on a Highway, unless:

3.19.1 The Municipal or other applicable road authority has authorized a portion of the Highway for that purpose.

3.20 No person shall operate a Refreshment Vehicle in a Residential Zone, unless:

3.20.1 The Refreshment Vehicle is servicing an active construction site for no longer than thirty (30) minutes.

3.21 No person shall operate a Refreshment Vehicle on private property without landowner or property manager permission.

3.22 Every Licencee, when operating a Refreshment Vehicle, shall ensure no waste or chemicals are spilled in a municipal drain or natural watercourse.

3.23 The Licencee shall comply with all Municipal By-laws, including, but not limited to Zoning By-laws and Property Standard By-laws, and comply with all provincial and federal legislation.

3.24 Every Licencee shall keep a location log for each day the Refreshment Vehicle is operating that includes a note for each stop made by the Refreshment Vehicle for the purpose of preparing or offering food for sale, and the date, time duration, and location of the stop.

3.24.1 Upon request of an Officer, the Licencee shall immediately produce this location log.

4. Enforcement and Penalties

Inspections

4.1 Any Officer may, at any reasonable time, enter upon any property for the purpose of carrying out an inspection to determine whether or not the provisions of this By-law have been complied with.

4.2 No person shall prevent, hinder, or interfere or attempt to prevent, hinder or interfere with an inspection undertaken by an Officer.

Revoke, Suspend or Cancel a Licence

4.3 The Municipal Clerk may revoke, suspend, or cancel a licence if the Licencee fails to comply with any provision of this By-law and such non-compliance is not remedied following notice from the Municipality specifying the particulars of the noncompliance.

Offences and Penalties

4.4 Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine pursuant to the provisions of the Provincial Offences Act, R.S.O. 1990, c.P.33 as amended from time to time.

Ultra Vires

4.5 It is hereby declared that notwithstanding that any section of this By-law, or parts thereof, may be found by any court of law to be invalid or beyond the power of the Council to enact, such section or sections or parts thereof shall be deemed to be

severable and that all other sections or parts of this.

Conflict

4.6 In the event of a conflict between any provision of this By-law or any other By-law in effect if the Municipality of Huron East or with any other law statute or regulation applying to the Municipality, the more restrictive requirement shall apply.

5. Exemptions

5.1 Notwithstanding Section 3.1 of this By-law, a Licencee of a Refreshment Vehicle shall be permitted to operate in a Public Park in conjunction with and during a Special Community Event provided written approval has been obtained from the Municipality, in advance.

5.2 The provisions of this By-law shall not apply to a mobile barbecue operated in connection with a charitable fundraising event, or a community event held on a Municipal property, or where written approval has been obtained from the Municipality in advance.

5.3 Refreshment Vehicles being operated by one of the following organizations for fundraising purposes are exempt from paying the refreshment vehicle fee provided the Refreshment vehicles does not operate in excess of the event. All other provisions of this By-law apply unless special permission has been granted by Council. The listed organizations are responsible for ensuring the licensing provisions of this by-law are met. In the even there is a disagreement whether the fee exemption applies, Council will make the final decision.

5.3.1 An Ontario organization which provides service to Huron East residents and has a registered charitable status number;

5.3.2 An Ontario registered non-profit organization with charitable purposes which has direct benefit to Huron East residents;

5.3.3 Local churches, local schools and local service club events;

5.3.4 Business Improvement Area Association events; and

5.3.5 Events sponsored or approved by Huron East Council.

6. Force and Effect

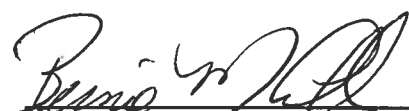
6.1 This By-law shall be known as the "Refreshment Vehicle By-law".

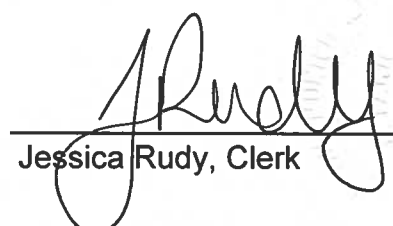
6.2 That By-law 23-1992 of the Former Town of Seaforth is hereby repealed.

6.3 That this By-law shall be in force and effect on the date of final passing thereof.

Read a first and second time this 5th day of March 2024

Read a third time and finally passed this 5th day of March 2024.


Bernie MacLellan, Mayor


Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East

Schedule "A" of By-law No. 016 for 2024: Refreshment Vehicle

Set Fine Schedule – Part 1 Provincial Offences

Item	Short Form Wording	Provisions creating or defining offence	Set Fine
1	Operating a refreshment vehicle without a licence	2.1	\$300
2.	Operating a refreshment vehicle with a suspended or revoked licence	2.2	\$300
3.	Obstructing an officer during the performance of their duty	2.4	\$300
4.	Transfer Refreshment Vehicle Licence	2.6	\$300
5.	Fail to affix licence so clearly visible to public and customers	3.7	\$300
6.	Fail to ensure clean and sanitary conditions	3.8	\$300
7.	Fail to equip Refreshment Vehicle with sufficient garbage receptacle	3.9	\$300
8.	Fail to equip Refreshment Vehicle with working fire extinguisher	3.10	\$300
9.	Operate Refreshment Vehicle within 60 metres of school without authorization	3.14	\$300
10.	Operate Refreshment Vehicle within 60 metres of an eating establishment without authorization	3.15	\$300
11.	Operate Refreshment Vehicle within 30 metres of a re-fueling station or other volatile environment	3.16	\$300
12.	Operate Refreshment Vehicle at a special event without approval	3.17	\$300
13.	Operate Refreshment Vehicle on municipal property without awarded rights	3.18	\$300

Item	Short Form Wording	Provisions creating or defining offence	Set Fine
14.	Operate Refreshment Vehicle on a highway without authorization	3.19	\$300
15.	Operate Refreshment Vehicle in a residential zone	3.20	\$300
16.	Operate Refreshment Vehicle on private property without authorization	3.21	\$300
17.	Spill waste or chemicals in municipal drain or watercourse	3.22	\$300
18.	Fail to keep location log	3.24	\$300

Note: The penalty provisions for the offences indicated above is Section 4.4 of By-law 016-2024, a certified true copy of which has been filed.

Huron East
Administration

To: Mayor MacLellan and Members of Council
From: Stacy Grenier, Director of Finance/Treasurer
Date: November 5, 2024
Subject: Third Quarter Financial Variance Reports – 2024 Budget

Recommendation:

That the Council of the Municipality of Huron East receive the Third Quarter Financial Variance Reports – 2024 for information;

Background:

Annual operating budgets are traditionally established at the beginning of the calendar year and are based on the best available information and trends. Key inputs to the operating budget include professional estimates, the current legislative environment, macroeconomic trends (such as inflation, commodity prices, unemployment figures, and interest rates), and other relevant local information available at the time of approval. Inflationary pressures related to municipal expenditures and services continue to place significant pressures on service budgets.

With the first three quarters of the year complete, generally speaking, seventy-five percent of budgeted revenues and regular expenses would be remaining. As shown in the attached report, 75.0% of budgeted revenues have been earned, 71.9% of Salaries and Benefits have been spent and 71.6% of budgeted operating expenditures have been spent during the first six months of the year. Overall, these are tracking in line with the budget figures.

On the report, it appears that Capital expenditures are well above anticipated amounts. This is due to delayed project completions for capital items budgeted in 2022 and 2023. Any funds that have been previously collected for these capital expenditures are in reserves to cover those project completions. Adjustments for the transfers from reserves will be done before year end.

In reviewing the variance reports, the following observations can be made:

Tax Funded Departments

- General taxation revenue: Slightly under budget. Supplemental billings and PILs still to be processed in 4th quarter.
- Overall Computer Support: tracking over budget as most annual fees and dues are processed in the first half of each year.

- Overall – Interest – Investment Interest Revenue: to be recorded in fourth quarter and accrued at year end.
- Operating – Insurance: tracking slightly higher than budget for BMGCC and Brussels Fire Station due to the additional costs for the expansions.
- Administration – Capital – Land Acquisition: incurring costs associated with the Brussels Subdivision; offset by future revenues as sales of lots have/will occur.
- Administration - Revenue– User Fees: Tracking slightly over budget.
- Administration – Expenses – Operating: Tracking over budget. Some consulting and professional services expenditures were budgeted in 2023 and are being completed in 2024. The amounts not used in prior years were allocated to reserves to use in the current year. The adjustments for the transfer from reserves will be completed before year end.
- Fire Department Expenses – Operating: In general, the fire stations are operating under budget. However, additional consulting fees have been incurred in 2024 and there is a loss of the shared service revenue and addition of the Deputy Fire Chief. Furthermore, wages are not processed until the 4th quarter and it is unknown where costs will land. Staff are monitoring this closely.
- Waste Management – Revenue – User Fees: Tracking lower than budget due to less Bin Fees. To be reconciled before year end.
- Transportation Services – Revenue – Service Recovery: Tracking Over Budget should be offset by additional expense.
- Transportation Services Expenses – Operating: Tracking at budget.
- Daycare –Revenues - Funding and Fees: Tracking slightly over budget.
- Daycare – Expenses – Operating: Tracking slightly over budget. Staff are monitoring this closely.
- BMGCC – Revenues – User Fees: Tracking under budget. Billings for ice rental fees will be done in fourth quarter.
- BMGCC – Expenses – Operating: Tracking above budget. Staff are monitoring closely.
- SDCC - Revenues – User Fees: Tracking below budget. Billings for ice rental fees will be done in fourth quarter.
- SDCC - Expenses – Operating: Tracking slightly below budget.
- VRC - Revenues – User Fees: Tracking at budget
- VRC – Expenses – Operating: Tracking above budget. This includes additional expenses related to unbudgeted Grant received. Staff are monitoring closely.
- Council – Expenses – Operating: Tracking as expected.
- Economic Development – Expenses –Operating: Tracking below budget but bills will coming in in fourth quarter.
- Cemeteries – Expenses – Operating: Tracking below budget, anticipate on target in fourth quarter.

User Fee Revenue Supported Departments:

- Green energy revenues are tracking lower than budget; staff have acquired a monitoring service to assist with improved tracking to improve revenue stream. Unplanned repairs will reduce the year-end amount available for reserves.
- All Water Departments - Tracking on budget.
- All Wastewater Departments - Tracking on budget.
- CBO – Revenue – Building Permits: year to date permits fees are tracking above budget. If this trend continues, the budgeted transfer from the reserve fund would be reduced.
- Huron East Health Centre: Tracking on budget.
- Brussels Medical Dental – Tracking on budget.
- Capital Drain Expenses not yet recovered: Staff are working to complete drain assessment billings and grant applications before year end.

Timing Issues:

- Canadian Community Building Fund (Formerly Gas Tax) – Revenue: Remainder to be received in November.
- Conservation Authority – Expense: Maitland Valley Conservation Area (MVCA) bills all levy in March; Ausable Bayfield Conservation Authority (ABCA) bills in June and October.
- Fire – All Districts – Wages and Benefits: Volunteer fire fighters are paid annually towards the end of the year.
- Transfers to and from reserves and reserve funds to be done at year end once figures are finalized.
- Planning & Development – Planning and Zoning – Contracted Services: County invoices in June and December.
- Waste Management – most of the recycling costs were billed at the beginning of the year.

Risk Analysis:

There are a number of potential risks that can impact the year-end financial results which may cause differences from what had previously been reported to Council as follows:

1. The Net Tax Additions/Reductions account is extremely difficult to project with certainty. Any variances in this account will vary dramatically based on the outcomes and timing of the settlements.

2. Current macro and micro economic conditions such as changes to local unemployment rates, volatility of energy costs, commodity prices and interest rates, as well as supply and demand for products and services. Inflationary increases (the Consumer Price Index) in 2023 averaged 3.9%, 2024 average for three quarters is 2.6%. This has become a significant risk in the few years and is being monitored closely.

3. Seasonal variability with respect to revenues (e.g. Recreation Fees) and expenses (e.g. winter control).
4. Potential increases in staffing costs due to factors such as sick call replacement, modified duties, and WSIB.
5. Potential increase to unavoidable expenditures such as unavoidable repairs and maintenance, along with related purchases of materials and supplies, legal expenses, etc.
6. The significant use of estimates, historical knowledge and judgement in developing budgets and projecting actual expenses for the year implies that actual year-end revenues and expenditures may differ from projections.

Communication:

Communication to Council on a quarterly basis, Regular communication with Department Heads.

Others Consulted:

Department Heads

Financial Impacts:

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


Attachments:

[Attachment 1](#): Third Quarter Financial Report - As of September 30, 2024

Signatures:



Stacy Grenier, CPA, Treasurer



Brad McRoberts, MPA, P. Eng., CAO



Municipality of Huron East

Executive Summary

2024 Revenue & Expenditures as of September 30, 2024

	2023	2024 YTD	2024		
	YTD	September	Budget	\$ Variance	% Variance
Revenue					
Prior Year (Surplus)/Deficit	3,510,424	3,596,121	1,360,922	(2,235,199)	164.2%
Taxation	(10,007,488)	(11,099,869)	(11,178,756)	(78,887)	(0.7%)
Federal	(1,536,253)	(149,529)	(311,486)	(161,957)	(52.0%)
Provincial	(3,000,965)	(1,849,641)	(2,435,537)	(585,896)	(24.1%)
Other Municipalities	(1,226,970)	(975,103)	(1,621,475)	(646,372)	(39.9%)
Water/Sewer Rates	(1,981,149)	(2,034,044)	(2,664,324)	(630,280)	(23.7%)
Donations	(144,506)	(278,122)	(344,500)	(66,378)	(19.3%)
User Fees	(2,151,458)	(2,259,351)	(2,739,732)	(480,381)	(17.5%)
Interest	(184,984)	(128,809)	(370,372)	(241,563)	(65.2%)
Other Revenue	(221,446)	(222,402)	(219,083)	3,319	1.5%
Total Revenue	(16,944,795)	(15,400,749)	(20,524,343)	(5,123,594)	(25.0%)
Expenditures					
Salaries & Benefits	3,659,097	4,573,695	6,358,220	1,784,525	28.1%
Operating	7,166,912	7,661,388	10,697,732	3,036,344	28.4%
Debt Repayment	95,861	134,950	382,082	247,132	64.7%
Capital	5,352,201	6,332,825	5,019,702	(1,313,123)	(26.2%)
Other Items					
Charge to Other Job	(498,455)	(487,322)	(646,096)	(158,774)	(24.6%)
Transfer to Reserves	172,932	192,663	3,742,371	3,549,708	94.9%
Transfer from Reserves	(132,274)	(310,827)	(3,951,164)	(3,640,337)	(92.1%)
Total Expenditures	15,816,274	18,097,372	21,602,847	3,505,475	16.2%
Sub-total	(1,128,521)	2,696,623	1,078,504	(1,618,119)	(150.0%)

Huron East
Administration

To: Mayor MacLellan and Members of Council
From: Lissa Berard, Director of Community Services
Date: November 5, 2024
Subject: Brussels Batting Cage Agreements

Recommendation:

That the Council of the Municipality of Huron East accept the prepared agreements regarding the ownership and community usage of the batting cages located at the Brussels Optimist Park.

Background:

Members of the baseball community were inspired to enhance training facilities for youth baseball programs. A dedicated group proposed constructing a batting cage on municipal property, conveniently located near the existing baseball diamond. To move forward with the project, a small committee was formed to create a comprehensive plan, including design and construction details. Through various fundraising events, the committee successfully raised enough funds to fully finance the initiative.

The committee worked closely with the Director of Community Services to ensure all necessary requirements were met. This collaboration included consultations with the Chief Building Official to ensure that construction adheres to local regulations. Safety measures, such as clear signage and user agreements, were developed with guidance from the municipal insurance company, ensuring a safe and compliant environment for all users of the batting cage.

To ensure the success of the batting cage project, the committee has decided to donate all necessary funds for its implementation to the municipality. The committee will also oversee the construction and organization of the facility on municipal property. They will collaborate with the Director of Community Services to ensure construction compliance with safety regulations, insurance requirements, and local laws.

As a municipal asset, all financial transactions will be processed through the municipality. The agreements will clarify the roles and responsibilities of both the municipality and community members, ensuring equitable access and proper maintenance of the batting cage facility for all users. This initiative reflects the community's commitment to enhancing recreational opportunities and fostering a healthy, active environment.

Comments:

These agreements are essential for establishing clear guidelines for the management and use of the batting cage facility, promoting community engagement and ensuring longevity of the batting cage facility.

The attached agreements meet the following criteria:

1. Ownership Structure:

- Clearly defines joint ownership responsibilities of the batting cages.
- Separates responsibilities of the maintenance, repairs and capital costs between structure and equipment.

2. Community Usage Guidelines:

- Sets forth user agreements to ensure safety and fair access for all baseball associated users.
- Establishes clear safety rules and responsibilities for users.

Benefits to the Community:

1. **Promotes Health and Wellness:** Provides a safe space for community members to engage in physical activities.
2. **Skill Development:** Offers opportunities for youth to develop their baseball and softball skills.
3. **Community Cohesion:** Fosters a sense of community through shared recreational activities.

The acceptance of these agreements will provide a solid framework for the successful operation of the batting cages, ensuring they remain a valuable asset for our community. Staff are requesting that Council approve these agreements, enabling staff to move forward with implementation and promote active engagement among residents.

Communication:

Notification to participating community groups involved with the project will receive copies of the final agreements.

Safety Signage will be placed at the batting cage facility.

Through Municipal social media networks recognition will be given to the dedicated community enthusiast for their efforts to provide a valuable resource for young athletes and future generations.

Others Consulted:

Chief Building Officer

Brussels Optimist

Brussels Minor Ball Association

Brussels Bangers

Brussels Tigers

Manager of Parks and Recreation

CAO

Clerk

Financial Implications:

The financial impact of these agreements will primarily involve costs incurred by staff hours dedicated to maintenance and repairs, of the structures (fencing, ground surface, building housing). These costs will be offset by the per player levees, and diamond rental fees, ensuring that the batting cages remain sustainable while providing a valuable community resource.

Attachments:

[Attachment 1](#): Ownership Agreement and Coaches and Teams Agreement

[Attachment 2](#): Batting Cage Diagrams

Signatures:

Lissa Berard

Lissa Berard, Director of Community Services

Brad McRoberts

Brad McRoberts, P.Eng., MPA, CAO

THIS AGREEMENT made in duplicate the _____ day of _____ 2024.

Between

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST
(hereinafter referred to as the "Municipality")

And

BRUSSELS MINOR BASEBALL ASSOCIATION
(hereinafter referred to as the "Association")

Whereas the Municipality is the owner of land known as the Brussels Optimist Park, located at 624 Sports Drive, Brussels Ontario.

And Whereas the Association has provided funds to construct a batting cage facility ("the facility") on the above noted land.

And Whereas the Association and the Municipality are in agreement to the batting cages being installed subject to the terms and conditions herein.

Now therefore the parties agree to the following conditions:

1. The Association will allocate the funds to construct the facility.
2. The Municipality will assume joint ownership of the batting cage, post final construction.
3. The Municipality shall maintain and provide future updates for the structure of the batting cage. The structure shall include fencing, the ground surface area in and around the facility and the building which houses the batting cage equipment.
4. The Association shall be responsible for all costs associated with maintenance, operation and security of the equipment within the batting cage facility.
5. The structure of the facility and the housing for equipment shall be insured by the Municipality.
6. The Association shall ensure insurance coverage is provided for the equipment; a certificate of insurance shall be provided to the Municipality.
7. Usage will be agreed upon by the President of the Association and the Community Services Department within the Municipality.
8. The Municipality shall require all coaches and teams to adhere to and sign the User Agreement, which outlines the rules and responsibilities of facility usage.

9. This Agreement shall be in force for the life of the batting cage structure, or until such a time that either party fails to maintain the structure and/or facility.

10. Any notices provided by either party shall be in writing to applicable address below:

Municipality of Huron East
Lissa Berard, Director of Community Services
72 Main Street South
Seaforth, ON N0K 1W0
csd@huroneast.com
519-527-0160 ext. 35

Brussels Minor Ball Association
Anna Wilson
779 Turnberry St, Brussels
annagerman@icloud.com
5198072727

11. Any amendments shall be made in writing and approved by both parties.

IN WITNESS THEREOF the parties have caused this Agreement to be executed by their duly authorized representatives

Municipality of Huron East

Brad McRoberts

CAO

Brussels Minor Ball Association

Name

President

Brussels Batting Cage User Agreement for Baseball Coaches and Teams

Purpose: This agreement outlines the responsibilities of coaches regarding the safety rules for the batting cage and equipment use.

Agreement:

I, [Coach's Name], as a coach for [Team Name], agree to the following terms regarding the use of the batting cage and equipment:

1. **Commitment to Safety:** I acknowledge that I have read and understood the safety rules outlined for the batting cage. I agree to enforce these rules at all times during practices and games.
2. **Supervision:** I will ensure that all players, are supervised at all times by an adult who is trained in operating the pitching machine and familiar with safety protocols.
3. **Equipment Responsibility:** I will be responsible for ensuring that all equipment is used safely and appropriately. This includes checking that all players wear helmets and closed-toe shoes and that no prohibited items (gum, tobacco, food, drink) are present.
4. **Safety Checks:** Before each use of the batting cage, I will inspect the equipment and area to ensure they meet safety standards and address any potential hazards.
5. **Communication:** I will communicate these safety rules to all players and their guardians, emphasizing the importance of adhering to these guidelines.
6. **Liability:** I understand that failure to comply with the safety rules may result in a loss of access to the batting cage for my team.
7. **Rules:** I agree to ensure that all listed rules are adhered to and observed by my team.
 1. Use at Your Own Risk.
 2. Helmets Required: All users must wear a helmet at all times.
 3. Footwear: Closed-toe shoes only.
 4. Supervision Required: Children must be supervised by a trained adult.
 5. No Gum or Tobacco: This includes chewing, smoking, and seeds.
 6. No Food or Drink Allowed.
 7. One Person per Cage: Only one person may use the cage at a time.

8. Keep Doors Closed: Ensure all doors are closed while batting.
 9. No Climbing or Hanging: Do not climb on or hang from the cage.
 10. Safety First: Never stand in front of the machine or on the plate.
 11. Substance Policy: No one under the influence of drugs or alcohol is allowed.
 12. No Horseplay.
 13. Strict Enforcement: Violating rules results in loss of access—no warnings.
8. **Maintenance:** I will ensure that the premise remains in a safe and secure state prior, during, and after use.
 9. **Acknowledgment:** By signing this agreement, I acknowledge that I am responsible for the safety of my team, and will uphold these standards, to ensure a safe and enjoyable environment.

Coach's Signature: _____

Date: _____

Team Name: _____

Please return a signed copy of this agreement to the Manager of Parks and Recreation before using the batting cage. Thank you for your commitment to safety!

For Office Use Only:

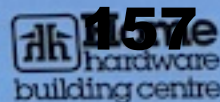
Manager of Parks and Recreation Signature: _____

Approval Date: _____

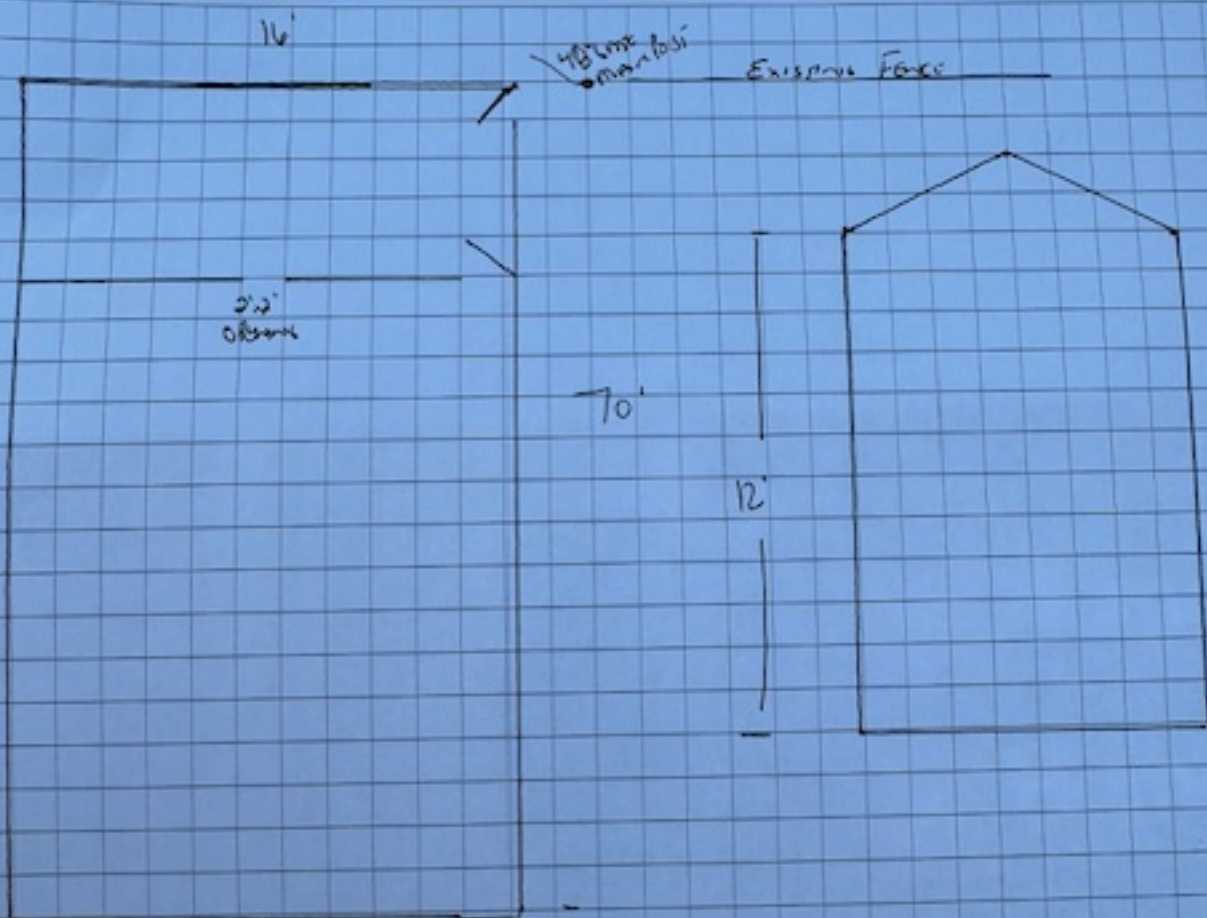


J.M. McDONALD LUMBER

226 Turnberry Street North, Brussels, Ont. N0G 1H0
Ph. 519-887-6277 Toll Free 1-800-877-6244 Fax 519-887-6244
mcdonaldhomehardware.com

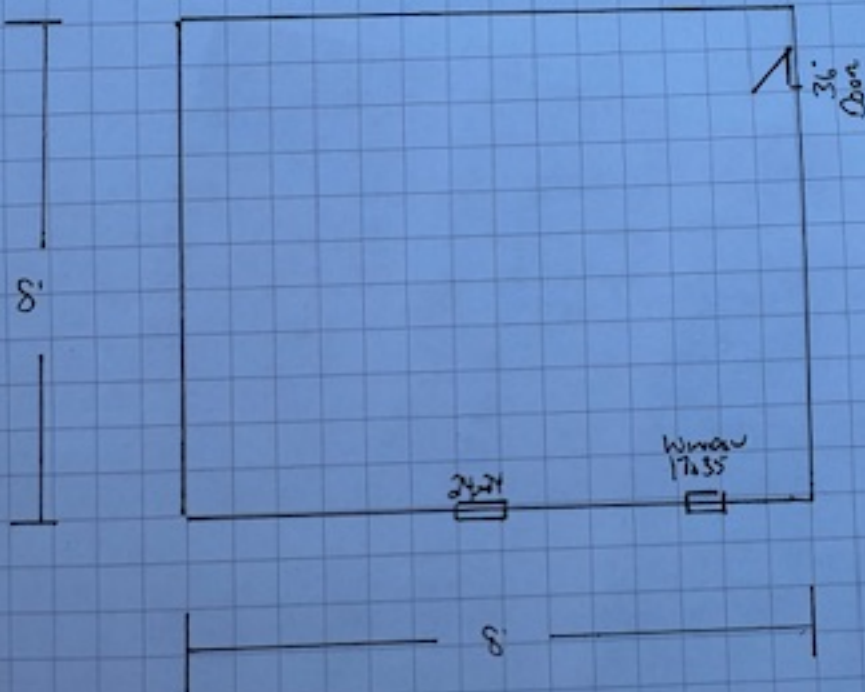
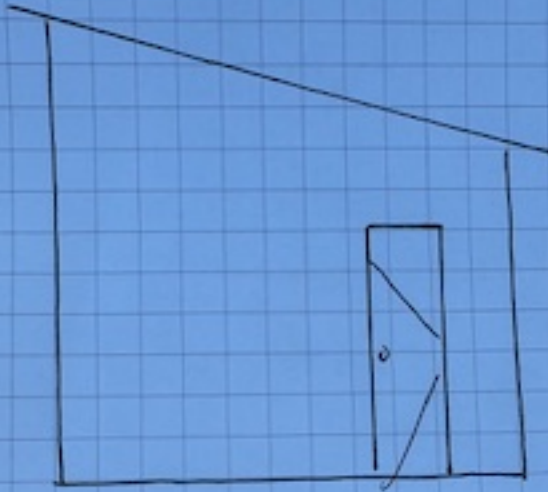


CUSTOMER Brussels Minor Bldg CONTACT _____
ADDRESS _____ CITY _____ POSTAL CODE _____
TELEPHONE (HOME) _____ (WORK) _____ DATE _____
PROJECT BATTING CRIB



SUBJECT _____

DATE _____



159

159

Market St

Ainley St

Ainley St

Sports Dr

Sports Dr

McC



Huron East
Administration

To: Mayor MacLellan and Members of Council

From: Jennifer Fulmer, Human Resources Coordinator

Date: November 5, 2024

Subject: Workplace Violence and Harassment Policy Review
Removal of Employee Personal Computer Purchase Program

Recommendation:

That the Council of the Municipality of Huron East approve the Workplace Violence and Harassment Policy and the removal of the Employee Personal Computer Purchase Program, as outlined in report HR-24-03.

Background:

Through review of the employee handbook, the HR Coordinator, has indicated that the policy manual needs to be updated and reviewed to ensure that it aligns with current Employment Standards. This is the one of several updates that will be made over the course of the first half of 2025.

The Ontario Government has introduced Bill 190, the Working for Workers Give Act, 2024 – Occupational Health and Safety Act, which has not received Royal Assent at this time. However, if passed the Occupational Health and Safety Act will be modified to include “virtually through the use of information and communications technology,” to the definitions of Workplace Harassment and Workplace Sexual Harassment. Although this Bill has not passed, we believe it is best practice to include this change.

No significant changes have been made from our policy, however, the policy has been revised to ensure the policies are clear and flow well.

Comments:

Through this review of the Violence and Harassment Policy, it is suggested that the Health and Safety policies be separated from the Human Resources Policies, so that the Joint Health and Safety Committee can build a library of additional Health and Safety policies as they relate to the Municipality. The general Health and Safety Policy would be labelled: HS-001, therefore, the Violence and Harassment policy would be labelled: HS-002.

It is also recommended that we remove the “Employee Personal Computer Purchase Program” as this is something we no longer administer.

Others Consulted:

Joint Health and Safety Committee

Financial Implications:

None.

Attachments:

[Attachment 1](#): Violence and Harassment Policy

Signatures:



Jennifer Fulmer, HR Coordinator



Brad McRoberts, MPA, P. Eng., CAO



Municipality of Huron East	
Workplace Violence & Harassment	
Approved By: Council	Policy Number: HS-002
Date Approved: August 9, 2022	Effective Date: August 9, 2022.
Reviewed By: HR Coordinator/JHSC	Revision Date: November 5, 2024.

Statement:

The Municipality of Huron East is committed to providing a working environment which is safe, secure, and free from harassment, threats, intimidation and violence. The Municipality will not tolerate violent behaviour and will take all reasonable and practical measures to prevent violence and harassment and to protect workers from acts of violence and harassment in the workplace.

This policy outlines the Municipality of Huron East violence and harassment program, including how incidents of harassment and violence will be handled and investigated.

Eligibility:

This policy applies to all Members of Huron East Council, Department Heads, full time and part time employees, students, volunteers and volunteer firefighters.

Definitions:

Complainant: A person who has made a complaint about another individual who they believe committed an act of violence or harassment against them.

Respondent: A person whom another individual has accused of committing an act of violence or harassment.

Workplace Harassment: Engaging in a course of vexatious comment or conduct against a worker in a workplace, or virtually through the use of information and communications technology, that is known or ought reasonably to be known to be unwelcome, or workplace sexual harassment.

- Examples of harassment include but are not limited to: a pattern of behavior of repeated words or actions, such as bullying, making jokes, offensive remarks or innuendos that demean, ridicule, intimidate, offend or serve to isolate a person in the workplace.

Workplace Sexual Harassment: Engaging in a course of vexatious comment or conduct against a worker in the workplace, or virtually through the use of information and communications technology, due to sex, sexual orientation, gender identity, or

gender expression, where the course of comment or conduct is known or ought to be reasonably known to be unwelcome, or making sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant, or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Workplace Violence: The exercise of physical force by a person against a worker in a workplace that causes, or could cause, physical injury to the worker; and/or an attempt to exercise physical force against a worker in a workplace that could cause physical injury to the worker; and/or a statement or behavior that is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a workplace that could cause injury to the worker.

- Examples of workplace violence include, but are not limited to: stalking, shaking fists, throwing objects, destroying a worker's property, verbal or written threats that express the intent to inflict physical harm, physical attacks, or other acts that would arouse fear in a reasonable person in similar circumstances.

Working Alone: When a person is on their own, or cannot be seen or heard by another person

Policy:

This policy has been developed in consultation with the Joint Health & Safety Committee. In compliance with the Occupational Health & Safety Act (OHSA), it will be reviewed annually and posted in a conspicuous place in the workplace. Earlier review of this policy may occur if necessary to ensure that it accurately represents the Municipality of Huron East prevention program.

The Municipality of Huron East will provide all council members, employees, and volunteers, with appropriate training and information regarding its violence and harassment prevention practices and procedures. Those covered by this policy are responsible to adhering to this policy, and should report every incident of violence or harassment immediately to management. This includes any incidents that have been witnessed, experienced by, or reported to an employee.

For the purposes of this policy, workplace and harassment or violence can occur:

- At the workplace;
- Virtually (Cyberbullying or online harassment through Social Media, messaging platforms, or email, for example);
- At employment-related social functions;
- In the course of work assignments outside the workplace;
- During work-related travel;
- Over the telephone, if the conversation is work-related; or
- Elsewhere, if the person is there as a result of work-related responsibilities or a work-related relationship.

Reasonable day-to-day actions by a manager or supervisor that help manage, guide, or direct workers or the workplace and appropriate employee performance reviews, counselling, or discipline by a manager or supervisor **do not** constitute harassment.

Responsibilities:

The **Municipality of Huron East** has a duty to:

- Provide information, instruction, and supervision to workers to protect their health and safety as it relates to workplace violence and harassment;
- Take every reasonable precaution to protect workers from workplace violence and harassment;
- Review and update this policy at least annually, and develop and maintain a workplace violence and harassment program to eliminate identified hazards from the workplace;
- Post a copy of this policy in a conspicuous location in the workplace;
- Ensure supervisors are competent in dealing with workplace violence and harassment matters;
- Investigate all incidents and complaints for workplace violence and harassment; and
- Assist the Joint Health and Safety Committee in carrying out functions related to workplace violence and harassment, and provide them with copies of any reports, investigations, or documents related to workplace violence and harassment.

Supervisors have a duty to:

- Advise workers of all potential or real hazards and dangers they are aware of involving workplace violence and harassment;
- Provide workers with written instruction when necessary to prevent workplace violence and harassment; and
- Take every reasonable precaution to protect workers from workplace violence and harassment.

All **employees and volunteers** are expected to:

- Work in compliance with all applicable legislation and all policies and procedures related to workplace violence and harassment prevention;
- Report all instances of workplace violence and harassment they become aware of to their supervisor or management;
- Never commit acts of workplace violence or harassment.

Violence Risk Assessment and Prevention:

The Municipality of Huron East will, in compliance with the Occupational Health & Safety Act (OHSA), conduct a risk assessment of the work environment to identify potential risks that could affect the organization and the health and safety of its employees, and will institute measures to eliminate or control any identified risks to employee safety.

The following factors will be considered during the assessment:

- Past incidents of violence;
- Violence that is known to occur in similar workplaces;
- The circumstances in which work takes place, including the type of work and conditions of work;
- The interactions that occur in the course of performing work; and
- The physical location and layout of the workplace.

The risk assessment may include reviews of records, security reports, employee incident reports, staff perception surveys, health and safety inspection reports, first aid records, or other related records. Areas that are considered and may contribute to risk of violence or harassment include but are not limited to contact with the public, exchange of money, receiving doors, and working alone or at night.

The Municipality will provide the Joint Health & Safety Committee with a written copy of the assessment and advise of the results.

The company reassesses risks as often as necessary to ensure the related program and policy protect employees from workplace violence and harassment.

The Municipality will disclose information to workers who are likely to encounter a known person with a history of violence in the performance of their job duties, or if there is a known potential risk of workplace violence as a result of interactions with the person with a history of violence. However, the Municipality will only disclose personal information that is deemed reasonably necessary to protect the worker from physical harm. In the event that the Municipality discloses risk, measures will be identified and implemented to eliminate or reduce the identified risks of workplace violence.

Reporting Incidents of Workplace Violence and Harassment:

An employee who believes they have been subject to violence or harassment should submit a complaint to Human Resources. The complaint should be made as soon as possible after the incident and must include the following information:

- The date and time of the incident;
- The name of any persons involved in the incident;
- The name of any persons who witnessed the incident; and

- A thorough description of what occurred.

An employee who believes they have been subject to harassment may also choose to confront the harasser without filing a complaint. They can confront the harasser directly or through writing, detailing the unwelcome behaviour and requesting it to stop.

If the complaint involves the CAO, the employee should give the completed form to the HR Coordinator, who will work to facilitate an independent third party.

Employees should also notify their manager and/or supervisor if a restraining order is in effect or if a potentially violent or harassing non-work related situation exists that could result in violence or harassment in the workplace.

Domestic Violence:

If the Municipality of Huron East becomes aware that domestic violence is likely to expose an employee to physical injury in the workplace, the Municipality will take every precaution reasonable in the circumstances for the protection of the worker.

Immediate Assistance Procedures:

In the event of a violent incident that requires immediate assistance place an immediate call to emergency services by calling 911, and then notify a manager/supervisor of the situation, as soon as possible.

The Municipality provides appropriate assistance to any employee who is a victim of violence or harassment. Municipality of Huron East recommends that a worker who has been harmed as a result of an incident of violence at the workplace consult their healthcare provider for treatment or referral for post-incident counselling, if appropriate.

Employees can also use the company-provided employee and family assistance program (EFAP). Details and information on accessing this program can be found by contacting Human Resources.

Investigation Procedures:

Once a complaint has been received, Municipality of Huron East completes a prompt and thorough investigation as soon as possible. If necessary, the Municipality may employ outside assistance or request the use of legal counsel during the investigation.

The investigation will include:

- Informing the respondent of the complaint;
- Interviewing the complainant and any persons involved in the incident;
- Identifying and interviewing any witnesses; and
- Obtaining statements from all parties involved.

All of the above information will be documented and used to determine whether an incident of violence or harassment has occurred.

The Joint Health & Safety Committee will not be involved in investigations and will not be provided with any identifying information of the parties involved.

A copy of the complaint, detailing the complainant's allegations will be provided to the respondent, who will be invited to reply in writing to the complainant's allegations. The reply will be made known to the complainant before the case proceeds.

The Municipality will take all measures to prevent any disclosure of the incident and the identities of the parties involved, unless the disclosure is necessary for the investigation, for taking corrective action or required by law.

Results of Investigation:

Upon completion of the investigation, the Municipality of Huron East will provide both the complainant and respondent a written summary of the findings of the investigation and any corrective action that has been or will be taken as a result of the investigation. This written notification will be provided within ten (10) days of the investigation being completed, and will not include the investigation report unless required by law.

Where Municipality of Huron East determines that violence or harassment has occurred, control measures are implemented to eliminate or control the risk of violence or harassment to a worker as a result of the investigation. These control measures are determined on a case-by-case basis. Any control measure enacted are communicated to the complainant and respondent, as well as any other employees the measure affects.

Disciplinary Measures:

Any disciplinary action will be determined by Human Resources, and the respective Department Head, in concert with the CAO and a legal representative if required, and will be proportional to the seriousness of the behavior or action involved in the incident.

If the Municipality determines that an employee has been involved in an incident of workplace violence or harassment towards another employee, immediate disciplinary action will be taken, up to and including termination. In addition, the Municipality may require that an employee participate in an anger management program or other form of counselling, either voluntarily or as a condition of continued employment.

If the violent or harassing behaviour is that of a non-employee the Municipality will take appropriate action in an effort to ensure that such behaviour is not repeated. Not every complaint may warrant corrective action. Rather, corrective action will be determined on a case-by-case basis.

Recordkeeping:

The Municipality of Huron East will ensure that appropriate records of complaints and investigations relating to incidents of violence and workplace harassment are kept, including:

- A copy of the complaint or details about the incident;
- Any records related to the investigation, including notes;
- A copy of the investigation report;
- A summary of the investigation results, including reports provided to the complainant and respondent, and;
- A copy of any corrective action taken to address the complaint or incident.

Fraudulent or Malicious Complaints:

It is a violation of this policy for anyone to knowingly make a false complaint, or to provide false information about a complaint. Unfounded or frivolous allegations may cause both the respondent and the Municipality significant damage. Any employee who knowingly makes a false allegation related to violence or harassment will be subject to immediate disciplinary action, up to and including termination of employment.

Confidentiality:

The Municipality of Huron East will not disclose the name of a complainant or a respondent or the circumstances related to the complaint to any person except where disclosure is necessary to investigate the complaint or take corrective action with respect to the complaint, or required by law. Only the minimum amount of personal information or details necessary for these purposes will be disclosed.

All records of harassment, and subsequent investigations, are considered confidential and will not be disclosed to anyone except to the extent required by law. The company will do everything reasonably possible to protect the privacy of any individuals involved and to ensure that complainants and respondents are treated fairly and respectfully.

Training:

Municipality of Huron East ensures all workers are trained and educated on violence and harassment and that they are clear about their roles and responsibilities as well as this policy and its procedures. In addition, a copy of this policy is made available to all workers.

Municipality of Huron East provides workers with training and education, which include:

- How to recognize a potentially violent situation;
- Procedures, work practices, administrative arrangements, and engineering controls that have been developed to mitigate the associated risks;
- Appropriate responses to incidents of violence and harassment, including how to get help when required; and
- How to report incidents of workplace violence and harassment.

Incidents of Violence & Harassment Involving Non-Employees:

The Municipality recognizes that incidents of Workplace Harassment and Violence can involve non-employees. These incidents can occur virtually, or in-person. In the event that an employee is subject to an incident of violence or harassment that involves a non-employee the employee should remove themselves from the situation and report the incident to their manager.

Reprisals:

The Municipality will not tolerate any reprisal against an individual who, acting in good faith, reports workplace violence or harassment or acts as a witness, or who refuses work that believe is unsafe. Reprisals or threats of reprisals are considered a serious violation of an employee's rights, and will be dealt with accordingly. The employer will not discharge, suspend, intimidate or impose any other penalty on, or otherwise discriminate against a person, because that person has made a complaint or given evidence or assisted in any way in the investigation and resolution of a complaint, or has refused work they have reason to believe will likely endanger them.

Acknowledgement and Agreement:

By signing below, I acknowledge that I have read and understand the contents of this policy. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth in this policy, I may face disciplinary action up to and including termination of employment.

I hereby consent to the use of electronic signatures in connection with this acknowledgment. I understand that my electronic signature is equivalent to my handwritten signature and signifies my agreement to the terms outlined in this document and the policies of the Municipality of Huron East.

Huron East**Administration**

To: Mayor MacLellan and Members of Council

From: Taralyn Cronin, Economic Development Officer

Date: November 5, 2024

Subject: Huron East Community Brand

Recommendation:

That the Council of the Municipality of Huron East adopt the new Huron East Community Brand, Tagline 2 and Logo Concept A.

Background:

To address the goal of “enhancing communications with our residents”, the Municipal Strategic Action Plan has the following objective slated for this year:

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.)

Council awarded the Huron East Community Brand Tender to Cinnamon Toast on July 9, 2024. Cinnamon Toast reviewed Huron East’s Strategic Plan, Community Improvement Plan, revitalization studies and reports and other relevant documents as part of their initial research activities. In August, the public had an opportunity to provide input into the branding process through a community survey. Cinnamon Toast also conducted five one-on-one interviews and a focus group with community stakeholders.

Based on what they learned about the Municipality through research and community input, Cinnamon Toast developed a brand package including: a brand story; brand promise; brand positioning; brand voice and tone; and three options for taglines. They also developed three options for the visual component of the brand. The brand package and logo concepts are presented in the attached document.

Members of the public were encouraged to vote for their favourite logo concept on the Huron East community engagement platform, HEAR. Logo Concept A, received the most votes (284 out of 527 votes). The logo concepts and the results of the vote are also presented below.

Figure 1: Logo Concept A



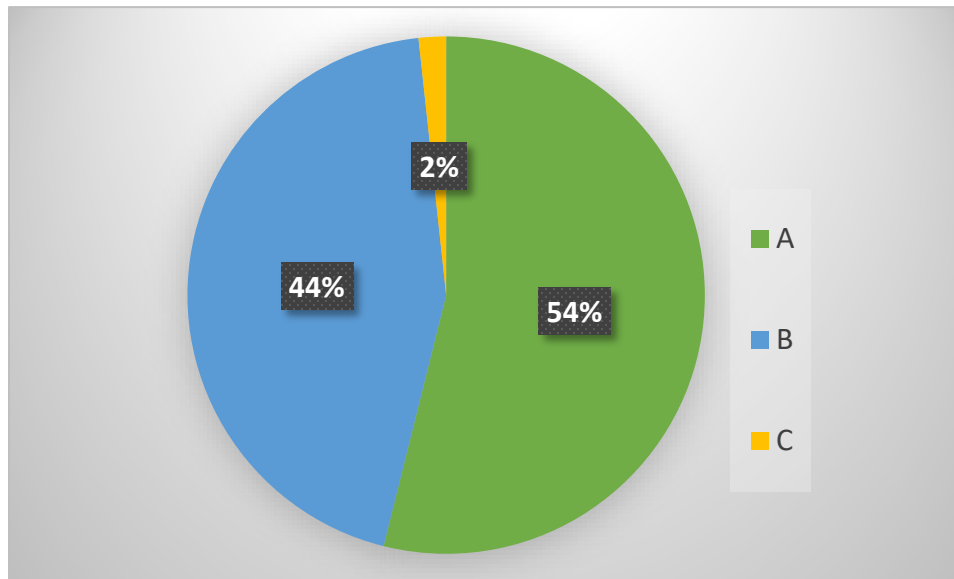
Figure 2: Logo Concept B



Figure 3: Logo Concept C



Figure 4: Results of the Logo Concept Vote

**Comments:**

Based on the information presented by Cinnamon Toast and the results of the public vote, staff recommend adopting Logo Concept A and the corresponding brand components. Staff also recommend adopting Tagline 2: Fields of Opportunity. Staff believe this tagline will be the most versatile across different department applications.

Following the adoption of the brand, Cinnamon Toast will create a Brand Guide and templates, including templates for social media, newsletters, and stationary. These will be completed by the second week of December. The new logo will replace the current Municipality of Huron East logo, which will be reflected on new wayfinding signage (fabricated in 2024) and future communication from the municipality.

Communication:

This project included several community engagement components to ensure that the new brand accurately reflects our community's identity and values. Staff brought awareness to this project through press releases, print media and social media.

Others Consulted:

CAO; Clerk; Executive Assistant/Communications Coordinator; Community Survey August 8-23, 2024; Stakeholder Interviews August 15-22, 2024; and Stakeholder Focus Group on August 26, 2024

Financial Implications:

\$23,000 from the Modernization Fund; \$6,000 from Economic Development's 2024 Marketing and Promotions Budget

Signatures:

Taralyn Cronin

Taralyn Cronin, EDO

Brad McRoberts

Brad McRoberts, MPA, P. Eng., CAO

Huron East
Administration

To: Mayor MacLellan and Members of Council
From: Taralyn Cronin, Economic Development Officer
Date: November 5, 2024
Subject: Application to the Regional Tourism Organization 4 2025 Partnership Program

Recommendation:

That Council support the application to the Regional Tourism Organization (RTO) 4 Partnership Funding Program for Phase 2 of the Huron East Wayfinding Signage Program.

Background:

RTO4 is currently accepting applications to the 2025 Partnership Program. There are six funding streams this year:

- Curated Storytelling
- Influencer Storytelling
- Get Certified!
- Destination-Level Signage and Wayfinding
- Curious and Captivating Placemaking
- Meet the Expert

An action item under Goal 3, build a Huron East business retention program that supports local business, in the Economic Development Strategic Plan, is “increasing tourism”. An action to increase tourism is to “implement the Huron County gateway and wayfinding signage program in Huron East”. Staff would like to apply to the RTO4 Signage and Wayfinding funding stream to implement Phase 2 of the wayfinding signage program in Huron East.

Staff are currently in the process of finishing Phase 1 of the Huron East Wayfinding Signage Program. This program follows the Huron County Wayfinding System Signage Guidelines, which are attached. The Municipality received \$30,000 from RTO4 and \$15,000 from the County of Huron towards Phase 1, which includes the fabrication and installation of municipal and community entrance signs. The total budget for Phase 1 is

\$70,000. Phase 2 of the program will include the fabrication and installation of directional signage for our settlement areas.

Comments:

The 2025 RTO4 Partnership Program provides matching funds up to \$35,000. Staff have included \$25,000 in the 2025 Draft Budget and we are anticipating some financial support from Huron County. Based on early estimates, we could purchase and install directional signage for Brussels, Seaforth and Vanastra and some park and trail signage, with a total budget of \$75,000. Staff will be exploring future funding opportunities for Phase 3 of the Huron East Wayfinding Signage Program, which includes signs for parks, trails and visitor information.

Communication:

Staff will acknowledge funders and include details about Phase 2 of the Huron East Wayfinding Signage Program in a news release and social media post prior to the installation of the new signage. Once they are installed, photos of the signs will be shared on Huron East's website and social media.

Others Consulted:

CAO, Economic Development Committee, Huron County Economic Development Department

Financial Impacts:

Based on the incurring costs for Phase 1, Phase 2 of the Wayfinding Signage Program is expected to cost between \$50,000 and \$75,000. The cost depends on the size of sign staff choose for the directional signs and the number of signs purchased for each community. If the application is successful, the RTO4 Partnership Funding Program would cover 50% of the project costs up to \$70,000.

Attachments:

[Attachment A](#): Huron County Wayfinding System Signage Guidelines

Signatures:



Taralyn Cronin, EDO

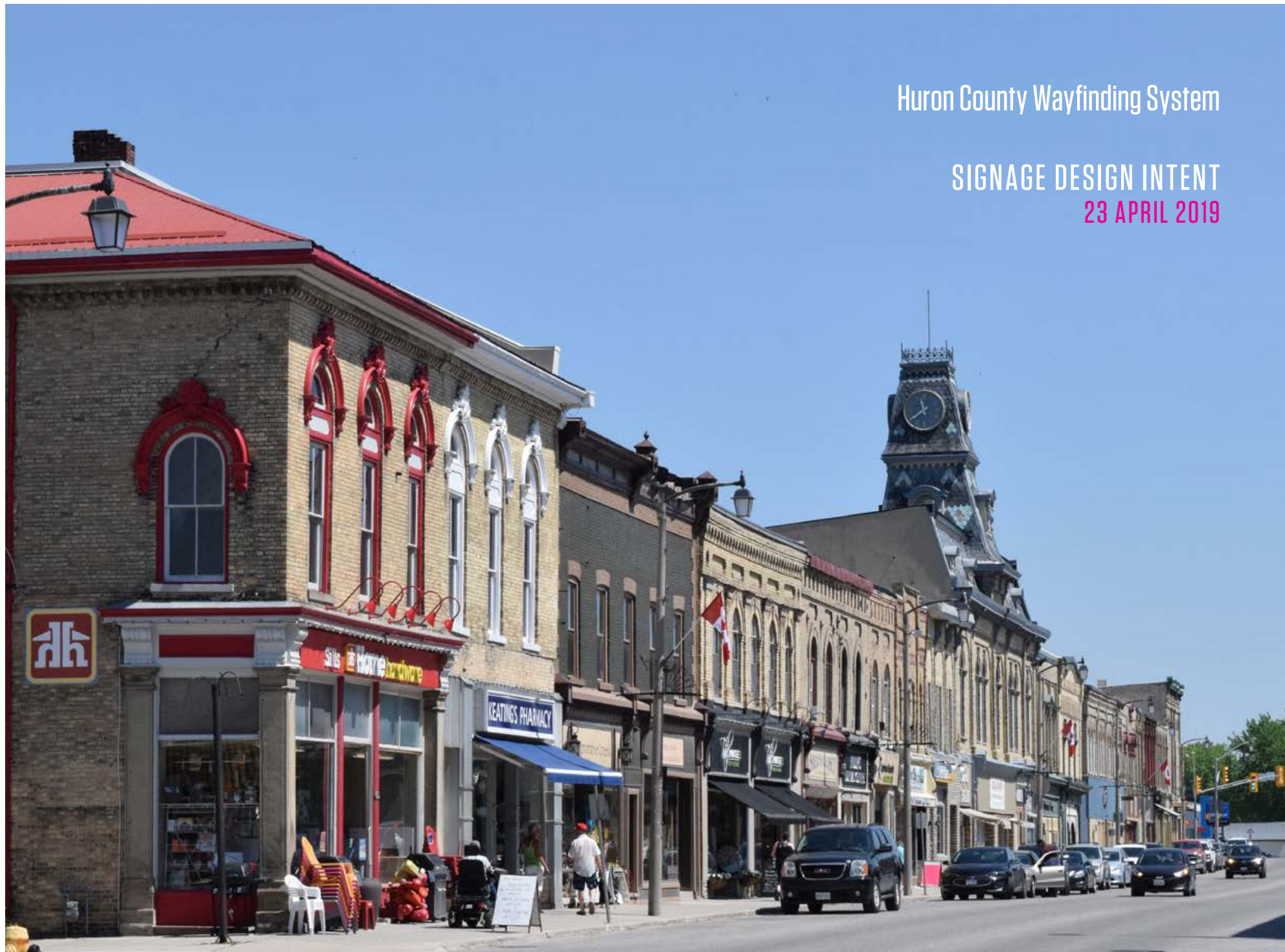


Brad McRoberts, MPA, P. Eng., CAO

Huron County Wayfinding System

SIGNAGE DESIGN INTENT

23 APRIL 2019



FORM:MEDIA is a full-service design firm specializing in wayfinding and identity signage, interpretive planning and design, branding, and digital multimedia. For more than 20 years, major clients throughout the Atlantic provinces, across Canada, and abroad have commissioned Form:Media to solve complex problems while providing world-class service. Form:Media is owned by principal Rob LeBlanc and managed by John deWolf. Our studio unites communication designers, web and new media specialists, exhibit designers, interior designers, writers, and 3D animation experts. Together with our sister company, Ekistics, we co-operate with architects, landscape architects, urban planners, and civil engineers under one roof.

Our work spans master planning and feasibility studies, interpretive planning and design, landscape interpretation, programming, signage and wayfinding, detailed exhibit design including content development, writing, graphic design, interior design, community and stakeholder consultation, and three-dimensional design for interior and exterior applications.

PREPARED FOR
Chris Watson
economic development officer
Huron County
5194401463 (m)
54 West St.
Goderich, ON N7A 2K3
cwatson@huroncounty.ca

PREPARED BY
Form:Media
1 Starr Lane
Dartmouth, Nova Scotia
902 464 4447
www.form-media.ca

RELEASE
V1–12 Dec 2018
V2–4 Feb 2019
V3–9 Apr 2019
V4–23 Apr 2019

Table of Contents

1.0	Fabrication.....	4
1.1	Typography.....	6
1.2	Destination nomenclature.....	7
1.3	Symbols.....	8
1.4	Regulatory symbols.....	9
1.5	Position—highway signs.....	10
1.6	Position—urban signs.....	11
2.0	Sign family.....	12
2.1	Sign types—highway.....	14
2.2	Sign types—Urban.....	32
3.0	Colour.....	50
4.0	Post construction.....	52
4.2	Sign assembly for H1b, H2.....	54
4.3	Sign assembly for H3, H4, H5, H7.....	55
4.4	Sign assembly for H6, U4.....	56
4.5	Sign assembly using brackets.....	57
5.0	Custom community illustrations.....	58

WORKMANSHIP

All workmanship must be square and true with a high finish quality. The contractor must inspect all raw materials for defects prior to fabrication.

All work shall be done by workers skilled in each section of the work, to quality standards set by each industry, authority, or trade guild. Unless noted otherwise, the highest quality standards set by each industry, authority, or trade guild must govern the work.

Minimize, to the greatest extent possible, damage to adjacent or underlying surfaces during demolition, removal, or relocation of existing items.

ENGINEERING

The contractor must produce structural engineer-stamped drawings for all sign types before fabrication. The client must sign-off on all shop drawings before they are stamped.

RESPONSIBILITY

Where an industry or government standard does not exist, materials and systems must be installed in accordance with manufacturer's instructions and recommendations.

Responsibility for defects in materials, fabrication or finishing will be assumed by the contractor. Any product deficiencies which arise from transportation or installation remain the responsibility of the contractor.

Shop drawings and details must be submitted to the client for approval prior to fabrication.

Samples for each material and fabrication method must be supplied to the client for review and approval, including but not limited to hardware, post, panels, paint, and applied graphics.

All copy and artwork must be proofread and approved by client before printing. All measurements and site conditions will need to be verified by the contractor.

MATERIAL SPECIFICATIONS

All materials supplied by the contractor must be new materials complying with the relevant standards as specified, or as normally applicable to the work where specific standards are not stated.

ALTERATIONS TO SPECIFICATIONS

Signs must be fabricated as specified in this document, unless substitutions are highlighted and client-approved in shop drawings. A sample and documentation must be provided to the client, and the client must provide written approval before fabrication.

PERMITTING AND COORDINATION

Contractor must apply for permits for all sign installations, and abide by provincial and municipal legislation.

Fabrication and installation must be coordinated with municipal and provincial authorities, where applicable.

INSTALLATION SPECIFICATIONS

Where signs are being installed in public rights-of-way, it is the fabricator's responsibility to ensure that engineering requirements are followed.

We have attempted to integrate relevant Ontario Traffic Manual guidelines for sign placement in this document where applicable. Where there are discrepancies between the guidelines in this document and the OTM, the OTM shall prevail.

1.1 Typography

Only two typefaces are used throughout the Huron County wayfinding system, both available from [Hoefler & Co.](#)

If the sign fabricator does not have the fonts, it is their responsibility to purchase them.

Font substitutions are not permitted.

KNOCKOUT NO. 29 JUNIOR LITEWEIGHT

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
0123456789

KNOCKOUT NO. 28 JUNIOR FEATHERWEIGHT

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
0123456789

1.2 Destination nomenclature

GENERAL GUIDELINES

Careful consideration should be given to destination names that are included on wayfinding signage. If possible, standard names should be agreed upon and used consistently throughout the region.

Some factors that should be considered when assigning a name for use on a sign are:

- Will the name fit on the sign?
- Is the name one that is commonly used and understood by the public?
- Is the name concise and easily understood by a first-time visitor?
- Will the name fit on one-line directional signs?
- If the name is long can it be abbreviated without sacrificing comprehension?
- Will the name remain the same for a long period of time?

GENERIC DESTINATIONS

To ensure consistency in the region, use the following generic destination names wherever possible. Unless there are multiple unique destination names which require differentiation (e.g. multiple marinas near to each other) generic destination names are preferred for brevity.

This list is partial and may be added to as required.

- Airport
- Arena or Sports Complex
- Beach
- Campground
- Community Centre
- Downtown
- Gallery
- Marina
- Museum
- Library
- Park
- Trail
- Theatre
- Visitor Centre

Several signs in the Huron County wayfinding system require the addition of pictograms representing the activity visitors are being directed to. Pictograms should be selected from the TAC *Recommended Information Sign Symbols for Canada* set.

Shown below is a recommended subset of tourism destination icons for Huron. Other TAC pictograms may be added as required. If a required symbol doesn't exist in the TAC set, a new one may be designed to match.



1.4 Regulatory symbols

On interpretive and trail signs, it may be required to indicate activities or behaviour which is prohibited. The pictogram set here may be used for such cases.

These icons should never be applied to directional signs.

 no alcohol	 no campfires	 no personal watercraft	 no picnicking	 no swimming
 no ATVs	 no diving	 no littering	 no recreational vehicles	 no trailers
 no automobiles	 do not feed animals	 no motorboats	 no skating	 no trucks
 no bicycling	 no food or drink	 no motorbikes	 no skateboarding	 no waterskiing
 no boat launching	 no fishing	 no parking	 no smoking	
 no camping	 no in-line skating	 no pets	 no snowmobiling	

1.5 Position—highway signs

HORIZONTAL CLEARANCE

In rural areas (where roads do not have curbs), signs should be installed 2–4 m from the outside edge of the outer traffic lane.

In urban areas (anywhere with a curb), signs should

be installed 30 cm to 2 m from the curb line.

Highway signs should never be installed in such a way as to block pedestrian or active transportation pathways.

VERTICAL CLEARANCE

In rural areas (with few pedestrians and no raised curbs) the bottom edge of the principal sign panel should be 1.5–2.5 m above the roadbed.

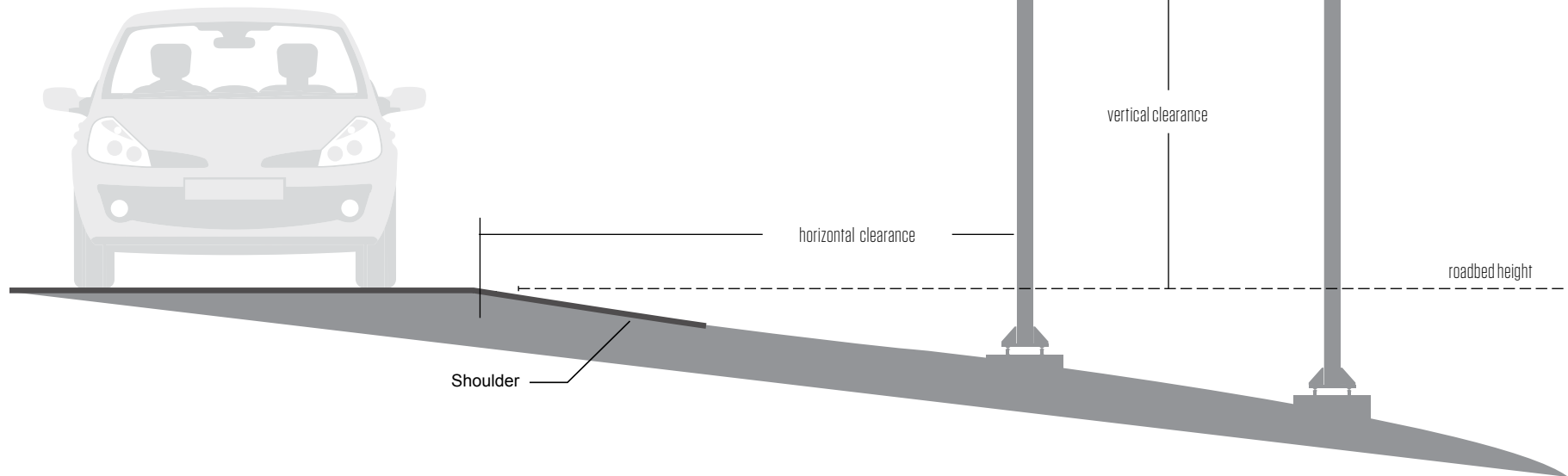
In areas with few pedestrians but raised curbs, the bottom edge of the principal sign panel should be

1.5–2.5 m above the curb.

In areas with pedestrians, the bottom edge of all sign panels (including tab panels) should be 2–3 m above the curb.

See Ontario Traffic Manual book 1B p.35 for further details.

RURAL EXAMPLE



1.6 Position—urban signs

CLEAR WIDTH

Sign footings must never block sidewalks or pathways. For accessibility, the base of installed signs must allow a clear, unobstructed path of 1500 mm or wider (per Accessibility for Ontarians with Disabilities Act—Design for Public Spaces Standards, or DPSS).

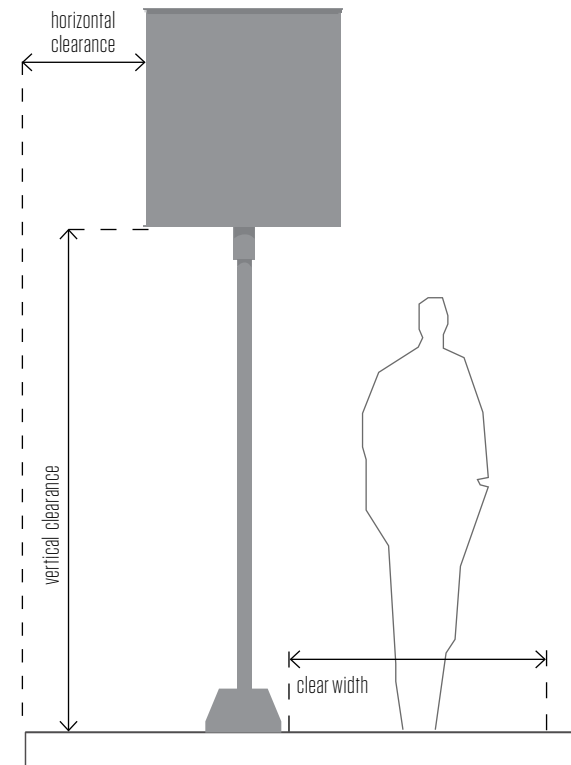
HORIZONTAL CLEARANCE

Generally, signs should be installed at least 500 mm from outer edge of the panel to the curb line, to ensure the signs are not clipped by motor vehicles. Naturally, this does not apply for signs installed on trails.

VERTICAL CLEARANCE

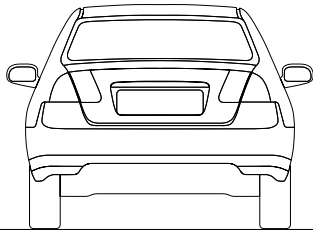
If the sign hangs over a trail or sidewalk, the bottom edge of the sign panel must be at or higher than 2100 mm above grade (DPSS).

URBAN EXAMPLE



2.0 Sign family

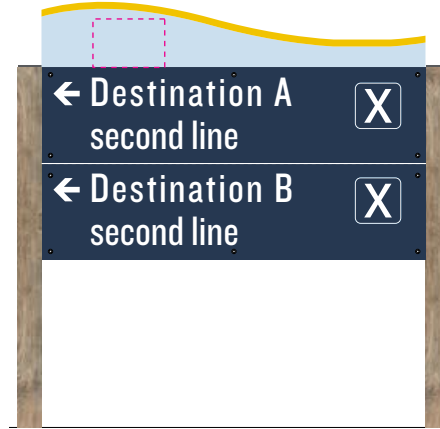
On the following pages are each of the sign types in the system.



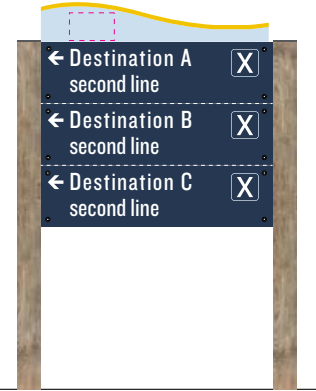
H1b-Gateway ID



H2-High-speed directional



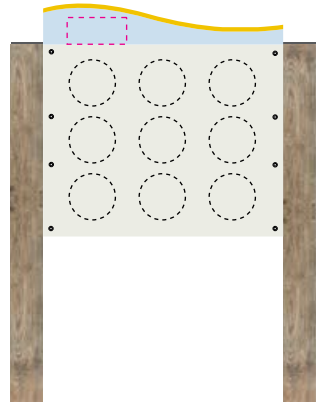
H3-Medium-speed directional



H4-Community ID



H5-Service clubs



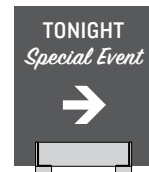
H6-Event directional

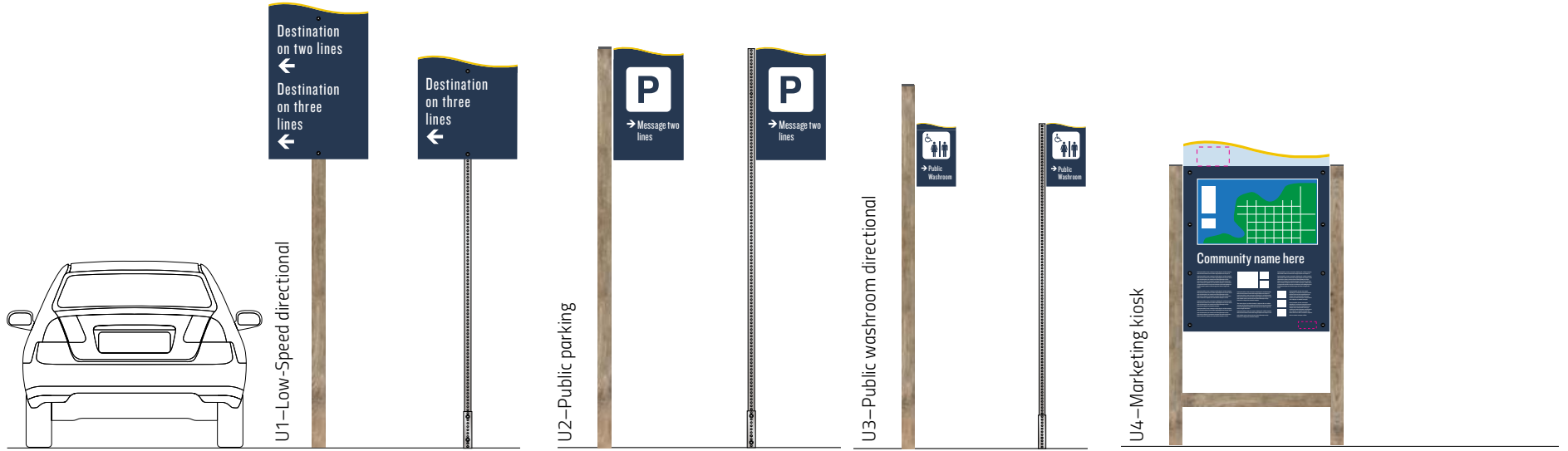


H7-Destination ID



H8-Event temporary





2.1 Sign types—highway H1a—Gateway ID (existing structure)

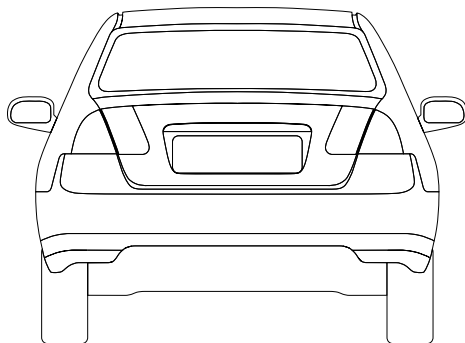
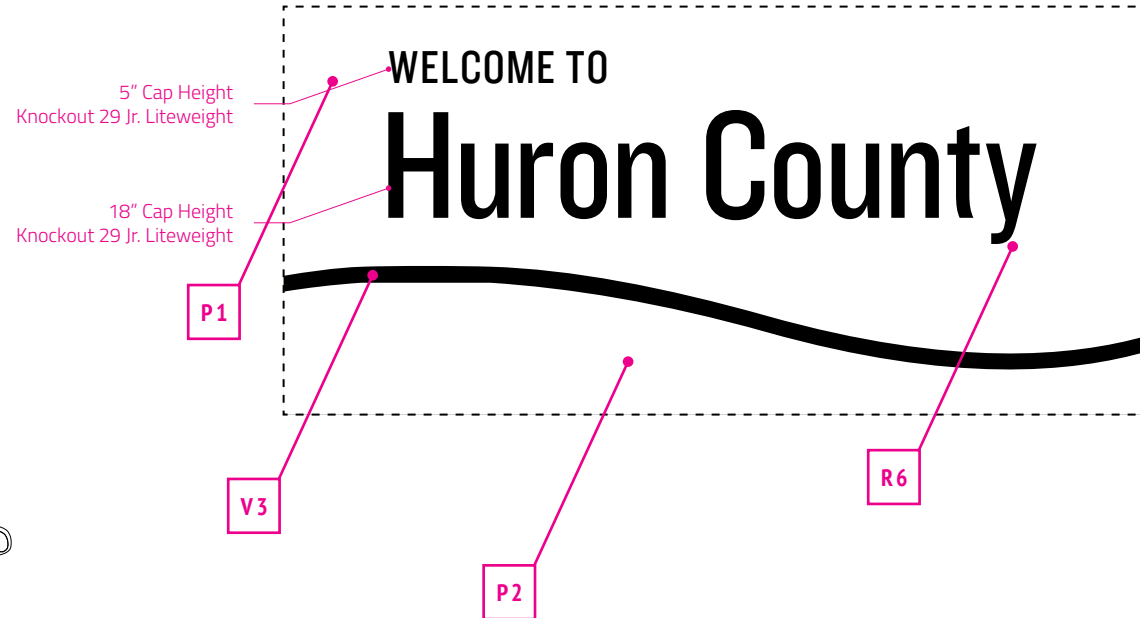
DESCRIPTION

Identifies and brands the region at entry points. Installed on major high-speed roads at or near the county's boundary, perpendicular to the path of travel.

This variant is a re-skinning only—new artwork—to be applied to existing sign structure and substrate. For new constructions, refer to "H1b" on page 16.

Artwork will need to be sized depending on site conditions. Size and proportion of existing structures may vary.

Front (facing traffic)



Example of existing sign



2.1 Sign types—highway H1b—Gateway ID (new structure)

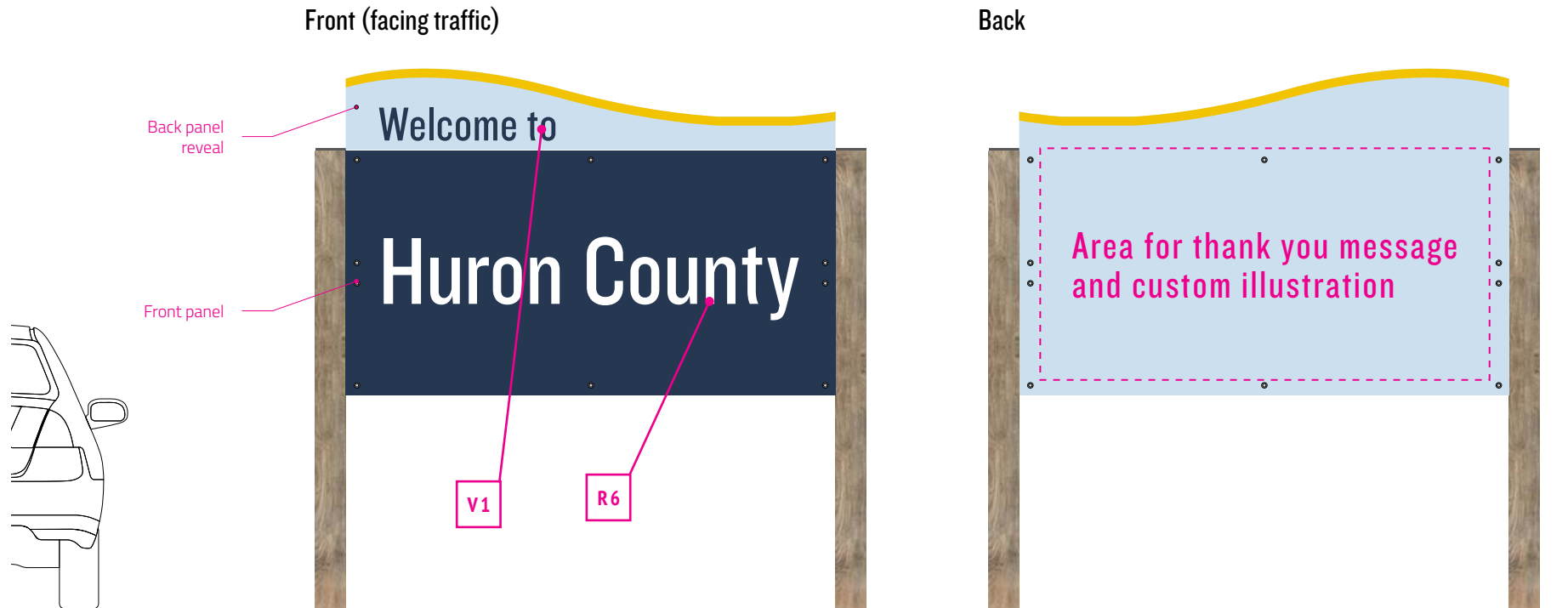
DESCRIPTION

Identifies and brands the region at entry points. Installed on major high-speed roads at or near the county's boundary, perpendicular to the path of travel.

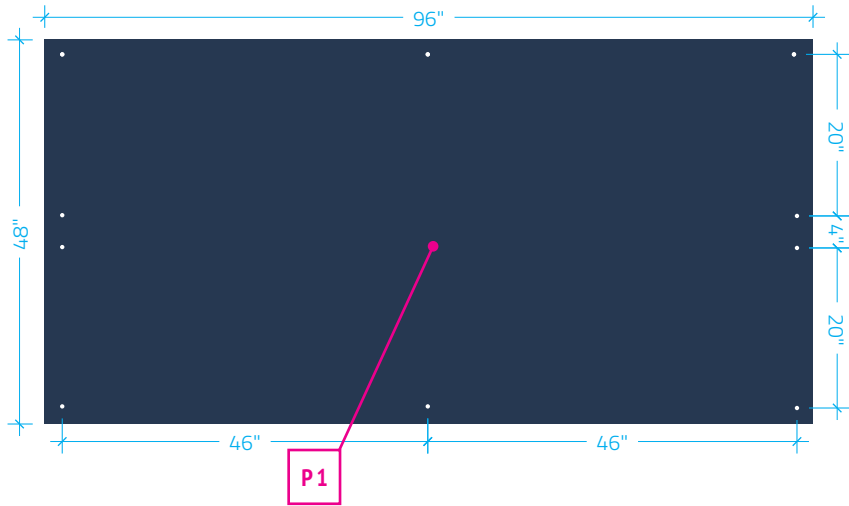
This variant is a fully new sign structure, to replace existing regional gateway signs.

STRUCTURE

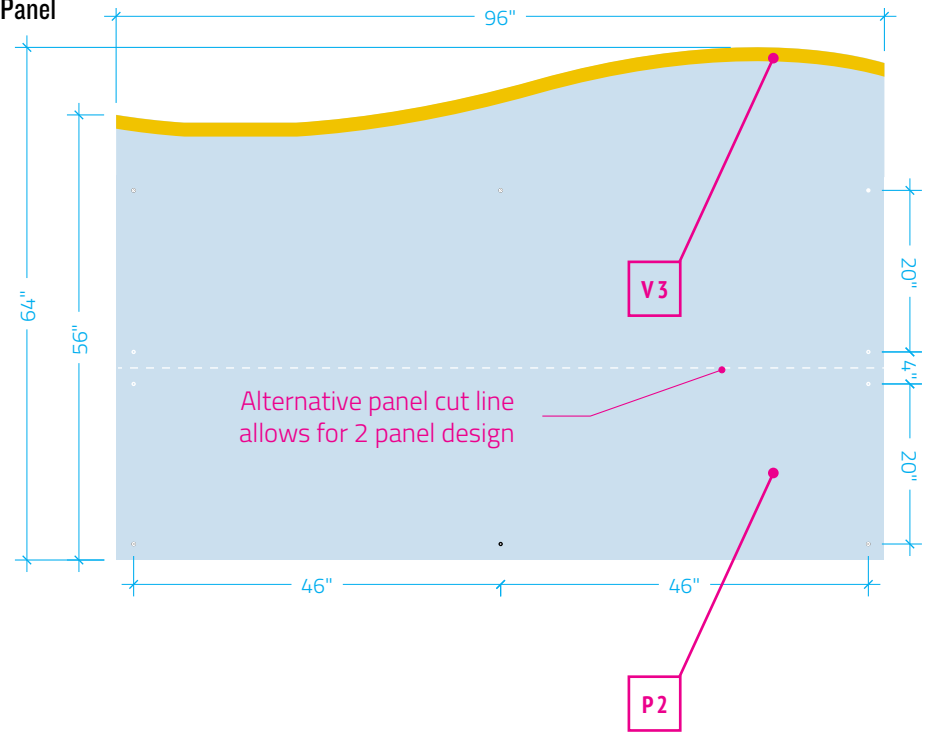
For structure and post specifications, see "Sign assembly for H1b, H2" on page 54.



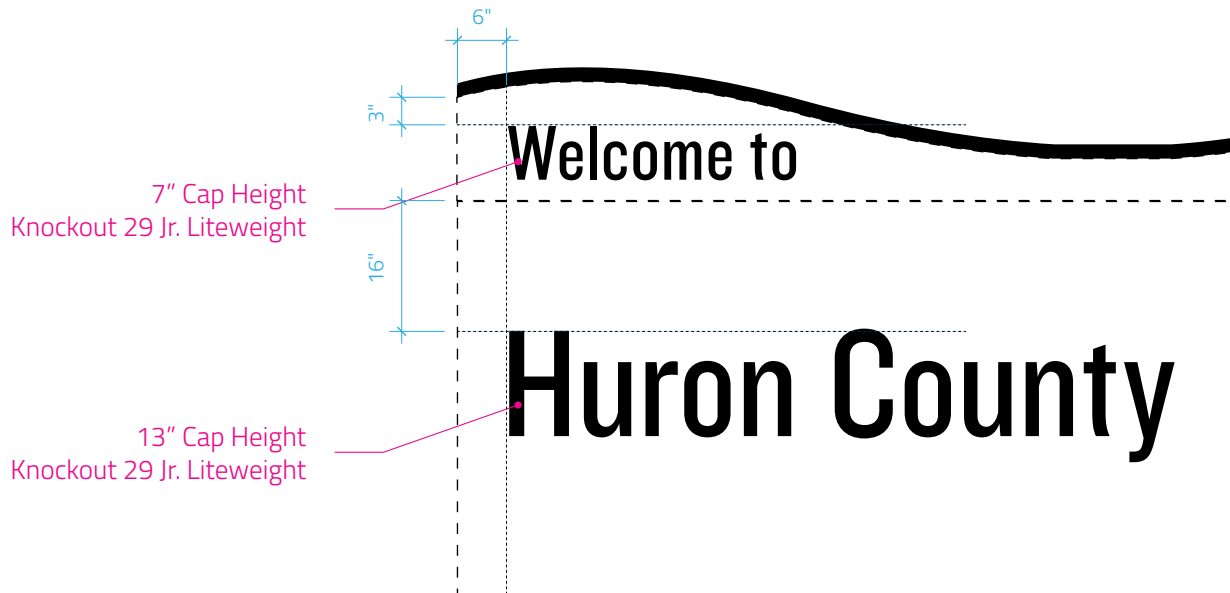
Front Panel



Back Panel



Front Panel



2.1 Sign types—highway H2—High-speed directional

DESCRIPTION

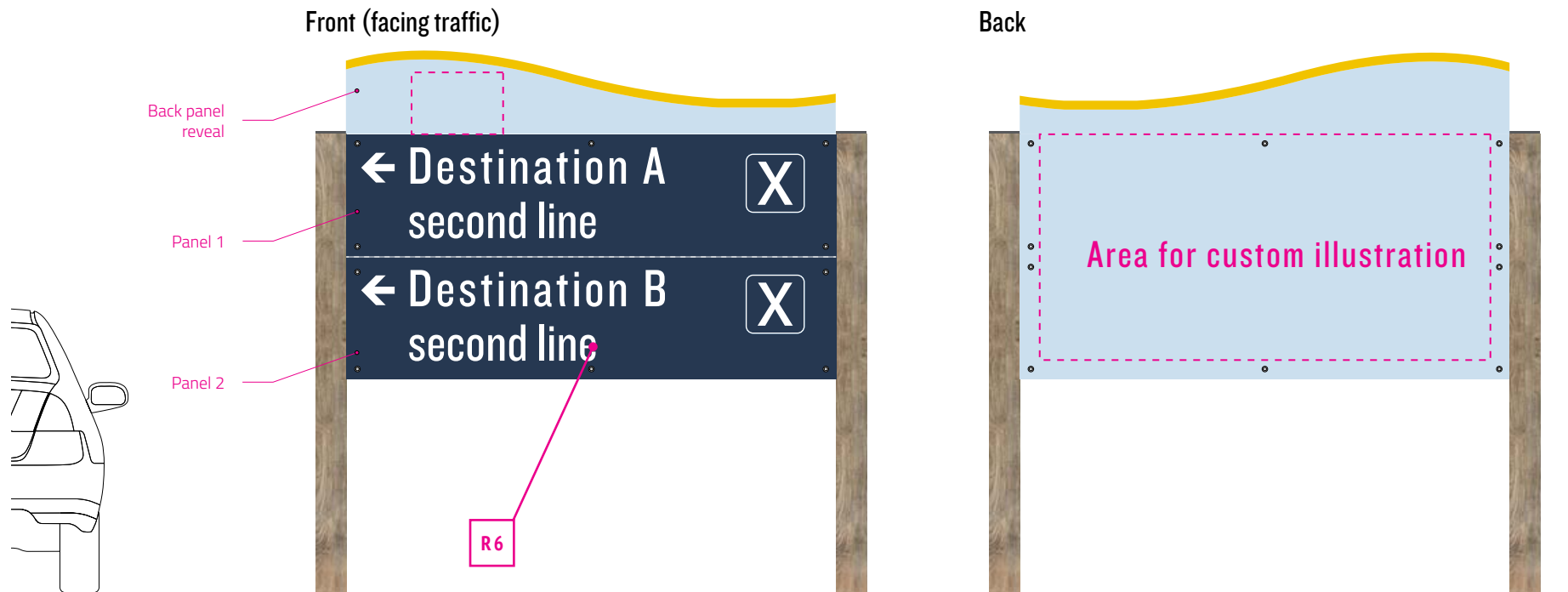
Directs vehicles to major destinations and communities, for high-speed environments: 80 km/h.

Must be installed perpendicular with the path of travel, at least 100 m from the intersection or decision point to which it refers. The sign must always be installed in advance of the decision point to which it refers, to give drivers time to react.

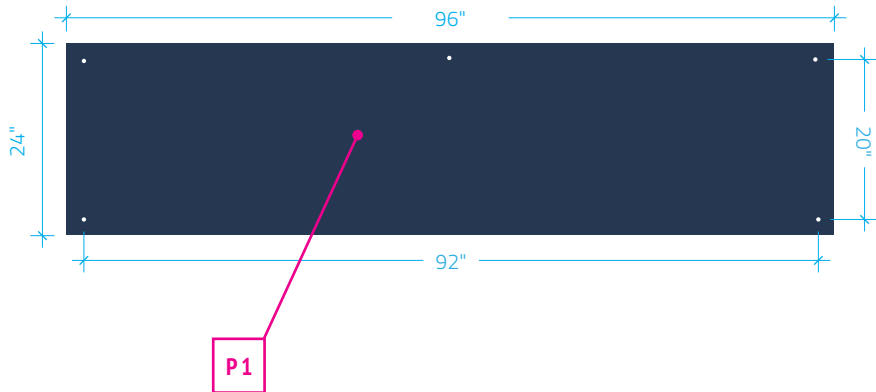
Maximum message load is two destinations per sign. If more destinations are required, use extra signs and space by at least 100m.

STRUCTURE

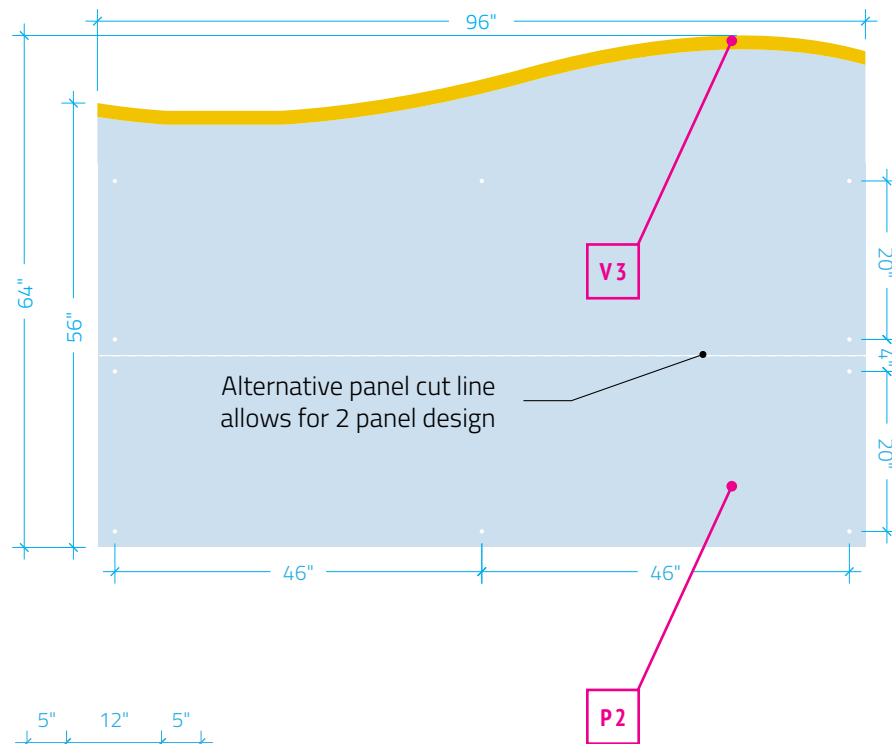
For structure and post specifications, see "Sign assembly for H1b, H2" on page 54.



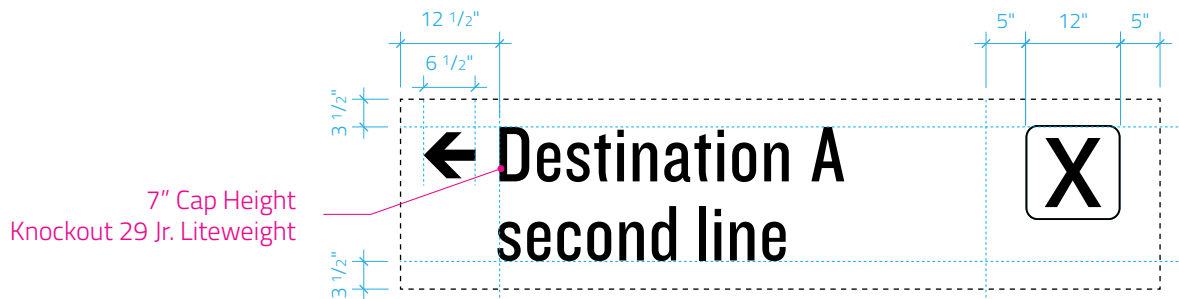
Front Panel



Back Panel



Front Panel



2.1 Sign types—highway H3—Medium-speed directional

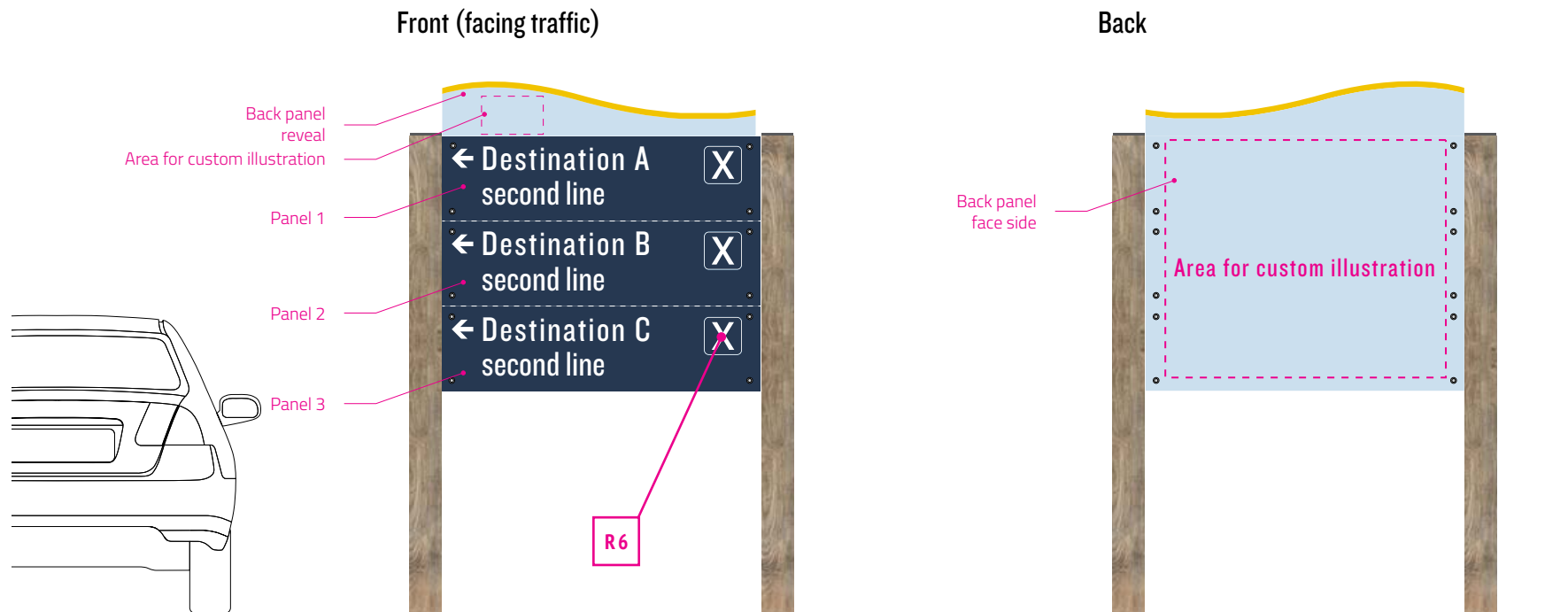
DESCRIPTION

Directs visitors to major destinations and communities, for medium-speed environments: 60–80 km/h. Must be installed perpendicular with the path of travel, 100m from the intersection or decision point to which it refers. The sign must always be installed in advance of the decision point to which it refers, to give drivers time to react.

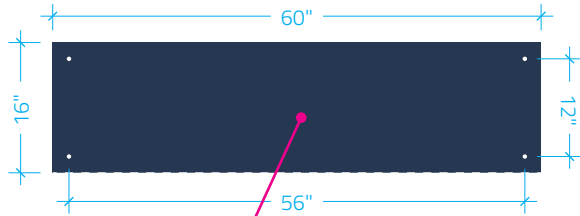
Maximum message load is three destinations per sign. If more destinations are required, use extra signs and space by at least 75m.

STRUCTURE

For structure and post specifications, see “Sign assembly for H3, H4, H5, H7” on page 55.

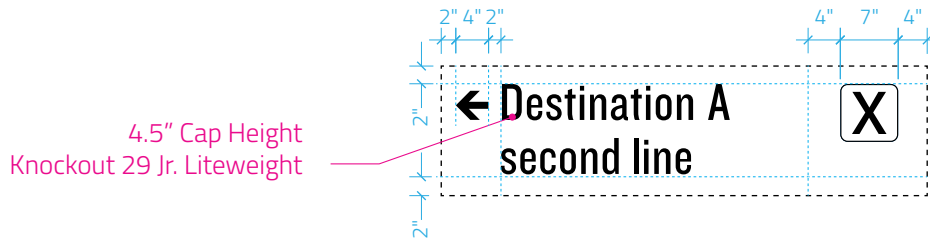


Front Panel



P1

Front Panel

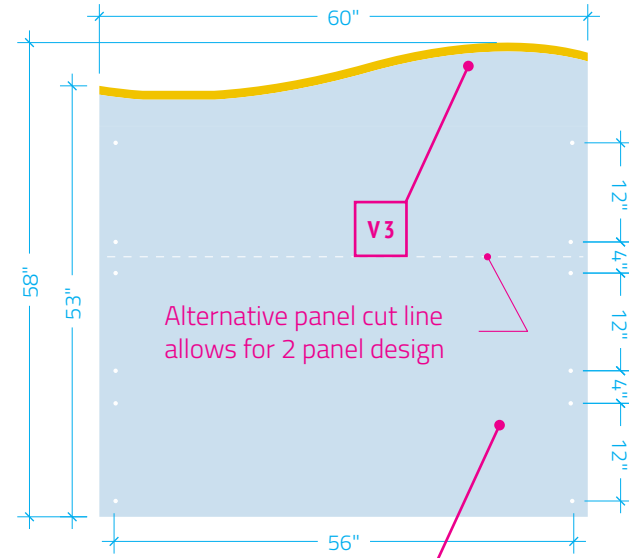


4.5" Cap Height Knockout 29 Jr. Liteweight

← Destination A second line



Back Panel



V3

Alternative panel cut line allows for 2 panel design

P2

2.1 Sign types—highway H4—Community ID

DESCRIPTION

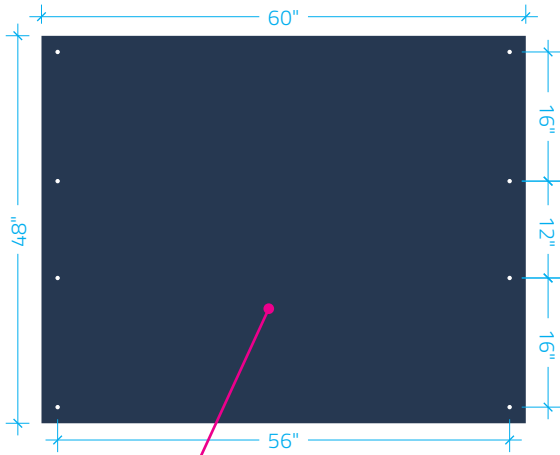
Identifies and signals arrival at “sub-administrative” communities, such as Bayfield, Blyth, or at the Town of Goderich.

STRUCTURE

For structure and post specifications, see “Sign assembly for H3, H4, H5, H7” on page 55.

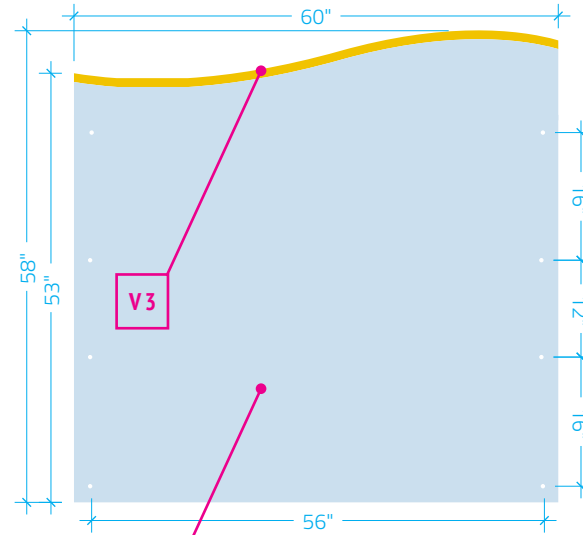


Front Panel



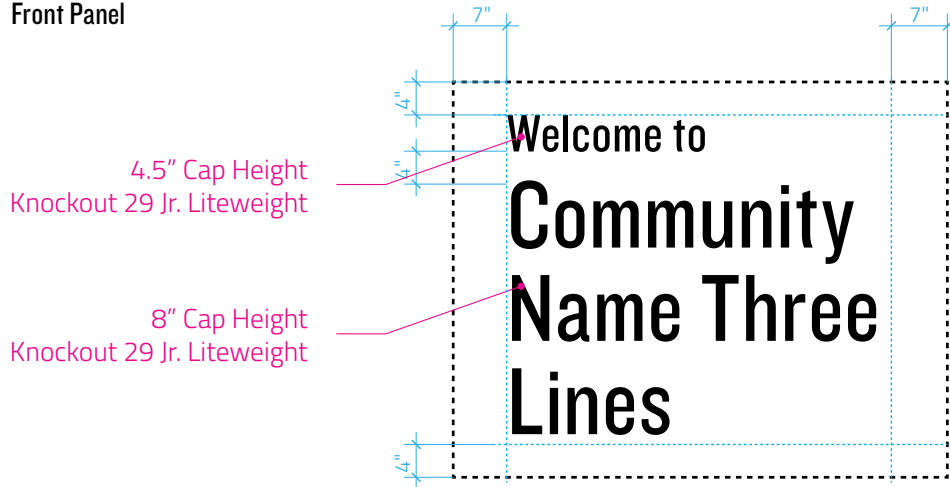
P1

Back Panel



P2

Front Panel



4.5" Cap Height Knockout 29 Jr. Liteweight

8" Cap Height Knockout 29 Jr. Liteweight

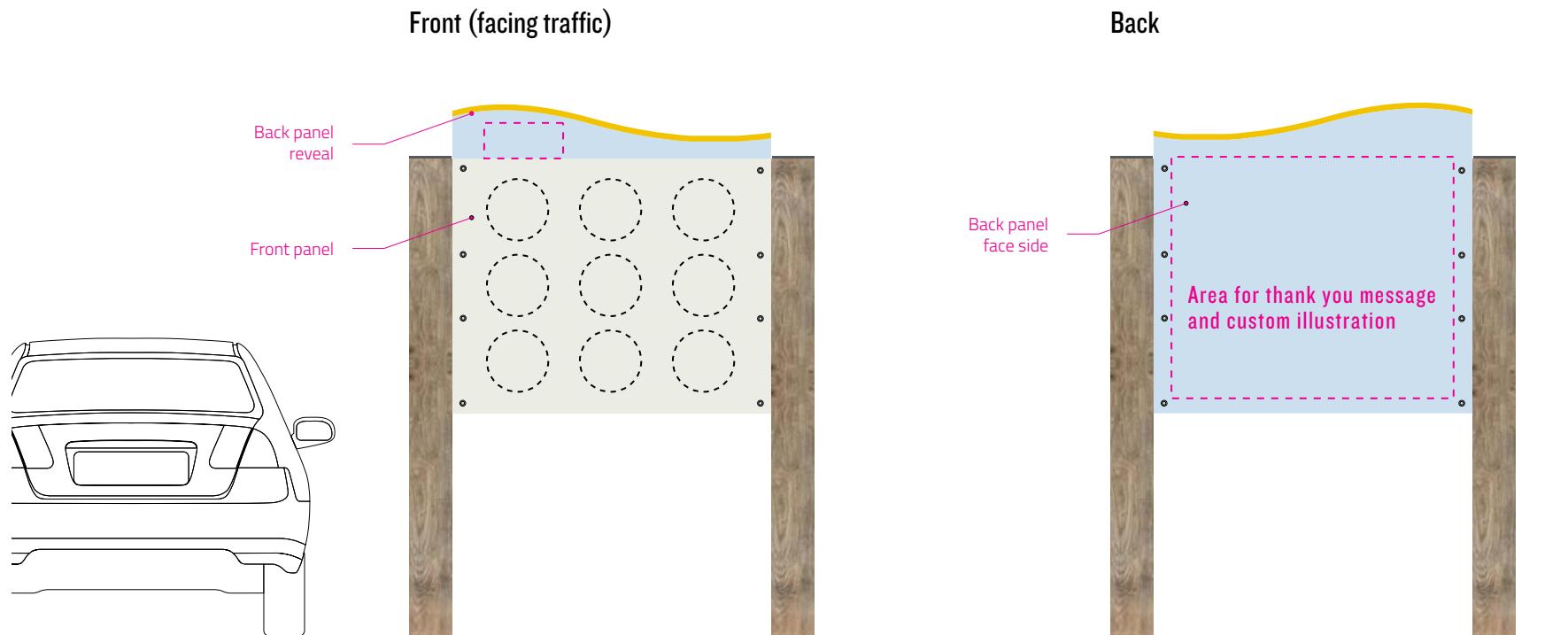
2.1 Sign types—highway H5—Service Clubs

DESCRIPTION

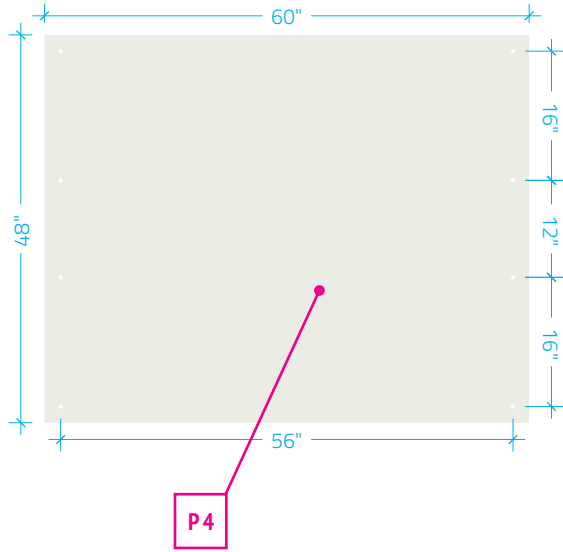
For displaying service club logos; should be installed in conjunction with a H4 (community ID sign). This sign should follow a H4, separated by 10–20 metres.

STRUCTURE

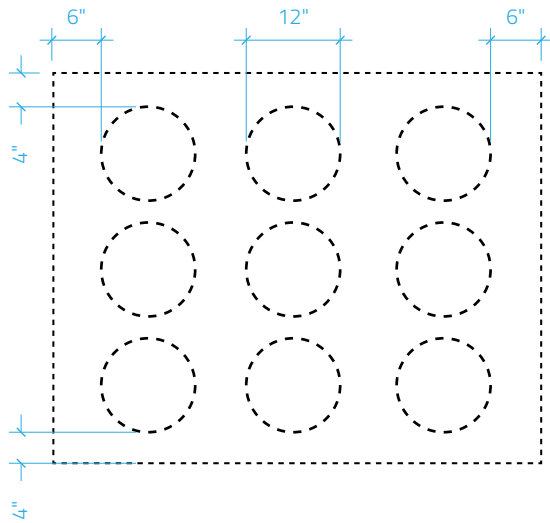
For structure and post specifications, see “Sign assembly for H3, H4, H5, H7” on page 55.



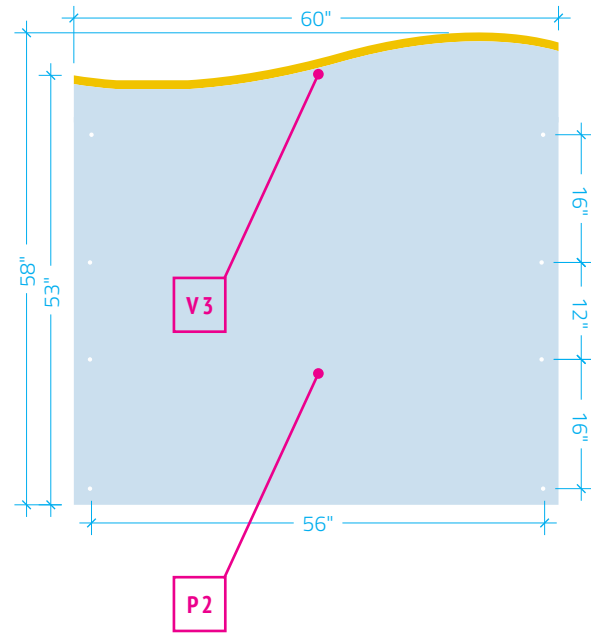
Front Panel



Front Panel



Back Panel



2.1 Sign types—highway H6—Event Directional Permanent

DESCRIPTION

A permanent sign with changeable messaging, to direct visitors to major events, such as music festivals.

Sign is installed perpendicular with the path of travel on highways. Not appropriate for urban areas.

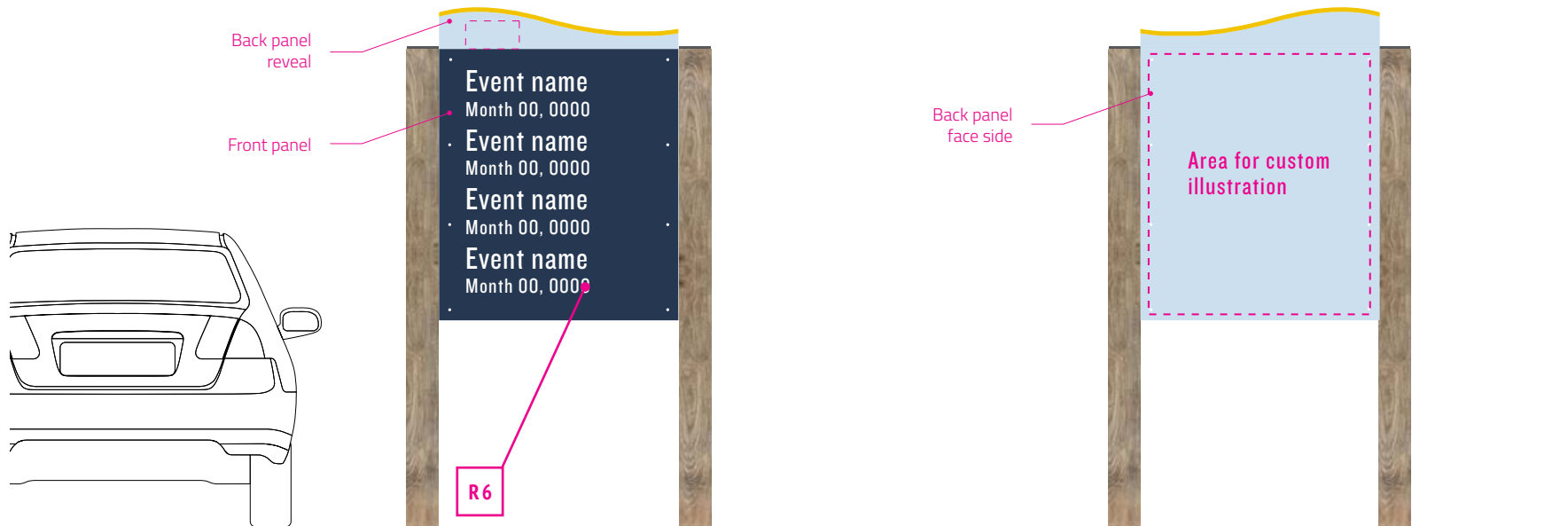
This type should be updated annually, or seasonally depending on client needs. When no current messaging applies, employ a placeholder tourism marketing panel—don't leave the sign out of date or blank.

STRUCTURE

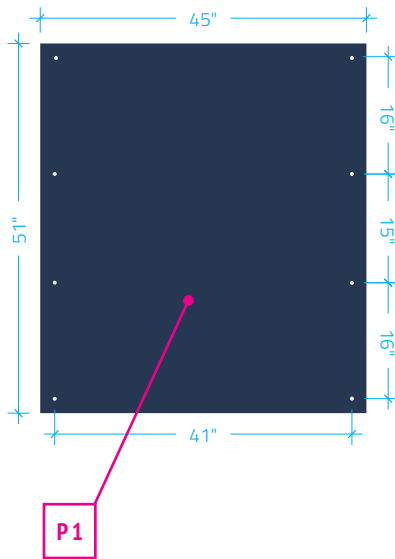
For structure and post specifications, see "Sign assembly for H6, U4" on page 56.

Front (facing traffic)

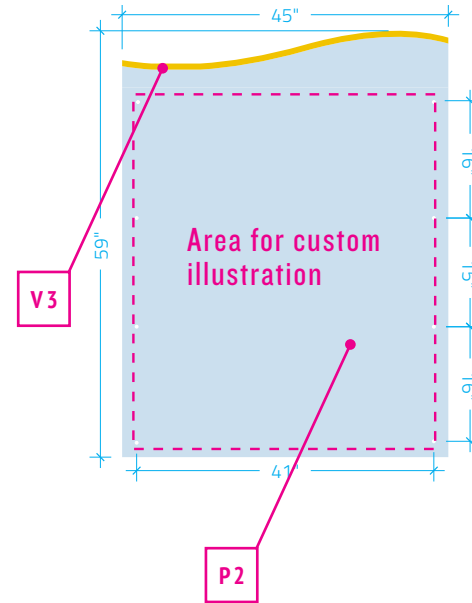
Back



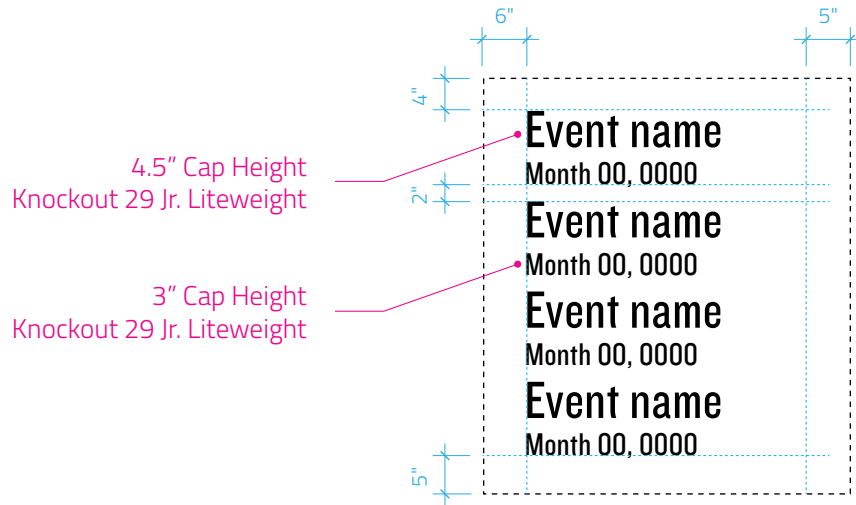
Front Panel



Back Panel



Front Panel



2.1 Sign types—highway H7—Destination ID

DESCRIPTION

Identifies and signals arrival at a destination, at a scale appropriate to highway speeds.

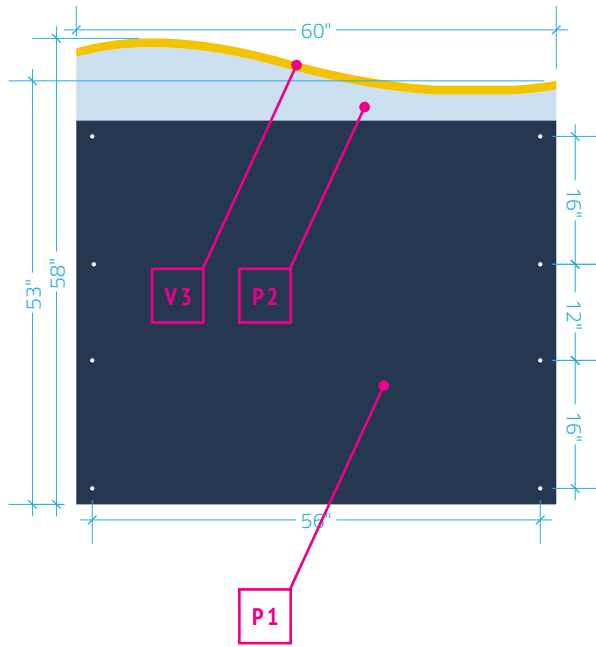
Sign is installed perpendicular with the path of travel, generally also perpendicular with the building facade.

STRUCTURE

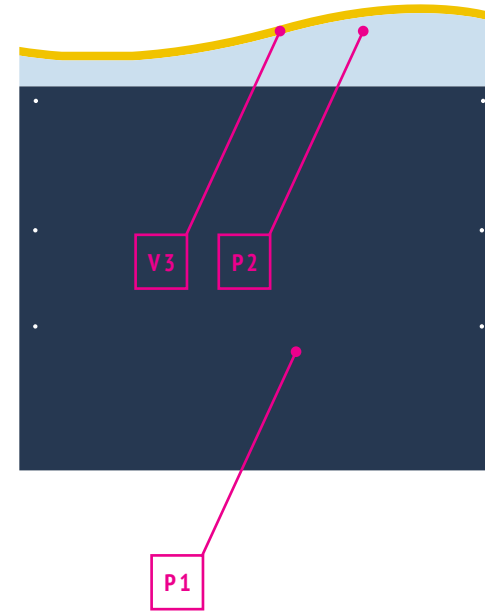
For structure and post specifications, see "Sign assembly for H3, H4, H5, H7" on page 55.



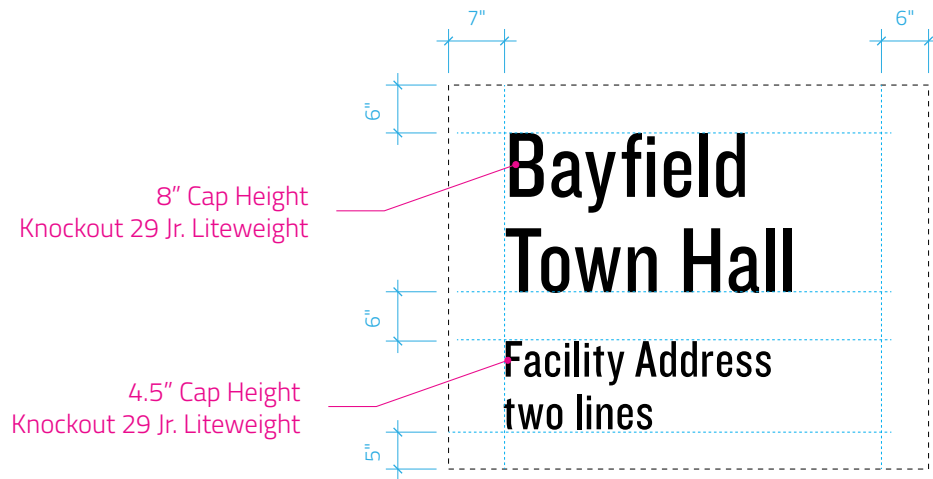
Front Panel



Back Panel



Front Panel



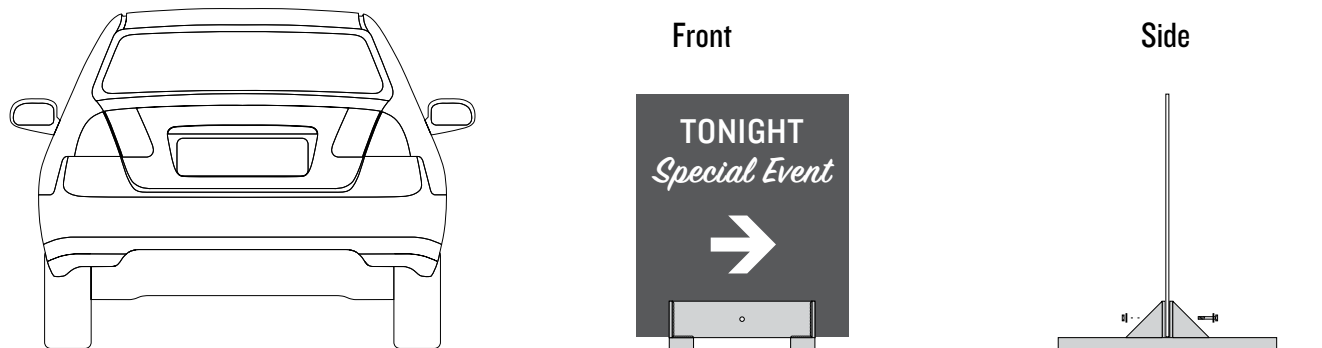
2.1 Sign types—highway H8—Event Directional Temporary

DESCRIPTION

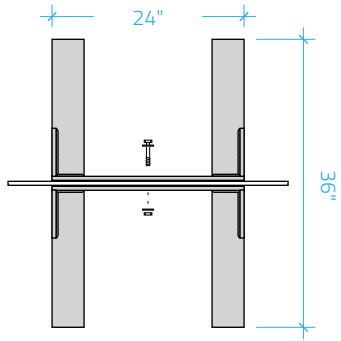
A temporarily-mounted sign base, available for rent to event promoters from the municipality.

Sign is only temporarily put in place. It should be put in place 2–3 weeks before and should be removed following the event which it advertises. Must be placed perpendicular to the path of travel. This sign must not be placed in vehicle lanes, and must never block pedestrian or cycling pathways.

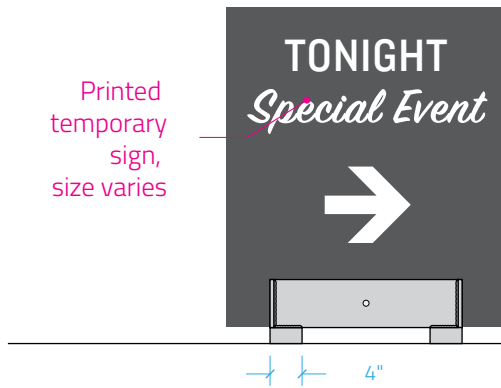
This sign type requires detailed artwork design before implementation, including the development of content.



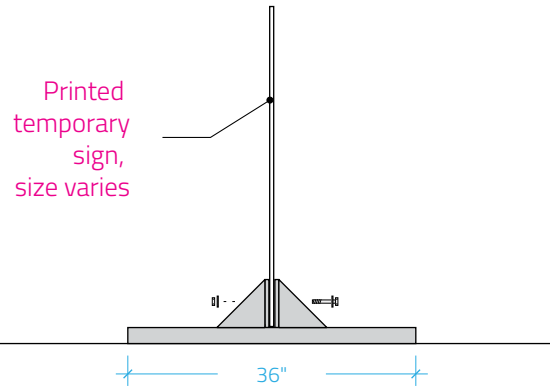
Top



Front



Side



2.2 Sign types—Urban U1—Low-speed directional

DESCRIPTION

Directs visitors to destinations within urban areas, at traffic speeds less than 60 km/h. While the sign is sized for low-speed vehicular traffic, it should also be usable by people on foot or bicycle.

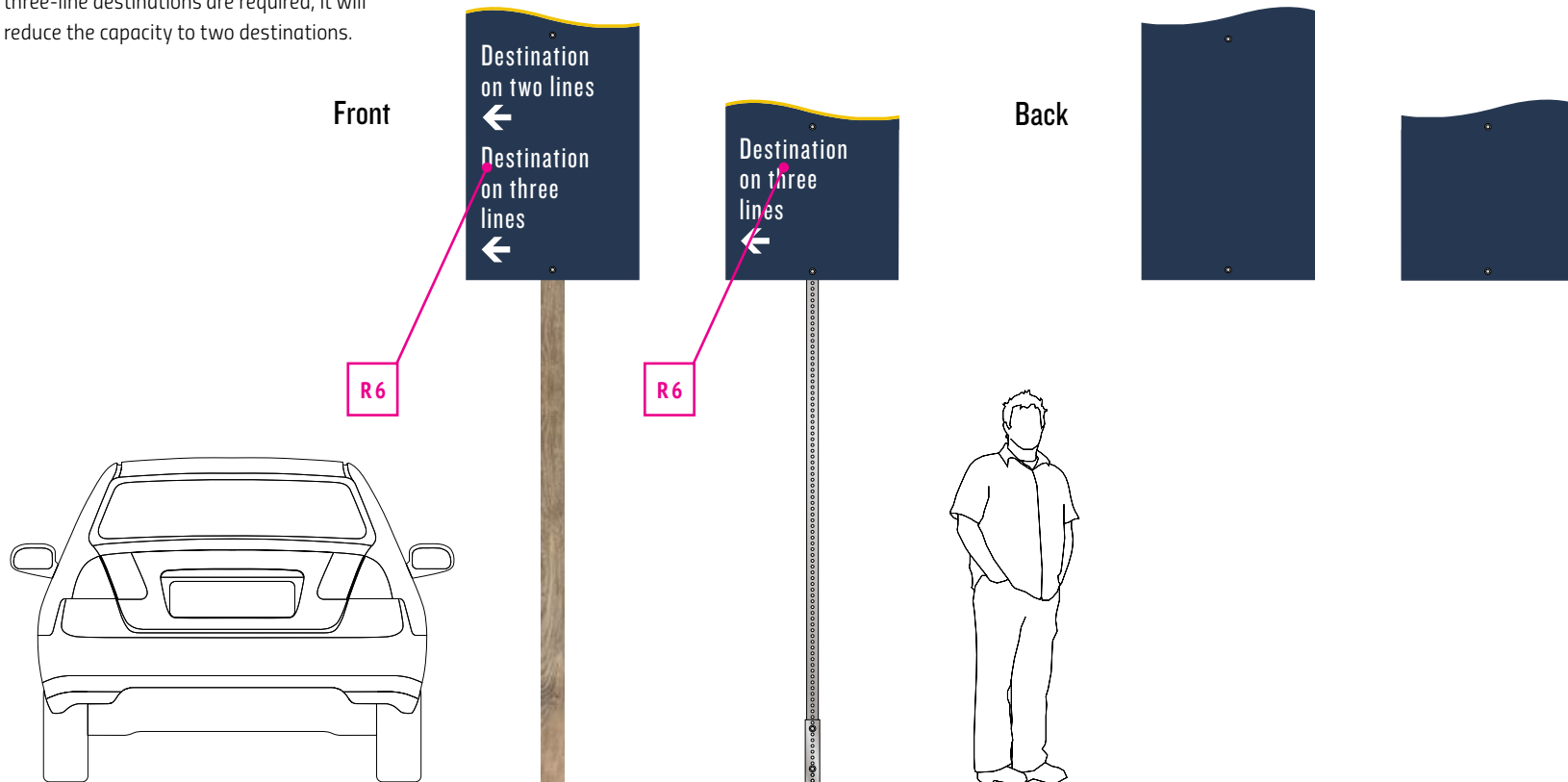
May be affixed to existing or new posts.

Maximum message load for the tall sign is three one-line destinations. If two- and three-line destinations are required, it will reduce the capacity to two destinations.

Maximum message load for the short sign is two one-line destinations. If two- and three-line destinations are required, it will reduce to one destination.

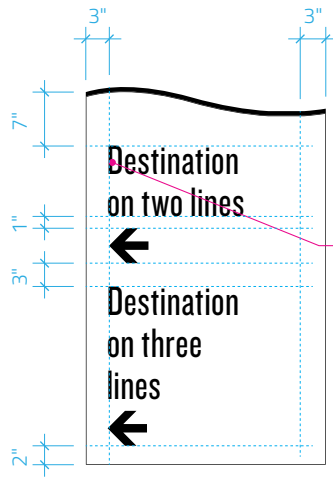
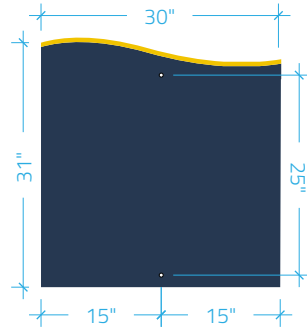
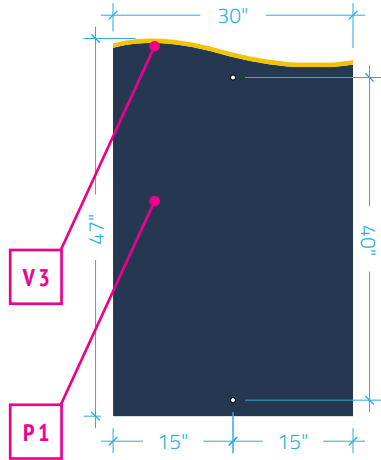
STRUCTURE

Sign is face-bolted to the post using galvanized bolts. For post specifications, see "Post construction" on page 52.



Panel A

Panel B



4" Cap Height
 Knockout 29 Jr. Liteweight

2.2 Sign types—Urban U2—Parking

DESCRIPTION

Identifies public parking lots to people in vehicles.

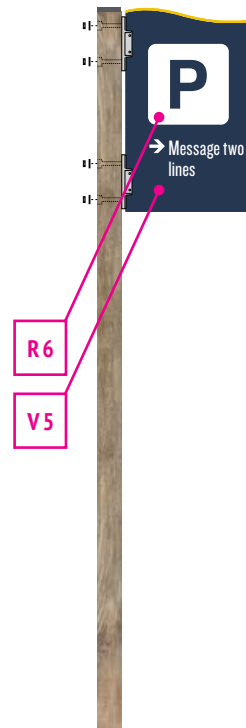
Install at the entrance to public municipal parking lots, perpendicular to the path of travel of the adjacent roadway.

The regulatory text and directional arrow are optional, depending on the installation context.

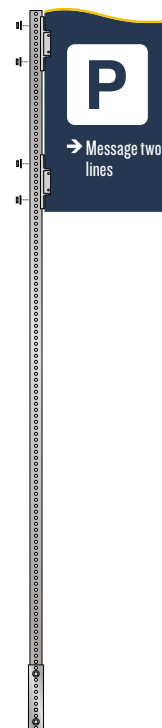
STRUCTURE

For structure and post specifications, see “Sign assembly using brackets” on page 57.

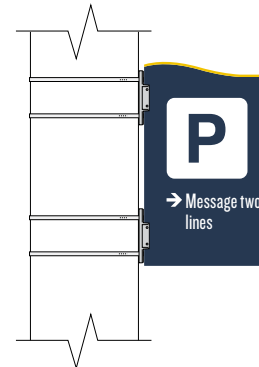
Side A



Blade on wood post

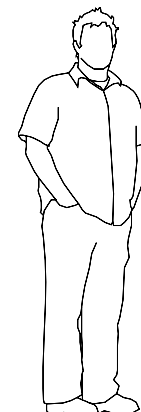


Blade metal post



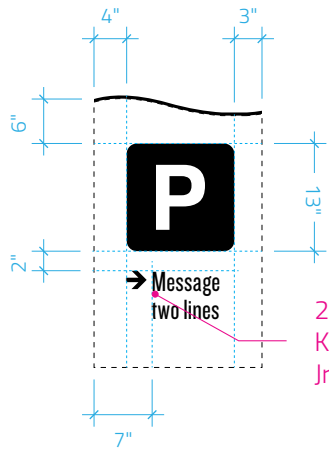
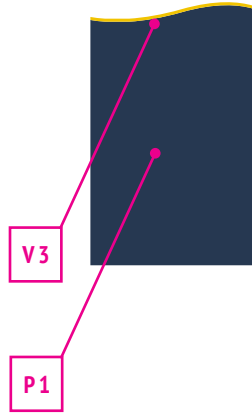
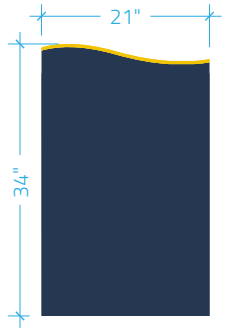
Blade on existing structure

Side B



Side A

Side B



P

Message
two lines

2.5" Cap Height
Knockout 28
Jr. Featherweight

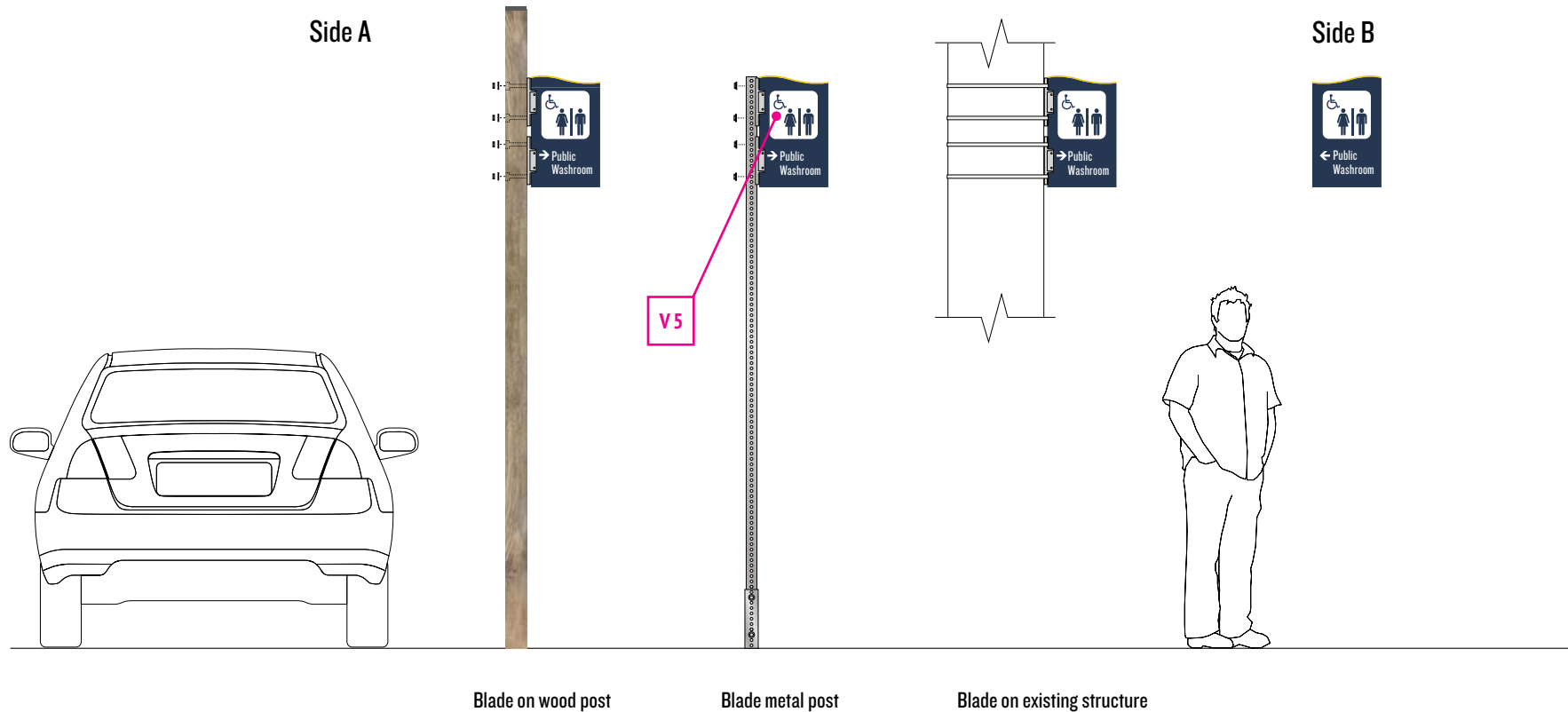
2.2 Sign types—Urban U3—Public Washroom

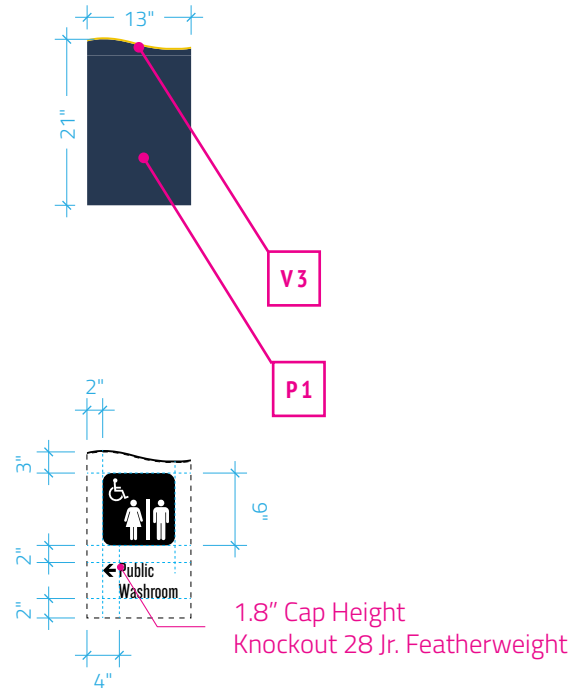
DESCRIPTION

A small sign to direct visitors to nearby public washrooms in urban areas.

STRUCTURE

For structure and post specifications, see “Sign assembly using brackets” on page 57.





2.2 Sign types—Urban U4—Marketing Kiosk

DESCRIPTION

A large sign set with various information of interest to visitors.

May contain such things as:

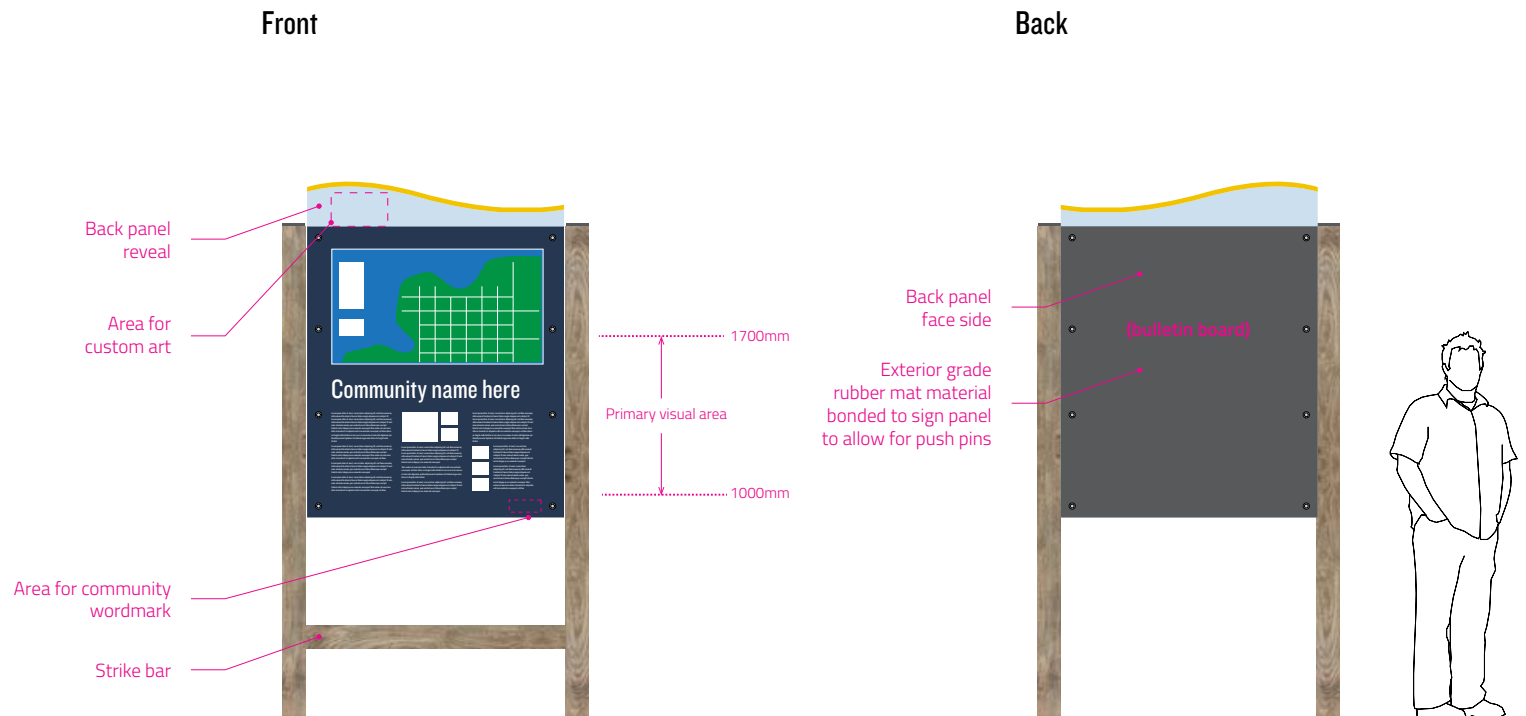
- regional and local maps,
- listings of local businesses, and
- interpretive information.

This sign type requires detailed artwork design before implementation, including the development of content and cartographic standards.

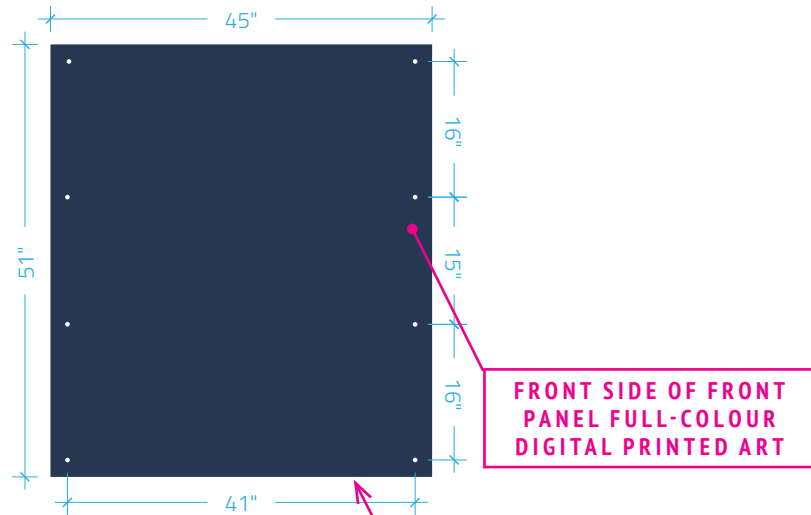
For accessibility, the primary information of the sign (text, images, maps) should be between 1000–1700 mm above grade. Large headings and information intended to be seen from a distance may be higher.

STRUCTURE

For structure and post specifications, see “Sign assembly for H6, U4” on page 56.

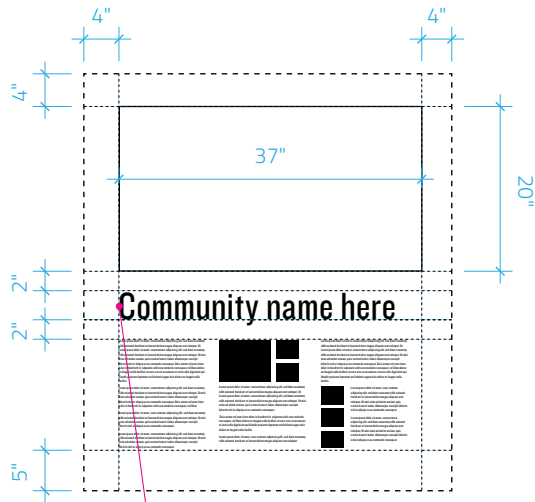


Front Panel



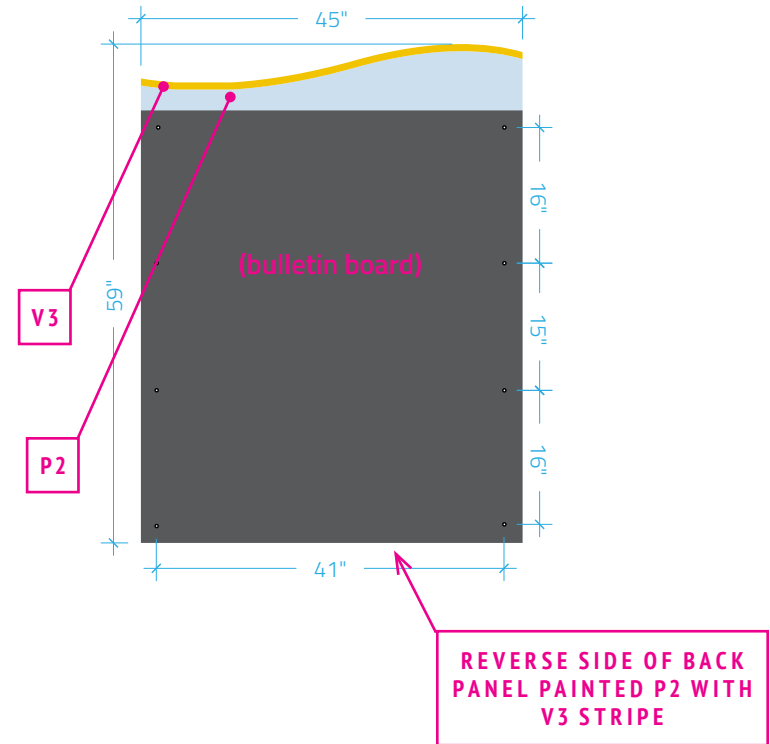
REVERSE SIDE OF FRONT PANEL PAINTED P1

Front Panel



3" Cap Height
Knockout 29 Jr. Liteweight

Back Panel



2.2 Sign types—Urban U5—Non-vehicular Directional

DESCRIPTION

A pedestrian-scale sign to direct people in urban areas to destinations within short walking distances (50–400m).

Should be installed parallel to the pedestrian path of travel, and must not obstruct the clear walkway area.

This sign type requires detailed artwork design before implementation, including the development of content and cartography.

STRUCTURE

Sign is face-bolted to the post using galvanized bolts. For post specifications, see “Post construction” on page 52.



2.2 Sign types—Urban U6—Trail Access

DESCRIPTION

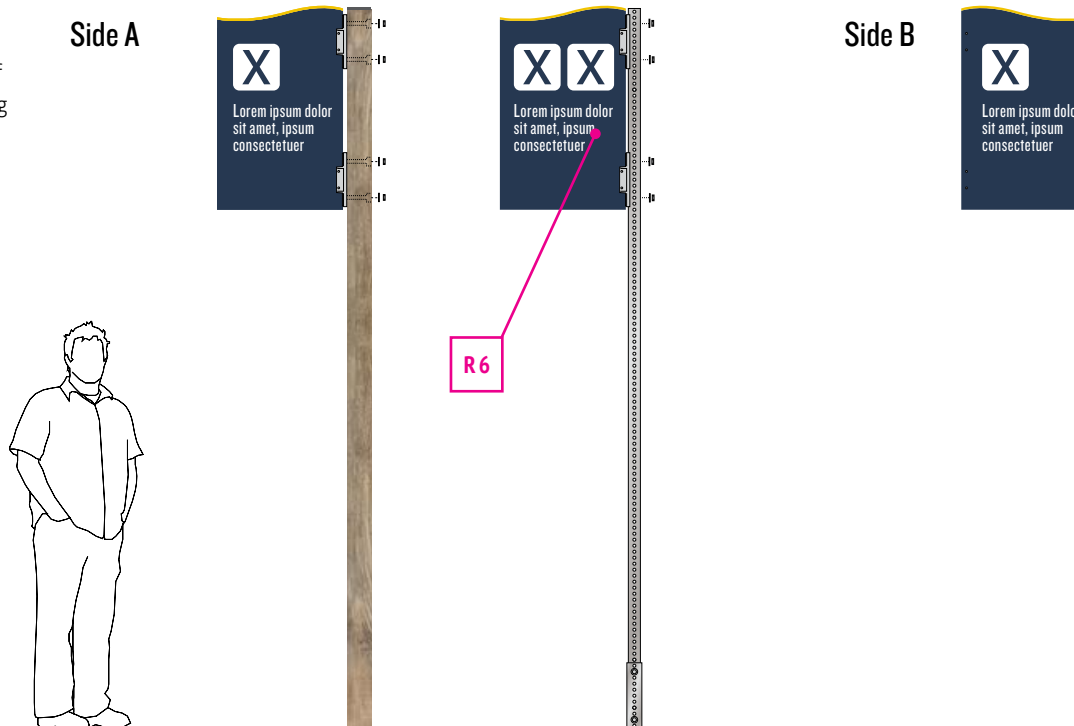
Identifies a point of access for multiple purposes: fishing or portage routes, small parks, or other civic amenities.

Sign may carry 1 or 2 pictograms identifying primary uses of the site. Pictograms should be selected from the TAC *Recommended Information Sign Symbols for Canada* set of symbols.

Sign should be installed perpendicular with the path of pedestrian travel, with the flag facing the main roadway.

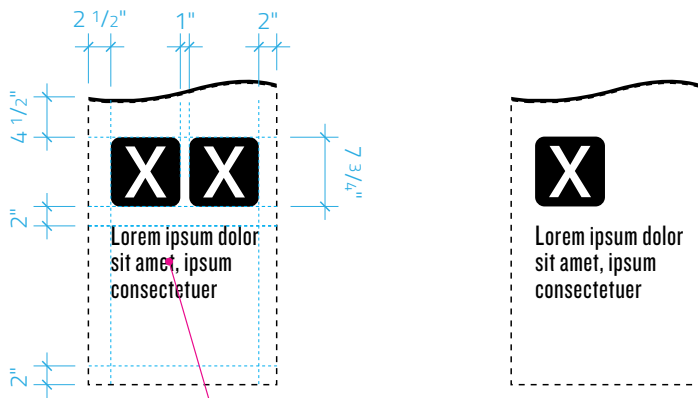
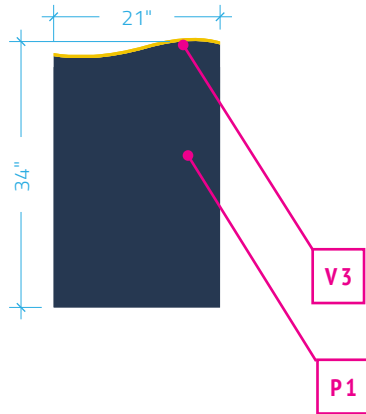
STRUCTURE

For structure and post specifications, see “Sign assembly using brackets” on page 57.



Blade wood post

Blade metal post



2" Cap Height
Knockout 29 Jr. Liteweight

2.2 Sign types—Urban U7—Trail Access

DESCRIPTION

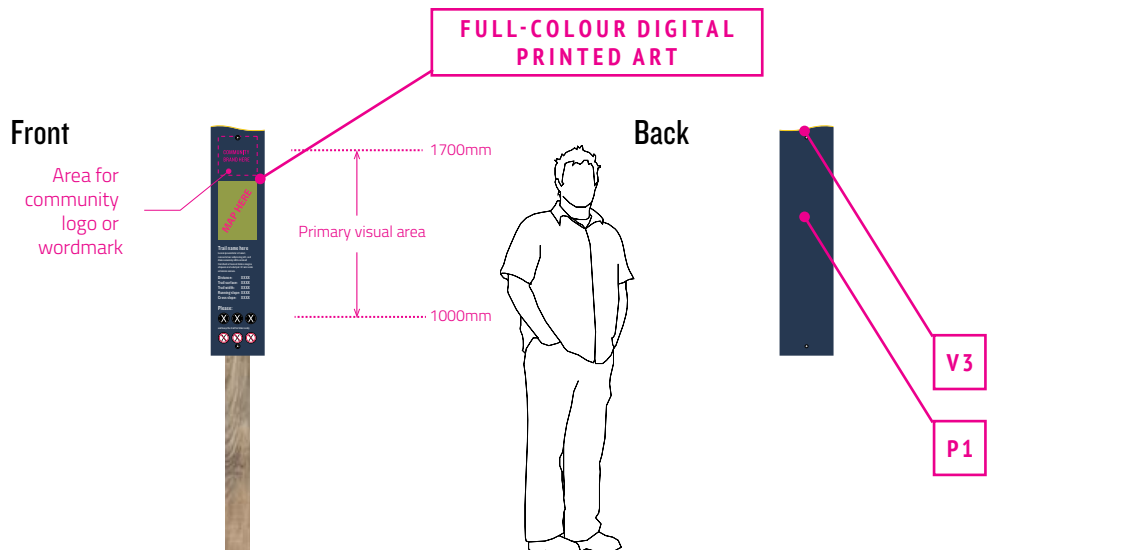
Identifies an active transportation or wilderness trail. Communicates trail details (e.g. trail slope, surface) for AODA compliance, as well as any regulatory information (e.g. no ATVs).

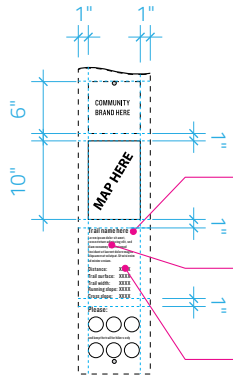
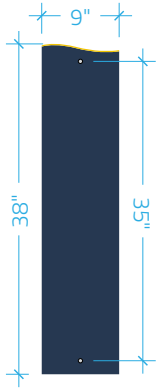
Install at trailheads (main access points) to a public trail. Should there be a parking lot associated with the trailhead, this sign should be mounted at the entrance to the trail, not the entrance to the parking lot (select U2 or U6 depending on the context).

This sign type requires detailed artwork design before implementation, including the development of content.

STRUCTURE

Sign is face-bolted to the post using galvanized bolts. For post specifications, see "Post construction" on page 52.





1" Cap Height
Knockout 29 Jr. Liteweight

.34" Cap Height
Knockout 29 Jr. Liteweight

.5" Cap Height
Knockout 29 Jr. Liteweight

2.2 Sign types—Urban U8—Trail Blazer

DESCRIPTION

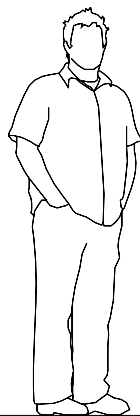
Small sign to appear periodically on a trail (every 500 m or 1 km) to affirm the user remains on the right route.

Should be installed parallel with the path of travel, and must not obstruct the clear walkway area.

STRUCTURE

For structure and post specifications, see “Sign assembly using brackets” on page 57.

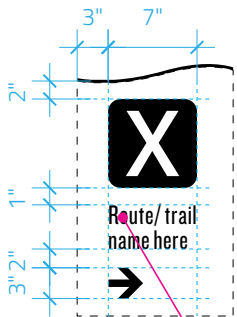
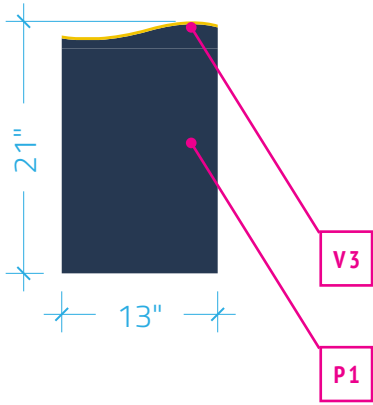
Side A



Side B



V5



2" Cap Height
Knockout 29 Jr. Liteweight

2.2 Sign types—Urban U9—Interpretive Signs

DESCRIPTION

A free-standing interpretive sign to point out interesting local history, culture, or natural features to visitors.

Should be installed near the place, building, or object it is interpreting. Orient so the sign face is parallel with the adjacent pedestrian path of travel (sidewalk or trail).

This sign type requires detailed artwork design before implementation, including the development of content.

STRUCTURE

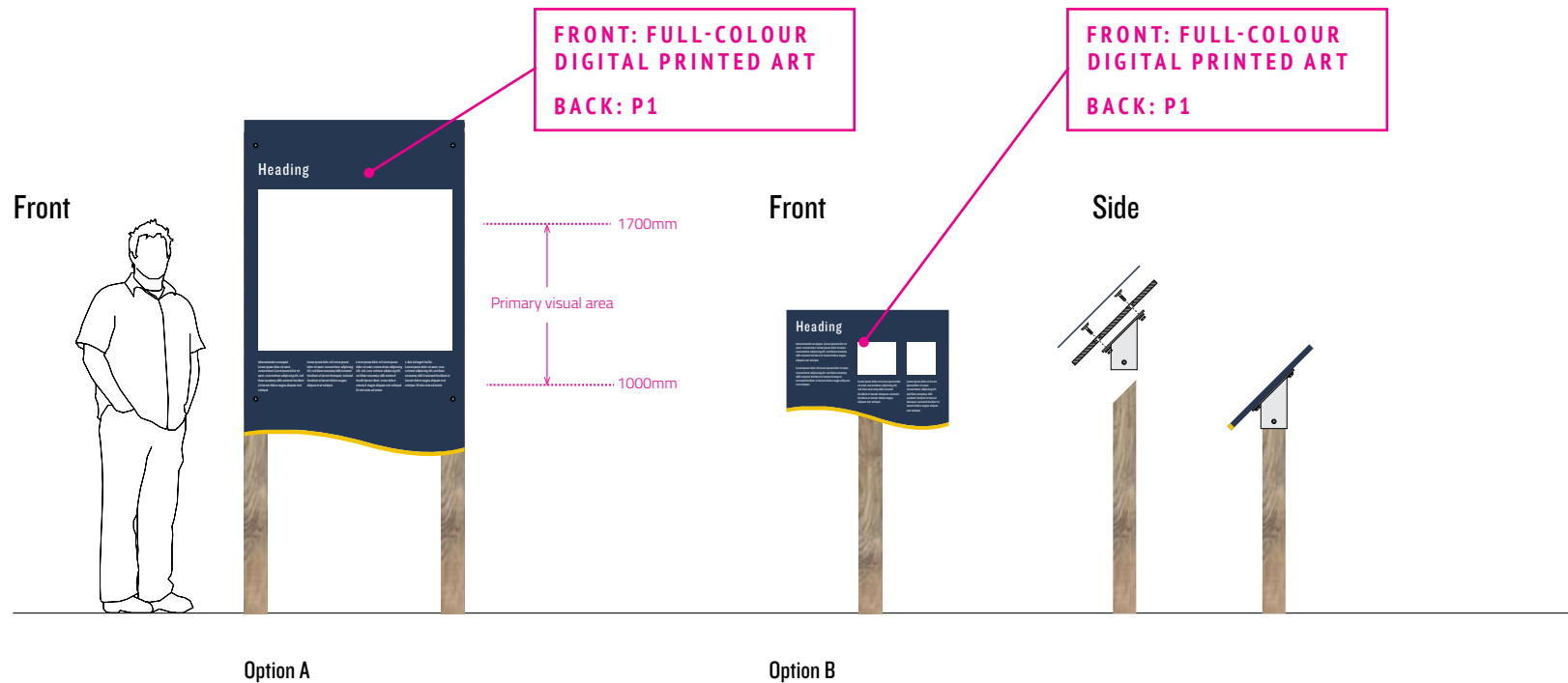
For post specifications, see “Post construction” on page 52.

BEST PRACTICES

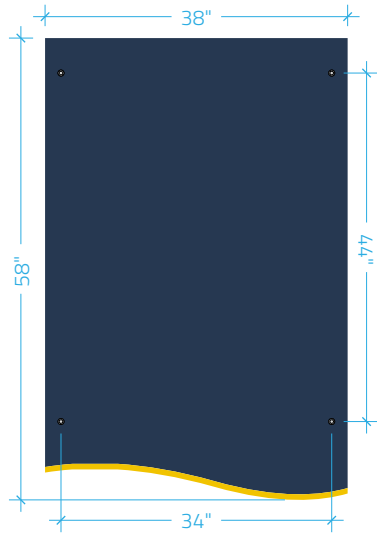
While this is not a completed graphic layout, some best practices apply to any interpretive layouts designed for this sign type. The aim is to make the panel as legible as possible for those with visual impairments, as well as for people who will be viewing from various angles and heights (e.g. people in wheelchairs, children).

The following are sensible guidelines to follow when preparing artwork for this sign:

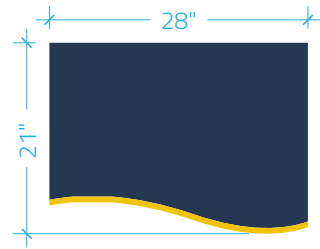
- No primary text should be lower than 1000mm or higher than 1700mm above grade.
- Columns should be maximum 60 characters wide.
- Body text should be left-aligned.
- Primary text should have a capital-letter height of at least .25" (6mm, generally \geq 24pt).
- All text should use a high colour contrast against its background.
- Don't overprint text over photographs or other images (this decreases contrast, and thus legibility considerably).
- Use a simple, clear typeface for body text. Do not use cursive or ornamented typefaces.
- Knockout 29 (Junior Liteweight) is specified throughout this sign system, and is a good default choice for headings on this sign type. Depending on the sign's interpretive content, other typefaces may be appropriate. Nevertheless, legibility must always come first.



Option A

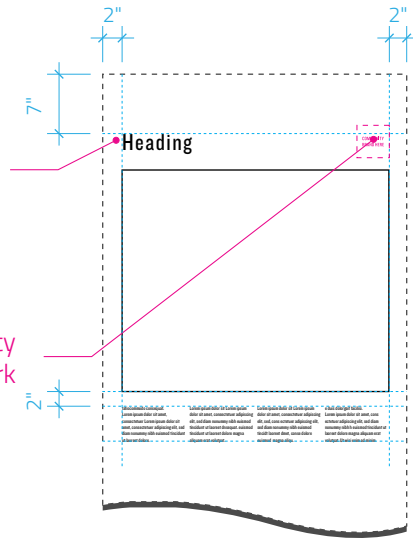


Option B



2" Cap Height
Knockout 29 Jr. Liteweight

Area for community
logo or wordmark



COLOUR PALETTE

SIGNAGE

The colours for this project were derived from the Huron County Brand Standards Guide (2007). The colours specified in this document have been modified for use on environmental signage to optimize contrast and improve legibility.

LEGEND

- D direct to substrate/digital
- P paint
- V vinyl
- S substrate
- R reflective



PAINT

P1 HURON BLUE
 SUPPLIER Matthews
 NAME: Innsbruck Blue
 NUMBER: MP4979

P2 HURON LT BLUE
 SUPPLIER Matthews
 NAME: Berries
 NUMBER: MP5783

P3 HURON YELLOW
 SUPPLIER Matthews
 NAME: Centennial Gold
 NUMBER: MP1393

DIGITAL

D1 HURON BLUE
 PROCESS: 91C 74M 34Y 27K
 NOTE: for direct to substrate or digital output, colour match to P1.

D2 HURON LT BLUE
 PROCESS: 34C 13M 17Y 0K
 NOTE: for direct to substrate or digital output, colour match to P2.

D3 HURON YELLOW
 PROCESS: 8C 23M 95Y 0K
 NOTE: for direct to substrate or digital output, colour match to P3.

VINYL

V1 HURON BLUE
 SUPPLIER:3M
 NAME: Sapphire Blue

V2 HURON LT BLUE
 SUPPLIER:3M
 NAME: Robin Egg Blue
 7725-86, 7125-86

V3 HURON YELLOW
 SUPPLIER:3M
 NAME: Sunflower



PAINT

P4 HURON PALE BLUE
 SUPPLIER: Matthews
 NAME: Skylight
 NUMBER: MP2983

N/A

N/A

DIGITAL

D4 HURON PALE BLUE
 PROCESS 7C 4M 9Y 0K
 NOTE: for direct to substrate or digital output, colour match to P1.

N/A

N/A

VINYL

V4 HURON PEARL GRAY
 SUPPLIER: 3M
 NAME: Pearl Gray
 7725-46, 7125-11

V5 HURON WHITE
 SUPPLIER: 3M
 NAME: White

R6 HURON REFLECTIVE WHITE
 SUPPLIER: 3M
 NAME: 3M 3260s Reflective 280

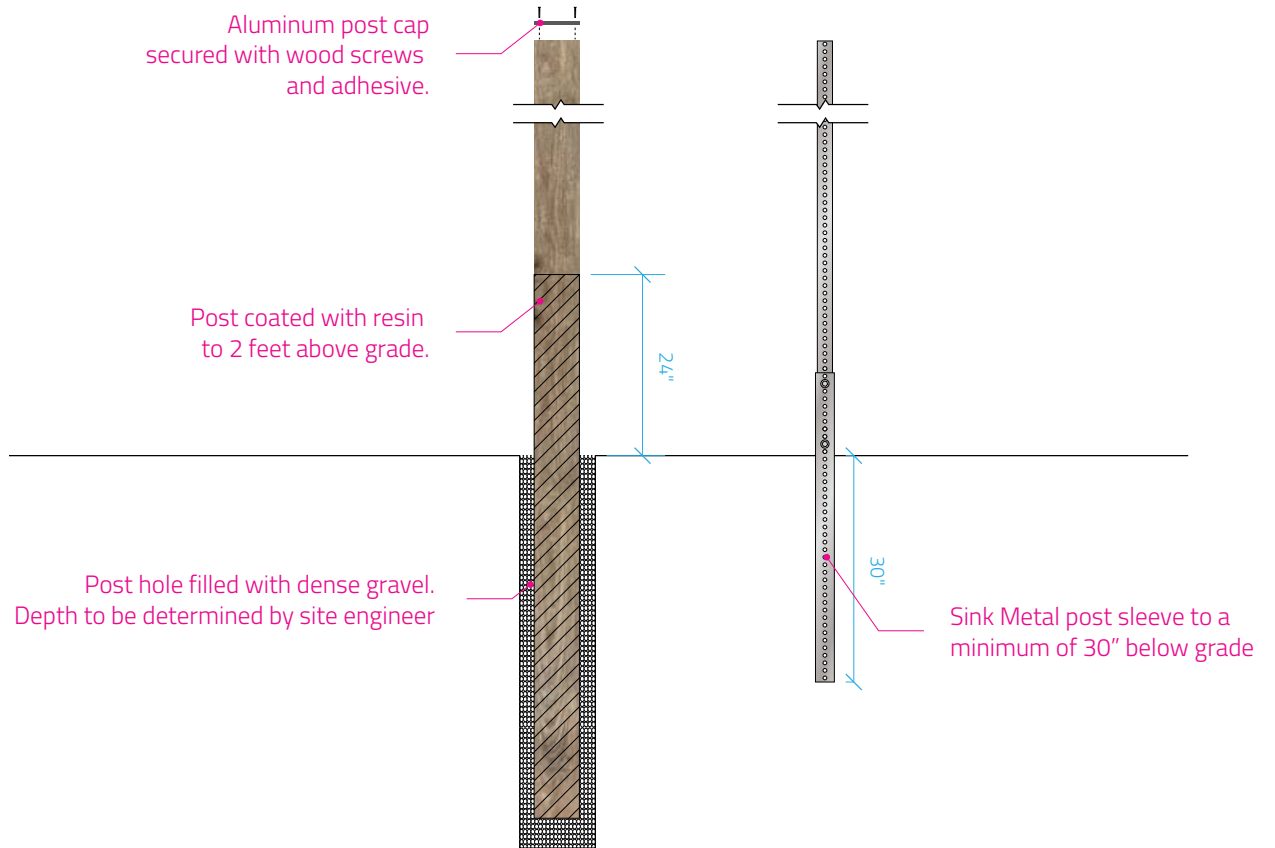
*Grey is selected if using vinyl instead of paint. There is no equivalent pale blue in 3M vinyl.

4.0 Post construction

DESCRIPTION

Signs use either a wooden post or a telescoping metal post.

Wooden post should be of a rot resistant variety such as cedar or hemlock.



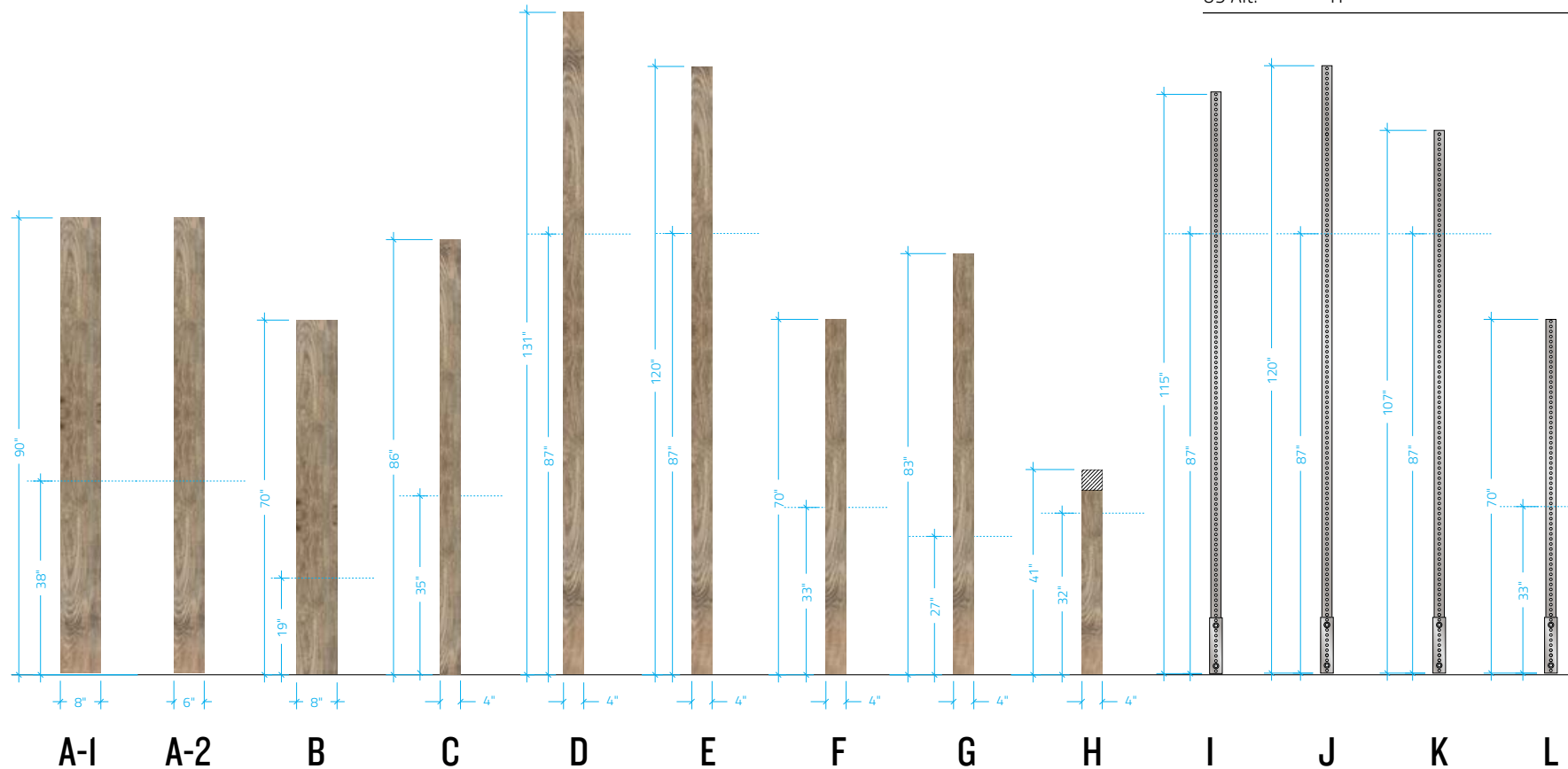
4.1 Post dimensions

DESCRIPTION

Sign post diagram showing post top distance to grade and sign panel bottom distance to grade.

Full post height depends on site conditions.

Sign type	Wood post	Metal post	Sign type	Wood post	Metal post
H1b	A-2	-	U1	D	I
H2	A-2	-	U2	D	J
H3	A-2	-	U3	E	K
H4	A-1	-	U4	C	-
H5	A-1	-	U5	F	L
H6	A-2	-	U6	D	J
H7	A-1	-	U7	F	-
			U8	E	-
			U9	G	-
			U9 Alt.	H	-



4.2 Sign assembly for H1b, H2

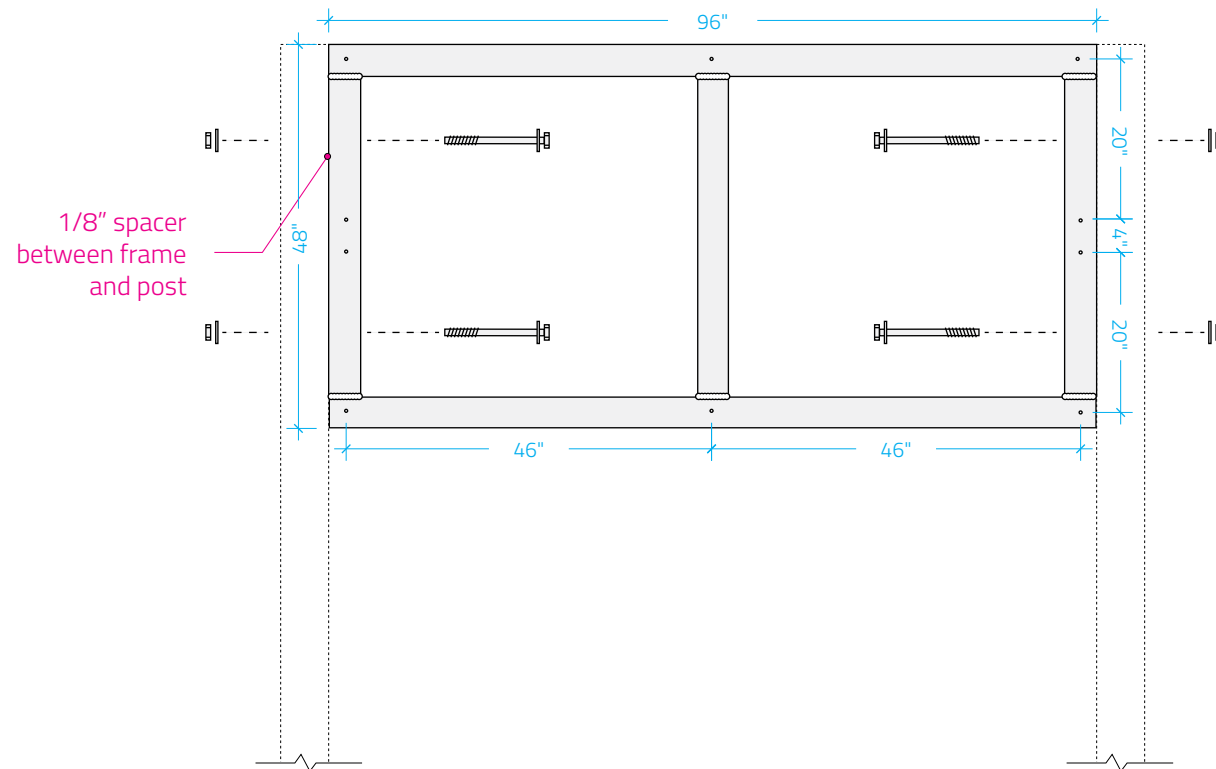
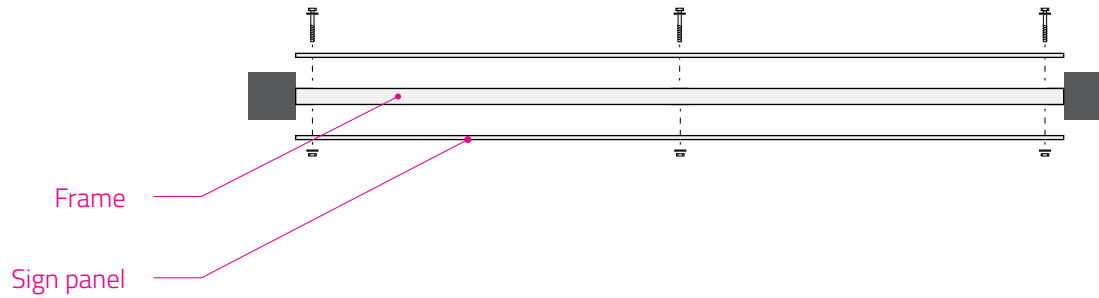
DESCRIPTION

Sign assembly consists of a metal frame constructed of welded 2"x 4" aluminum to which two composite aluminum sign faces are bolted.

Frames are bolted to wooden posts.

Use galvanized bolts and washers.

Use neoprene washers wherever steel bolts contact aluminum.



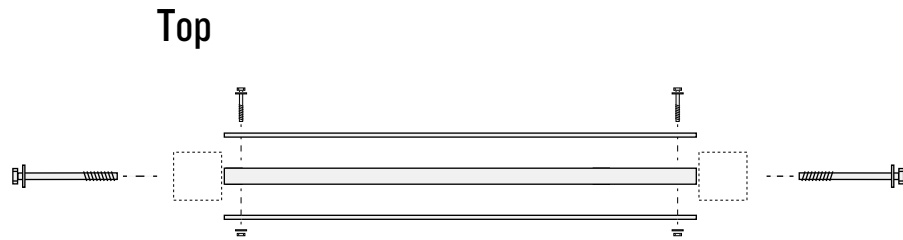
4.3 Sign assembly for H3, H4, H5, H7

DESCRIPTION

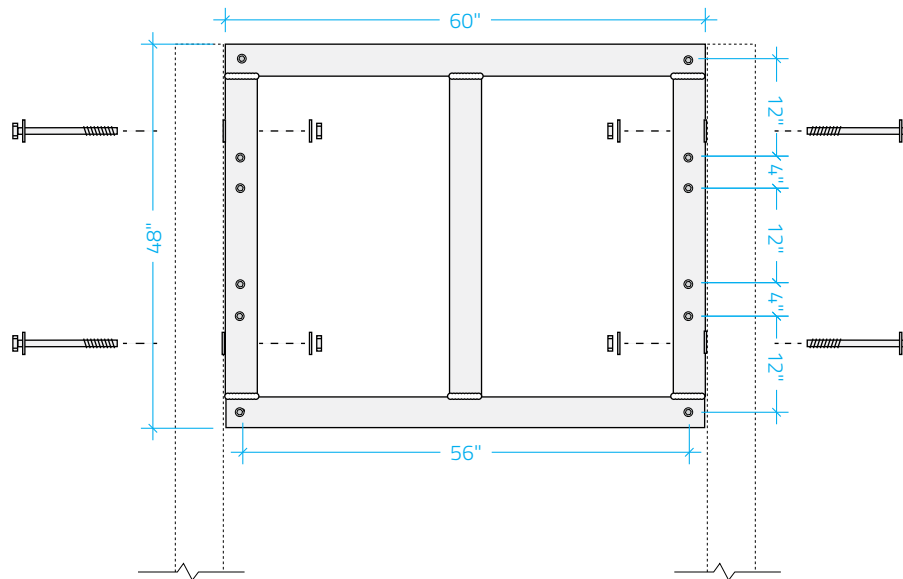
Sign assembly consists of a metal frame constructed of welded 2"x 4" aluminum to which two composite aluminum sign faces are bolted.

Frames are bolted to wooden posts.

Use galvanized bolts and washers. Use neoprene washers wherever steel bolts contact aluminum.



Front (facing traffic)



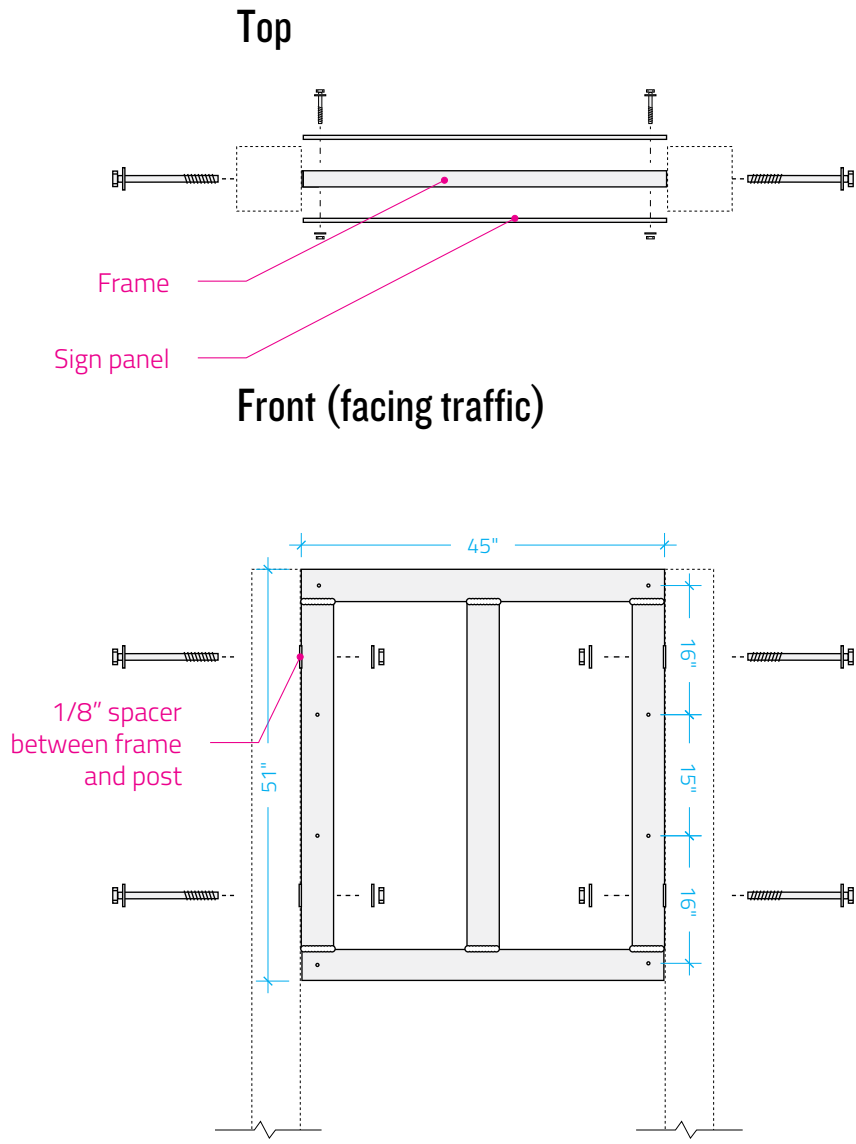
4.4 Sign assembly for H6, U4

DESCRIPTION

Sign assembly consists of a metal frame constructed of welded 2"x 4" aluminum to which two composite aluminum sign faces are bolted.

Frames are bolted to wooden posts.

Use galvanized bolts and washers. Use neoprene washers wherever steel bolts contact aluminum.



4.5 Sign assembly using brackets

DESCRIPTION

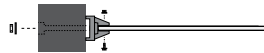
Attach blade signs to posts using SYCA SU 10 cast aluminum bracket.

Use solid aluminum blades.

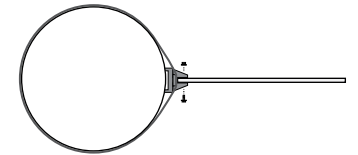
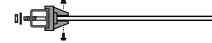
Use galvanized bolts and washers.

Use neoprene washers wherever aluminum contacts steel.

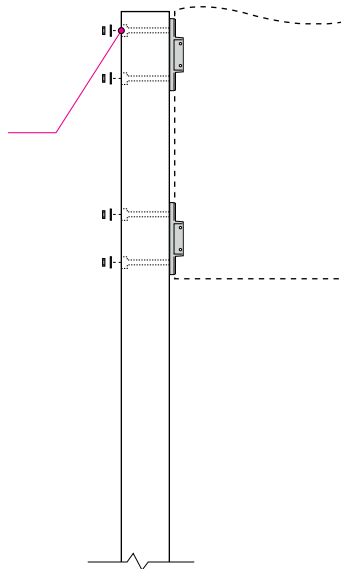
Top



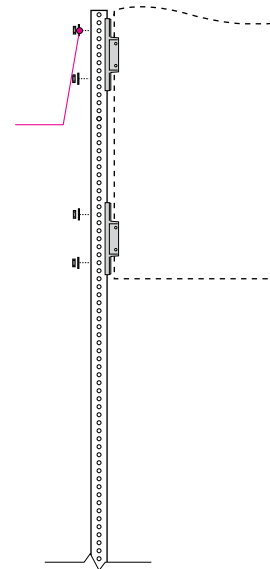
Sign blade is drilled and bolted to bracket.



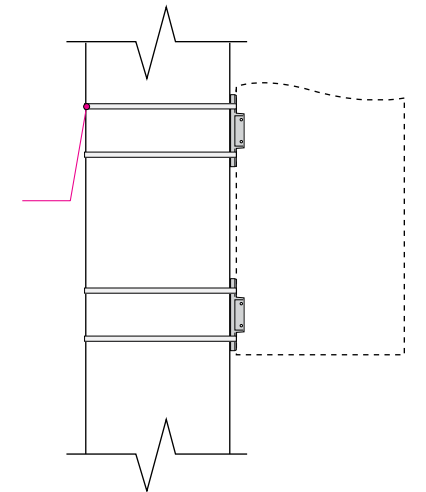
Bracket attached to wooden post using bolts. Nuts are recessed.



Bracket attached to metal post using bolts.



Use straps to attach bracket to concrete posts



5.0 Custom community illustrations

PROGRAM

Several sign types include space for custom illustrations. Using silhouetted architecture or other iconic symbols placed in layered artwork, each illustration will highlight elements of the regional and local identities.

We deliberately balance the regional with the local—while each community's artwork will be different, the style must be the same across the region to ensure the harmony of the system.

Each community involved in the project should get a single set of illustrations which enhance the image of place. For each, there is an iconic element—a work of architecture (e.g. an iconic building), a context-appropriate symbol of recreation (e.g. a hiker or swimmer)—and an illustration that adds context—the iconic building is located on a street along other buildings, the town is surrounded by farmland, etc.

The region should also have at least one illustration, but ideally 2–3 illustrations that can appear in different locations. These illustrations are generic in nature, but support the notion of the many offerings of the region (lake, farmland, etc.)

PROCESS

The style should be developed by a single illustrator, either all at once, or in batches.

Huron County should guide communities through the process, but not rehash already completed brand development for each place—existing brands may provide source material for this process.

The illustrations in this program should not use any existing community brand verbatim.



STYLE SUGGESTIONS

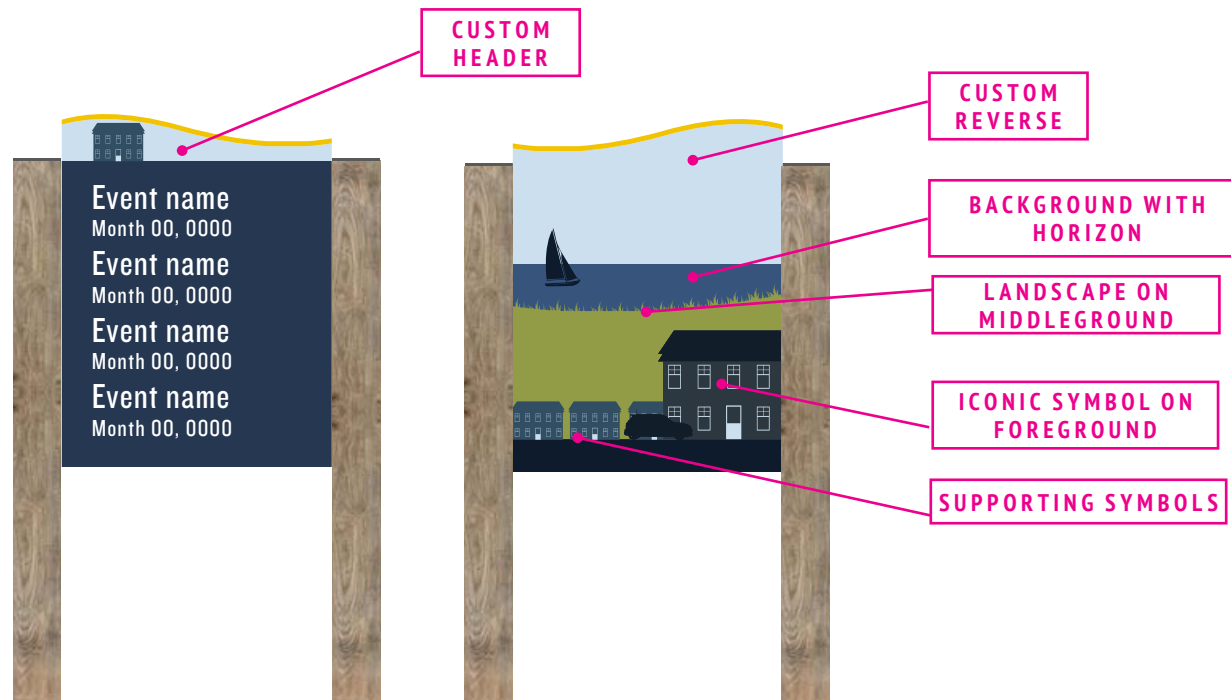
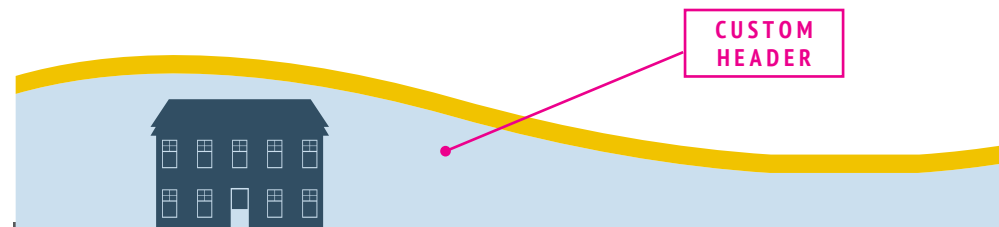
These signs will be seen from a moving vehicle, often at high speed. Therefore, all graphics must be as simple as possible to get the idea across.

Some signs receive a custom header, and some have both a custom header, and a custom reverse.

Colour palette must be based on those used elsewhere in this package, see "Colour" on page 50.

Custom headers should have single, silhouetted iconic symbol on a light blue background. Symbols should be dark-on-light (2-colour) only. The symbol itself should not employ perspective (i.e. it should be a simple elevation).

The custom reverse artwork uses the same iconic symbol as the custom header, with layers representing middle and background. The foreground may have supporting contextual elements. Middleground can show an appropriate landscape, such as farmland, and the background may show further landscape or Lake Huron, employing the horizon-line.



The annual Seaforth Lions Club's Santa Claus parade will be held on Friday November 22, 2024 @ 7 pm. The parade will begin at the Duke Street extension, travel down Main Street and end in front of the Seaforth Legion at Crombie Street.

Would you please bring to council our request to have the road closed for the parade?

Also, would you please notify emergency services of this closure?

Thank you in advance for your assistance in ensuring a well organized event.

Sincerely,

Cathy Elliott

Chair, Seaforth Lions Club's Santa Claus Parade Committee

The Corporation
of the
Municipality of Huron East

By-law No. 87 for 2024

Being a By-law to Amend By-law 031-2022, the Fourteenth Concession Municipal Drain and to Provide for the Raising of a Lesser amount than Provided Therein.

Whereas, under and by virtue of By-law 031-2022 of the Municipality of Huron East there were, as appears therein, provisions for borrowing on the credit of the Municipality of Huron East a total of \$395,000.00 for the purpose of executing and completing the said Drainage Works and for the levying the required sum \$245,662.71 or such reduced required sum after taking into account allowances and applicable grants.

And Whereas it has transpired that the cost of executing and completing the said Drainage Works to date was less than that provided for in the said By-law and is \$377,529.04 which is 95.58% of \$395,000.00.

And Whereas it is expedient that said By-law shall be amended to provide for raising by assessment the amount after taking into account allowances and applicable grants.

And Whereas the Municipal Council of the Municipality of Huron East has determined to amend By-law 031-2022 accordingly and as in hereafter mentioned.

Schedule of Assessment

	Original Assessment	Present Assessment
Lands	\$ 277,270.00	\$ 287,653.72
Roads	<u>\$ 117,730.00</u>	<u>\$ 89,875.32</u>
Total	\$ 395,000.00	\$ 377,529.04

Now Therefore the Municipal Council of the Municipality of Huron East, pursuant to the provisions of the Drainage Act, R.S.O., 1990 as amended, enacts as follows:

- 1) That By-law 031-2022 of the said Municipality of Huron East be and it is hereby amended and that the Clerk and the Mayor of the said Municipality of Huron East be and is hereby empowered and authorized to amend said By-law accordingly.
- 2) Assessments are due and payable on December 13, 2024. Property owners who wish to debenture their assessments, will have interest added to their assessment at a rate equivalent to tile drainage loan interest (6%) to the 13th day of December 2024. On the 1st day of January 2025, the Municipality of Huron East will issue a three year debenture calculated at a rate equivalent to the tile drainage loan interest (6%) with three equal annual payments due January 1, 2026, January 1, 2027 and January 1, 2028. Interest on defaulted annual payments shall be added on the first day of default and on the first day of each month thereafter at a rate of 1.25% (15% per annum) and shall be collected in a like manner as taxes.
- 3) Net assessments less than \$1,000.00 shall be due on December 13, 2024 and will not be debentured.
- 4) That this By-law shall come into force upon and after the final passing thereof.

Read a first time and second time this 5th day of November 2024.

Read a third time and finally passed this 5th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**The Corporation
of the
Municipality of Huron East
By-law No. 88 for 2024**

Being a By-law to Amend By-law 014-2023, the
Charters 'H' Municipal Drain and to Provide for the
Raising of a Lesser amount than Provided Therein.

Whereas, under and by virtue of By-law 014-2023 of the Municipality of Huron East there were, as appears therein, provisions for borrowing on the credit of the Municipality of Huron East a total of \$155,000.00 for the purpose of executing and completing the said Drainage Works and for the levying the required sum \$96,691.89 or such reduced required sum after taking into account allowances and applicable grants.

And Whereas it has transpired that the cost of executing and completing the said Drainage Works to date was less than that provided for in the said By-law and is \$118,720.96 which is 76.59% of \$155,000.00.

And Whereas it is expedient that said By-law shall be amended to provide for raising by assessment the amount after taking into account allowances and applicable grants.

And Whereas the Municipal Council of the Municipality of Huron East has determined to amend By-law 031-2022 accordingly and as in hereafter mentioned.

Schedule of Assessment

	Original Assessment	Present Assessment
Lands	\$ 90,700.00	\$ 72,402.32
Roads	<u>\$ 64,300.00</u>	<u>\$ 46,318.64</u>
Total	\$ 155,000.00	\$ 118,720.96

Now Therefore the Municipal Council of the Municipality of Huron East, pursuant to the provisions of the Drainage Act, R.S.O., 1990 as amended, enacts as follows:

- 1) That By-law 014-2023 of the said Municipality of Huron East be and it is hereby amended and that the Clerk and the Mayor of the said Municipality of Huron East be and is hereby empowered and authorized to amend said By-law accordingly.
- 2) Assessments are due and payable on December 13, 2024. Property owners who wish to debenture their assessments, will have interest added to their assessment at a rate equivalent to tile drainage loan interest (6%) to the 13th day of December 2024. On the 1st day of January 2025, the Municipality of Huron East will issue a three year debenture calculated at a rate equivalent to the tile drainage loan interest (6%) with three equal annual payments due January 1, 2026, January 1, 2027 and January 1, 2028. Interest on defaulted annual payments shall be added on the first day of default and on the first day of each month thereafter at a rate of 1.25% (15% per annum) and shall be collected in a like manner as taxes.
- 3) Net assessments less than \$1,000.00 shall be due on December 13, 2024 and will not be debentured.
- 4) That this By-law shall come into force upon and after the final passing thereof.

Read a first time and second time this 5th day of November 2024.

Read a third time and finally passed this 5th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**The Corporation
of the
Municipality of Huron East
By-law No. 090 for 2024**

Being a By-law to Provide for Drainage Works in the Municipality of Huron East, in the County of Huron, and for the Borrowing on the Credit of the Municipality, the sum of \$183,000 for the Completion of the said Drainage Works, Holland Anderson Municipal Drain, 2024

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

And Whereas the Council of the Corporation of the Municipality of Huron East has procured a report made by Headway Engineering, Kitchener, Ontario, which report dated September 2024 shall be considered a part thereof;

And Whereas the total estimated cost of the drainage works is \$183,000.00;

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

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

1. The said Report, Plans, Specifications, Estimates and Schedules of Assessment are hereby adopted, and the Drainage Works as proposed shall be constructed in accordance therewith.
2. The amount of \$183,000.00, necessary to be raised for such Drainage Works shall be made a cash assessment upon lands and roads affected by the proposed Drainage work, with interest at the rate of fifteen per cent per annum added after such date is called, provided that such sum shall be reduced by the amount of grants, if any, and commuted payments, with respect to the lands and roads assessed.
3. This By-law shall come into force on the passing thereof and may be cited as the "Holland Anderson Municipal Drain, 2024".

Read a first and second time this 5th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

Read a third time and finally passed this _____ day of _____ 2025.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**The Corporation
of the
Municipality of Huron East
By-law No. 091 for 2024**

Being a By-law to Temporarily Close a Portion of Duke Street and Main Street (County Road 12) within the Seaforth Ward, Municipality of Huron East

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

And Whereas the Council of the Corporation of the Municipality of Huron East is desirous of closing specific roads in the Seaforth Ward of the Municipality of Huron East to accommodate the Seaforth Santa Claus Parade being held November 22, 2024.

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

1. That Main Street (County Road 12) will be closed in accordance with the requirements of the County of Huron as follows:
 - a) Friday, November 22, 2024 from 6:30 p.m. to 8:30 p.m. between Duke Street and Crombie Street
2. The following streets will be closed for the Seaforth Santa Claus Parade on Friday, November 22, 2024 between the hours of 6:30 p.m. and 8:30 p.m.:
 - a) Duke Street from Main Street North to Chalk Street North
3. This by-law shall come into force and take effect on the date of final reading thereof.

Read a first and second time this 5th day of November 2024

Read a third time and finally passed this 5th day of November 2024

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**The Corporation
of the
Municipality of Huron East
By-law No. 092 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 5th day of November, 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 5th day of November 2024.

Read a third time and finally passed this 5th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk