



Municipality of Huron East Council Meeting Agenda

Tuesday, November 19, 2024 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 19, 2024 at 5:30 p.m., in the Town Hall Council Chambers, in accordance with Section 239 of the Municipal Act, 2001 for the purpose of the following matters:

1.1 Adoption of November 5, 2024 Closed Session of Council meeting Minutes **(Distributed Separately)**

1.2 239(2)(e) – potential litigation affecting the municipality **(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** – November 5, 2024

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8. Consent Agenda

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

Consent Agenda Items

- 8.1 [City of Cambridge](#) re: Lithium-Ion Importation and Safe Use
- 8.2 [The County of Huron](#) re: Huron Housing and Homelessness Monthly Share-Out
- 8.3 [October 2024 Council Expenses](#)
- 8.4 [The Township of Papineau-Cameron](#) re: Ontario Building Code
- 9. **Public Meetings/Hearings and Delegations**
- 10. **Planning**
 - 10.1 [Planning Report](#) re: New Provincial Planning Statement (PPS)
Page 35
- 11. **Municipal Drains**
- 12. **Reports & Recommendations of Municipal Officers**
 - 12.1 [CLK-24-20](#), Council Remuneration Policy
Page 46
 - 12.2 [CLK-24-22](#), Council Composition – Council Review Advisory Committee Comments
Page 49
 - 12.3 [FIN-24-12](#), SCBA Financing with the Seaforth Community Development Trust
Page 62
 - 12.4 [HR-24-04](#), New and Revised Employee Policies
Page 64
- 13. **Correspondence**
 - 13.1 [Seaforth Business Improvement Area \(BIA\)](#) re: 2025 List of Directors
Page 82
 - 13.2 [Brussels Santa Claus Parade Committee](#) re: Parade Road Closure Request
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14. Unfinished Business

15. Council Reports

15.1 Council Member Reports

15.1.1 County Council Report

15.1.2 Other Boards/Committees or Meetings/Seminars

15.2 Requests by Members

15.3 Notice of Motions

15.4 Announcements

16. Other Business

17. By-laws

17.1 [By-law 093-2024](#), A By-law to Temporarily Close Portions of George Street, Turnberry Street, Ellen Street, and Ainsley Street within the Brussels Ward

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17.2 [By-law 094-2024](#), A By-law to Appoint an Acting Treasurer

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17.3 [By-law 095-2024](#), A By-law to Authorize a Financing Agreement with the Seaforth Community Development Trust

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17.4 [By-law 096-2024](#), A By-law to Establish the Rates of Remuneration for the Mayor, Deputy and Members of the Municipality of Huron East Council

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17.5 [By-law 097-2024](#), A By-law to Abandon the Keffer Municipal Drain

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18. Confirmatory By-law

18.1 [By-law 098-2024](#), A By-law to Confirm the Proceedings of Council

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19. Adjournment



**Municipality of Huron East Council Meeting Minutes
Council Chambers
72 Main Street South, Seaforth, ON
Tuesday, November 5, 2024**

Members Present:

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

Absent:

Councillor John Steffler

Staff Present:

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

Others Present:

Huron County Planner Shae Stoll

1. Closed Session

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That a closed meeting of Council be held on Tuesday, November 5, 2024 at 5:00 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:

- 1.1 Adoption of October 15, 2024 Closed Session of Council Meeting Minutes
- 1.2 239(2)(b) – personal matters about identifiable individuals regarding employee matters
- 1.3 239(2)(c) - proposed or pending disposition of land in Brussels
- 1.4 239(2)(c) - proposed or pending disposition of land in Brussels

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

Carried

2. Call to Order and Opening Remarks

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

Mayor MacLellan remarked on the Seaforth Lions Club 100th celebration and the prestige award presented to Councillor Fisher.

Mayor MacLellan announced that after discussion with CAO Brad McRoberts, conversations have ensued with MPP Lisa Thompson to explore options for budget impacts due to the increased Ontario Provincial Police (OPP) funding.

3. Motion to Reconvene into Open Session

Moved by Councillor Diehl and Seconded by Councillor Morrison:

That the Council of the Municipality of Huron East reconvene into open session at 6:02 p.m.

Carried

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

4. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

5. Confirmation of the Agenda

Moved by Councillor Chartrand and Seconded by Councillor Wilbee:

That the Agenda for the Regular Meeting of Council dated November 5, 2024 be adopted as circulated.

Carried

6. Disclosure of Pecuniary Interest

None declared.

7. Minutes of Previous Meeting

Moved by Councillor Diehl and Seconded by Councillor McGrath:

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

7.1 Regular Meeting – October 15, 2024

Carried

8. Consent Agenda

Councillor Fisher requested to pull and support Item 8.2, Municipality of South Huron regarding Heritage Advisory Committee from the Consent Agenda.

Moved by Councillor Fisher and Seconded by Councillor Wilbee:

That the Council of the Municipality of Huron East supports the motion from the Municipality of South Huron regarding the Heritage Advisory Committee.

Carried

Deputy Mayor McLellan requested to pull and support Item 8.13, Good Roads Association regarding Establishment of an Ontario Rural Road Safety Program from the Consent Agenda.

Moved by Deputy Mayor McLellan and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East supports the motion from the Ontario Good Roads Association regarding the Establishment of an Ontario Rural Road Safety Program.

Carried

Deputy Mayor McLellan spoke to Item 8.1, Bluewater Recycling Association regarding October Board of Directors Meeting Highlights, noting that the retirement party for Francis Veilleux will be held on December 3, 2024. Details will be provided to the Clerk for circulation

Moved by Councillor Diehl and Seconded by Councillor Morrison:

That Consent Agenda items 8.1, 8.3 to 8.12, and 8.14 be received for information and approved.

- 8.1** Bluewater Recycling Association re: October Board of Directors Meeting Highlights
- 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

8.14 DRAINS-24-06, Municipal Drain Status Update

Carried

9. Public Meetings/Hearings and Delegations

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

Andrea Dyer, Cinnamon Toast New Media Inc., provided a presentation to Council on what brand is, project objectives, an overview of the stakeholder engagement and the reasoning and results of the three logo concepts. A copy of the presentation is [appended](#) to the original minutes.

9.2 Engineers Report: Brewer Municipal Drain

Adam Hall and Stephen Brickman, Headway Engineering provided an overview of the project location, public engagement, findings, recommendations and estimated project costs.

Landowners were provided an opportunity to provide input on the report and none were received.

Moved by Councillor Diehl and seconded by Councillor Newell:

That the Council of the Municipality of Huron East accept the Engineer's Report on the Brewer Municipal Drain and designate it as By-law 089-2024;

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.

Carried

9.3 Engineers Report: Holland Anderson Municipal Drain

Adam Hall and Stephen Brickman, Headway Engineering provided an overview of the project location, public engagement, findings, recommendations and estimated project costs.

Landowners were provided an opportunity to provide input on the report and none were received.

Moved by Councillor Newell and Seconded by Councillor Morrison:

That the Council of the Municipality of Huron East accept the Engineer's Report on the Holland Anderson Municipal Drain and designate it as By-law 090-2024;

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.

Carried.

10. Planning

10.1 Planner's Report re: Consent Application C60-2024

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 Councillor Chartrand and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Shae Stoll, dated November 5, 2024 and has no objection to consent application C60-2024, provided the conditions, as outlined in the planning report, are met.

Carried

10.2 Planner's Report re: Consent Application C61-2024

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 Councillor Dalton and Seconded by Councillor McGrath:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Shae Stoll, dated November 5, 2024 and has no objection to consent application C61-2024, provided the conditions, as outlined in the planning report, are met.

Carried

11. Municipal Drains

12. Reports & Recommendations of Municipal Officers

12.1 CAO-24-32, Cranbrook Unopened Road Allowance

B. McRoberts provided an overview of the report, a history of the unopened road allowance and clarified the provisions within the sale and disposition of surplus land policy.

Moved by Councillor McGrath and Seconded by Councillor Fisher:

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

Carried

12.2 CAO-24-33, Seaforth Fire Siren

Council discussed the recommendations from Huron Perth Public Health (HPPH) and previous discussions regarding the Seaforth siren.

Council noted previous firefighter and community concerns regarding health and safety and the importance of the siren while commenting that the infrequency of the siren alarm should not pose noise level concerns.

Moved by Councillor McGrath and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East, in the best interest of the health and safety of the community, direct staff to continue operating the Seaforth fire station siren.

Carried

12.3 CLK-24-18, Refreshment Vehicle By-law Review

Council discussed various portions of the By-law and suggested the following amendments:

- License valid for the length of event, with a max of seven (7) days;
- License fee reduced to \$200;
- Removal of references and licensing of Refrigerated Bicycle Carts; and
- Lowering the insurance general liability to \$2,000,000.

It was noted that staff would seek recommendations from the insurance provider on general liability amounts.

Moved Councillor Chartrand and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East direct staff to amend By-law 016-2024, Refreshment Vehicle By-law, as discussed.

Carried

12.4 FIN-24-14, Third Quarter Financial Variance Reports - 2024

The report was received for information.

12.5 CS-24-25, Brussels Batting Cage Agreements

Moved by Councillor Morrison and Seconded by Councillor Fisher:

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

Carried

12.6 HR-24-03, Workplace Violence and Harassment Policy Review and Removal of the Employee Personal Computer Purchase Program

Moved by Councillor Diehl and Seconded by Deputy Mayor McLellan:

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.

Carried

12.7 EDO-24-11, Huron East Community Brand

Councillor Morrison moved to accept logo concept C, as it received 50% of the public vote.

Moved by Councillor Morrison and Seconded by Councillor Newell:

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

Defeated

Moved by Councillor Chartrand and Seconded by Councillor McGrath:

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

Defeated

Clerk Jessica Rudy reminded Council that the decision to rebrand had already been made and that the Procedural By-law states that all members of Council are required to vote, the only exceptions being absenteeism and/or conflict of interest.

Due to some members abstaining to vote on the original motions, Council voted a second time for log concepts A and C.

Councillor Morrison requested a recorded vote to accept logo concept C.

Moved by Councillor Morrison and Seconded by Councillor Newell:

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

Defeated

Yay: A. McLellan, J. Morrison, J. Newell

Nay: R. Chartrand, B. Dalton, D. Diehl, R. Fisher, B. MacLellan, L. McGrath, G. Wilbee

Councillor Chartrand requested a recorded vote to accept logo concept A.

Moved by Councillor Chartrand and Seconded by Councillor McGrath:

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

Carried

Yay: R. Chartrand, B. Dalton, R. Fisher, B. MacLellan, L. McGrath, G. Wilbee

Nay: D. Diehl, A. McLellan, J. Morrison, J. Newell

12.8 EDO-24-12, Application to the Regional Tourism Organization 4 2025 Partnership Program

In response to Council, Economic Development Officer Taralyn Cronin provided an overview of the benefits for community signage.

Moved by Councillor Fisher and Seconded by Councillor Chartrand:

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

Carried

13. Correspondence

13.1 Seaforth Lions Club's Santa Claus Parade Committee re: Parade Road Closure Request

Moved by Councillor Fisher and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East temporarily close a portion of Main Street and Duke Street, Seaforth on November 22, 2024 from 6:30 p.m. to 8:30 p.m.

Carried

14. Unfinished Business

15. Council Reports

15.1 Council Member Reports

15.1.1 County Council Report

Deputy Mayor McLellan reported that County Council voted on a motion regarding the OPP increases which will be circulated to all of the Huron County lower tier

municipalities; future budget discussions to include generators at all ambulance stations, Public Works entering into discussion with Perth County for improvement solutions to Mains Corners in Howick due to safety concerns and the purchase of a new grader.

Deputy Mayor McLellan reported that he attended the Huron County Federation of Agriculture General Meeting where it was reported that many villages experiencing growth are encountering planning issues from the 1970's and 1980's and noted that Shawn O'Rourke was appointed as the Director for Huron East, and the annual award was presented to Neil and Joan Vincent.

15.1.2 Other Boards/Committees or Meetings/Seminars

Councillor Wilbee reported on her experience at the Rural Talks 2 Rural Conference, which she attended with Councillor Fisher and Councillor Dalton and provided an overview of the various agenda items.

Councillor Wilbee provided a report on her attendance at the Huron County Cultural Summit and provided an overview of the various agenda items and speakers.

15.2 Requests by Members

15.3 Notice of Motion

15.4 Announcements

Deputy Mayor McLellan announced that the free Guardian Network Training regarding suicide prevention training for the agriculture community will be held on November 13, 2024. Details will be sent to the Clerk for circulation.

Deputy Mayor McLellan noted that the annual Ethel turkey supper was held on Sunday, November 2, 2024, with an attendance of approximately 300 people.

16. Other Business

16.1 Delegations to the Rural Ontario Municipal Association (ROMA) Conference

Councillor Fisher requested that delegation applications be submitted to the Minister of Long-Term Care and to the Minister of Municipal Affairs requesting funding for the water and sewer infrastructure due to increased growth.

Other Business

In response to Councillor Diehl, B. McRoberts noted that staff will investigate solutions for the parking lot concerns at Cranbrook Hall.

Mayor MacLellan confirmed attendance for Remembrance Day Events, noting that he would be attending the Hensall event. Councillor Newell volunteered for the Brussels event and Councillor Wilbee volunteered for the Seaforth event

17. By-laws

Moved by Councillor Fisher and Seconded by Councillor Wilbee:

That Be it Hereby Resolved By-law 087-2024, A By-law to Amend By-law 31-2022 to Reflect the Actual Costs of the Fourteenth Concession Municipal Drain 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 Morrison:

That Be it Hereby Resolved By-law 088-2024, A By-law to Amend By-law 014-2024 to Reflect the Actual Costs of the Charters 'H' Municipal Drain 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 Deputy Mayor McLellan:

That Be it Hereby Resolved By-law 089-2024, A By-law to Provide Drainage Works on the Brewer Municipal Drain be given first and second readings and signed by the Mayor and Clerk.

Carried

Moved by Councillor Newell and Seconded by Deputy Mayor McLellan:

That Be it Hereby Resolved By-law 090-2024, A By-law to Provide Drainage Works on the Holland Anderson Municipal Drain be given first and second readings and signed by the Mayor and Clerk.

Carried

Moved by Councillor Morrison and Seconded by Councillor Dalton:

That Be it Hereby Resolved By-law 091-2024, A By-law to Temporarily Close a Portion of Duke Street and Main Street within the Seaforth Ward be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

18. Confirmatory By-law

Moved by Councillor Diehl and Seconded by Councillor Chartrand:

That Be It Hereby Resolved that By-law 092-2024, a By-law to Confirm the Proceedings of Council, be given first, second, third and final reading and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

19. Adjournment

Moved by Councillor Chartrand and Seconded by Councillor Fisher:

The time now being 8:23 p.m. That the regular meeting adjourn until November 19, 2024 at 6:00 p.m.

Carried


Bernie MacLellan, Mayor

Jessica Rudy, Clerk

ct November 2024

**Cinnamon Toast ×
The Municipality of
Huron East**

Brand Presentation



What is a Brand?



A brand is NOT

- × A logo
- × A product
- × A service


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A brand is a person's emotional connection to your organization, business, and/or community.

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A good brand captures attention, tells a compelling story, and forms emotional connections.

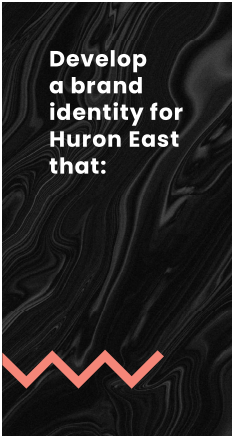
It differentiates your community, instills trust, and consistently delivers value, creating loyalty and ambassadorship amongst residents.



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Project Objectives





- 01 Presents a cohesive and attractive image of Huron East and celebrates its heritage, agriculture, and innovation.
- 02 Distinguishes Huron East from nearby communities.
- 03 Generates a sense of community pride amongst community members.
- 04 Attracts new residents to the community.
- 05 Showcases Huron East as an attractive tourist destination.
- 06 Positions Huron East as an ideal location for investment and business development.
- 07 Includes a versatile tagline for flexible use across touchpoints.

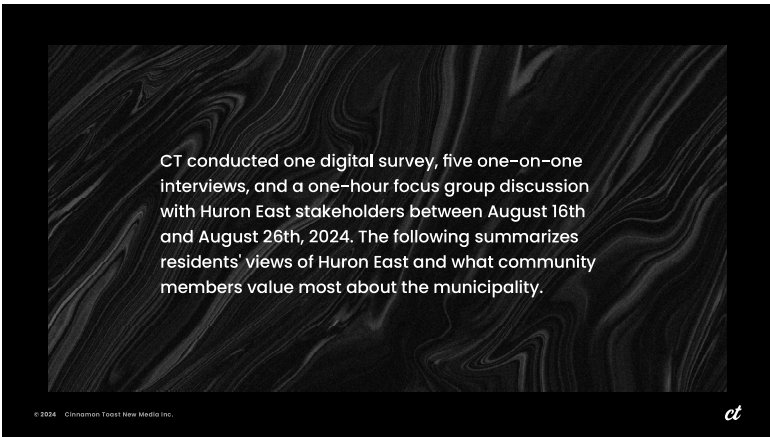
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Stakeholder Engagement Findings:

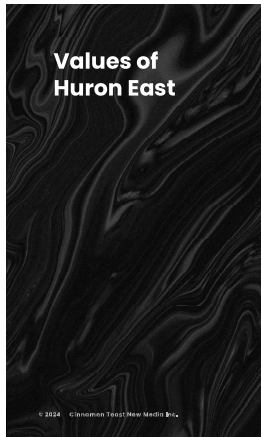
An Overview

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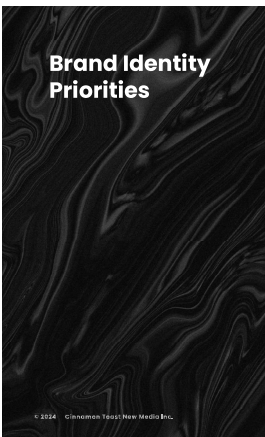


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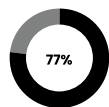
Participants highly value Huron East's agriculture, natural scenery, community spirit, and history/heritage.

When asked to choose three words that best describe the ideal values of Huron East, the top responses included "rural," "community-focused," and "quiet," reflecting the community's emphasis on warmth, connectivity, and hospitality.

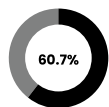


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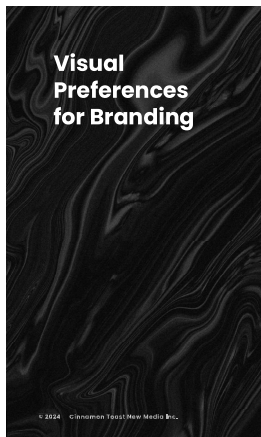
The survey revealed strong support for the new brand identity to reflect Huron East's agriculture (77% rated this as important) and history/heritage (60.7% rated this as important). Additionally, there was a strong desire for the brand to convey a warm and welcoming community spirit.



Rated agriculture as important



Rated history/heritage as important



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The most popular symbols included historic buildings or landmarks, rivers, fields, trees, barns, and grain, which align with the community's agricultural heritage and natural environment.

We Are Statements

In the focus group session, participants were asked to vote on a series of words to embody "We Are" or "We Are Not" statements that capture the essence of Huron East's identity.

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WE ARE:

- Bustling
- Evolving
- Proud
- Connected
- Resilient
- Welcoming
- Friendly
- Community-focused
- Rural
- Scenic

WE ARE NOT:

- Industrialized
- Trendy
- Modern
- Sustainable
- Spirited
- Traditional



Brand Framework

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Brand Story

Huron East's identity is deeply sown in agricultural heritage, where rolling crop fields and historic buildings reflect the dedication and care of past generations.

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With a strong sense of togetherness, residents celebrate the shared values of warmth and community that define the area. Huron East is not only a municipality where connections thrive and opportunities flourish, but an inviting space to sow your roots.

Huron East's historic charm adds to its unique appeal. The Brussels Dam, a testament to local ingenuity, proudly reflects the area's resourcefulness, while Seaforth's train tracks have long been vital arteries for trade and connection. Vanastra's Royal Canadian Air Force station – once a top-secret military base – marks an intriguing chapter in Huron East's historical narrative.

As the community evolves, it embraces growth opportunities while maintaining its small-town allure. Positioned close to large urban centres like London and Kitchener-Waterloo, Huron East is poised for development. With a focus on enhancing local infrastructure and promoting its scenic beauty, Huron East offers opportunities to connect, celebrate, and cultivate a bountiful life.



Brand Promise

To offer a warm and welcoming environment where roots run deep, residents feel firmly planted in their community, and visitors and investors alike can enjoy the bounty of opportunities that consistently crop up.

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Brand Promise

To offer a warm and welcoming environment where roots run deep, residents feel firmly planted in their community, and visitors and investors alike can enjoy the bounty of opportunities that consistently crop up.



Brand Positioning

Huron East is a homegrown community that celebrates its heritage while cultivating a promising future.

Enriched by residents who contribute to its welcoming atmosphere, the area is ripe with opportunities for residents, business owners, tourists, and investors alike. Here, a wholesome, small-town atmosphere allows connections to take root alongside pathways to success and fulfillment.

Excellent recreational facilities and schools bolster the community, providing a solid foundation for growth. Business owners tap into a strong network of local support and resources and benefit from proximity to large urban centres. Tourists can immerse themselves in Huron East's picturesque landscapes and vibrant community events, sharing in the region's warmth and pride.

Huron East represents a promising terrain for investment, marked by a commitment to innovation and development. Huron East is planting the seeds for a future where everyone can thrive, making it not just a place to live, work, and visit, but a community that embraces growth and connection.

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Brand Voice and Tone

Welcoming

Authentic

Confident

Optimistic

The voice and tone of Huron East is:

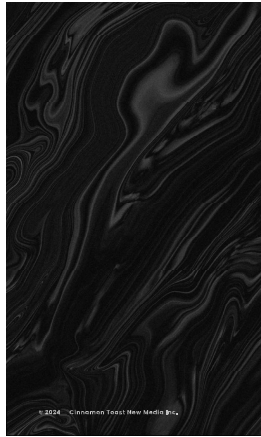
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Tagline Concept

A potential tagline has been devised for Huron East based on community sentiments and aligned with the project's objectives.

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Fields of Opportunity

This tagline evokes Huron East's scenic rural landscape while emphasizing the municipality as a space poised for growth and development. With opportunities for enrichment, fulfillment, connection, and personal growth, Huron East is a community offering something for everyone. Whether you're here for a short stay or a lifetime, you'll find a supportive environment to cultivate the best version of your life.

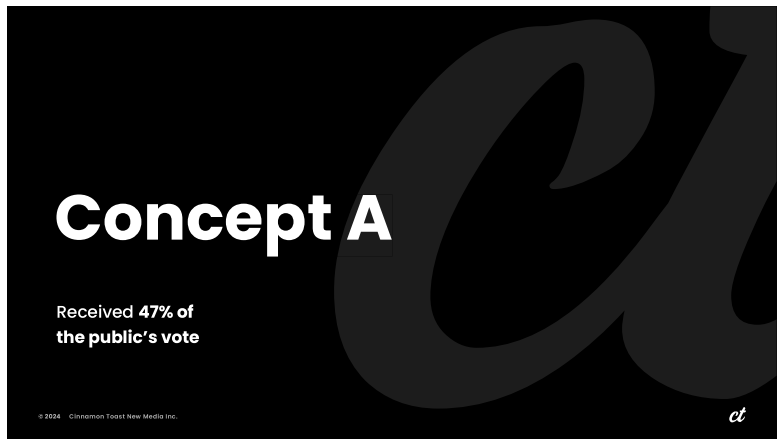
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Logo Concepts

Two logo concepts emerged as the preferred options to represent Huron East in a public vote.

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Concept A

Encapsulating Huron East's identity in a warm and welcoming scene, this logo concept tells the story of a connected, homegrown community.

The interweaving lines found throughout the design speak to the strong ties that root residents to their community, while depictions of natural elements, like sun and trees, evoke the scenic beauty of surrounding areas. A playful green and blue colour palette suggests liveliness and vitality, while the earthy brown and yellow provide a grounding effect.

The growing crops at the centre of the design pay homage to Huron East's agricultural heritage, highlighting a part of its history and identity that continues to thrive today. A bell tower stands proudly above the scene, drawing inspiration from the historic buildings in Seaforth's downtown. Towards the bottom of the design, a representation of the flowing Mailand River communicates fluidity and adaptability, framing Huron East as a community welcoming growth and development.

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ct





Example in Practice



Concept C

Leaning into organic and free-flowing shapes, this design conveys rolling crop fields, expressing key values defining the community of Huron East, such as vibrancy, connection, and growth.

An abstract wheel sits toward the bottom of the design, offering a unique interpretation of agricultural machinery.

Youthful crops intertwine with the wheel to create a sense of forward motion, while a cheerful sun rotates above, evoking warmth and simplicity. Rich coppers and greens call to mind a time of harvest and abundance.

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Municipality of Huron East

ct





Example in Practice



Logo Evaluation Criteria



Do these concepts express a brand character, affinity, style, and personality?

Do these concepts tell a story in an authentic and memorable way?

Are these concepts unique, authentic, and original?

Will these concepts inspire people to invest, relocate, visit, or learn more?

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ct

For Consideration



Tagline

Fields of Opportunity

Thank you!

Let's Discuss

ct

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Appendix:

Logo Concept B

Received 3% of the public's vote

ct

Concept B

This design leverages strong, curved lines and warm, golden colours to convey an image of Huron East that is confident and well-grounded, while still approachable and inviting.

A representation of Huron East's historic downtown buildings is found at the center of the design, speaking to the spirit of a community that embraces growth while honouring its heritage and history.

Roots reach inwards and connect towards the bottom of the logo, communicating that Huron East's present and future are supported and uplifted by a strong agricultural foundation. A unifying sun sits above the design, conveying the nourishing warmth that radiates throughout Huron East.

ct






Example in Practice



Consent C60-2024

Concession 3 Huron Road Survey, Part Lot 29, Tuckersmith Ward, Municipality of Huron East (41313 Front Road)

Applicant/Owner: Bonnie Turner



1

Purpose

The purpose of this application is for a minor lot enlargement

Severed land: approx. 1.1 acres (0.45 ha) of vacant farmland to merge with abutting AG4 lot containing a small house

Retained land: approx. 100 acres (40 ha) consisting of a house, shed and farmland

2

Subject Property



3

Site Photos



4

Review

- Zoned AG1 in Huron East Zoning By-Law
- Designated Agriculture in Huron East Official Plan
- Huron East Official Plan agricultural severance policies
 - Meets criteria for a minor lot addition
- No concerns from staff or other agencies

5

Recommendation


- Application is consistent with the PPS, conforms to the Huron County Official Plan and Huron East Official Plan and complies with the Huron East Zoning By-Law.
- Application C60-2024 is recommended for approval with the attached conditions

6

Consent C61-2024

Plan 181, Part Lot 9, 10 & Part Park Lots 11, 12, Tuckersmith Ward, Municipality of Huron East (40 London Road, Brucefield)

Applicant: Monteith Brown Planning Consultations (Adam Lagrou)
Owner: Darcy Rathwell



7

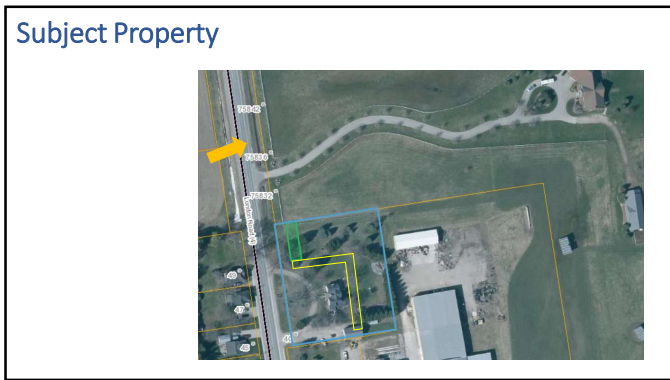
Purpose

The purpose of this application is for the creation of an easement for a private water service over the subject property in favour of the neighbouring parcels to the north (75836 London Road)

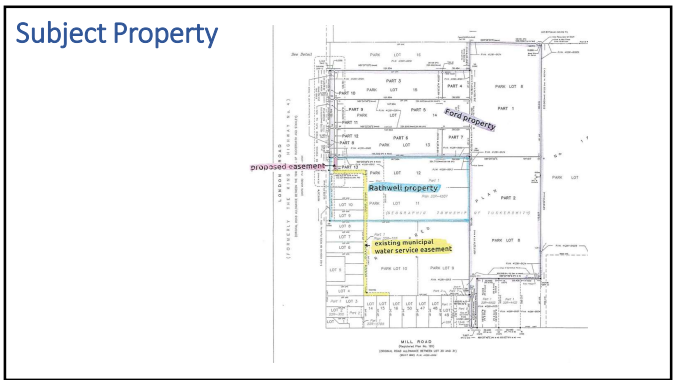
The easement proposes to extend from the Municipal watermain easement on the subject property over the balance of the subject lands to the north lot line.

This application is a condition of severance file C52-2023 to provide water services to the new lots associated with this file.

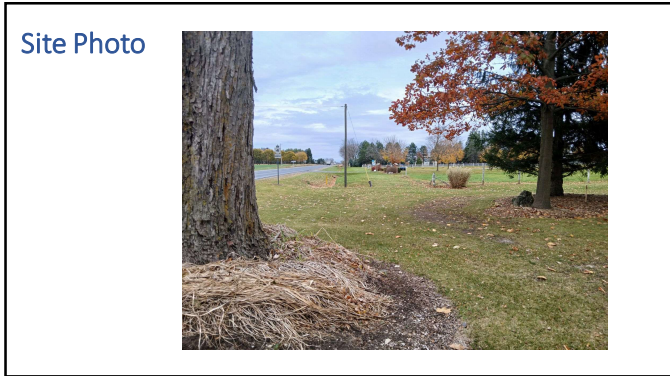
8



9



10



11

Review

- The easement is required to established a private water service over the subject lands to the newly created lots associated with C52-2023
- The waterline can then be extended north of the subject property to service the new lots (shown on consent sketch)
- HEOP requires developments to connect to Municipal water supplies, where available. This easement is required to fulfil this condition associated with the previous consent application

12

Comments

- MTO: noted no concerns with this application
- Huron East Public Works: no objections. All curb stops indicated on the water servicing plan should be installed as part of this application. Beyond the curb stops, the waterline will be private and there should be some coordination of installation by the property owner to avoid multiple impacts.

13

Recommendation

- Application is consistent with the PPS, conforms to the Huron County Official Plan and Huron East Official Plan and complies with the Huron East Zoning By-Law.
- Application C61-2024 is recommended for approval with the attached conditions

14

The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca

November 8, 2024

Re: Lithium-Ion Importation and Safe Use

At its Council Meeting of November 5, 2024, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS lithium-ion batteries are commonplace as they are in use in a wide variety of devices that are part of our daily lives, including e-scooters and e-bikes, and the growing use of such technology is encouraged and supported as part of Canada's environmental protection strategies;

AND WHEREAS the increasing importation and use of non-Original Equipment Manufacturer (OEM) aftermarket batteries is coupled with the risk of devastating fires;

AND WHEREAS when lithium-ion batteries are damaged or overheat they are susceptible to "thermal runaway" high intensity, long lasting fires that are difficult to extinguish by conventional firefighting techniques, and which emit a cocktail of dangerous and potentially toxic gases such as carbon monoxide, hydrogen fluoride, and hydrogen chloride, putting citizens and first responders in danger;

AND WHEREAS there are at present no government regulations to monitor, control or prohibit importation, storage, sale, or use in our communities of non-OEM lithium-ion aftermarket batteries not Underwriter Laboratories of Canada (ULC) certified;

AND WHEREAS the City of Cambridge has already seen several occurrences of lithium-ion battery fires in single, multi-unit residential dwellings, commercial and industrial properties that have caused displacement, inconvenience and economic loss to dozens of citizens and businesses such that Council recognizes the significant and growing risk of fire and explosion that these aftermarket lithium-ion batteries present.

NOW THEREFORE BE IT RESOLVED that Council does hereby support the Cambridge Fire Department in its efforts to administer and disseminate the Ontario Fire Marshall's fire safety campaign to educate citizens on the potential hazards associated with lithium-ion batteries and empower residents and

businesses in the City of Cambridge and beyond with the knowledge to safeguard themselves, their property, and others.

AND FURTHER THAT Council does hereby call upon all levels of government to enact regulations for the importation, storage, sale, disposal and use of non-OEM, non-ULC certified lithium-ion batteries.

AND FURTHER THAT this resolution be sent to the Right Honorable Justin Trudeau, Prime Minister of Canada, the Honorable Mary Ng, Minister of Export Promotion, International Trade and Economic Development, The Honorable François-Philippe Champagne, Minister of Innovation, Science and Industry, the Honorable Doug Ford, Premier of Ontario, the Honorable Todd McCarthy, Minister of Public and Business Service Delivery and Procurement for Ontario, local area MPP's and MP's, the Office of the Fire Marshal (OFM), Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)

Hon. Justin Trudeau, Prime Minister of Canada

Hon. Mary Ng, Minister of Export Promotion, International Trade and Economic Development

Hon. François-Philippe Champagne, Minister of Innovation, Science and Industry

Hon. Doug Ford, Premier of Ontario

Hon. Todd McCarthy, Minister of Public and Business Service Delivery and Procurement for Ontario

Local Area MPP's and MP's

Office of the Fire Marshal (OFM)

Federation of Canadian Municipalities (FCM)

Association of Municipalities of Ontario (AMO)

All Ontario Municipalities

Huron Housing and Homelessness Monthly Share-Out

October 2024

Huron’s Housing and Homelessness Serving System is a group of agencies and programs that coordinate to provide housing and support to people experiencing housing insecurity and homelessness.

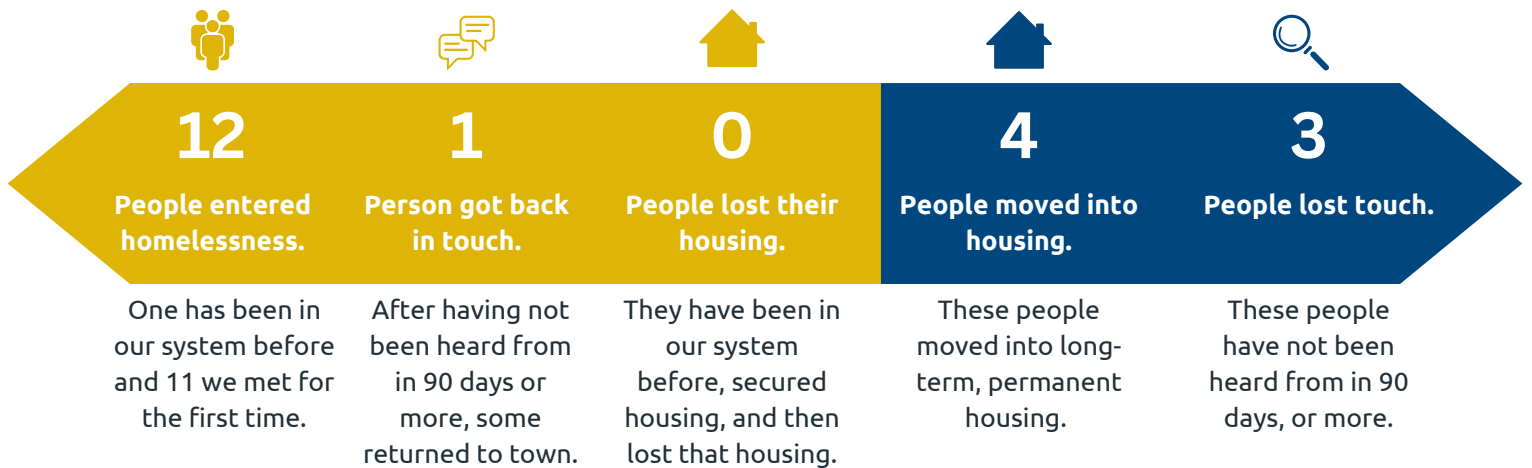
At least **140** people were experiencing homelessness in Huron County in September.
In September 2024: 135 People
In August 2024: 131 People

Of those, **123** people had been chronically homeless for six months or more in the last year.

In October, the number of people experiencing chronic homelessness increased by **2.5%** when compared with September.

Inflow: People entering homelessness.

Outflow: People exiting homelessness.



Population Specific Data

8
Youth (16-25) experiencing homelessness.

26
Families experiencing homelessness.

29
People with Indigenous identity experiencing homelessness.

Monthly Myth Buster



Myth: People experiencing homelessness are usually men.

Women make up about **36%** of the homeless population, not including those who experience hidden homelessness. We know that gender-based violence is a major factor that contributes to women’s homelessness. According to the Canadian Women’s Foundation, on any given night in Canada, **3,491** women and their **2,724** children sleep in shelters because it isn’t safe at home. One study found that almost **40%** of domestic abuse survivors said it was difficult for them to work, and **8.5%** said they lost their jobs.

Women Working In The Homelessness Sector

- Nearly three out of four homelessness support workers (**73.8%**) were women according to the 2021 Census. This share was larger than the share of women in all occupations (**48.2%**).
- Similarly, Social Workers (**86.1%**) and Social & Community Service Workers (**76.5%**) also had a larger share of women than men.
- The number of women working in the homelessness support sector grew **54.9%** between 2016 and 2021.

[-Source](#)

Women Experiencing Homelessness In Canada

- **45%** of those Actively Homeless on **Huron County's By-Name List** identify as Women
- **28%** of women-led households in Canada are in core housing need
- **36%** of people experiencing homelessness in Canada are women-identified
- **7%** of women in Canada have experienced hidden homelessness at some point in their lives
- **42%** of women living on reserves live in houses that need major repairs
- **90%** of families using emergency shelters are headed by single women
- **21%** of single mothers in Canada raise their children in poverty
- Approximately **699** women and **236** accompanying children are turned away from domestic violence shelters across Canada each day
- Causes & Conditions of Women's Homelessness
 - Intimate partner and/or family violence is a key pathway into homelessness
 - Women are more likely to experience 'hidden homelessness', exhausting all informal supports and resources before seeking formal services
 - Women face unique and profound forms of violence once they enter homelessness, including much higher rates of involvement in human trafficking
 - Poverty and exclusion are key drivers of homelessness for women and girls.

[-Source](#)

Shifts from Homelessness to Housing

In October, 4 people moved from homelessness into housing.



100% of them had experienced chronic homelessness.

When everyone has a safe and affordable place to call home, our whole community benefits.

Be Part of the Solution.

Say YES to supportive and affordable housing in your neighbourhood!



October 2024 Council Expenses

| Date | Meetings/ Mileage and Expenses | Raymond Chartrand | Brenda Dalton | Dianne Diehl | Bob Fisher | Bernie MacLellan | Larry McGrath | Alvin McLellan | Justin Morrison | Jeff Newell | John Steffler | Gloria Wilbee | Total |
|--------|--------------------------------------|----------------------|---------------------|---------------------|-------------------|---------------------|------------------|---------------------|---------------------|---------------------|------------------|---------------------|------------------------|
| 1-Oct | Personnel Committee Mileage | | | | | | | | \$91.70 | | | | \$91.70 \$0.00 |
| 1-Oct | Council Mileage | \$190.07 | \$190.07 \$21.70 | \$190.07 \$51.10 | \$190.07 | \$190.07 | \$190.07 | \$190.07 \$49.00 | \$190.07 \$36.12 | \$190.07 \$35.00 | \$190.07 | \$190.07 \$25.20 | \$2,090.77 \$218.12 |
| 15-Oct | Council Mileage | \$190.07 | \$190.07 \$21.70 | \$190.07 \$51.10 | \$190.07 | \$190.07 | \$190.07 | \$190.07 \$49.00 | \$190.07 \$36.12 | | \$190.07 | \$190.07 \$25.20 | \$1,900.70 \$183.12 |
| 16-Oct | R2R Conference Mileage | | \$243.33 \$22.40 | | \$243.33 | | | | | | | \$243.33 \$15.40 | \$729.99 \$37.80 |
| 17-Oct | R2R Conference Mileage | | \$243.33 \$22.40 | | \$243.33 | | | | | | | \$243.33 | \$729.99 \$22.40 |
| 18-Oct | R2R Conference Mileage | | | | | | | | | | | \$122.27 \$15.40 | \$122.27 \$15.40 |
| 24-Oct | HE United Way Mileage | | | | \$91.70 | | | | | | | | \$91.70 \$0.00 |
| 25-Oct | Seaforth Lion's 100th Celebration | | | | | \$122.27 | | | | | | | \$122.27 \$0.00 |
| 30-Oct | BIA | | | | \$91.70 | | | | | | | | \$91.70 \$0.00 |
| 30-Oct | Meeting with CAO Mileage | | | | | \$122.27 | | \$122.27 \$49.00 | | | | | \$244.54 \$49.00 |
| | Total | \$380.14 | \$955.00 | \$482.34 | \$1,050.20 | \$624.68 | \$380.14 | \$649.41 | \$544.08 | \$225.07 | \$380.14 | \$1,070.27 | \$6,741.47 |



4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
E-mail: clerk@papineaucameron.ca Website: www.papineaucameron.ca

November 13, 2024

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

RE: Ontario Building Code

The Council of Papineau-Cameron met at their regular Council meeting on November 12, 2024 and passed the attached resolution 2024-328.

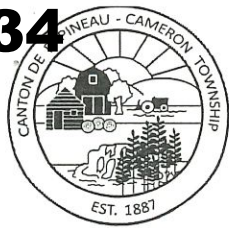
Feel free to contact us if you have any questions.

Sincerely,

Jason McMartin, BA, ADA
CAO/Clerk-Treasurer

Encl. Council Resolution 2024-328

c.c. Hon. Paul Calandra MPP, Minister of Municipal Affairs and Housing
Hon. Michael Parsa MPP, Minister of Children, Community and Social Services
Hon. Victor Fedeli MPP, Chair of Cabinet, Minister of Economic Development, Job Creation and Trade
Association of Municipalities of Ontario
Ontario Building Officials Association
Municipalities of Ontario



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Website: www.papineaucameron.ca

DATE: **November 12, 2024** RESOLUTION NUMBER: **2024- 328**

MOVED BY: *Shelley Belanger* SECONDED BY: *MChenier*

WHEREAS Ontario is facing a significant affordable housing crisis, with many residents struggling to secure safe and affordable living accommodations;

AND WHEREAS the crisis of homelessness in Ontario continues to affect thousands of individuals and families, necessitating urgent and effective housing solutions;

AND WHEREAS the current Ontario Building Code contains regulations that may inadvertently hinder the development of affordable housing by imposing excessive costs and barriers on individuals and developers;

AND WHEREAS current building code regulations may restrict the development of innovative housing solutions designed to address the needs of homeless individuals and families;

AND WHEREAS an increase in affordable housing units is essential to promote economic stability, community well-being, and social equity within Ontario;

AND WHEREAS providing pre-approved affordable housing plans can streamline the construction process, reduce costs, and facilitate quicker access to housing for those in need;

THAT the Council of Papineau-Cameron Township hereby calls on the Ontario government to amend the Ontario Building Code to include provisions for pre-approved affordable housing plans specifically aimed at supporting low income and homeless individuals, including:

1. Standardized Designs: Creating a set of pre-approved housing designs that meet safety and quality standards while being cost-effective and quick to construct.
2. Flexible Design Standards: Allowing for innovative building designs and materials that meet affordability criteria while ensuring safety and livability.
3. Community Integration: Ensuring that these housing designs can be integrated into existing neighborhoods in a way that respects community character and promotes acceptance.
4. Support for Diverse Models: Including options for various types of housing, such as tiny homes, modular units, and converted shipping containers, to cater to different needs and preferences.

AND FURTHER THAT the Council of Papineau-Cameron Township encourages the Ontario government to engage with stakeholders, including architects, housing advocates, and service providers, to develop these pre-approved plans that effectively address the needs of low income and homeless individuals;

AND FURTHER THAT this resolution be provided to the Hon. Doug Ford, Premier of Ontario, Hon. Paul Calandra, Minister of Municipal Affairs and Housing, Hon. Michael Parsa, Minister of Children, Community and Social Services, Hon. Victor Fedeli, Chair of Cabinet, Minister of Economic Development, Job Creation and Trade, Association Municipalities of Ontario, Ontario Building Officials Association, Municipalities of Ontario.

CARRIED: *Robert Corriveau*
(Mayor)

NOT CARRIED: _____
(Mayor) **COPY**

Recorded Vote (Upon Request of Councillor _____) Section 246 (1) Municipal Act

| RECORDED DIVISION VOTE | YES Signature | NO Signature | ABSTAIN Signature |
|-------------------------------|---------------|--------------|-------------------|
| Mayor Robert Corriveau | | | |
| Deputy Mayor Shelley Belanger | | | |
| Councillor Keith Dillabough | | | |
| Councillor Jason Bélanger | | | |
| Councillor Mélanie Chenier | | | |



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 19, 2024

Subject: New Provincial Planning Statement (PPS)

Recommendation

That the report, titled new Provincial Planning Statement (PPS) be received for information.

Background

The Province released the final, new Provincial Planning Statement on August 20, 2024. The new PPS took effect on October 20, 2024; it replaces the Provincial Policy Statement which came into effect on May 1, 2020.

Comments

This report contains a summary of the amendments to the Provincial Planning Statement, focusing on those changes most impactful for the County and local municipalities within Huron.

The new PPS consolidates the Provincial Policy Statement and 'A Place to Grow: Growth Plan for the Greater Golden Horseshoe' into a new Provincial Planning Statement. This has led to a series of new definitions (eg. "large and fast-growing municipalities") and policies which will not have impact for the Municipality of Huron East.

Key Changes by Section, Relevant to Huron County:

Planning for People and Homes

Policy 2.1.1 provides that planning authorities shall base population and employment growth forecasts on Ontario Population Projections published by the Ministry of Finance and may modify these projections as appropriate.

Policy 2.1.3 provides that, at the time of creating a new official plan and each official plan update, sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of at least 20 years but not

more than 30 years, informed by provincial guidance. The policy also provides that planning for infrastructure, public service facilities, strategic growth areas and employment areas may extend beyond this time horizon.

Policy 2.1.6 directs planning authorities to support the development of complete communities.

Staff Comments:

Huron East is well positioned to respond to Provincial direction with the 2024 Huron County Population and Housing Projections report, prepared by Watson & Associates Economists; Huron adopted the medium growth scenario which projects significant growth out to 2051, when the County's population is projected to be 90,200 persons.

In order to provide sufficient housing for current and future populations, Planning staff work closely with local municipalities to ensure sufficient land bases for housing are available and that those lands are used efficiently (through minimum density requirements). Settlement Area and growth analyses are completed during Five Year Reviews of local Official Plans. There have been privately initiated applications for settlement area expansions in Seaforth, Grand Bend and Fordwich in recent years.

Housing

Policy 2.2.1 requires planning authorities to establish and implement minimum targets for housing that is affordable for low and moderate income households; this term is now defined relative to the municipality as opposed to regional market area.

Policy 2.2.1b) continues to require planning authorities to permit and facilitate all housing options including additional needs housing and all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites for residential development.

Policy 2.2.1c) requires planning authorities to promote densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation.

Staff Comments:

Huron East has implemented 'as-of-right' housing options which promote more compact forms of housing, permit additional needs housing in all urban areas, and creates flexibility for new, more dense forms of housing in fully, partially and privately serviced settlement areas as well as within agricultural settings. Huron East has specifically actioned the

direction to promote the development and redevelopment of underutilized commercial and institutional sites by permitting residential on the ground floor of properties adjacent to main streets.

Additional amendments to streamline the conversion of churches to residential is a recommendation in response to PPS 2024, in addition to permitting additional needs housing in Community Facility (CF) zones.

Settlement Areas & Settlement Area Boundary Expansions

PPS 2024 introduces definitions for ‘designated growth areas’, ‘strategic growth areas’ in addition to amending the definition for ‘settlement area’.

Settlement areas: means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets). Ontario’s settlement areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

Settlement areas are a) built-up areas where development is concentrated and which have a mix of land uses; and b) lands which have been designated in an official plan for development over the long term.

Designated growth areas: means lands within settlement areas designated for growth or lands added to settlement areas that have not yet been fully developed. Designated growth areas include lands which are designated and available for residential growth in accordance with policy 2.1.4.a), as well as lands required for employment and other uses.

Strategic growth areas: within settlement areas, nodes, corridors, and other areas that have been identified by municipalities to be the focus for accommodating intensification and higher density mixed uses in a more compact built form.

Policy 2.3.1.4 now requires (instead of encourages) planning authorities to establish minimum targets for intensification and redevelopment.

The requirement for a comprehensive review at the time of a settlement area boundary expansion has been removed. Policy 2.3.2.1 now directs that in identifying a new settlement area or allowing a settlement area boundary expansion, planning authorities “shall consider” a list of factors, many of which were previously addressed in comprehensive reviews such as need, capacity in existing/planned infrastructure and public service facilities, avoiding prime agricultural lands, compliance with minimum distance separation, avoiding impacts on agricultural system, and whether expansion provides for phased progression of urban development.

Staff Comments:

Altered direction for settlement area expansions may be less rigorous overall but continues to underscore the importance of planning for growth in a coordinated fashion and specifically, aligning settlement area boundary expansions with sufficient infrastructure capacity and avoiding/minimizing impacts on agriculture. Huron's Best Practices for Growth Planning (2020) is an excellent resource in outlining how growth is best planned for in a rural context.

The definition of 'public service facilities' is altered to include 'elementary, secondary and post-secondary schools', 'hospitals', 'community recreation facilities' and 'childcare'. During recent planning processes for new plans of residential subdivision, the lack of availability regarding public service facilities has been cited numerous times, particularly in reference to family doctors and other medical practitioners (eg. dentist, physio therapist, etc). The altered Provincial direction requires that planning authorities consider the capacity of those facilities in whether an expansion to a settlement area is appropriate. This will require increased coordination between the County and various partners (eg. healthcare alliances, school boards, childcare providers, local municipalities, etc).

Employment

PPS, 2024 defines employment areas as, "those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. Uses that are excluded from employment areas are institutional and commercial, including retail and office not associated with the primary employment use listed above.

Policy 2.8.1.1(e) is a new policy which requires planning authorities to promote economic development and competitiveness by addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses.

Policy 2.8.2.5 significantly modifies the PPS, 2020 policies related to the removal of lands from employment areas. The PPS, 2024 permits planning authorities to remove lands from employment areas at any time (rather than through a Municipal Comprehensive Review), only where it has been demonstrated that the land is not required for employment area uses over the long term and that the proposed use would not negatively impact the viability of the employment area.

Staff Comments:

No concerns. The altered Provincial direction is consistent with how Huron East plans for employment areas and surrounding sensitive uses. While significant areas are designated for employment uses, there remains a lack of ‘shovel ready’ sites for industrial investment (Huron County Economic Development, Investment Readiness Report, 2023).

Sewage, Water and Stormwater

Policy 3.6.1(a) provides that planning for sewage and water services shall accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services, as well as existing private communal sewage services and private communal water services.

Policy 3.6.1(b) makes reference to ensuring that services are provided in a manner that protects the quantity and quality of water and aligns with comprehensive municipal planning for these services where applicable.

Policy 3.6.1(d) requires the integration of servicing and land use considerations at all stages of the planning process, including consideration of opportunities to allocate and reallocate, if necessary, the unused system capacity of municipal water services and municipal sewage services to support the efficient use of these services to meet current and projected needs for an increased housing supply.

Policy 3.6.2 adds a reference to include both centralized servicing systems and decentralized servicing systems to the policy for municipal sewage and water services.

Policy 3.6.4 contains provisions that would allow individual on-site sewage services and individual on-site water services in certain circumstances, and requires planning authorities to assess the long-term impacts of individual on-site sewage services and individual on-site water services at the time of the official plan review or update.

Staff Comments:

The proposed servicing direction is consistent with existing policy frameworks for development. To ensure comprehensive planning, municipal water and wastewater capacities must be monitored and upgrades/expansions planned for to avoid delays in development and align with planning documents. For example, South Huron has undertaken a Water-Wastewater Master Plan in 2024 which informs the 2024 Review of the South Huron Official Plan; this coordination allows for the long term land base analysis (ie. needs vs availability) to be completed.

Positive steps in public servicing have occurred including extending full municipal services to Hutton Heights in North Huron, extension of municipal sewer to portions of Egmondville in Huron East, and proactive community-wide nitrate studies in ACW and Morris-Turnberry. Zurich in Bluewater was also recently transitioned from well water to the lake-fed pipeline and a second well is being established in Saltford in ACW.

The additional reference to decentralized municipal water services reflects the approach taken along portions of the lakeshore where municipally operated wells provide drinking water. A municipally owned and operated 'package plant' would be an example of a decentralized municipal wastewater system though none exist in Huron presently.

Energy Supply

Policy 3.8.1 includes new direction for planning authorities to provide opportunities for the development of energy supply including 'energy storage systems'. Energy storage system is defined as: means a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.

Staff Comments:

Within the County, there are 344 wind turbines (165 in ACW, 100 in Bluewater, 15 in Huron East, and 64 in South Huron), numerous solar panels, and one compressed air energy storage facility (located in Goderich). In recent years, there have been proposals for battery storage (Huron East) and compressed air energy storage (Bluewater) within agricultural settings in the County.

On August 28, 2024, the Province launched the largest competitive energy procurement in Ontario's history with the goal of ensuring long term affordability as electricity demand is forecasted to rise 60 percent by 2050.

County and local Official Plans would benefit from an updated energy policy framework to guide new proposals with the goal of being supportive of energy supply projects while also supportive of the preservation of agricultural lands for agricultural purposes.

Natural Environment

Aside from amending some definitions, PPS 2024 does not change the natural heritage policies from the 2020 version.

Staff Comments:

No concerns. The existing framework aligns with how Huron County plans for natural areas.

Agriculture

The PPS, 2024 now requires (instead of encourages) planning authorities to use an agricultural system approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the agri-food network.

Policy 4.3.2.5 provides that where a residential dwelling is permitted on a lot in a prime agricultural area, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that specified criteria are met. This criteria includes compliance with the minimum distance separation formulae, compatibility with surrounding agricultural operations, the appropriate provision of sewage and water services, the ability to address public health and safety concerns, the requirement for additional units to be of a limited scale and located within, attached or in close proximity to the principal dwelling or farm building cluster and minimizing land taken out of agricultural production.

Policy 4.3.3.1 discourages lot creation and would only permit lot creation for agricultural uses, agriculture-related uses and infrastructure. This policy also permits lot creation for up to one residence surplus to an agricultural operation, provided certain criteria are met.

Policy 4.3.5.2 requires an agricultural impact assessment or equivalent analysis based on provincial guidance where it is not possible to avoid impacts from any new or expanding non-agricultural uses on surrounding agricultural lands and operations.

Policies 4.5.4.1 and 4.5.4.2 modify the existing PPS, 2020 policies related to the extraction of mineral aggregate resources in prime agricultural areas. These policies state extraction is permitted as an interim use, provided that impacts are addressed as determined through agricultural impact assessment (per policy 4.3.5.2) and the site will be rehabilitated back to an agricultural condition. Rehabilitation to an agricultural condition is not required if the depth of the planned extraction makes restoration of pre-extraction agricultural capability unfeasible and agricultural rehabilitation in remaining areas is maximized.

Staff Comments:

Huron East adopted policies for Additional Residential Units on agricultural properties as part of the Housing Friendly Lens Implementation (2021). PPS 2024 adopts the exact same approach as Huron and thus no amendments are required.

Council can expect an increased focus on components of the agricultural system and the need to protect the system within planning reports, including analysis of agricultural impact assessments.

The change to agricultural rehabilitation standard responds to commonly heard criticism that aggregate is not an 'interim use' in agricultural settings when extraction is below the water table. Within Huron, there are many aggregate pits licensed for sub-water table extraction and staff have no concerns with this approach but flag the continued need for comprehensive planning for the water bodies post-extraction.

Cultural Heritage and Archaeology

PPS 2024 shifts to requiring protected heritage property to be conserved from previous requirement which was for significant built heritage resources to be conserved.

New policy 4.6.4(b) encourages planning authorities to develop and implement "proactive strategies for conserving significant built heritage resources and cultural heritage landscapes."

Policy 4.6.4.5 modifies an existing PPS, 2020 policy and requires planning authorities to engage "early" with Indigenous communities. It has also been broadened to ensure their interests are considered when identifying, protecting and managing not only archaeological resources but also built heritage resources and cultural heritage landscapes.

Staff Comments:

The change to definitions is consistent with recent changes to the Ontario Heritage Act which limit protection to designated properties only and not those on municipal registers of culturally significant properties. Huron East has a Municipal Heritage Advisory Committee working diligently to assess properties on the register for formal designation.

Amendments to both the County and local Official Plans are required in response to the rights of Indigenous Nations. Amendments would include a Land Acknowledgement Statement, consultation requirements with Indigenous communities, and further recognition of their role in advising on archaeological and natural heritage matters.

This shift in policy is supported by current practices of the Corporation; enhanced training on Indigenous culture was recently delivered for County and local municipal staff and members of Council. This shift is also reflected in recent projects such as enhanced consultation with Chippewas of Kettle and Stony Point First Nation on the South Huron

Official Plan review, cultural programming at local libraries and the new mural at the Huron County Museum.

Mineral Aggregate

No significant policy changes.

‘Compressed air energy storage’ has been added to the definitions of petroleum resources and petroleum resource operations.

The definition of ‘minerals’ was changed to include a reference to non-metallic minerals which are those minerals that are of value for intrinsic properties minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g., graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite). Critical minerals are defined as “a subset of raw materials that have specific industrial, technological or strategic applications for which there are a few viable substitutes”.

Staff Comment:

No concerns. Recent proposal for compressed air energy storage facility in former natural gas vault in Stanley Ward, Municipality of Bluewater appears to have more policy support under new provincial direction.

Natural Hazards

No major changes. Continued direction for planning authorities to collaborate with conservation authorities to identify hazardous lands and hazardous sites, and manage development in these areas in accordance with provincial guidance.

Staff Comment:

No concerns. County and local municipal staff are in regular contact with local Conservation Authorities on development activities (eg. entrance permits, pre-consultation meetings, agency review of long range planning documents, input on CA special projects, etc).

Implementation and Interpretation

Policy 6.1.5 explicitly requires planning authorities to keep their zoning by-laws and development permit by-laws up to date with the PPS, 2024 by establishing permitted uses, minimum densities, heights and other development standards to accommodate growth and development. It also requires planning authorities to keep their official plans up to date with the PPS, 2024 to protect provincial interests.

The PPS, 2024 contains new policies in section 6.2 requiring planning authorities to engage with the public, school boards and publicly assisted post-secondary institutions in efforts to implement the PPS, 2024.

Staff Comment:

Planning & Development staff have been working diligently to keep all long range policy documents up to date. In recent years, Five Year Reviews have been completed for Official Plans in North Huron, ACW and Goderich while South Huron and Central Huron are currently undergoing review. Updates to Zoning Bylaws have been completed immediately following the Official Plan reviews to ensure all documents remain aligned.

Further, the Department completed ‘major update’ amendments to implement the Housing Friendly Lens in Bluewater, Central Huron, Huron East, Howick, Morris-Turnberry and South Huron (Official Plans and Zoning Bylaws). Staff have also worked with local municipalities to complete and implement the Bayfield Secondary Plan; assist with the Goderich and Huron East Community Improvement Plans, Bayfield Heritage Conservation District Plan; and recently initiated a Zone Map modernization project for Huron East.

Next Steps

Conformity Amendments

County Council gave direction (on October 2, 2024) for staff to prepare a Terms of Reference for the County of Huron Official Plan PPS Conformity Amendment. This amendment will align direction with PPS 2024. Staff have identified the need to reflect the following changes at this time:

- Enhanced requirements for early and meaningful consultation with Indigenous Nations;
- Enhanced direction for responding to impacts of a changing climate;
- Further reflect Housing Friendly Lens work within County OP;
- Align County policy with growth planning framework (eg. removal of comprehensive review requirements); and
- Updated Energy policies.

Following an amendment to the County Official Plan, Planning & Development staff will work with each local municipality to amend the local Official Plans and bring policy frameworks into conformity with the new Provincial Planning Statement. This work will occur over the next 12-24 months.

Signature,



Shae Stoll, Planner

Huron East
Administration

To: Mayor MacLellan and Members of Council
From: Jessica Rudy, Clerk
Date: November 19, 2024
Subject: Council Remuneration Policy

Recommendation:

That the Council of the Municipality of Huron East approve Policy CLK-03, Council Remuneration Policy.

Background:

Section 287(3) of the Municipal Act states that the remuneration of Council shall be reviewed every term of Council.

Over the course of 2024 Council has deliberated on various aspects of the Council Remuneration Policy, including meeting rate increases, annual honorarium amounts, and conference allowances. This policy will be reviewed that beginning of each Term of Council.

The proposed policy has incorporated the various decisions and will replace the Council Remuneration Policy 1.12

Comments:

The proposed policy incorporates the decisions of Council in the following areas:

Annual Honourariums/Meeting Rate

Annual honourarium and meeting rate will continue at the current 2024 rate and will be subsequently annually increased by the cost of living, as approved by Council for staff.

The 2024 honourarium is noted below; Council has approved a 2.1% increase for 2025.

Mayor: \$12,477

Deputy Mayor: \$9,215

Councillors: \$6,832

The 2024 Meeting Rate is noted below; Council has approved a 2.1% increase for 2025.

Council: \$190.07

Committee: \$91.70

Half day (4 hours and under): \$122.27

Full Day (over 4 hours): \$243.33

Meeting rate parameters have been clarified to include that the half and full day rates do not generally apply to Council or Committee meetings, these rates apply to ceremonial events while representing Huron East, educational sessions, conferences or seminars and attendance at meetings in which a member represents Huron East and to which they were not appointed to.

Stipulations were added that when meetings are held on the same day, in a consecutive order, ahead of a Council meeting, members are to be paid for the Council meeting only. In the event, that there are multiple meetings on the same day, extending past four (4) hours i.e. a full afternoon Special Council meeting, followed by a regular Council meeting, members will be paid for a full day rate and not the meetings individually. If there are significant breaks between the meetings, i.e. one in the morning and one in the evening, members will be paid for attending each meeting.

Conferences:

Councillors are to be allotted \$2,500 per year for a max of \$10,000 per Term for conference attendance. Stipulations have been added that Councillors provide a report about the conference at the next Council meeting, if multiple members attend the same conference, then only one summary is required.

Expenses:

Council will be reimbursed for food, excluding alcohol, transportation and/or mileage, parking and any miscellaneous accommodation expenses while attending conferences.

Mileage will be reimbursed based on the rate set by CRA, this also aligns with mileage reimbursement for staff. Mileage may be claimed for any travel associated with Huron East business.

As previously discussed with Council, members may wish to donate a portion of their mileage reimbursements and/or pay to the Municipality, for a specific reserve, program or department. Those who wish to proceed with this option would be provided a donation receipt, note that there is no automated process available at this point.

Citizen members appointed to Committees are eligible to receive the same mileage reimbursement for travel to meetings and the same committee meeting rate for attendance.

Communications:

If approved, the new policy will be circulated to all members of Council and highlighted on social media.

Others Consulted:

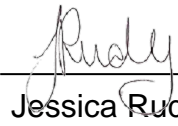
CAO

Financial Impacts:

Nil.

Attachments:

1. [CLK-03, Council Remuneration Policy](#)

Signatures:

Jessica Rudy, AMP, Clerk



Brad McRoberts, MPA, P. Eng, CAO

Huron East

Administration

To: Mayor MacLellan and Members of Council
From: Jessica Rudy, Clerk
Date: November 19, 2024
Subject: Council Composition - Council Review Advisory Committee Comments

Recommendation:

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

Background:

On October 1, 2024 Council received and discussed staff Report CLK-24-12, Council Composition (Attachment 2), summarizing the public engagement process and various options regarding Council composition.

As a result of Council discussion, it was requested that the Council Review Advisory Committee, which was formed 2022, attend a Council meeting to present their recommendation and rationale.

The Clerk approached the Committee, due to scheduling conflicts and overall frustration from members, the Committee opted to submit a letter detailing the process and decision points of their recommendation. The letter is included in this report as Attachment 1.

Comments:

Staff are seeking a final decision from Council regarding Council Composition.

Any decisions made by Council will be in effect for the 2026 Term of Council and do not impact the current structure.

Communication:

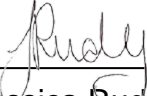
The decision of Council will be shared to the public through various formats.

Financial Implications:

Huron East would see a reduction in costs if Council were to decide to reduce the size of Council.

Attachments:

1. [Letter from the Council Review Advisory Committee](#)
2. [Report CLK-24-12, Council Compensation](#)

Signatures:

Jessica Rudy, AMP, Clerk



Brad McRoberts, MPA, P. Eng., CAO

To: Council of the Municipality of Huron East
Subject: Reiteration and Context for the Recommendation of the Council Review Public Advisory Committee (CRAC)

Dear Members of the Huron East Council,

We write to you on behalf of the Council Review Public Advisory Committee (CRAC), originally established by Council on March 1, 2022. Our purpose was to undertake a thorough review of the composition and compensation of Council, with an emphasis on public opinion and comparability to municipalities similar in size and structure.

After engaging the public, evaluating multiple perspectives, and analyzing the structures of comparable municipalities, we put forth a detailed recommendation in 2022 that aimed to address and modernize our Council's structure. Specifically, we proposed a move towards a nine-member council, featuring a blend of both ward and at-large representation, with the ultimate goal of transitioning to an at-large election format. This format change was crafted with an understanding of our community's dynamics and a commitment to ensuring equitable representation for all residents.

At the time, Council deferred the recommendation without further discussion or explanation. Now, as Council revisits the matter, there appears to be a strong inclination to maintain the current structure. As a committee, we feel it is necessary to express both our concern and frustration that, after two years, the recommendation has not been acted upon, and only now, been given a formal request to present our rationale to Council.

We believe a delegation should have been permitted in 2022 to explain how our committee arrived at our recommendation. We also feel strongly that further delay or a decision to retain the status quo could be a missed opportunity to ensure Council's structure is both representative and forward-thinking.

In our report, we outlined a transition that would allow the Municipality to move incrementally towards an at-large format, recognizing that this approach respects both tradition and necessary change. Our recommendation to retain current compensation levels was also a reflection of fiscal responsibility. We sought to strike a balance that would support Huron East's growth, encourage diverse and broad-based representation, and maintain financial stewardship.

As Council considers this matter, we respectfully request that our advisory committee's recommendations be reviewed with full consideration of the work done to address public concerns, and that Council carefully weigh both immediate and long-term benefits of adopting a structure that evolves with the needs of our community.

Thank you for your attention to this matter. We remain available to discuss the recommendation further, should you wish to engage with the CRAC directly. We hope this opportunity will provide the necessary insight into our recommendation and foster a productive discussion on Council's future.

Respectfully,
Christie Little
On behalf of the Council Review Public Advisory Committee

Huron East
Administration

To: Mayor MacLellan and Members of Council
From: Jessica Rudy, Clerk
Date: October 1, 2024
Subject: Council Composition

Recommendation:

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

And That consideration be given to the 2025 Budget impact pending a ward boundary review.

Background:

In early 2022 staff were directed to initiate a Public Advisory Committee to focus on the composition and compensation of Council, the Advisory Committee engaged with the public, and reviewed practices of area municipalities prior to presenting their final recommendation to Council which consisted of the following:

Whereas the Council Review Public Advisory Committee (CRAC), consisting of five (5) public members was formed on March 1, 2022 by Council;

And Whereas the Committee reviewed the current the composition and compensation of Council;

And Whereas the Committee solicited and obtained public comment and opinion regarding council compensation and composition;

And Whereas the Committee reviewed municipalities of similar size and population outside and within Huron County;

And Whereas the Committee expressed desire to eliminate the ward election format and move to an election-at-large format for all members while recognizing that this process may require a transition period;

Now therefore the Council Review Advisory Committee recommends to the Council of the Municipality of Huron East the following:

That the Council of the Municipality of Huron East move to a nine member Council for the 2026 Term as follows:

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

And that Council undertake consideration and discussion by 2029 to eliminate the ward system and move to an at-large election;

And That the Council of the Municipality of Huron East take no action in regards to Council compensation at this time.

After Council discussion, staff were directed to gather further input, on the recommendation during the 2024 Election period, specifically at the All Candidates Meeting and that the recommendation be brought back for final decision, within the first half of the 2024-2026 term of Council.

Report CLK-23-18, was distributed to Council on September 5, 2023 (Attachment 1). This report highlighted the results of the input received from the All-Candidate Sessions.

In June 2024, staff distributed a community wide survey to gather input on the recommendation from the Committee, overall viewpoints on reducing the size, the concept of introducing at-large member(s), combining wards, overall ward structure. The following summarizes the results of this survey.

The survey received a total of 70 responses, 43% were in the age range of 35-54; 84% have been residents of Huron East for over 10 years, 26.4% are retired and 20.8% are in the agriculture/farming industry.

Size of Council:

On a scale of strongly oppose to strongly support, there was a combined total 51.4% that either strongly support or support reducing the number of Councillors to 9. 30.5% strongly opposed or opposed and 18.1% were neutral.

Respondents were provided the opportunity to rank the benefits (improved decision-making efficiency, cost savings for the municipality, more streamlined council operations, or 'other') and drawbacks (reduced representation for residents, increased workload for remaining council members, potential loss of diverse perspectives, or 'other') on reducing the size of Council through a multiple choice list, with the option to

selection more than one answer, and the ability to provide an 'other' response of their own.

Those strongly in support or in support selected and ranked the benefits as follows:

- Cost savings for the Municipality (29x)
- Improved decision-making efficiency (24x)
- More streamlined Council operations (21x)
- 'Other' responses included that all of the options are a benefit and that it would create more unification of Huron East.

The same group selected the drawbacks as:

- Potential loss of diverse perspectives (26x)
- Increased workload for remaining members (25x)
- Reduced representation for residents (15x)
- The 'other' responses included less representation for Brussels/Grey, no drawbacks or problems at all, and a chance of voices will not be heard.

Those strongly opposed or opposed selected the benefits as:

- Cost savings for the Municipality (9x)
- The 'Other' responses included: no benefit, rural ward residents need to remain, and to reduce to six (6) members (three (3) north representatives and three (3) south representatives with a Winthrop Road division).

Perceived drawbacks from those strongly opposed or opposed included:

- Reduced representation for residents (20x)
- Potential loss of diverse perspectives (1x)
- The 'Other' responses noted that the cost savings are not worth the reduction.

Those in the neutral category selected the following benefits:

- Costs savings for the Municipality (8x)
- Improved decision-making efficiency (3x)
- More streamlined Council operations (2x)

Neutral drawbacks were ranked as:

- Reduced representation for residents (8x)
- Potential loss of diverse perspectives (3x)
- Increased workload for remaining Council members (1x)

Overall comments related to the size of Council stated support of the current structure/size; reducing to seven (7) members (5 Councillors, elected Mayor and

elected Deputy Mayor); support of the nine (9) member Council; and reducing to a six (6) member Council (1 Councillor per ward and Mayor).

Ward Structure:

On a scale of strongly oppose to strongly support, there was a combined total 40.3% that either strongly support or support the potential combining/removal of the ward structure, 37.5% strongly opposed or opposed and 22.2% were neutral.

Respondents were provided the opportunity to rank the benefits (more cohesive municipal governance, equal representation for all residents, simplified election process, and 'other') and drawbacks (loss of localized representation, risk of underrepresentation for rural areas, potential increase in electoral competition, and 'other') of a potential combining/removal of the ward system through a multiple choice list, with the option to selection more than one answer, and the ability to provide an 'other' response of their own.

Those in the strong to strongly agree category ranked the benefits as follows:

- More cohesive municipal governance (16x)
- Equal representation for all residents (7x)
- Simplified election process (5x)
- The 'Other' responses included having all positions elected at large.

The same group ranked the drawbacks as:

- Loss of localized representation (10x)
- Risk of underrepresentation for rural areas (7x)
- Potential increase in electoral competition (5x)
- The 'Other' responses stated there would be no drawbacks, were in favour of complete removal and that it could potentially mean over representation in one area and none in the others.

Those in the opposed to strongly oppose category ranked the benefits as follows:

- Simplified election process (9x)
- More cohesive municipal governance (2x)
- Equal representation for all residents (2x)
- The 'Other' responses included that there would be no benefit and could lead to poor representation for Brussels and Grey

The same group ranked the drawbacks as:

- Loss of localized representation (25x)
- Risk of underrepresentation for rural areas (2x)

Those in the neutral category ranked the benefits as:

- Equal representation for all residents (7x)
- Simplified election process (6x)
- More cohesive municipal governance (2x)
- The 'Other' responses noted overall opposition.

Neutral drawbacks were ranked as:

- Loss of localized representation (9x)
- Risk of underrepresentation for rural areas (6x)

Overall general comments related to ward structure stated support of the removal of the ward system to better balance the use of services and equipment; support of a three (3) ward system; amalgamating the wards and allowing two (2) at large members could potentially overload a Councillor in one area potentially causing biases; an overall sense that residents would not be represented; noting that all Councillors are responsible for all areas; support for one Councillor per ward and no at large members; and comfortability with combining Grey and Brussels with opposition to combining Seaforth and McKillop.

Options:

Council has various options they may choose from the results of the various public engagement results. There was feedback that wards be removed completely, however Council would still need to determine how many Councillors would be required and this was not provided as one of the options below, however, Council may still consider this an option, noting that this would require a third-party consultant.

Option 1: Adopt the recommendation of the Advisory Committee:

This consists of a nine (9) Member Council:

- Two (2) representatives for a ward that combines Brussels and Grey;
- Two (2) representatives for a ward that combines McKillop and Seaforth;
- Two (2) at-large Members;
- Elected Mayor; and
- Appointed Deputy Mayor

This would require a ward boundary review in 2025, due to the combining of wards, essentially changing boundaries. A review would require the use of a third-party consultant and may result in further ward/structure recommendations.

Option 2: Adopt a similar recommendation as the Advisory Committee:

This consists of a nine (9) Member Council:

- One (1) Representative from each ward of Brussels, Grey, McKillop, and Seaforth;
- Two (2) representatives for the Tuckersmith ward;
- Two (2) at-large Members;
- Elected Mayor; and
- Appointed Deputy Mayor.

This approach would eliminate the necessity of a ward boundary review in 2025, while keeping in line with the original recommendation from the Advisory Committee.

Option 3: Reduce the size of Council to seven (7) Members:

This would consist of:

- One (1) representative from each existing ward (Brussels, Grey, McKillop, Seaforth, and Tuckersmith);
- Elected Mayor;
- Elected Deputy Mayor; and
- No at-large Members.

This option was consistently brought up during the various public engagement activities and would not require the third-party consultant.

Option 4: Removal of the Ward Structure

This would consist of seven (7) members of Council:

- Six representatives elected at-large;
- Elected Mayor
- Appointed Deputy Mayor

This could also consist of nine (9) members of Council:

- Eight members elected at-large
- Elected Mayor
- Appointed Deputy Mayor

This removes all wards, with at large members representing all of Huron East.

Option 5: Remain status quo:

This consists of an eleven (11) Member Council:

- Two (2) representatives from each ward (Brussels, Grey, McKillop, Seaforth, and Tuckersmith);
- Elected Mayor;
- Appointed Deputy Mayor; and

- No at-large Members.

No action would be necessary by remaining status quo.

Comments:

If Council were to combine wards, as recommended by the Committee, it is recommended by staff that a ward boundary review be conducted. This would involve the use of a third-party consultant to conduct the review and should be accommodated in the 2025 Budget, this approach may result in further recommendations regarding ward boundaries, ward removal and size of Council.

Any ward boundary changes would need to be confirmed and reported to MPAC by the end of March of 2026.

Any decisions made by Council will be in effect for the 2026 Term of Council and do not impact the current structure.

Communication:

The public was invited to partake in a survey which was distributed via flyers at community centres, H.E.A.R Engagement Platform, social media and the municipal website. Previous communication consisted of an initial online survey, a Public Advisory Committee, and comment cards at All Candidate Sessions.

Others Consulted:

CAO

Financial Implications:

Based on Council 2023 remuneration, if Council reduced its size by two (2) Members, as presented with Options 1 and 2, it would be an approximate savings of \$30,000 a year. If Council were to reduce by four (4) Members, as presented in Option 3, it would be an approximate savings of \$60,000.

If a ward boundary is required, approximately \$60,000 would need to be allocated for in the 2025 Budget process, this would be the high end of an estimate, depending on the size of the review required. Combining or removing wards would likely cost less.

Attachments:

[Attachment 1](#): Report CLK-23-18, Council Compensation Review and Next Steps

Signatures:

Jessica Rudy, AMP, Clerk

24-10-01 – Council Compensation



Brad McRoberts, MPA, P. Eng., CAO

Page 7 of 7

Huron East Administration

To: Mayor MacLellan and Members of Council
From: Jessica Rudy, Clerk
Date: September 5, 2023
Subject: Council Composition Review and Next Steps

Recommendation:

To be received for information.

Background:

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

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

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

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

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

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

Recommendation by the Public Advisory Committee:

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

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

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

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

Next Steps:

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

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

Comments:

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

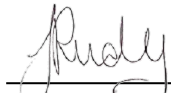
Changes to the boundaries would need to be submitted to MPAC by the end of March of the Election year.

Others Consulted:

CAO

Financial Implications:

N/A

Signatures:

Jessica Rudy, AMP, Clerk



Brad McRoberts, MPA, P. Eng., CAO

Huron East**Administration**

To: Mayor MacLellan and Members of Council

From: Brad McRoberts, CAO/Deputy Treasurer

Date: November 19, 2024

Subject: SCBA Financing with the Seaforth Community Development Trust

Recommendation:

That the Council of the Municipality of Huron East consider the By-law to authorize the Municipality to enter into a financing agreement with the Seaforth Community Development Trust for the purchase of Self-Contained Breathing Apparatus (SCBA) equipment for the Huron East fire Department.

Background:

In 2023 a plan was put into place to replace all the SCBA equipment for the Fire Fighters in Huron East. This was to ensure that the Municipality was meeting the safety requirements for this vital equipment.

In order to cover the cost of this equipment, in 2024, it was determined that Municipality would issue a debenture for the full amount over a five-year period. It was proposed that the funds be borrowed from the Seaforth Community Development Trust "Seaforth Trust."

Staff are proposing that the Municipality enter into a Debenture Agreement with the Seaforth Trust for \$600,000. The debenture is to be paid monthly over a five-year period, at an interest rate of 3.6%, which is the current Infrastructure Ontario rate for a five year debenture.

The target date to receive the funds is November 21, 2024.

As per the Municipality's Debt Management Policy, it is Council's direction that annual total debt payments are not exceed 10% of the Municipalities own source revenues, which would be \$1,618,548. The amount remaining after the reduction of this figure by the current annual debt is \$1,236,466.

The SCBA Equipment Debenture annual repayment will be \$109,419, keeping within the policy limit.

Communication:

Council's decision will be communicated to the Seaforth Community Development Trust.

Others Consulted:

Seaforth Community Development Trust

Financial Implications:

The Debenture Agreement would result in an increase of \$109,419 to annual debt payments.

Attachments:

1. [Financing Agreement](#)

Signatures:

Brad McRoberts

Brad McRoberts, MPA, P. Eng., CAO

Huron East**Administration**

To: Mayor MacLellan and Members of Council

From: Jennifer Fulmer, Human Resources Coordinator

Date: November 17, 2024

Subject: New and Revised Employee Policies

Recommendation:

That the Council of the Municipality of Huron East approve the updated Occupational Health and Safety Policy, Attendance and Absenteeism Policy and the new Code of Conduct, as outlined in report HR-24-04.

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 comprehensively aligns with current Employment Standards and best practice.

The Occupational Health and Safety Policy has been updated to reflect the Occupational Health and Safety Act. The policy is more comprehensive and clearly outlines the responsibilities of each party. Responsibilities of the Joint Health and Safety Committee were added.

The Attendance and Absenteeism Policy was updated to ensure greater understanding of acceptable and unacceptable absences. The "Doctor's Note" section has been added, although it is already practice to request a doctor's note in accordance with applicable employment legislation. The section reiterates who to provide the doctor's note to and reminds employees that the information will be kept confidential.

The Code of Conduct Policy is important because it established expectations, promotes a positive culture, guides decision-making, and enhances accountability. A well-defined Code of Conduct can help prevent misconduct and unethical behaviour, reducing the risk of legal issues and protecting the Municipality's reputation.

Communication:

All policies will be sent out to employees through Citation Canada (formerly HRdownloads) for review, acknowledgement and signatures.

Others Consulted:

Joint Health and Safety Committee (Occupational Health and Safety Policy)

Municipality of Huron East – Department Heads

Financial Implications:

None.

Attachments:

1. [Occupational Health and Safety Policy \(HS-001\)](#)
2. [Attendance and Absenteeism Policy \(HR-008\)](#)
3. [Code of Conduct Policy \(HR-007\)](#)

Signatures:



Jennifer Fulmer, HR Coordinator



Brad McRoberts, MPA, P. Eng., CAO



| Municipality of Huron East | |
|--|---------------------------------|
| Occupational Health and Safety Policy | |
| Approved By: Council | Policy Number: HS-001 |
| Date Approved: July 22, 2014 | Effective Date: |
| Reviewed By: Human Resources/JHSC | Revision Date: November 5, 2024 |

Statement:

The Municipality of Huron East acknowledges it has a statutory duty to take all reasonable precautions to protect employees, contractors, volunteers, visitors, and all other individuals onsite. We are committed to promoting a safe and healthy workplace for all employees, contractors, volunteers, and visitors. In pursuit of our commitment, we will develop, implement, and enforce policies and procedures that promote and provide a healthier, safer work environment. We understand the importance of safety to the wellbeing and productivity of our employees, and we strive to safeguard the workplace from injury through negligence.

This policy outlines the responsibilities of all parties to maintain a safe and healthy work environment. The Municipality of Huron East complies with all applicable workplace health and safety legislation.

The Occupational Health and Safety Act (“OHSA”), and the regulations under the OHSA require the Municipality to provide information to their health and safety committees. The Joint Health and Safety Committee (“JHSC”) is the catalyst for the continuing development and implementation of our safety program, and we encourage all employees to contribute and participate.

Eligibility:

This policy applies to all members of Huron East Council, Department Heads, full time employees, part time employees, volunteers, volunteer firefighters and any other person or business that is hired by the Municipality of Huron East.

It also applies to any event connected to work including off-site meetings, training, and business trips (when applicable). This policy does not limit the scope of the responsibilities of workplace parties under applicable legislation if such obligations are broader.

Guidelines:

The Municipality encourages open communication on health and safety issues.

Every employee has the right to work in a healthy and safe environment. Employees are encouraged to be actively involved in maintaining a healthy and safe environment.

Cooperation between the employer and the employees is critical in developing and maintaining healthy and safe workplaces. The prevention of accidents, injury and occupational illness should be an integral part of every job activity.

An internal responsibility system recognizes the roles of every workplace participant is the key to an effective health and safety program.

Mandatory Requirements:

This policy must be posted at all Huron East workplace buildings and must be made available to everyone.

A JHSC is required for any workplace that regularly employs 20 or more workers. Where there are fewer than 50 workers the committee must have at least 2 members. If 50 or more workers are regularly employed, the Committee must have a least 4 members. As a general guide all areas of a workplace should be represented, 1 worker and 1 management member must be certified and the Committee must have at least 50% representing the worker.

Reasonable provision for the prevention of accidents, and the promotion of safety and health of all employees, must be made in compliance with the OHSA and other relevant legislation setting out minimum requirements for ensuring worker's health and safety. The need to supplement these minimum requirements, in light of specific workplace situations, must be determined.

Occupational health and safety programs specific to all department's operational needs must be developed, applied and communicated to all.

Responsibilities:

The **Municipality of Huron East** must:

1. Provide appropriate personal protective equipment (PPE), maintain it in good condition, and ensure it is used correctly;
2. Provide information and instruction related to all real and potential workplace hazards to workers, advise workers of results of occupational health and safety reports, provide competent supervision, and take every reasonable precaution to protect the health and safety of all workers;

3. Review all health and safety related policies annually, make revisions where necessary, and develop and maintain a program to implement the policies;
4. Communicate and cooperate with the joint health and safety committee, directors, and any other legislatively required party on matters related to workplace health and safety;
5. Post a copy of this policy and a current copy of the Occupational Health and Safety Act, in the workplace;
6. Adhere to any legislative requirements related to biological, chemical, and physical agents in the workplace, such as maintaining records, monitoring levels and exposure, and providing instruction and training;
7. Provide any information that the health and safety representative has the power to obtain from the employer;
8. Respond to the health and safety representative recommendations in writing;
9. Give the health and safety representative copies of all written orders and reports issued by the Ministry of Labour;
10. Promptly reports all workplace incidents, accidents, and injuries;
11. Investigate incidents to determine root causes and implement corrective actions to prevent recurrence;
12. Report any workplace deaths, injuries, and illnesses to the health and safety representative;
13. Provide appropriate training programs related to occupational health and safety;
14. Develop and communicate emergency response plans;
15. Conduct regular fire drills to ensure preparedness; and
16. Regularly review and update health and safety policies to ensure effectiveness and compliance with applicable legislation.

Managers and Supervisors must:

1. Ensure the safety guidelines are developed, maintained, followed and kept up to date;
2. Ensure your department complies with Provincial, Federal and Municipal safety legislation;
3. Consult with all levels of the organization to ensure that safety programs and training are effective and make changes as required;

4. Make the safety committee aware of safety reports, audits and hazards that they may be aware of, to fulfill the obligations of the internal responsibility system;
5. Review training reports to ensure training is meeting the needs of the safety requirements;
6. Ensure that workplace inspection reports are reviewed and any infractions are dealt with in a timely manner;
7. Determine health and safety goals of your department and report yearly results to the CAO;
8. Always promote a safe and healthy workplace and take every precaution to protect the health and safety of workers they supervise;
9. Support and cooperate with the JHSC;
10. Use or wear PPE appropriately and when required, and ensure workers use and wear PPE appropriately and when required;
11. Advise workers of any real or potential hazards or dangers to their health and safety the supervisor is aware of, and when required provide written instruction on procedures to maintain a healthy and safe workplace;
12. Managers and supervisors act on behalf of the employer, and have the responsibility to fulfil the duties of the employer as specified in the OHS for the work that they direct.

The **Joint Health and Safety Committee** (JHSC) must:

1. Understanding and complying with the requirements of the OHSA and this policy;
2. Represent the health and safety interests of all in the workplace by making recommendations to the Municipalities and Department Heads;
3. Participate in appropriate training as required by the OHSA and its regulations;
4. Diligently carrying out all duties/responsibilities assigned to the JHSC;
5. Identify workplace hazards and make recommendations or report findings to the Municipality;
6. Discuss health and safety concerns;
7. Understand and promote effective health and safety practices;
8. Conduct workplace inspections;
9. Obtain information from the Municipality when it comes to testing and consult with the employer about workplace testing;

10. Investigate work refusals; and
11. Investigate critical injuries or fatalities.

Employees and volunteers must:

1. Understand and work in compliance with the OHSA, its Regulations, and all occupational health and safety policies and procedures of the Municipality;
2. Participate in required training regarding the OHSA, this policy and the Municipality's related practices and procedures;
3. Report all missing or defective PPE, any contravention of the OHSA the worker becomes aware of, and the existence of any real or potential hazards they discover in the workplace to their supervisor or the company;
4. Inform their supervisor or the company if they feel there is a risk of worker opioid overdose;
5. Use appropriate PPE as required;
6. Never remove or alter any PPE without providing an adequate replacement or alternative;
7. Never operate any equipment or work in a way that could endanger themselves or another worker, and never engage in pranks or unnecessary boisterous conduct while in the workplace;
8. Fully cooperate as required in any investigation related to the OHSA or this policy;
9. Promptly notify a Manager/Supervisor of the circumstances giving rise to their refusal to work.

Employees have the following rights under the OHSA:

- The right to participate;
- The right to know; and
- The right to refuse unsafe work.

Note: All outside contractors will be required to comply with Federal, Provincial, and Huron East's safety regulations when working on Municipal property.

Work Injuries:

All on the job injuries, no matter how minor, must be reported to your supervisor or manager immediately. Proper reporting of incidents may help prevent future incidents, ensure comprehensive record keeping, ensure timely medical attention, create a culture of safety, and ensure legal and insurance requirements are met. First aid supplies for

minor injuries are available from your supervisor. If additional treatment is necessary, the supervisor will direct you to obtain appropriate medical attention.

Disciplinary Measures:

To ensure a safe and healthy work environment for all employees, visitors, and stakeholders, adherence to our Health and Safety Policy is mandatory. Failure to comply with the Health and Safety Policy may result in disciplinary action, up to and including termination of employment. 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.

Not every complaint may warrant corrective action. Rather, corrective action will be determined on a case-by-case basis.

Reprisals:

The Municipality will not tolerate any reprisal against an individual who, acting in good faith, reports a health and safety concern, 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.



| Municipality of Huron East | |
|---|-----------------------|
| Attendance Management and Absenteeism Policy | |
| Approved By: Council | Policy Number: HR-008 |
| Date Approved: | Effective Date: |
| Reviewed By: Human Resources | Revision Date: |

Statement:

The Municipality of Huron East places a high value on attendance and punctuality, and expects all employees to arrive at work at the scheduled time of day on each workday. Regular attendance and consistent punctuality are critical to the goals, objectives, effectiveness, and standards of The Municipality of Huron East and its business operations and are a condition of continued employment. The Municipality of Huron East sets a reasonable expectation that employees regularly perform the functions of their job in line with their employment contract. In many cases, the functions of the job require an employee to be present at a specific location and time of day while engaged actively in the functions of the job. Failure of an employee to be present where and when expected could disrupt operations.

The Municipality of Huron East is committed to working with employees who require accommodation under the protected grounds of the governing human rights legislation, or who have an illness, injury, or other condition beyond their control that causes them to miss work or prevents them from attending work regularly.

Excessive absenteeism and lateness will not be tolerated and may be cause for disciplinary action, up to and including termination. This policy defines absenteeism at The Municipality of Huron East, outlines the process for correcting unacceptable attendance behavior, and ensures that absenteeism is managed consistently and fairly.

Eligibility:

This policy applies to Department Heads, full time employees and part time employees, including students.

Definitions:

Culpable or blameworthy absenteeism: Any workplace absence arising from factors within the employees control: for example' where an employee fails to provide notice of their absence, a falsified illness, an abuse of leave provisions, or arriving late or leaving early without notification or excuse.

Non-culpable or innocent absenteeism: Any workplace absence arising from factors an employee has little or no control over: for example, illness, injury, attending a medical appointment, or attending an emergency or urgent matter.

Approved Absence: Any workplace absence where the employee is entitled to leave based on applicable legislation or company policy, and has manager approval for the leave: for example, vacation, jury duty, bereavement, or parental leaves. Approved absences are not addressed in this policy.

Unacceptable Attendance: Includes (but is not limited to) unexcused or persistent early departure during scheduled working hours, abuse of established sick leave benefits, or tardiness. Early departures during scheduled working hours are considered excessive if they exceed five (5) per calendar year, regardless of cause. Violations of this nature may be subject to disciplinary action.

Absenteeism:

Full time and part time employees are entitled to be absent for the following reasons, in accordance with legislation and relevant company policies:

- Sickness;
- Job protected leaves;
- Vacation;
- Approved unpaid leaves; and
- Approved professional development leaves.

Acceptable number of culpable absences:

- Zero.

Tracking:

The Municipality of Huron East will track and record all absences, including absences culpable and non-culpable absences. Tracking will include the absences, time and date of absence, reasons if any and, where appropriate and legally permitted, supporting information like a doctors' note. These absences will include full-day and partial-day absences, including arriving late or leaving early.

Reporting Absences:

Each employee is responsible for notifying their supervisor of absences for each day an absence occurs, regardless of cause, within 30 minutes of the regularly scheduled starting time. Failure to do so may result in disciplinary action.

Employees must report when they are likely to return to work. Absences that are excessive, or without excuse will not be tolerated and are subject to progressive disciplinary action. Notifying the Municipality of an absence doesn't make it an approved absence.

In the event that an employee is going to be late for a scheduled shift due to an appointment, the employee must receive approval by their immediate supervisor a minimum of 24 hours prior to their shift. In the case of an emergency, the employee must notify their direct supervisor as soon as possible of their lateness. Reporting a late arrival does not excuse the lateness. Timeliness is essential, and we expect all employees to make every effort to arrive on time.

If an employee fails to report to work and does not communicate with the Municipality during their absence, The Municipality of Huron East may deem that the employee has abandoned their position. Any employee who has consistent unexcused absence after an authorized leave may be considered as having abandoned and resigned their position.

Addressing Culpable or Blameworthy Absenteeism:

If the Municipality determines that an employee's unacceptable absence is the result of one or more culpable absences, the situation may be treated as a disciplinary matter subject to the progressive discipline policy.

Addressing Non-Culpable or Innocent Absenteeism:

If the Municipality determines that an employee's acceptable absence is the result of non-culpable absences, the situation will be treated as a non-disciplinary matter, and the Municipality will support as reasonable to the situation.

The Municipality will make every reasonable effort to work with employees to address innocent absenteeism issues, where the Municipality determines that the absenteeism rate is excessive and creates a situation where the employee is unable to perform the job duties for which they were hired, the Municipality of Huron East may be forced to terminate the employment relationship due to frustration of contract.

The Municipality of Huron East will meet its responsibility to reasonably accommodate employees with medically documented disability, and will create appropriate return-to-work and accommodation programs that take non-culpable absenteeism into account. All requests for accommodation must go through Human Resources.

Steps to Address Absenteeism:

It is the responsibility of all departments and supervisors to ensure the consistent application of this attendance & absenteeism policy. In conducting an attendance review, the supervisor will first determine whether the absences are culpable or non-

culpable and the applicability of disciplinary and non-disciplinary measures. Supervisors hold responsibility for managing attendance in their respective areas, and will ensure that appropriate documentation is collected and filed. Supervisors will communicate the requirements for attendance, maintain attendance records, and provide appropriate assistance to employees participating in the Municipality of Huron East return-to-work program.

Attendance Meetings:

If at any point an employee's absenteeism becomes excessive, Human Resources and the Supervisor or Manager may schedule an attendance check in meeting. The meeting will not be disciplinary in nature, but rather notify the employee of the concerns regarding attendance. The attendance policy will be reviewed, and the employee will have the opportunity to explain the pattern of absences. A record of the conversation will be kept, and if the employee requires additional support or resources, the Municipality will work with the employee to confirm their needs and devise acceptable accommodations.

Failure to Improve Unacceptable Attendance:

If the employee continues to exceed the acceptable level of absenteeism the Municipality of Huron East may determine the case for continued employment or termination of employment based on input from the supervisor, CAO, and legal counsel (where appropriate). Termination of employment may occur where acceptable absenteeism levels are exceeded, accommodation if appropriate has been provided, progressive discipline if appropriate has been provided, or the contract of employment has been frustrated.

The Municipality of Huron East will ensure the following conditions are met before any dismissal of an employee for non-culpable absences:

- A culminating absence must occur, where a recent absence requires a review of the employee's attendance record and employment with the company;
- The Municipality of Huron East has determined that the employee has a history of absenteeism that exceeds acceptable levels;
- It has been determined that the employee is unlikely to or cannot improve their attendance; and
- The Municipality of Huron East has previously notified the employee with documentation stating that further absences could result in their termination.

Doctor's Notes:

In accordance with applicable employment legislation, and if reasonable in the circumstances the Municipality may require a doctor's note from a registered health practitioner. Doctor's notes must be directly provided to Human Resources and must include:

- The duration or expected duration of the absence;
- The date the employee was seen by a health care professional; and
- Whether the patient was examined in person by the health care professional issuing the note.

The Municipality will not ask for information about the diagnosis or treatment of the employee's medical condition.

All medical information will be kept confidential and handled in compliance with applicable privacy laws. The Municipality reserves the right to seek additional clarification if needed to ensure proper accommodation.

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.



| Municipality of Huron East | |
|-----------------------------------|---------------------------------|
| Code of Conduct Policy | |
| Approved By: Council | Policy Number: HR-007 |
| Date Approved: | Effective Date: January 1, 2025 |
| Reviewed By: Human Resources | Revision Date: |

Statement:

This Code of Conduct outlines the principles and expectations for all employees and volunteers of the Municipality of Huron East. It aims to promote a culture of integrity, accountability, and professionalism in the delivery of public services.

This policy is designed to identify standards of behaviour of which both the Municipality and prevailing legislation expect employees and volunteers to observe and maintain. Such standards are designed to protect employees and volunteers, provide for their safety, and to guide them in their relationship with the Municipality, their co-workers, and with the public.

These standards are intended as a guide to the conduct the Municipality expects of its employees and volunteers, and are not designed to inhibit its employees or volunteers unnecessarily. The examples below are not intended to cover every possible situation, others may be added to include new situations and other types of behavior may be determined to constitute misconduct depending on the circumstances.

Eligibility:

This Code of Conduct applies to all Department Heads, full time employees, part time employees, students, volunteers, and volunteer firefighters.

This policy applies to conduct in person, in all work locations, via email, telephone, text, and virtually on any communication or social media platform.

Core Values:

1. **Integrity:** Uphold the highest standards of honesty and ethical behavior in all interactions. Everyone covered under this policy is expected to conduct themselves with personal integrity, ethics, diligence and loyalty in performing their duties for the Municipality. Everyone is required to support and advance the interests of the organization and avoid placing themselves in situations where their personal interests conflict with the interests of the Municipality.

2. **Respect:** Treat all individuals with dignity, respect, and consideration, valuing diversity and inclusion.
3. **Accountability:** Take responsibility for actions and decisions, ensuring transparency and compliance with laws and policies.
4. **Service Excellence:** Commit to providing high-quality services to the community, prioritizing the needs of the public.
5. **Collaboration:** Foster teamwork and open communication to achieve common goals.
6. **Conduct:** Everyone is expected to conduct themselves responsibly while on duty. Off duty conduct may also impact a person's employment with the Municipality; where such conduct harms the Municipality's reputation; makes it difficult or impossible for the Municipality to deliver service to its public renders the employee unable to perform their job satisfactorily; or leads to the refusal or inability for others to work.

Standards of Conduct:

The following are examples of unacceptable behaviour and will subject an employee or volunteer to disciplinary action, up to and including termination.

1. **Alcohol, Drugs, and Illegal Substances:** The possession, transfer, sale or use of such materials on Municipal premises or while conducting municipal business is prohibited.
2. **Theft/Damaging Property:** Theft or neglect, carelessness or mischief of an employee that results in the loss, the damage, the breakage or destruction of Municipal property or the property of fellow employees or others.
3. **Confidentiality:** Releasing confidential information learned in the course of employment to other employees, volunteers, members of the public, or outside organizations without authorization.
4. **Employee Attendance and Absenteeism:** Excessive absenteeism or lateness will be dealt with as appropriate to the situation. Employees are expected to arrive at work and attend meetings on time. Punctuality is a demonstration of professionalism and respect for colleagues and the organization. Repeated instances of lateness may lead to disciplinary action. Employees are responsible for managing their time effectively and adhering to their scheduled hours.
5. **Compliance with Laws and Policies:** Individuals are required to understand and comply with local, provincial, and federal laws relevant to their roles and responsibilities. Employees must report any suspected violations of laws, regulations, or municipal policies to their Department Head.

6. **Use of Resources:** The use of equipment, materials, or facilities, for purposes other than municipal business, without authorization.
7. **Violence, Harassment and Discrimination:** The use of profane, discourteous, abusive or rude language, or action against another person is strictly prohibited. The Municipality places high value on providing an environment safe from violence, harassment, and discrimination. Discrimination, violence, or harassment due to race, colour, age, religion, sex, sexual preference, gender identity, gender expression, national origin, mental or physical disability or any other prohibited ground under the Ontario Human Rights Code is prohibited. Possession of any dangerous weapon when on Municipal property is prohibited.
8. **Health and Safety:** Everyone must observe the established fire safety, and health and safety policies and procedures. Failure to report incidents or accidents under the Occupational Health and Safety Act may lead to discipline up to and including termination.
9. **Insubordination:** Willful disregard, disrespect towards a supervisor or representative of management, or failure to obey or perform work as required or assigned. A work refusal in accordance with application health and safety legislation does not constitute insubordination.
10. **Social Media Conduct:** Individuals are expected to use social media responsibly and in a manner that reflects the values of the Municipality. When representing the Municipality online, individuals must ensure that their communications are professional, respectful, and inclusive. Confidential information must never be shared. Personal opinions must be clearly distinguished from Municipality posts. Personal opinions that are critical to the organization, its' employees, or volunteers will not be tolerated. Engaging in any form of harassment, discrimination, or misinformation will not be tolerated and may result in disciplinary action.

This list is not intended to be exhaustive. Other types of conduct may be classified as misconduct based on the circumstances. If an employee engages in misconduct, the employee will be subject to disciplinary action, up to and including termination.

Ethical Questions:

The Code of Conduct does not answer every question that may arise. It is designed to promote ethical decision-making and behaviour and to make us think about how ethics and integrity must guide us in doing our jobs. Just because an example is not specific or provided does not mean no violation would be found.

To determine if a behaviour is ethical, ask:

- Am I putting my own interests before the Municipality's?

- Would I make the same decision if my managers, the public or the media were watching me?
- Would I be embarrassed if my decision, comments or actions were on the front page of the newspaper?
- Would I hesitate to take this action or allow my employees to take this action if this were my own company?
- Will I owe someone a favour if I do this? Is there any expressed or implied expectation of reciprocity?
- Could my comments on social media or in a public forum be considered negative, derogatory or taken as a criticism of the Municipality, Council or a fellow employee?

If you answered “yes” to any of these questions, you may have an ethical dilemma. Seek advice.

Implementation:

It is the responsibility of all individuals to disclose any real or what may be perceived as a conflict of interest or violation of the Code. If you think you may be in violation of the Code, address the situation and make full and prompt disclosure to your supervisor or Human Resources. Any suspected non-compliance by another employee must also be promptly reported. Anyone who knowingly makes a false accusation about non-compliance will be subject to disciplinary action.

Where an individual in good faith reports a violation of the Code, they will not be dismissed, disciplined, suspended, or threatened with such. They will not be penalized and intimidation or coercion by another employee will not be tolerated.

Violations of this Code may result in disciplinary action, up to and including termination of employment.

Individuals are encouraged to seek guidance from supervisors or human resources if they have questions about the Code or its application.

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 and volunteers 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.

Seaforth BIA

'Shop Seaforth'



seaforth*spirit*

Municipality of Huron East,
c/o CAO Brad McRoberts
52 Main Street
Seaforth, On N0K 1W0

Dear Council,

On October 30th, 2024 the Seaforth BIA held their Annual General Meeting. The directors are listed below:

| | | | |
|------------|-----------------|-----------------------------------|-----------|
| Directors: | Shelly Stanley | The Looking Glass and Spa | 2025-2026 |
| | Shannon Craig | McKillop Mutual Insurance Company | 2024-2025 |
| | Randy Nixon | Orr Insurance Brokers Inc. | 2024-2025 |
| | Kelly Miller | Degree Fitness Seaforth | 2024-2025 |
| | Maureen Agar | Member at Large | 2025-2026 |
| | Justin Phelan | Seaforth Foodland | 2025-2026 |
| | Bevin Witmer | Robinson Chevrolet Inc | 2025-2026 |
| | Annette Scarrow | Beyond the Vines | 2024-2025 |

Council rep: Councillor Bob Fisher

Sincerely,

Chair Shelly Stanley Seaforth BIA

per Maureen Agar, Secretary Seaforth BIA

A request for the Mayor & Council,

Re: Brussels Santa Claus Parade

Our annual Santa Claus parade will be on December 7th at 5 pm. It will form up along George St. and Industrial Park Dr commencing after 4 p.m.

At 5 p.m., the parade will then turn out onto Turnberry St. and follow along until reaching Ellen St, where it will turn East and proceed one block. At Ainley St. it will turn South and proceed to the BMGCC where it will disperse.

I would appreciate the public works department's skills in closing up these roads. I would expect things to last an hour or so.

I also invite Council & staff to participate in the parade with a float, etc.

Thanks in advance.

John Lowe, Volunteer Committee Member

**The Corporation
of the
Municipality of Huron East
By-law No. 093 for 2024**

Being a By-law to Temporarily Close Portions of George Street, Turnberry Street, Ellen Street and Ainley Street within the Brussels Ward, Municipality of Huron East

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

And Whereas the Council of the Corporation of the Municipality of Huron East is desirous of closing specific roads in the Brussels Ward of the Municipality of Huron East to accommodate the Brussels Santa Claus Parade being held December 7, 2024.

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

1. That Turnberry Street (County Road 12) will be closed in accordance with the requirements of the County of Huron as follows:
 - a) Saturday, December 7, 2024 from 4:30 p.m. to 6:30 p.m. between George Street and Ellen Street
2. The following streets will be closed for the Brussels Santa Claus Parade on Saturday, December 7, 2024 between the hours of 4:30 p.m. and 6:30 p.m.:
 - a) George Street to from Industrial Park Drive to Turnberry Street
 - b) Ellen Street to Ainley Street
 - c) Ainley Street from Ellen Street to end of Road
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 19th day of November 2024

Read a third time and finally passed this 19th day of November 2024

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East
By-law No. 094 for 2024

Being a By-law to Appoint an Acting Treasurer
for the Municipality of Huron East and Repeal
By-law 059-2022

Whereas, the Municipal Act, S. O. 2001, c. 25, as amended, s. 286 (1) provides that a municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including,

- a) collecting money payable to the municipality and issuing receipts for those payments;
- b) depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- c) paying all debts of the municipality and other expenditures authorized by the municipality;
- d) maintaining accurate records and accounts of the financial affairs of the municipality;
- e) providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- f) ensuring investments of the municipality are made in compliance with the regulations made under section 418; and
- g) complying with any requirements application to the treasurer under section 418.1 2001, c.25 s. 286(1); 2017, c. 10, Sched. 1, s. 35.

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

1. That Terri Rau be and she is hereby appointed as Acting Treasurer of the Municipality of Huron East effective immediately.
2. That the said Terri Rau shall hold office during the pleasure of Council and, subject to the by-laws of Council, shall, with respect to the Municipality and the administration of its affairs; exercise all the authority, powers and rights and shall perform all duties and obligations which by statute or by By-law are or may be conferred or imposed upon her, and shall perform any other duties that may be imposed upon her from time to time by Council.
3. That By-law 059-2024 be hereby repealed.
4. This By-law shall come into effect upon final passage thereof.

Read a first and second time this 19th day of November 2024

Read a third time and finally passed this 19th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

The Corporation
of the
Municipality of Huron East
By-law No. 095 for 2024

Being a By-law to Authorize a Financing Agreement with the
Seaforth Community Development Trust

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

And Whereas the Seaforth Community Development Trust has agreed to provide a loan of \$500,000.00 to the Corporation of the Municipality of Huron East for the purchase of Self Contained Breathing Apparatus (SCBA) equipment for the Huron East Fire Department.

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

1. That the Mayor and Clerk are authorized to execute a loan agreement with the Seaforth Community Development Trust, attached hereto as 'Schedule A'.
2. That this by-law shall come into force and take effect on the date of final passing thereof.

Read a first and second time this 19th day of November 2024.

Read a third time and finally passed this 19th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

SCHEDULE A
LOAN AGREEMENT

THIS AGREEMENT made as of the _____ day of _____, 2024.

BETWEEN:

**THE CORPORATION OF
THE MUNICIPALITY OF HURON EAST**
(hereafter referred to as the "Borrower")

- AND -

**THE SEAFORTH
COMMUNITY DEVELOPMENT TRUST**
(hereafter referred to as the "Lender")

WHEREAS the Borrower has requested the Lender to lend the Borrower the sum of \$500,000.00 (the "Principal Sum") for the purchase of SCBA Equipment for the Huron East Fire Department, Seaforth, Ontario and the Lender has agreed to do so on the terms and conditions hereinafter set forth below.

THE BORROWER AGREES THAT:

In return for the Lender lending the Borrower the Principal Sum (the "Loan") and other good and valuable consideration, the receipt of which is hereby acknowledged, the Borrower agrees to repay the Lender the Loan plus interest thereon at the rate of interest and in the manner indicated below.

REPAYMENT TERMS:

Loan

| | | |
|--------------------------|--|--|
| Amount of Loan | \$600,000.00 | Includes accrued interest for deferred payment products |
| Term of Loan | 5 years | Length of time to the Balance Due Date |
| Product | Debenture | |
| Interest Rate | 3.60% | Per annum, calculated yearly, not in advance |
| Amortization Period | 5 year(s) | Number of years used to calculate payment amount |
| Amount of Each Payment | \$10,941.94 | |
| Type of Payment | Blended Payments of Principal & Interest | |
| Payment Frequency | Monthly | Payment frequency can be monthly, quarterly, semi-annually or annually |
| Interest Adjustment Date | December 15, 2024 | Date of first payment of interest |
| First Payment Date | December 15, 2024 | Date of first payment which will include principal |
| Balance Due Date | November 15, 2029 | Date balance owing is due unless, arrangements are made to extend repayment terms beyond this date |

Interest on the Loan or draw will be compounded and payable as stated above, not in advance. Repayment is based on the amortization period stated above.

Interest will commence accruing on the first disbursement of the Loan and will be payable on the respective Interest Adjustment Date.

Any outstanding principal and/or interest shall be repayable on the Balance Due Date for the Loan or draw.

THE BORROWER FURTHER AGREES:

1. To pay on demand any unpaid fees, insurance premiums and other charges which the Borrower has agreed to pay and all costs incurred by the Lender in collecting any amount owing upon any default or in enforcement of any security for the Loan or draw including legal costs on a solicitor and client basis (collectively "Other Charges") together with interest thereon from the date such Other Charges are incurred. Other Charges shall bear interest at the rate applicable to the Loan or draw to which the Lender attributes them from the date they are incurred until the Borrower pays it.
2. All payments received shall be applied firstly against Other Charges, secondly to pay accrued interest on account of the Loan or any draw and thirdly to repay the outstanding principal of the Loan or any draw.
3. The Borrower may pay on any scheduled payment date, in full or in part, the Principal Sum of the Loan without interest, penalty or notice, provided that such payment is at least one thousand dollars (\$1,000.00), and that upon such payment the amortization period of the Loan shall be reduced accordingly and the payments due hereunder shall remain the same amount.
4. The Borrower's failure to make any payments when due under this agreement or the Borrower's failure to perform any obligation, covenant, term, provision or condition contained in this or any other agreement between the Borrower and the Lender shall constitute a default under this agreement.
5. Upon default under this agreement, the entire unpaid balance of the Loan, accrued interest and Other Charges shall become immediately due and payable without notice or demand and the Borrower agrees to pay interest thereon at the rate or rates aforesaid, both before and after maturity or default and judgment, until paid in full.
6. This Loan shall be secured by a Debenture in a form and substance satisfactory to the Lender.

IN WITNESS WHEREOF the Borrower and the Lender has hereunto signed, sealed and delivered this agreement as of the day, month and year first above written.

THE CORPORATION OF THE
MUNICIPALITY OF HURON EAST
Per:

Mayor – Bernie MacLellan

Clerk – Jessica Rudy

We have the authority to bind the
Corporation.

HURON EAST COMMUNITY
DEVELOPMENT TRUST
Per:

Cathy Elliott, Secretary

Raymond Chartrand, Chair

We have the authority to bind the Trust.



FIRE SCBA LOAN
Saforth Community Development Trust

Loan Amount \$ **600,000**
 Interest **3.60% 5 Year IO Rate**
 Payments Monthly **\$10,941.94**

131,303.25

| | | | Balance Forward | Interest | Principal | End Balance |
|-----------|------|----|-----------------|-------------|--------------|---------------|
| | | | | | | \$ 600,000.00 |
| DECEMBER | 2024 | 1 | \$ 600,000 | \$ 1,800.00 | \$ 9,141.94 | \$ 590,858.06 |
| JANUARY | 2025 | 2 | \$ 590,858 | \$ 1,772.57 | \$ 9,169.36 | \$ 581,688.70 |
| FEBRUARY | 2025 | 3 | \$ 581,689 | \$ 1,745.07 | \$ 9,196.87 | \$ 572,491.83 |
| MARCH | 2025 | 4 | \$ 572,492 | \$ 1,717.48 | \$ 9,224.46 | \$ 563,267.37 |
| APRIL | 2025 | 5 | \$ 563,267 | \$ 1,689.80 | \$ 9,252.14 | \$ 554,015.23 |
| MAY | 2025 | 6 | \$ 554,015 | \$ 1,662.05 | \$ 9,279.89 | \$ 544,735.34 |
| JUNE | 2025 | 7 | \$ 544,735 | \$ 1,634.21 | \$ 9,307.73 | \$ 535,427.61 |
| JULY | 2025 | 8 | \$ 535,428 | \$ 1,606.28 | \$ 9,335.65 | \$ 526,091.95 |
| AUGUST | 2025 | 9 | \$ 526,092 | \$ 1,578.28 | \$ 9,363.66 | \$ 516,728.29 |
| SEPTEMBER | 2025 | 10 | \$ 516,728 | \$ 1,550.18 | \$ 9,391.75 | \$ 507,336.54 |
| OCTOBER | 2025 | 11 | \$ 507,337 | \$ 1,522.01 | \$ 9,419.93 | \$ 497,916.61 |
| NOVEMBER | 2025 | 12 | \$ 497,917 | \$ 1,493.75 | \$ 9,448.19 | \$ 488,468.42 |
| DECEMBER | 2025 | 13 | \$ 488,468 | \$ 1,465.41 | \$ 9,476.53 | \$ 478,991.89 |
| JANUARY | 2026 | 14 | \$ 478,992 | \$ 1,436.98 | \$ 9,504.96 | \$ 469,486.93 |
| FEBRUARY | 2026 | 15 | \$ 469,487 | \$ 1,408.46 | \$ 9,533.48 | \$ 459,953.45 |
| MARCH | 2026 | 16 | \$ 459,953 | \$ 1,379.86 | \$ 9,562.08 | \$ 450,391.37 |
| APRIL | 2026 | 17 | \$ 450,391 | \$ 1,351.17 | \$ 9,590.76 | \$ 440,800.61 |
| MAY | 2026 | 18 | \$ 440,801 | \$ 1,322.40 | \$ 9,619.54 | \$ 431,181.07 |
| JUNE | 2026 | 19 | \$ 431,181 | \$ 1,293.54 | \$ 9,648.39 | \$ 421,532.68 |
| JULY | 2026 | 20 | \$ 421,533 | \$ 1,264.60 | \$ 9,677.34 | \$ 411,855.34 |
| AUGUST | 2026 | 21 | \$ 411,855 | \$ 1,235.57 | \$ 9,706.37 | \$ 402,148.97 |
| SEPTEMBER | 2026 | 22 | \$ 402,149 | \$ 1,206.45 | \$ 9,735.49 | \$ 392,413.48 |
| OCTOBER | 2026 | 23 | \$ 392,413 | \$ 1,177.24 | \$ 9,764.70 | \$ 382,648.78 |
| NOVEMBER | 2026 | 24 | \$ 382,649 | \$ 1,147.95 | \$ 9,793.99 | \$ 372,854.79 |
| DECEMBER | 2026 | 25 | \$ 372,855 | \$ 1,118.56 | \$ 9,823.37 | \$ 363,031.42 |
| JANUARY | 2027 | 26 | \$ 363,031 | \$ 1,089.09 | \$ 9,852.84 | \$ 353,178.57 |
| FEBRUARY | 2027 | 27 | \$ 353,179 | \$ 1,059.54 | \$ 9,882.40 | \$ 343,296.17 |
| MARCH | 2027 | 28 | \$ 343,296 | \$ 1,029.89 | \$ 9,912.05 | \$ 333,384.12 |
| APRIL | 2027 | 29 | \$ 333,384 | \$ 1,000.15 | \$ 9,941.79 | \$ 323,442.34 |
| MAY | 2027 | 30 | \$ 323,442 | \$ 970.33 | \$ 9,971.61 | \$ 313,470.73 |
| JUNE | 2027 | 31 | \$ 313,471 | \$ 940.41 | \$ 10,001.53 | \$ 303,469.20 |
| JULY | 2027 | 32 | \$ 303,469 | \$ 910.41 | \$ 10,031.53 | \$ 293,437.67 |
| AUGUST | 2027 | 33 | \$ 293,438 | \$ 880.31 | \$ 10,061.62 | \$ 283,376.05 |
| SEPTEMBER | 2027 | 34 | \$ 283,376 | \$ 850.13 | \$ 10,091.81 | \$ 273,284.24 |
| OCTOBER | 2027 | 35 | \$ 273,284 | \$ 819.85 | \$ 10,122.08 | \$ 263,162.15 |
| NOVEMBER | 2027 | 36 | \$ 263,162 | \$ 789.49 | \$ 10,152.45 | \$ 253,009.70 |
| DECEMBER | 2027 | 37 | \$ 253,010 | \$ 759.03 | \$ 10,182.91 | \$ 242,826.79 |
| JANUARY | 2028 | 38 | \$ 242,827 | \$ 728.48 | \$ 10,213.46 | \$ 232,613.33 |
| FEBRUARY | 2028 | 39 | \$ 232,613 | \$ 697.84 | \$ 10,244.10 | \$ 222,369.24 |
| MARCH | 2028 | 40 | \$ 222,369 | \$ 667.11 | \$ 10,274.83 | \$ 212,094.41 |
| APRIL | 2028 | 41 | \$ 212,094 | \$ 636.28 | \$ 10,305.65 | \$ 201,788.75 |
| MAY | 2028 | 42 | \$ 201,789 | \$ 605.37 | \$ 10,336.57 | \$ 191,452.18 |
| JUNE | 2028 | 43 | \$ 191,452 | \$ 574.36 | \$ 10,367.58 | \$ 181,084.60 |
| JULY | 2028 | 44 | \$ 181,085 | \$ 543.25 | \$ 10,398.68 | \$ 170,685.92 |
| AUGUST | 2028 | 45 | \$ 170,686 | \$ 512.06 | \$ 10,429.88 | \$ 160,256.04 |
| SEPTEMBER | 2028 | 46 | \$ 160,256 | \$ 480.77 | \$ 10,461.17 | \$ 149,794.87 |
| OCTOBER | 2028 | 47 | \$ 149,795 | \$ 449.38 | \$ 10,492.55 | \$ 139,302.31 |
| NOVEMBER | 2028 | 48 | \$ 139,302 | \$ 417.91 | \$ 10,524.03 | \$ 128,778.28 |
| DECEMBER | 2028 | 49 | \$ 128,778 | \$ 386.33 | \$ 10,555.60 | \$ 118,222.68 |
| JANUARY | 2029 | 50 | \$ 118,223 | \$ 354.67 | \$ 10,587.27 | \$ 107,635.41 |
| FEBRUARY | 2029 | 51 | \$ 107,635 | \$ 322.91 | \$ 10,619.03 | \$ 97,016.38 |
| MARCH | 2029 | 52 | \$ 97,016 | \$ 291.05 | \$ 10,650.89 | \$ 86,365.49 |
| APRIL | 2029 | 53 | \$ 86,365 | \$ 259.10 | \$ 10,682.84 | \$ 75,682.65 |
| MAY | 2029 | 54 | \$ 75,683 | \$ 227.05 | \$ 10,714.89 | \$ 64,967.76 |
| JUNE | 2029 | 55 | \$ 64,968 | \$ 194.90 | \$ 10,747.03 | \$ 54,220.73 |
| JULY | 2029 | 56 | \$ 54,221 | \$ 162.66 | \$ 10,779.28 | \$ 43,441.45 |
| AUGUST | 2029 | 57 | \$ 43,441 | \$ 130.32 | \$ 10,811.61 | \$ 32,629.84 |
| SEPTEMBER | 2029 | 58 | \$ 32,630 | \$ 97.89 | \$ 10,844.05 | \$ 21,785.79 |
| OCTOBER | 2029 | 59 | \$ 21,786 | \$ 65.36 | \$ 10,876.58 | \$ 10,909.21 |
| NOVEMBER | 2029 | 60 | \$ 10,909 | \$ 32.73 | \$ 10,909.21 | \$ (0.00) |

\$ 56,516 \$ 600,000

**The Corporation
of the
Municipality of Huron East
By-law No. 096 for 2024**

Being a By-law to Establish the Rates of Remuneration
for the Mayor, Deputy and Members of the Municipality of
Huron East Council and Repeal By-law 074-2010

Whereas Section 283(1) of the Municipal Act, 2001, S. O. 2001, c. 25 provides that a municipality may pay any part of the remuneration and expenses of the members of any local of any local board of the municipality and of the officer and employees of the local board;

And Whereas Section 283(2) of the Municipal Act provides that despite any Act, a municipality may only pay the expenses of the members of its Council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees, and if the expenses are in lieu of the expenses actually incurred, or the expenses are in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the Council or local board, of the actual expenses that would be incurred;

And Whereas Section 283(7) of the Municipal Act, states that on or after December 1, 2003, a Council shall review a By-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election;

And Whereas the Council of the Corporation of the Municipality of Huron East deems it necessary and desirable to enact a By-law to establish the rate of remuneration and expenses for the Mayor, Deputy Mayor and Members of Council.

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

1. That the Remuneration Policy attached as 'Schedule A' to this By-law shall provide for the remuneration paid to the Mayor, Deputy Mayor and Members of Council; as amended from time to time.
2. That By-law 074-2010 and all amendments and schedules made thereto are hereby appealed.
3. That this by-law shall come into force and take effect on the date of final passing thereof.

Read a first and second time this 19th day of November 2024.

Read a third time and finally passed this 19th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk



| Municipality of Huron East Council Remuneration Policy | |
|---|-----------------------------------|
| Approved By: Council | Policy Number: CLK-03 |
| Date Approved: November 19, 2024 | Effective Date: November 20, 2024 |
| Reviewed By: Clerk | Revision Date: |

Purpose:

As set out in the Municipal Act, 2001 this policy shall provide a summary of honourariums and rates for the Mayor, Deoputy Mayor, Members of Council and Citizen members appointed to Committees of Council.

Policy:

As per decision of Council in October 2024, Council honourariums and meetings rates are to be increacedes annually, based on the staff Compensation Policy, currenty set at an annual increase based off the August to August Ontario Consumer Price Index (CPI).

All Council Members, are required to submit a time/expense sheets at the end of each month to the Clerk. Tracking of attendance and expenses and submission is on the onus of each Council Member.

Citizens appointed to Committees shall submit an attendance/expense to the Clerk on an as required basis i. e. After each meeting, monthly, bi-annully or annully. This is due to various Committee schedules.

Annual Honourarium:

Annual honourariums shall be paid bi-annually in June and November.

The 2024 annual honourarium for Mayor, Deputy Mayor and Member of Council are:

Mayor: \$12,477

Deputy Mayor: \$9,215

Councillors: \$6,832

Rates are increased annually, by the cost of living approved by Council for staff.

Meeting Rates:

Mayor, Deputy Mayor and Council shall review the following rates for 2024 for all Special Council, Council and Committee meetings.

Council: \$190.07

Committee: \$91.70

Rates are increased annually, by the cost of living approved by Council for staff.

Committee meeting rate applies to members appointed to that committee. As ex-officio the Mayor shall receive a committee rate for all committee meetings they attend. Rates are set for the attendance and are not subject to half or full day stipulations.

As per Council decision, when meetings are held on the same day, in a consecutive order, ahead of a Council meeting, members shall be paid for the Council meeting only. If there are multiple meetings extending past four (4) hours, members will be paid as they attended a full day event, as stated below. If there is a significant break between the meetings (i.e. one in the morning and one in the evening) members shall be paid for attending both meetings separately.

Citizens appointed to an Advisory Committee, by Council, shall receive the same Committee meeting rate.

Council Members may receive a meeting rate for any events that are not considered to be a Special Council, Council, or Committee meetings these include ceremonial events, while representing Huron East, educational sessions, conferences, seminars, representing Huron East at a committee or local board in which they have not been appointed. Social events are not eligible as a meeting rate.

These meeting rates are based on half and full day attendance. A half day is considered anything four (4) hours and under; and full day is anything over the four (4) hours. The 2024 rate is as follows;

Half day (4 hours and under): \$122.27

Full Day (over 4 hours): \$243.33

Rates are increased annually, by the cost of living approved by Council for staff.

Conference Allowances:

Mayor, Deputy Mayor, and Members of Councillors are allotted a maximum of \$2,500 for conference attendance, to a maximum of \$10,000 per Term/per Member.

All Councillors shall be reimbursed for expenses for food, excluding alcohol, transportation and/or mileage, and parking, or miscellaneous expenses for accommodations, while attending the conference. Receipts must be submitted for

reimbursement to the Clerk of the Municipality, upon submission of monthly attendance/expense sheets.

Councillors shall provide a report, at the next Council meeting, following conference. If more than one Councillor attends the same conference, only one summary report shall be required.

Expenses:

Mileage will be at the rate set by Canada Revenue Agency (CRA), This aligns with mileage reimbursement for Huron East staff.

Members are eligible for mileage reimbursement with all travel associated with Huron East business. i.e. meetings, events, conferences etc.

Members have the option to directly donate a portion of their expense reimbursements, or pay, to the Municipality, for a specific reserve, program or department of their choosing. Donation receipts will be issued for all donations.

Citizen members appointed to Committees are eligible to receive mileage reimbursement for travel to meetings at the rate set by CRA.

Responsibility:

The Clerk shall be responsible for reviewing this policy every Term of Council, as prescribed in Section 287(3) of the Municipal Act, 2001, as amended.

An annual statement of Council and Remuneration and expenses shall be provided by March 31^s by the Treasurer, per Section 284 of the Municipal Act, 2001, as amended.

Related Policies:

HR-001: Compensation Policy

**The Corporation
of the
Municipality of Huron East
By-law No. 097 for 2024**

Being a By-law to Abandon the Keffer Municipal Drain

Whereas pursuant to Section 84(1) of the Drainage Act, R.S.O. 1990, as amended provides that a Council, upon receiving written notification by three-quarters of the owners assessed for benefit asking for an abonnement of drainage works shall notify all assessed owners of the proposed abandonment;

And Whereas Council has received written request from owners of Lots 16—18 in Concession 7 and Lot 16, 17 in Concession 8 of the Grey Ward to abandon the Keffer Municipal Drain;

And Whereas Council is desirous of abandoning the Keffer Municipal Drain;

And Whereas Council has complied with the notification requirements of Section 84(1) of the Drainage Act, and no objections of the proposed abandonment have been received;

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

1. That the Keffer Municipal Drain, constructed under the provisions of By-law 37-1970 of the former Township of Grey, is hereby abandoned.
2. That the Municipality of Huron East shall have no further obligation to the municipal drain being abandoned.
3. This By-law shall come into force and effect on the date of final passing thereof.

Read a first and second time this 19th day of November 2024.

Read a third time and finally passed this 19th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk

**The Corporation
of the
Municipality of Huron East
By-law No. 098 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 19th 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 19th day of November 2024.

Read a third time and finally passed this 19th day of November 2024.

Bernie MacLellan, Mayor

Jessica Rudy, Clerk