MUNICIPALITY OF MORRIS-TURNBERRY  
COUNCIL CHAMBERS  
41342 Morris Road  
Tuesday, January 30th, 2018  7:30 pm

AGENDA

Public Notice - Published in the Wingham Advance and Citizen Newspaper – December 20th, 2017 & January 24, 2018  
Posted on the Website – December 14th, 2017  
Agenda placement on the counter – January 26th, 2018  
Notice placed on the front door – January 12th, 2018

1) Call to order: Mayor Paul Gowing

2) Agenda:  
To add items to the agenda, please state item and nature of item  
** Items must be added to the agenda to be discussed in ‘Other Business’

Adoption of Agenda:  
Moved by Seconded by  
"That the agenda for the meeting of January 30th, 2018 be adopted as circulated or amended.”  
Any discussion  
Is everyone in Favour or Opposed  
Disposition Carried or Defeated

3) Declaration of Pecuniary Interest:  
Does any member wish to declare a pecuniary interest?  
♦ State interest and nature

4) Minutes: attached  
Are there any errors or omissions to the minutes of the January 9th, 2018 and January 18th, 2018 Council Meeting?  
Moved by Seconded by  
"That the minutes of the January 9th, 2018 and January 18th, 2018 Council Meeting, be adopted as circulated or as amended.”  
Any discussion  
Is everyone in Favour or Opposed  
Disposition Carried or Defeated
5) **Business from the Minutes**
   Is there any business from the minutes to be discussed.

6) **Accounts**
   6.1 **Account List:**
   An invoice report is attached and a copy of the account listing.

   Moved by Seconded by
   "That the 2018 Accounts dated January 30th, 2018 be approved for payment in the amount of $ and the 2017 Accounts Payable dated January 30th, 2018 be approved for payment in the amount of $ or ."
   Any discussion
   Is everyone in Favour or Opposed
   Disposition Carried or Defeated

6.2 **Pay Report**
   Moved by Seconded by
   "That the Council of the Municipality of Morris-Turnberry accept the pay reports, dated January 10th, 2018 and January 24th, 2018 or ."
   Any discussion
   Is everyone in Favour or Opposed
   Disposition Carried or Defeated

7) **Planning Matters:**
   Planning:
   Jennifer Burns – Huron County Planner will be in attendance.

   7.1 **Committee of Adjustment:**
   **Minor Variance**
   Jennifer Burns – Huron County Planner

   7.1.1 **Motion to enter into a Committee of Adjustment Meeting**
   Moved by Seconded by
   "That the Council enter into a Committee of Adjustment meeting, to consider a minor variance application ."
   Any discussion
   Is everyone in Favour or Opposed
   Disposition Carried or Defeated
7.1.2 Committee of Adjustment Meeting

Applicant: John Eelman
Owner: Sean Bechtel and Erica Bechtel
Subject Lands: Concession 3 Npt Lot 1 as RP 22R718 Part 2 (85822 London Rd), Morris

1. Call to order - by Mayor Paul Gowing

2. Purpose of the Public Meeting – Mayor Gowing

PURPOSE AND EFFECT:
This application proposes to reduce required front and side yard setback to allow for the construction of an attached garage. The specific variance requested is:
1. To vary Section 7.4.4 Morris-Turnberry By-law to reduce the required front yard setback to 6.4 meters and;
2. To vary Section 7.4.5 to reduce the required side yard setback to 1.4m

Consideration: The Committee must consider the variance under the following aspects:
1. Is the variance minor?
2. Will the application maintain the appropriate development of the lands?
3. Will the application maintain the general intent of the Morris-Turnberry Zoning By-law 45-2014?
4. By-law and the Municipality of Morris-Turnberry Official Plan?

3. County Planning Department – Report by Jenn Burns

4. Comments Received – Nancy Michie

5. Applicants comments –

6. Public comments –

7. Council comments and questions –

8. Explanation of the Process following the Public Meeting by Mayor Gowing
If a decision is made, the Secretary is required to send Notice of Decision, to the applicant and any person who appeared in person or by council at the hearing. There is a 20 day appeal period from the time Notice of Decision has been made, wherein submissions/letters of objections or support in respect to the decision, will be received by the Secretary.
9. **Adjournment:**
Moved by Seconded by
“That the meeting be adjourned and re-enter regular session of council.”
Disposition

7.1.3 **Decision:**
Moved by Seconded by
“That the Committee of Adjustment of the Municipality of Morris-Turnberry hereby grants approval or denies the request to the minor variance for Concession 3, Npt Lot 1 as RP 22R718 Part 2 (85822 London Rd), Morris, 0 Municipality of Morris-Turnberry or

**Conditions:**
As proposed in the Planning Report-
1. Construction must commence within 18 months of the date of the Committee's decision.
2. Build the garage as per the most recently submitted elevation drawings.
3. The new garage be located in the footprint outlined on the sketch that was submitted with the application.

**Reason for Decision:**
The Committee considered the variance to be minor, or

and to maintain the appropriate development of the lands
and to maintain the general intent of the Morris-Turnberry Zoning By-law 45-2014 and the Morris-Turnberry Official Plan and that the Committee has reviewed and is satisfied with the Huron County Planning staff report, dated January 24, 2018 or

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.1.4 **Adjournment:**
Moved by Seconded by
“That the Committee of Adjustment meeting be adjourned and re-enter regular session of council.”

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated
7.2 Consent Applications:

7.2.1 Consent Application for - Lot 18 Concession 6 Turnberry, 40783 Salem Road
Planning report is attached. Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry recommend consent for File # B83/17 with the conditions as noted on the planning report or"
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.2.2 Consent Application for - Part Lot 15 Concession 5, Morris, 41408 Morris Road
Planning report is attached. Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry recommend consent for File # B97/17 with the conditions as noted on the planning report or"
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.2.3 Consent Application for - Pt Lot 32 & 33 Concession C, Turnberry, 88005 McDonald Line
Planning report is attached. Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry recommend consent for File # B92/17 with the conditions as noted on the planning report or"
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated
7.3 Proposed Road Closure

Requesting that the untraveled road allowance be closed, which is adjacent to:
Concession C Lots 32, 33 Turnberry and
Concession 2 Spt Lot 1 Turnberry and
Concession C Wpt Lot 31 Turnberry

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry give consideration to a motion
to commence the process for the closure of the untraveled road allowance between
Brussels Line and C Line Road, adjacent to Lots 31, 32 Concession C Turnberry and Lot 2
Spt Lot 1 Turnberry or
Concession 2 Spt Lot 1 Turnberry or
Concession C Wpt Lot 31 Turnberry or"

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

7.4 Notice of Application Consent for Severance Huron East

1. Part Park Lot 9, Plan 194, Brussels Ward, 786-792 Sports Drive
2. Sever Lot 623 from Lot 624 Plan 196 and Lot K Plan 192, Brussels Ward
3. Sever Lot C from Lot 624 Plan 196 & Lot K Plan 192, Brussels Ward
4. Sever Lot B from Lot 624 Plan 196 & Lot K Plan 192, Brussels Ward

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry receive the four (4) Notice of
Application for Consent for Severance - Huron East and make the following comments:

.

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

8) Public Works

Mike Alcock- Director of Public Works will be in attendance.

1. Operations Report

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry receive the Public Works
Report as submitted on January 30th, 2018 or"

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated
2. Early Tendering Report

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry receive and approve the Early Tendering Report as submitted on January 30th, 2018 and give direction to or"

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

3. Christmas Lights in Belgrave Kinsmen Park

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry receive and approve the Christmas Lights at the Belgrave Kinsmen Park Report as submitted on January 30th, 2018 and give direction to or"

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

9) Business

9.1 Huron County Federation of Agriculture

Politician meeting Friday, February 23, 2108 at the Clinton Legion 10:00 am

Who wishes to attend?

9.2 Requirements of Procedural By-law

Do you wish to add this to the Procedural By-law?

Moved by Seconded by
"That the Council of the Municipality of Morris-Turnberry receive the Requirements of the Procedural By-law Report and give direction to or"

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

9.3 2017 Council Remuneration

A copy of the 2017 Council Remuneration and expenses report is attached for Council’s information.
9.4 Request for a meeting for OPP Services  
A report will be presented at the meeting.

10) Council Reports:  
Jamie Heffer:

Sharen Zinn:

Jim Nelemans:

Dorothy Kelly:

John Smuck:

Mayor Paul Gowing:
2018-01-30 Agenda

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11) By-Laws:

11.1 Demolition Agreement

Moved by __________________________ Seconded by __________________________

"That By-Law No 2 -2018 be adopted as given first, second, third and final readings being a by-law to authorize an agreement for the Demolition of the Residence located at 201 Potter Street, Plan 410 Lot 221, Turnberry, in the Municipality of Morris-Turnberry or

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

11.2 Rintoul Municipal Drain

Moved by __________________________ Seconded by __________________________

"That By-Law No. 3-2018 be adopted as given first, second, third and final readings being a by-law to amend By-Law No. 63-2016 to provide for a greater amount for the Rintoul Municipal Drain – 2016, for the Municipality of Morris-Turnberry."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

11.3 Johnston Municipal Drain

Moved by __________________________ Seconded by __________________________

"That By-Law No. 4-2018 be adopted as given first, second, third and final readings being a by-law to amend By-Law No. 89-2017 to provide for a lesser amount for the Johnston Municipal Drain – 2017, for the Municipality of Morris-Turnberry."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

11.4 Adopt Remuneration Policy

Moved by __________________________ Seconded by __________________________

"That By-Law No 7 -2018 be adopted as given first, second, third and final readings being a by-law to adopt a remuneration policy for the Municipal Councillors and Members of Local Boards, in the Municipality of Morris-Turnberry or

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated
11.5 Establish a Pay Range Grid attached

Moved by [Name] Seconded by [Name]
"That By-Law No 8 -2018 be adopted as given first, second, third and final readings being a by-law to establish the Pay Range Grid for the year 2018, in the Municipality of Morris-Turnberry"

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

12) Other Business:
Items must be added to the agenda to be discussed in ‘Other Business’

13) Additions to the agenda for the next meeting:
1. Is there any business to add to the agenda for the next or any following meeting?

Break

14) Closed Session: Confidential Report -

1. Confidential Building Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential matter effecting an Employee

2. Confidential Report in regards to Identifiable Individuals – namely employees pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential Report is of a nature that effects employees

3. Confidential Report in regard to Identifiable Individuals- pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential Report that effects an identifiable individual

4. Confidential Matter in regards to an employee- pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential matter effecting an Employee
14.1 Enter into Closed Session:
Moved by Seconded by
“That the Council adjourn the Public Session of Council and enter into a Closed to the Public Session for the following matters:

1. Confidential Building Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential matter effecting an Employee

2. Confidential Report in regards to Identifiable Individuals - namely employees
   pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential Report is of a nature that effects employees

3. Confidential Report in regard to Identifiable Individuals - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential Report that effects an identifiable individual

4. Confidential Matter in regards to an employee - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
   A Confidential matter effecting an Employee

Or
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

14.2 Adjourn the Closed Session:
Moved by Seconded by
“That the Council adjourn the Closed to the public session and re-enter regular open session of council.”
Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

14.3 Report to the Public from Closed Session.

14.4 Action from the Closed Session: (if required)
15) **By-law No. 9 -2018 Confirming By-law**

Moved by Seconded by
"That By-law No. 9 - 2018 be passed as given first, second, third and final readings, being a by-law to Confirm the actions of the Municipality of Morris-Turnberry for the Meeting January 30th, 2018."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

16) **Adjournment:**

Moved by Seconded by
"That the meeting be adjourned at pm. and this is deemed to be a hour meeting."

Any discussion
Is everyone in Favour or Opposed
Disposition Carried or Defeated

**Next Meetings:**
1. Regular Council Meeting Tuesday February 6, 2018 7:30 pm
2. Regular Council Meeting Tuesday February 20, 2018 7:30 pm
3. Public Meeting to Consider the 2018 Budget and Belgrave Water Rates Tuesday March 20, 2018 7:30 pm
Minutes of the Meeting

1) **Call to order:** The meeting was called to order by Mayor Paul Gowing at 7:30 pm with all members in attendance. Mayor Gowing welcomed the press.

   **Council in Attendance:**
   - Paul Gowing
   - Jamie Heffer
   - Dorothy Kelly
   - Jim Nelemans
   - John Smuck
   - Sharen Zinn

   **Staff in Attendance:**
   - Nancy Michie Administrator Clerk - Treasurer
   - Kirk Livingston Chief Building Official
   - Mike Alcock Director of Public Works

   **Others in Attendance:**
   - 1. Jackie Riggs Wingham Advance Times
   - 2. Denny Scott North Huron Citizen

2) **Agenda:**
   An Addendum from the Clerk was added to the agenda for consideration as the items were of a time sensitive nature.

   **Adoption of Agenda:**
   **Motion: 1-2018** Moved by Dorothy Kelly Seconded by Sharen Zinn
   "That the agenda for the meeting of January 9th, 2018 be adopted as amended."
   **Disposition** Carried

3) **Declaration of Pecuniary Interest:**
   No member declared a pecuniary interest, at this time.
4) **Minutes:**

**Motion: 2-2018** Moved by Jim Nelemans Seconded by Jamie Heffer

"That the minutes of the December 19th, 2017 Council Meeting, be adopted as circulated."

Disposition Carried

5) **Business from the Minutes**

There was no business from the minutes to be discussed.

6) **Accounts**

6.1 **Account List:**

**Motion: 3-2018** Moved by John Smuck Seconded by Sharen Zinn

"That the 2018 Accounts dated January 9th, 2018 be approved for payment in the amount of $58,412.05; and the 2017 Accounts Payable dated January 9th, 2018 be approved for payment in the amount of $285,459.18."

Disposition Carried

6.2 **Pay Report**

**Motion: 4-2018** Moved by Jim Nelemans Seconded by Sharen Zinn

"That the Council of the Municipality of Morris-Turnberry accept the pay reports, dated December 27th, 2017."

Disposition Carried.

7) **Business:**

7.1 **Resolutions**

**Motion: 5-2018** Moved by John Smuck Seconded by Dorothy Kelly

"That the Council of the Municipality of Morris-Turnberry file the following resolution:

Town of Amherstburg - Provincial flood Insurance Program."

Disposition Carried
7.2 Notice of Public Meeting
Township of North Huron Draft Plan of Subdivision and Zoning By-law Amendment
Kirk Livingston reviewed the By-law Amendment and had no objection.
Jamie Heffer will attend the meeting.

Motion: 6-2018  Moved by Jim Nelemans    Seconded by John Smuck
"That the Council of the Municipality of Morris-Turnberry has no objections to the File
No. 40T17002, Draft Plan of Subdivision and Zoning By-law Amendment, for the
Township of North Huron, as submitted January 9, 2018."
Disposition      Carried

7.3 2018 AMO Membership

Motion: 7-2018  Moved by Sharen Zinn    Seconded by Dorothy Kelly
"That the Council of the Municipality of Morris-Turnberry approve the 2018 AMO
Membership in the amount of $1,735.”
Disposition      Carried

7.4 Amendments required to the Procedural By-law
A report was presented and reviewed in respect to the changes required pursuant to
Bill 68.

Motion: 8-2018  Moved by Sharen Zinn    Seconded by Dorothy Kelly
"That the Council of the Municipality of Morris-Turnberry authorize that the draft
Procedural By-law be deferred until February 6, 2018, for further information on items
that were questioned by Council."
Disposition      Carried

7.5 Presentation at ROMA re: Tenanted Farmland
Presentation will be held:
Ministry of Finance   Monday January 22, 2018 @ 2:35 – 2:50 pm - Danforth Room  4th
Floor Sheraton Centre
MPAC - Monday January 22, 2018  time and place tbd

Attendees for the MPAC and Ministry of Finance Presentation:
Mayor Paul Gowing
Deputy Mayor Jamie Heffer
Councillors- Dorothy Kelly, Sharen Zinn
MTE- Peter Frise
Administrator Clerk-Treasurer – Nancy Michie

Mayor Gowing advised that a Huron County Staff report will be discussed at the Huron
County Council January 10,2018, in regards to support on the presentation.
7.6 Dates for 2018 Regular Council Meetings
The Council reviewed the report.

Motion: 9-2018 Moved by John Smuck Seconded by Jamie Heffer
“That the Council of the Municipality of Morris-Turnberry approve the 2018 Council meeting list as submitted on January 9, 2018.”
Disposition Carried

7.7 OGRA Conference:
Mayor Paul Gowing and Mike Alcock-Director of Public Works will be attending.

Motion: 10-2018 Moved by Jim Nelemans Seconded by John Smuck
“That the Council of the Municipality of Morris-Turnberry approve the following to attend the OGRA 2018 conference: Mayor Paul Gowing and Mike Alcock-Director of Public Works.”
Disposition Carried

7.8 Meetings to attend:
1. Economic Development Meeting Monday January 15, 2018
   Airport Feasibility Study
2. New Year’s Levee January 25, 2018 7 pm - The Council advised that if anyone attends this levy, it is on a voluntary basis.

Motion: 11-2018 Moved by Dorothy Kelly Seconded by Sharen Zinn
“That the Council of the Municipality of Morris-Turnberry approve the following to attend:
Economic Development Meeting: Mayor Paul Gowing, Dorothy Kelly, Jim Nelemans, John Smuck, Sharen Zinn.”
Disposition Carried

7.9 Agenda items for January 30, 2018
The Council reviewed the report, for Council’s information for the January 30, 2018 meeting.

8) Council Reports:
Jamie Heffer:
He had a good Christmas. He had no meetings.

Sharen Zinn:
She enjoyed family time over Christmas. She had no meetings.

Jim Nelemans: No report.
Dorothy Kelly: She had nothing to report. She had no meetings. A policy was done for ammonia leaks for BMG.

John Smuck: No report.

Mayor Paul Gowing: The County did a draft budget with a 5% increase. The MVCA draft budget will see a 10% increase for Morris-Turnberry due to Morris-Turnberry’s increase in assessment. He attended the Public Works Budget meeting on December 12th.

10) Items for Information
1. PC Caucus Reception at ROMA – January 22, 6:00-8:00 pm, Civic North Ballroom
2. Ministry of Municipal Affairs – Update on Bill 59
3. OMB Review – Passing of Bill 139
4. MPAC – New President and CAO
5. Thank you – Bill and Jackie – Garniss Brothers
6. County of Huron – Vacancy Rebate and Reduction Programs
7. Source Protection Programs – Proposed amendments under Clean Water Act
8. In the Trenches Newsletter

11) Minutes
1. Saugeen Valley Conservation Authority
2. Maitland Valley Conservation Authority

12) Other Business:
1. There was no other business to present.

13) Additions to the agenda for the next meeting:
1. There was no other business to add to the agenda for the next or any following meeting.

9) Building Report
Kirk Livingston – Chief Building Official

9.1 Ontario Building Codes Updates
Kirk Livingston presented a report on the Ontario Building Codes Updates.

Motion: 12-2018 Moved by Jim Nelemans Seconded by Dorothy Kelly
“That the Council of the Municipality of Morris-Turnberry receive the Ontario Building Codes Updates Report for information purposes.”
Disposition Carried
Break: The Council took a short break at 8:50 pm and returned at 9:00 pm.

Jacquie Riggs and Denny Scott left the meeting at 8:50 pm.

Kirk Livingston and Mike Alcock stayed for the Closed Session.

14) Closed Session:
Confidential Report -

1. Confidential Building Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
2. Confidential Employee Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
3. Confidential Report in regard to Identifiable Individuals - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
4. Confidential Report in regards to Identifiable Individuals - namely employees pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
5. Confidential Matter in regards to an employee - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
6. Confidential Presentation from MTE for the presentation at the ROMA Conference - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

14.1 Enter into Closed Session: 9:00 pm

Motion: 13-2018 Moved by Jamie Heffer Seconded by Sharen Zinn
"That the Council adjourn the Public Session of Council and enter into a Closed to the Public Session for the following matters:
1. Confidential Building Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
2. Confidential Employee Report - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
3. Confidential Report in regard to Identifiable Individuals - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
4. Confidential Report in regards to Identifiable Individuals - namely employees pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
5. Confidential Matter in regards to an employee - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;
6. Confidential Presentation from MTE for the presentation at the ROMA Conference - pursuant to Section 239 (2) (b) personal matters about an identifiable individual;

Disposition Carried

14.2 Adjourn the Closed Session: 10:27 pm

Motion: 14-2018 Moved by Jamie Heffer Seconded by Sharen Zinn
"That the Council adjourn the Closed to the public session and re-enter regular open session of council."

Disposition Carried
14.3 **Report to the Public from Closed Session.**
The Council discussed four matters concerning Identifiable Individuals concerning personal matters: Confidential Building Report; Confidential Employee Report; Confidential Report in regards to Identifiable Individuals; Confidential presentation from MTE for the presentation at the ROMA. Two matters concerning Confidential Report in regards to Identifiable Individuals — namely employees; Confidential Matter in regards to an employee were deferred to the January 30, 2018 meeting.

15) **By-law No. 1-2018 Confirming By-law**

**Motion: 15-2018** Moved by Dorothy Kelly Seconded by John Smuck
"That By-law No. 1-2018 be passed as given first, second, third and final readings, being a by-law to Confirm the actions of the Municipality of Morris-Turnberry for the Meeting January 9th, 2018."
Disposition Carried

16) **Adjournment:**

**Motion: 16-2018** Moved by Sharen Zinn Seconded by Jamie Heffer
"That the meeting be adjourned at 10:30 pm. and this is deemed to be a 2 - 4 hour meeting."
Disposition Carried

__________________________
Mayor, Paul Gowing

__________________________
Clerk, Nancy Michie
Account List January 9 2018

Morris Turnberry
Account List for
January 9 2018

General
- HuronTel Internet/Website 156.90
- Telizon Long Distance Phone 89.27
- CJ Office Solutions Inc. Office Supplies 462.64
- Municipal Finance Officers' Association of Ont 2018 Membership 282.50
- AMCTO 2018 Membership 439.57
- Association of Municipalities of Ontario 2018 Membership 1,735.22
- Municipal Employer Pension Centre of Ont 2018 Municipal Contribution 77.12
- Ausable Bayfield Conservation Authority Source Water Protection 8,038.94
- Jardine Lloyd Thompson Canada Insurance 15,573.07

General Total 26,855.23

Building Department

Belgrave Park

Belgrave Park Total

Drainage
- Land Improvement Contractors of Ontario 2018 Membership 146.90
- Land Improvement Contractors of Ontario Convention Registration 214.60

Drainage Total 361.50

Belgrave Water
- Allstream Belgrave Water

Water Total 49.18

Landfill

Landfill Total

Roads
- Jardine Lloyd Thompson Canada Insurance 31,146.14

Roads Total 31,146.14

Account Total 58,412.05

Approved By Council:
January 9 2018

Mayor - Paul Gowing
Treasurer- Nancy Michie
## General

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<td>Long Distance Phone</td>
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<td>Property Sale Expense</td>
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<td>Christmas Party</td>
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## Payroll

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## Council Payroll Reconciliation

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## Building Department

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## Belgrave Park

<table>
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## Drainage

<table>
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<tbody>
<tr>
<td>Hopper Pump</td>
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<td>Thompson Lamont Municipal Drain</td>
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## Belgrave Water

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<td>Capital Repairs Deposit</td>
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## Water Total | 15,691.81 |

## Landfill

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## Landfill Total | 21,783.54 |
# Account List January 9 2018 - 2017 Payables

**Roads**

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<td>Chainsaw Supplies</td>
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<td>Courier</td>
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<td>Morris Shop Repair</td>
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<td>Parts for 09-02, 13-03 &amp; 17-01 Graders, Hydraulic Oil</td>
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<td>Parts for 08-11 Backhoe</td>
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<td>Parts for 06-04 Grader</td>
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<td>Grader Blades</td>
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<td>Repair for 16-05 Tandem &amp; Haul Stumps</td>
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<td>Tree Cutting</td>
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<td>Tumberry Shop Water</td>
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**Payroll**

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<td>27,037.28</td>
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<tr>
<td>Expenses</td>
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**Roads Total**  56,132.84

**Account Total**  285,459.18

**Approved By Council:**

Mayor - Paul Gowing
Treasurer - Nancy Michie

January 9 2018
1) **Call to order:** Mayor Paul Gowing called the special budget meeting to order at 7:00 pm on Thursday January 18, 2018. All members were in attendance.

**Council in Attendance:**
- Paul Gowing, Mayor
- Jamie Heffer, Councillor
- Dorothy Kelly, Councillor
- Jim Nelemans, Councillor
- John Smuck, Councillor
- Sharen Zinn, Councillor

**Staff in Attendance:**
- Nancy Michie, Administrator Clerk-Treasurer
- Mike Alcock, Director of Public Works
- Kirk Livingston, Chief Building Official

**Others in attendance:**
- Denny Scott, Citizen Newspaper, Blyth, ON

2) **Purpose:** Special meeting authorized by Motion No. 653-2017 to authorize a special budget meeting

3) **Agenda**
**Motion:** 17 -2018 Moved by Jim Nelemans Seconded by Jamie Heffer
"That the agenda for the meeting of January 18th, 2018 be adopted as circulated."
**Disposition** Carried
4) Budget Review:
The following draft budgets were reviewed:

1. Building Budget - Kirk Livingston
2. Roads Budget - Mike Alcock
3. Landfill Budget - Mike Alcock
4. Belgrave Water - Mike Alcock
5. Parks and Cemeteries - Mike Alcock
6. Reserve Report for the year end - 2017 - Nancy Michie

7. Direction from Council:
The Council hereby directs that the tax levy increase for 2018 be limited to 1.5%-2%.

5) Next budget meeting:

Motion: 18-2018
Moved by Dorothy Kelly
Seconded by Jim Nelemans
"That the Council hold the next budget meeting on Monday January 29, 2018 at 7 pm"
Disposition Carried.

The date set for the Public Meeting for the 2018 Budget will be March 20th, 2018

6) Adjournment:

Motion: 19-2018
Moved by Jamie Heffer
Seconded by John Smuck
"That the meeting be adjourned at 9:20 pm. and this is deemed to be a 2 - 4 hour meeting."
Disposition Carried

_____________________________________________________
Mayor, Paul Gowing

_____________________________________________________
Clerk, Nancy Michie
## Morris Turnberry

### Account List January 30 2018 - 2017 Payables

#### General
- **Hydro One**: Morris Office 298.37
- **Hydro One**: Streetlights 1,009.60
- **The Citizen**: Advertisements 517.43
- **Wingham Advance Times**: Advertisements 838.01
- **CIBC VISA**: Hotel Room 196.62
- **Krantz Law Professional Corporation**: Legal 940.00
- **Murray Keith**: Title Searches 108.10
- **County of Huron**: Planning Fees - July to December 8,211.00
- **BM Ross**: Planning 2,514.56
- **Municipal World**: Subscription 36.23
- **Paul Cook Electric**: Morris Office Light Repair 107.92
- **Ideal Supply**: Christmas Party 11.93
- **Minister of Finance**: Policing - November 38,335.00
- **Township of North Huron**: 2017 Cemetery Grant 16,686.72

#### Building Department
- **Robert Willard**: Building Permit Overpayment 480.00

#### Belgrave Park
- **Hydro One**: Kinsmen Park 34.26

#### Drainage
- **Hydro One**: Hopper Pump
- **GM BluePlan**: Garniss Municipal Drain 4,558.70
- **GM BluePlan**: Wayne Fear Municipal Drain 3,564.64
- **GM BluePlan**: Workman Municipal Drain 2,342.94
- **GM BluePlan**: Ellison Municipal Drain 4,681.50
- **Maitland Valley Conservatin Authority**: Henderson Municipal Drain 189.00
- **Dietrich Engineering Limited**: Drainage Superintendent Services 14,239.00

#### Belgrave Water
- **Hydro One**: Belgrave Water 1,310.27
- **Hydro One**: Humphrey Well 239.15
- **Solid Ground Landscaping**: Snow Removal 395.50

#### Landfill
- **Hydro One**: Morris Landfill 440.39
- **John McKercher Construction Ltd.**: Morris Landfill 904.00
- **Radar Auto Parts**: Morris Landfill 202.02
- **BM Ross**: Turnberry Landfill 714.38
- **RJ Burnside**: Morris Landfill 3,248.12

---

General Total 71,988.94

Building Total 480.00

Belgrave Park Total 34.26

Drainage Total 29,565.78

Water Total 1,944.92

Landfill Total 5,508.91
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<td>Schmidt’s Power Equipment</td>
<td>Chainsaw</td>
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| Roads Total                                     | 76,119.32                   |
| Account Total                                   | 185,642.13                  |

Approved By Council: January 30 2018

Mayor - Paul Gowing  Treasurer- Nancy Michie
Morris Turnberry  
Account List January 30 2018

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<tr>
<th>General</th>
<th>Morris Turnberry</th>
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<td>Bell Canada</td>
<td>Turnberry Shop - Emergency Lines</td>
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<td>Office Cleaning</td>
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<td>Satellite Programming</td>
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<td>CJ Johnston Office Solutions Inc.</td>
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<td>Expenses</td>
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<tr>
<td>Kincardine Cable TV</td>
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<td>Water Total</td>
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<tr>
<td>Toromont Cat</td>
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<td>Bluewater Recycling Association</td>
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### Roads

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<td>Union Gas</td>
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<td>Office Cleaning</td>
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<td>Purolestor</td>
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<td>Courier</td>
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<td>Security Monitoring Service</td>
<td>37.33</td>
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<td>Comco Fasteners Inc.</td>
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<td>Shop Supplies</td>
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<td>Schmidt's Power Equipment</td>
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<td>Chainsaw Supplies</td>
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<td>Centra Door North Company Ltd.</td>
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<td>Morris Shop Repair</td>
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<td>Valley Blades Limited</td>
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<td>Viking Cives Ltd.</td>
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### Payroll

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**Roads Total** 58,203.31

**Account Total** 130,658.29

---

Approved By Council: January 30 2018

Mayor - Paul Gowing  
Treasurer - Nancy Michie
Municipality of Morris-Turnberry Committee of Adjustment

Notice of Public Meeting Concerning A Proposed Minor Variance
Planning Act  RSO 1990  c.  P. 13,  s. 45 (5)

TAKE NOTICE that the Committee of Adjustment for the Municipality of Morris-Turnberry will hold a public meeting on:

TUESDAY  January 30th, 2018  at 7:30 pm

at the Municipality of Morris-Turnberry Municipal Council Chambers, 41342 Morris Road, to consider a proposed minor variance under Section 45 (2) of the Planning Act RSO 1990, as described below and shown on the attached map.

Applicant: John Eelman
Owner: Sean Bechtel
         Erica Bechtel

LOCATION OF PROPERTY: 85822 London Road
                        Concession 3 Pt Npt Lot 1 as RP 22R718 Part 2
                        Morris

PURPOSE AND EFFECT:
This application proposes to reduce the required front and side yard setback to allow for construction of an attached garage.

EXISTING ZONING BY-LAW PROVISIONS:
This property is zoned AG 4 Agricultural Small Holding.

PROPOSED MINOR VARIANCE:
The specific requested variance is:
1. to vary Section 7.4.4 of the Morris-Turnberry Zoning By-law to reduce the required front yard setback to 6.4 meters and
2. to vary Section 7.4.5 to reduce the required side yard setback to 1.4 meters.

PUBLIC HEARING- You are entitled to attend this public hearing in person to express your views about this application or you may be represented by counsel for that purpose. If you are aware of any person interested in or affected by this application who has not received a copy of this notice, you are requested to inform that person of this hearing. If you wish to make written comments on this application, they may be forwarded to the secretary-treasurer of the committee at the address shown below, prior to the hearing.
FAILURE TO ATTEND- If you do not attend at the hearing, it may proceed in your absence and, except as otherwise provided in the Planning Act, you will not be entitled to any further notice in the proceedings.

NOTICE OF DECISION- If you wish to be notified of the decision of the Committee of Adjustment in respect to this application, you must submit a written request to the committee of Adjustment. This will also entitle you to be advised of a possible Ontario Municipal Board hearing in the event the decision on this application is appealed.

ADDITIONAL INFORMATION relating to the proposed minor variance is available for inspection between 9:00 a.m. and 5:00 p.m. at the Municipal Office.

Dated at the Municipality of Morris-Turnberry this 9th day of January, 2018.

Nancy Michie, Secretary-Treasurer
Municipality of Morris-Turnberry
Attn: Committee of Adjustment
41342 Morris Rd,
PO Box 310, Brussels, ON N0G 1H0
Telephone: 519-887-6137 Ext 21
Email: nmichie@morristurnberry.ca
To: Municipality of Morris-Turnberry  
From: Jennifer Burns, Planner  
Date: January 24, 2018  

Re: Bechtel/Eelman Minor Variance  
Concession 3, North Part Lot 1 (85822 London Rd), Morris.  
Owner: Sean & Erica Bechtel  
Applicant: John Eelman  

RECOMMENDATION  
It is recommended that the Eelman/Betchel minor variance application be approved subject to the following conditions:  
1. Construction must commence within 18 months of the date of the Committee’s decision.  
2. Build the garage as per the most recently submitted elevation drawings.  
3. The new garage be located in the footprint outlined on the sketch that was submitted with the application.  

PURPOSE AND DESCRIPTION  
This application proposes to reduce the required front and side yard setback to allow for the construction of an attached garage. The specific variance requested is:  
1. To vary Section 7.4.4 to reduce the required front yard setback to 6.4 m and;  
2. To vary Section 7.4.5 to reduce the required side yard setback to 1.4m  

COMMENTS RECEIVED  
Comments were received from County and Municipal Public Works, the Chief Building Official and the Fire Chief. No concerns were raised from any staff or agency reviewers.  

There were no comments received from the public regarding this application.  

REVIEW  
The subject property is designated Agriculture on Schedule D of the Morris-Turnberry Official Plan and zoned Agricultural Small Holding (AG4) in the Morris-Turnberry Zoning By-law (Key Map Morris-Northwest). The subject property currently contains a 101.1m² (1088 ft²) house and a 6m² (64 ft²) shed. This application is proposing to construct a 90m² (968ft²) attached garage accessory to the existing dwelling. See Figures 1-3 for an air photo and photographs of the subject property.
Figure 1. Subject Parcel – Air Photo (subject property outlined in red)

Figure 2. Site Sketch
Figure 3. Elevations
This application for variance proposes to reduce the required front and side yard setback to allow for the construction of an attached garage. The variance is requested by the applicant as the location of the existing house does not allow suitable space for the construction of a garage without relief from the Morris-Turnberry Zoning By-law.

Minor variances are required to satisfy four tests under the Planning Act before they can be approved. To be approved the requested variance must be:

1) minor,
2) desirable for the appropriate development or use of the land, building or structure,
3) maintain the general intent and purpose of the zoning by-law, and
4) maintain the general intent of the official plan.

Due to the design, size and location of the existing parcel and residence there is minimal space to construct a garage. The applicants have designed the garage to follow the same front yard setback as the neighbour to the west. At the time of writing this report, no concerns have been raised by neighbours. There are no anticipated adverse impacts to the neighbours and this application is desirable for the appropriate use of the subject property.

This application proposes to meet the remainder of the AG4 zone provisions and does not vary any of the other requirements. The applicants sketch and application material demonstrates that the proposed garage will be built in compliance with the remainder of the Morris-Turnberry Zoning By-law.

The following comments were received from agency and staff reviewers:

- Fire (Marty Bedard): No issues at this time with fire.
- Building (Kirk Livingston) (including planning comments): Will require a minor variance for front yard (20 meter setback) and side yard (5 meter setback). I have no concerns providing grade height and slope don’t change at the side of the garage to direct water onto neighboring property.
- Public Works (Mike Alcock): From a Public Works perspective, we have no objection to the proposal. This is however on a County Road, so they may want to comment. I would be in favour of getting a legal survey for this. With only 6’ left to the South Property Line, if the sketch is inaccurate, there could be future problems. Also web GIS is out a long way, further than expected with regard to property lines.
- County Highways (Imran Khalid): It appears to me that he is just proposing a new garage, which we have no concerns with. The drawing doesn’t indicate if he is proposing any changes to the entrance. If he is planning any changes at all (i.e. move the entrance, widen it, pave it etc.), he would need to meet with our foreman on site who will fill out a New Entrance / Minor Variance form to document any changes to the entrance. There is a fee associated with any changes to an entrance, in this case it would be $100 plus $1200 refundable deposit.

The above comments were provided to the applicant. A legal survey was obtained and the sketch provided in the application reflects the information from the survey. The applicant is not proposing to construct a new entrance and will continue to use the existing entrance. There are no outstanding concerns from comments received from agency and staff reviewers.

As the use of the subject property will remain the same, the application meets the remainder of the provisions in the Morris-Turnberry Zoning By-law and the property continues to be zoned Agricultural Small Holding (AG4), the variances will maintain the intent of the Official Plan, Zoning By-law and PPS.

It is recommended that the requested variances be approved with a condition that construction commence within 18 months of the Committee’s decision.
Please note this report is prepared without the benefit of input from the public as may be obtained through the hearing. The Committee should carefully consider any comments and/or concerns expressed at the hearing prior to making their decision on this application.

Sincerely,

[Signature]

Jennifer Burns
Planner
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: December 4, 2017

TO:
- Owner/Applicant – Bernhard Martens / Robert Moffat
- Clerk- Municipality of Morris-Turnberry
- Huron County Health Unit
- Maitland Valley Conservation Authority
- Jenn Burns, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Morris-Turnberry
Owner: Bernhard Martens
Lot: Lot 18, Conc. 6, Turnberry, 40743 Salem Road
Applicant: Robert Moffat

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot under the surplus farm residence policies. The land to be severed is approximately 3.5 acres (1.4 ha) and contain a house, shed, barn and silo. The vacant agricultural land to be retained is approximately 63.5 acres (25.7 ha).

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by December 18, 2017 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following by e-mail address ssmith@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Mrs. Senga Smith, Land Division Secretary, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:
Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2

Alternatively, you may review the application at the local municipal office.

"Planning with the community for a healthy, viable and sustainable future."
Consent Application Report – File B83/17

Owner: Bernhard W. Martens  
Applicant: Robert Moffat  
Date: January 23rd, 2018

Property Address: 40743 Salem Rd.  
Property Description: Lot 18, Concession 6, Turnberry

<table>
<thead>
<tr>
<th>Recommendation</th>
</tr>
</thead>
</table>
| ✓ recommended for approval with the attached conditions (and any additional municipal conditions)  
| deferred to allow the applicant to provide additional information  
| ✓ recommended for denial (referred to the County Committee of the Whole Day 1 for a decision)  

<table>
<thead>
<tr>
<th>Purpose</th>
</tr>
</thead>
</table>
| ✓ enlarge abutting lot  
| create new lot  
| ✓ surplus farm dwelling  
| ✓ right-of-way / easement  
| ✓ other:  

| Area Severed:  
1.4 hectares (3.5 acres +/-) | Official Plan Designation: Agriculture, Natural Environment  
|----------------|  
| Area Retained:  
25.7 hectares (63.5 acres +/-) | Zoning: General Agriculture (AG1), Natural Environment—Full Protection (NE1), Natural Environment—Limited Protection (NE2)  

<table>
<thead>
<tr>
<th>Review</th>
</tr>
</thead>
</table>
| ✓ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);  
| ✓ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);  
| ✓ Conforms with section 51(24) of the Planning Act;  
| ✓ Conforms with the Huron County Official Plan;  
| ✓ Conforms with the Morris Turnberry Official Plan (S.3.4 (9))  
| ✓ Complies with the Morris Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance); and  
| ✓ Has no unresolved objections/concerns raised (to date) from agencies or the public. (Applications that are unable to meet all of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision)  

<table>
<thead>
<tr>
<th>Agency Comments:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Huron County Health Unit</td>
</tr>
</tbody>
</table>
| ✓ | Confirmation from licensed contractor that tank is pumped and functioning.  

<table>
<thead>
<tr>
<th>Municipal Staff</th>
</tr>
</thead>
</table>
| ✓ | 1. That the severed parcel be zoned to AG 4.  
| ✓ | 2. That an entrance be installed for the retained lands, prior to finalizing the consent.  
| ✓ | 3. That a fee of $300.00 be paid, cash in lieu of parkland.  
| ✓ | 4. That a Drainage agreement be entered into by the parties and a fee of $200.00 be paid.  

Subject Property: blue = retained parcel; red = severed parcel

Severed Parcel: red = severed parcel
Recommended Conditions

Note: The list below may not contain all Municipal conditions and should be reviewed by Morris-Turnbery Council.

Expiry Period

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

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. The sum of $300 be paid to the Municipality as cash-in-lieu of parkland.
4. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality.

Survey/Reference Plan

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

Zoning

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

Storm Water and Drainage

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

Septic System Inspection

8. A letter from a licensed contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land be provided to the satisfaction of the Huron County Health Unit and the Municipality.

Other

9. If a new entrance for the retained lands is required, that an access/entrance permit be obtained to the satisfaction of the Municipality.

Note

The applicant is hereby advised that the severed parcel will be automatically rezoned to recognize the residential parcel (e.g. AG4-Special) and the retained farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2-Special) in the Municipal Zoning By-law.

Sincerely,

[Signature]

Jennifer Burns
Planner
TO: PLANNING & DEVELOPMENT DEPT.

FILE: B 83/17

Owner/Applicant:
Bernhard Martens

Agent: Robert Moffat

Lot 18 Con 6
Turnberry, Municipality of Morris-Turnberry

57 NAPIER STREET,

GODERICH ON N7A 1W2

<table>
<thead>
<tr>
<th>MUNICIPAL CONTROLS</th>
<th>YES or NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this transaction in conformity with your Official Plan?</td>
<td>Yes</td>
</tr>
<tr>
<td>Have you a Restricted Area (Zoning) By-law in effect under the Act?</td>
<td>Yes</td>
</tr>
<tr>
<td>If so, is this transaction in conformity with it?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADDITIONAL INFORMATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Which of these services will be available and are connected to this land?</td>
<td></td>
</tr>
<tr>
<td>municipal water</td>
<td>No</td>
</tr>
<tr>
<td>sanitary sewers</td>
<td>No</td>
</tr>
<tr>
<td>Electricity &amp; garbage collection</td>
<td>Yes</td>
</tr>
<tr>
<td>911 Addressing</td>
<td>Yes</td>
</tr>
<tr>
<td>If municipal water and septic sewers are available, but not connected, please note.</td>
<td>N/A</td>
</tr>
<tr>
<td>Do the lots have direct access to a public road which is open and maintained by the municipality?</td>
<td>Yes</td>
</tr>
<tr>
<td>Are the lots concerned subject to assessment under The Drainage Act?</td>
<td>No</td>
</tr>
<tr>
<td>Does Council wish to impose Section 65 of the Drainage Act by the appointment of an engineer [65(1)] or by mutual agreement [65(6)]?</td>
<td>No</td>
</tr>
<tr>
<td>What is the surrounding land presently used for?</td>
<td>agricultural</td>
</tr>
<tr>
<td>to the north</td>
<td></td>
</tr>
<tr>
<td>to the south</td>
<td></td>
</tr>
<tr>
<td>to the east</td>
<td></td>
</tr>
<tr>
<td>to the west</td>
<td></td>
</tr>
<tr>
<td>If this application results in a new building lot, does Council consider the location to be satisfactory taking into account the rest of the municipality?</td>
<td>N/A</td>
</tr>
<tr>
<td>Does Council foresee any new demands for municipal services as a result of this kind of application?</td>
<td>No</td>
</tr>
<tr>
<td>Does Council intend to provide any new municipal services as a result of this kind of application?</td>
<td>No</td>
</tr>
<tr>
<td>Have the taxes been paid in full on the property subject to this severance?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RECOMMENDATIONS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Does Council wish to recommend that up to 5% of the land be set aside for public purposes under Sec. 42(1) of the Act?</td>
<td>No</td>
</tr>
<tr>
<td>OR, alternatively, does Council wish to seek authorization to accept cash to the value of 5% land under Sec. 42(6) of the Act?</td>
<td>$300.00</td>
</tr>
<tr>
<td>Having regard to the matters noted in the attached letter, does Council recommend consent be given?</td>
<td></td>
</tr>
</tbody>
</table>
Why? The application conforms to Section 3.4 (9) of the Morris-Turnberry Official Plan.

Should consent be granted, what conditions, if any would Council wish to see attached?

1. That the severed parcel be zoned to AG 4.
2. That an entrance be installed for the retained lands, prior to finalizing the consent.
3. That a fee of $300.00 be paid, cash in lieu of parkland.

DATE: December 4th, 2017             SIGNED-Clerk-
MEMORANDUM

TO: Craig Metzger, Planner, County of Huron, via email
CC: Senga Smith, Land Division Secretary, County of Huron, via email
     Robert James Moffat, Applicant, via mail
FROM: Brandi Walter, Environmental Planner/Regulations Officer, MVCA
DATE: December 13, 2017
SUBJECT: Application for Consent: B83/17
          Lot 18, Concession 6, Municipality of Morris-Turnberry, Geographic Township of Turnberry, County of Huron, 40783 Salem Road

Maitland Valley Conservation Authority (MVCA) has reviewed the above-noted application with respect to natural hazards and groundwater resources in accordance with our Memorandum of Understanding with the County of Huron; and in accordance with our delegated responsibility for representing the “Provincial Interest” for natural hazards; and relative to MVCA policies made under Ontario Regulation 164/06 (Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation). Based on our review, we offer the following comments.

It is our understanding the purpose of the application is for the creation of a new lot containing an existing house, shed, barn and silo and is proposed to maintain residential use. The retained land is vacant and will maintain its agricultural use. No new development is proposed on either the retained or severed lands.

Natural Hazards:

The subject property features Provincially Significant Wetland (PSW). See attached map. Wetlands are flood prone lands that generally feature unstable organic soils not suitable for development.

There is no development proposed as part of this application that would be affected by the above-noted hazards.

MVCA Regulated Lands:

Wetlands, plus 120 metres from the boundary of a PSW are MVCA regulated areas, pursuant to Ontario Regulation 164/06 made under the Conservation Authorities Act (R.S.O., 1990, chapter C.27). Subject to the Regulation, development (construction, reconstruction, filling, grading) interference, and alteration within Authority regulated lands requires permission from MVCA, prior to undertaking the work. Please see attached map to review the approximate location of MVCA regulated areas affecting the property.

The existing structures on the subject property are located within 120 metres from a neighbouring PSW. However, there is no development proposed as part of this application. As such, MVCA permission is not required at this time. Should future development be proposed within MVCA’s regulated areas, we must be contacted for review as permission under Ontario Regulation 164/06 may be required.
Recommendation:

MVCA has no objection to application 883/2017. The application is in conformance with Section 3.1, Natural Hazard Policies of the PPS, 2014.

MVCA Fees:

MVCA has not received our $225.00 fee for review of this application. We will invoice the applicant directly.

Thank you for the opportunity to comment at this time. Feel free to contact this office if you have any questions.
Ontario Regulation 164/06
Regulated Features

North Maitland
CON 6 LOT 18
Geographic Township of
Turnberry
Morris-Turnberry
Huron County

Legend
- Provincially Significant Wetland (PSW)
  120 m PSW Buffer

Severed Parcel
Subject Property
Retained Parcel

Map Projection: UTM NAD83 Zone 17

Produced by: Maitland Valley Conservation Authority, Civil/Planning Services under License with Ontario Ministry of Natural Resources.
Copyright (c) Queen’s Printer 1992, 2015

Aerial Photography taken in 2015 by Fugro Geospatial.

This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Maitland Valley Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.

Planning & Regulations - Develop - Alteration - 2017 - General Inquiries
Date: 12/05/2017
Produced by: Patrick Huber-Kidby
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: December 27, 2017

File # B 97/17

TO:

Owner/Applicant – Gary McArter
Clerk- Municipality of Morris-Turnberry
Planning Assistant-Municipality of Morris-Turnberry
Huron County Public Works
Huron County Health Unit
Jenn Burns, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Morris-Turnberry
Lot: Part Lot 15, Concession 5, Morris, 41408 Morris Road
Owner/Applicant: Gary McArter

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. The vacant land to be severed is approximately 1 acre (0.4 ha). The agricultural land to be retained is approximately 97.64 acres (39.5 ha) and contains a house and two sheds.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by January 10, 2018 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following e-mail address ssmith@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Mrs. Senga Smith, Land Division Secretary, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at: Huron County Planning & Development Department 57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2

Alternatively, you may review the application at the local municipal office.

"Planning with the community for a healthy, viable and sustainable future."
Consent Application Report – File B97/17

<table>
<thead>
<tr>
<th>Owner: Gary McArter/Kim McArter</th>
<th>Date: January 24th, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant: Gary McArter</td>
<td></td>
</tr>
<tr>
<td>Property Address: 41408 Morris Rd.</td>
<td></td>
</tr>
<tr>
<td>Property Description: Part Lot 15, Concession 5, Morris</td>
<td></td>
</tr>
</tbody>
</table>

Recommendation: That provisional consent be:
- recommended for approval with the attached conditions (and any additional municipal conditions)
- deferred to allow the applicant to provide additional information
- recommended for denial (referred to the County Committee of the Whole Day 1 for a decision)

Purpose:
- enlarge abutting lot
- create new lot
- surplus farm dwelling
- right-of-way / easement
- other:

<table>
<thead>
<tr>
<th>Area Severed: 1 acre +/-</th>
<th>Official Plan Designation: Agriculture, Non-Prime Agriculture, Natural Environment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area Retained: 97.64 acres +/-</td>
<td>Zoning: General Agriculture (AG1), Natural Environment-Full Protection (NE1), Natural Environment-Limited Protection (NE2)</td>
</tr>
</tbody>
</table>

Review: This application:
- is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- conforms with section 51(24) of the Planning Act;
- conforms with the Huron County Official Plan;
- conforms with the Morris Turnberry Official Plan (S.3.4 (9));
- complies with the Morris Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance); and
- has no unresolved objections/concerns raised (to date) from agencies or the public.

Applications that are unable to meet all of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision.

Agency Comments:

<table>
<thead>
<tr>
<th>Agency Comments:</th>
<th>Not Received</th>
<th>No Objections</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Huron County Health Unit</td>
<td>✓</td>
<td>✓</td>
<td>No concerns</td>
</tr>
<tr>
<td>Municipal Staff</td>
<td>✓</td>
<td>✓</td>
<td>1. That the severed parcel be zoned to AG-4. 2. That an entrance be installed for the severed lands, prior to finalizing the consent. 3. That a fee of $300.00 be paid, cash in lieu of parkland.</td>
</tr>
</tbody>
</table>
Subject Property:  blue = retained parcel; red = severed parcel

Severed Parcel: *the MPAC parcel fabric is too inaccurate to show the proposed lot lines. See sketch below.
Sketch:

[Diagram showing property layout with labels and annotations, including 'Bridge', 'R. 1350', 'Morris Rd', 'Clyde Rd', 'shed', 'TO BE SEVERED', 'TO BE RETAINED']
Standing on Clyde Line looking west at the subject property

Standing on Morris Road looking west. Proposed lot to the north.

Additional Comments:
- This application proposes to sever a parcel of land for a residence from the corner of an existing agricultural field. The parcel to be severed was previously a separately titled property for the use of a school house. The applicant is proposing to sever the previously separate school house parcel along the same historical lot lines (see sketch above).

- The school house property was sold to the McArter family in 1966. When the property was purchased by the McArters, it was put in to the same name as the farm, resulting in the farm and the school property to merge on title. The former school property is proposed to be used as a separate residential lot to be used for a dwelling in the future.

- The proposed severed parcel is approximately 1 acre in size and contains the old school house foundation. The proposed retained parcel is approximately 26 hectares (98 acres),
comprised of a residence, two sheds, workable agricultural land and natural environment features.

- The *Provincial Policy Statement, 2014* (PPS) section 2.3.4.3 prohibits the creation of new residential lots in prime agricultural areas unless for a surplus farmhouse severance as a result of farm consolidation. Therefore, this application is not consistent with the PPS, as required by the Planning Act.

- The Huron County Official Plan (OP) and the Morris Turnberry OP prohibit the creation of residential lots in prime agricultural areas, except for surplus farmhouse severances. This application does not conform to either the Huron County or the Morris Turnberry OP.

- Morris-Turnberry staff have no objections to the proposed consent, however have provided the following comments:

  Why? The application will sever a lot which was formerly a school lot and cannot be used for agriculture.

  1. That the severed parcel be zoned to AG 4.
  2. That an entrance be installed for the severed lands, prior to finalizing the consent.
  3. That a fee of $300.00 be paid, cash in lieu of parkland.

The Director of Public Works advised that a safe entrance to the severed could be constructed 250-300’ to the rear of the front lot line. The applicant will be required to take out an entrance permit if the application is approved.

These comments have been addressed by way of condition. If the application is approved, the applicant will be required to rezone the property appropriately.

The Huron County Health Unit (HCHU) has commented on the application and they do not have any concerns. The applicant will be required to apply for a septic permit at the time of construction.

- In light of the above comments, the proposed consent is recommended for denial. If Council chooses to recommend approval of the application, the following conditions are provided for consideration.
Recommended Conditions

Note: The list below may not contain all Municipal conditions and should be reviewed by Morris-Turnberry Council.

Expire Period

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

Municipal Requirements

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

3. The sum of $300 be paid to the Municipality as cash-in-lieu of parkland.

4. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality.

Survey/Reference Plan

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

Zoning

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

7. Severed land be rezoned to the appropriate zone (eg. AG-4) to the satisfaction of the Municipality.

Other

8. An access/entrance permit for the severed property be obtained to the satisfaction of the Municipality.

Sincerely,

Jennifer Burns, Planner
TO: PLANNING & DEVELOPMENT DEPT.

FILE: B 97/17

Owner/Applicant:
Gary McArter

Agent:

South Part Lot 15
Con 5, Morris
Municipality of
Morris-Turnberry

<table>
<thead>
<tr>
<th>MUNICIPAL CONTROLS</th>
<th>YES or NO</th>
</tr>
</thead>
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<td>Having regard to the matters noted in the attached letter, does Council recommend consent be given?</td>
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Why? The application will sever a lot which was formerly a school lot and cannot be used for agriculture.

Section 3.3 11 (c) of the Morris-Turnberry Official Plan states: Lot of Record-
Existing Lot of Record less than 4 hectares.
Where agricultural uses or other permitted uses are not possible and the vacant existing lot of record is 4 hectares or less, it may be used for a single detached dwelling through a Zoning By-law amendment.

Should consent be granted, what conditions, if any would Council wish to see attached?
1. That the severed parcel be zoned to AG 4.
2. That an entrance be installed for the retained lands, prior to the satisfaction of the Municipality of Morris-Turnberry.
3. That a fee of $300.00 be paid, cash in lieu of parkland.

DATE: January 6th, 2018   SIGNED-Clerk- Nancy Michie
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: December 27, 2017

TO:

☐ Owner/Applicant
☐ Clerk- Municipality of Morris-Turnberry
☐ Howick Township Abutting Municipality with 1 km of subject property
☐ Huron County Public Works
☐ Maitland Valley Conservation Authority
☐ Jenn Burns, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Morris-Turnberry
Pt Lot 32 & 33, Concession C, Turnberry Ward, Address: 88005 McDonald Line
Owner/Applicant: Josiah Wood

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. The vacant land to be severed is approximately 20 ha more or less. The land to be retained is approximately 50 ha and contains a residence and shed.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by January 10, 2018 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following e-mail addresses ssmith@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect of the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Mrs. Senga Smith, Land Division Secretary, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:

Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2

"Planning with the community for a healthy, viable and sustainable future."
Consent Application Report – File B92/17

<table>
<thead>
<tr>
<th>Owner/Applicant: Josiah Wood</th>
<th>Date: January 24th, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Address: 88005 McDonald Line</td>
<td></td>
</tr>
<tr>
<td>Property Description: Pt Lot 32 &amp; 33, Concession C, Turnberry</td>
<td></td>
</tr>
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**Recommendation:** That provisional consent be:
- [x] recommended for approval with the attached conditions (and any additional municipal conditions)
- [ ] deferred to allow the applicant to provide additional information
- [ ] recommended for denial (referred to the County Committee of the Whole Day 1 for a decision)

**Purpose:**
- [ ] enlarge abutting lot
- [x] create new lot
- [ ] surplus farm dwelling
- [ ] right-of-way / easement
- [ ] other:

<table>
<thead>
<tr>
<th>Area Severed: 20 hectares (50 acres +/-)</th>
<th>Official Plan Designation: Agriculture, Natural Environment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area Retained: 50 hectares (123 acres +/-)</td>
<td>Zoning: General Agriculture (AG1), Natural Environment-Full Protection (NE1), Natural Environment-Limited Protection (NE2)</td>
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**Review:** This application:
- [x] Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- [x] Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- [x] Conforms with section 51(24) of the Planning Act;
- [x] Conforms with the Huron County Official Plan;
- [x] Conforms with the Morris Turnberry Official Plan (S.3.4 (9))
- [x] Complies with the Morris Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance); and
- Has no unresolved objections/concerns raised (to date) from agencies or the public.

(Applications that are unable to meet all of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision)

**Agency Comments:**

<table>
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<tr>
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<tr>
<td>Maitland Valley Conservation Authority</td>
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<td>1. That an entrance be installed for the severed lands, prior to finalizing the consent.</td>
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<td>[x]</td>
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<td>2. That a fee of $300.00 be paid, cash in lieu of parkland.</td>
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Subject Property: blue = retained parcel; red = severed parcel

Sketch provided in application:

[Diagram showing retained parcel in blue and severed parcel in red]
Additional Comments:

- This application proposes to sever 20 ha (49.4 acres) of vacant farm land and woodlot from an existing 70 ha (173 acres) farm to create a new farm. The remaining 50 ha (123 acres) of farmland and natural environment features contain a residence and shop.

- The *Provincial Policy Statement, 2014* (PPS) and the Huron County Official Plan (OP) permits the creation of new agricultural lots, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations. The proposed consent is consistent with the PPS and conforms to the Huron County OP.

- The Morris-Turnberry OP permits the creation of new agricultural lots subject to a list of criteria found in Section 3.4.1. This consent application meets all criteria, including the division of a 60 ha farm into a minimum lot size of 38 ha and 20 ha, respectively. This application is in conformity with the recently updated Morris-Turnberry Official Plan.

- Comments were received from a neighbour opposing the application. The neighbour provided written and verbal comments which are summarized as follows:
  
  o The neighbour says that top quality farm land should not be made into smaller parcels.
  o There are other Mennonite communities where the farmland is not as good and this is where smaller parcels should be created.
  o Too many members of his community believe that farming doesn’t work and are trying to parcelize land to construct shops and create other diversified means of income. He says this should not be discouraged however should not happen on top quality farmland.
  o He is concerned that the farm is currently only 90 acres of workable land (the rest is woodlot) and this is a very good sized farm to work with. It should not be made any smaller.
  o The neighbour spoke with the applicant and the applicant would like to proceed with his application. The neighbour’s comments were considered, however this application meets all criteria to create a smaller farm parcel on the subject property, as contained in the Official Plan.

- Morris-Turnberry staff have no objections to the proposed consent, however have provided the following comments:
  1. That an entrance be installed for the severed lands, prior to finalizing the consent.
  2. That a fee of $300.00 be paid, cash in lieu of parkland.

These comments have been addressed by way of condition.

- The Maitland Valley Conservation Authority (MVCA) does not have any concerns with the proposed consent.

In light of the above comments, the proposed consent is recommended for approval with the following conditions:
Recommended Conditions

Note: The list below may not contain all Municipal conditions and should be reviewed by Morris-Turnberry Council.

Expiry Period

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

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. The sum of $300 be paid to the Municipality as cash-in-lieu of parkland.
4. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality.

Survey/Reference Plan

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

Storm Water and Drainage

6. Any tile drains crossing between the severed and retained parcel be cut and re-routed to the satisfaction of the Township.
7. Section 65 of the Drainage Act be addressed to the satisfaction of the Township.

Zoning

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

Other

9. If a new entrance for the retained lands is required, that an access/entrance permit be obtained to the satisfaction of the Municipality.

Sincerely,

[Signature]

Jennifer Burns
Planner
Consent Application Report – File B92/17

Owner/Applicant: Josiah Wood
Date: January 24th, 2018

Property Address: 88005 McDonald Line
Property Description: Pt Lot 32 & 33, Concession C, Turnberry

Recommendation: That provisional consent be:

- ✓ recommended for approval with the attached conditions (and any additional municipal conditions)
- □ deferred to allow the applicant to provide additional information
- □ recommended for denial (referred to the County Committee of the Whole Day 1 for a decision)

Purpose:
- □ enlarge abutting lot
- ✓ create new lot
- □ surplus farm dwelling
- □ right-of-way / easement
- □ other:

Area Severed:
- 20 hectares (50 acres +/-)

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Zoning: General Agriculture (AG1), Natural Environment-Full Protection (NE1), Natural Environment-Limited Protection (NE2)

Review: This application:

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Sincerely,

Jennifer Burns
Planner
TO: PLANNING & DEVELOPMENT DEPT.

57 NAPIER STREET,

GODERICH ON N7A 1W2

FILE: B 92/17

Owner/Applicant: Josiah Wood

Agent: s/a

Lot 32 & 33 Con C Turnberry, Municipality of Morris-Turnberry

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If municipal water and septic sewers are available, but not connected, please note. N/A

Do the lots have direct access to a public road which is open and maintained by the municipality? Yes

Are the lots concerned subject to assessment under The Drainage Act? No

Does Council wish to impose Section 65 of the Drainage Act by the appointment of an engineer [65(1)] or by mutual agreement [65(6)]? No

What is the surrounding land presently used for? agricultural

to the north

to the south

to the east

to the west

If this application results in a new building lot, does Council consider the location to be satisfactory taking into account the rest of the municipality? |

Does Council foresee any new demands for municipal services as a result of this kind of application? No

Does Council intend to provide any new municipal services as a result of this kind of application? No

Have the taxes been paid in full on the property subject to this severance? Yes

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Why? Section 3.3 (3) of the Morris-Turnberry Official Plan, there may be instances where a smaller lot size may be permitted and regulated through a Zoning By-law and Section 3.4 (1) The division of a 60 hectare or larger farm into two farm parcels may be permitted to: ....

Should consent be granted, what conditions, if any would Council wish to see attached?

1. That the severed parcel be zoned to AG 1-special.
2. That an entrance be installed for the retained lands, prior to finalizing the consent.
3. That a fee of $300.00 be paid, cash in lieu of parkland.

DATE: January 9th, 2018

SIGNED-Clerk-
Proposed Road Closure
presentation to council on January 30, 2018

Submitted by Joseph Wood

Untravelled road allowance

- A request was filed on November 30, 2017, requesting that the untravelled road allowance be closed, which is adjacent to:
  - Concession C Lots 32, 33 Turnberry and
  - Concession 2 Spt Lot 1 Turnberry and
  - Concession C Wpt Lot 31 Turnberry
New Request

• This is a new request. One had been submitted in 2008, by Stephen Wood, which was approved by Council. The one adjacent property owner objected and the process didn’t proceed.

• The property owner- Josiah Wood- has requested that the Council give consideration to this proposal.
Reasons

• They wish to incorporate the untravelled road allowance in the lands applicable to the current consent application.
• The road allowance is untravelled – which is through and adjacent to bush.

Consent- part of the road allowance will be included with the land in the consent application.
Process:

- If Council wish to proceed:
  1. Notification of the other adjoining property owners - Wideman, Kennedy and Wood.
  2. Estimate of costs
     - Survey $6,000
     - Advertisement 300
     - Legal Costs $800 per part 1,600 (could be 3 parts)
      
     Total Costs $7,900 estimate

Wood has agreed to pay all costs.
Process cont’d

3. Public Meeting
4. Transfer of the property - Bylaw to transfer

Comments

• Mike Alcock - Director of Public Works has inspected the site and has no comments or objections that the road allowance be closed.
Recommendation

• That the Council give consideration to a motion to commence the process for the closure of the untravelled road allowance between Brussels Line and C Line Road, adjacent to Lots 31, 32 Concession C Turnberry and Lot 2 Spt Lot 1 Turnberry
Turnberry Township Office
Attn: Nancy Mickie

Hello Nancy,

Attached is a letter written by my father requesting that road allowance. I thought I'd fax it to you today just so that you could have a chance to think about it before our meeting tomorrow. If possible we would like to incorporate this into our sewerage if that makes sense.

We can talk about it when you come tomorrow.

Sincerely,
Josiah Wood
Nov. 29, 2011
519 - 335 - 6576 (Stroman's phone)

To Morris Township Township
ATT - Nancy Michie.

Mr. Again Nancy:

Regarding our conversation a few weeks ago this letter is to request the transfer of the unused road allowance west of Howard Kennedy's Part Lot 31 & west of our lots 32 & 33 Concession C Turnberry Township, which runs from the "C Line" North to County Rd 12.

We would like to incorporate this transfer that is taking place on behalf of Ivan Stroman on the north part of lot 32 so that he also gets the portion of the road allowance west of his farm & the portion north of that beside Elvern Wideman & Howard Kennedy.

The other side of the whole road allowance is on the east side of Elvern Wideman's farm.

We will be responsible for the about transfer, expenses

Stephen Wood & Joseph Wood

As I have talked to both the Elvern Widemans & the Howard Kennedy's so they will be expecting a letter from you.

Sincerely,
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: January 12, 2018

TO:

- Owner/Applicant – Hawick Homes Ltd.
- Clerk - Municipality of Huron East
- Planning Assistant - Municipality of Huron East
- Abutting Municipality with 1 km of subject property – Morris-Turnberry
- ABMV Source Protection
- Carol Leeming, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Huron East
Owner: Hawick Homes Ltd.
Lot: Part Park Lot 9, Plan 194, Brussels Ward, 786-792 Sports Drive
Applicant/Agent: Hawick Homes Ltd.

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. The land to be severed is approximately 437.9 square meters, being Part 2 on the attached sketch. The land to be retained consists of two separated parcels, Part 1 on the attached sketch being approximately 437.9 square meters and Part 3 on the attached sketch being approximately 858.4 square meters. It is proposed to construct a semi-detached dwelling on Parts 1 and 2. The severance would allow Part 2 to be dealt with as a separate unit.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by January 26, 2018 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following by e-mail address ssSmith@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Mrs. Senga Smith, Land Division Secretary, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at: Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2
Alternatively, you may review the application at the local municipal office.

“Planning with the community for a healthy, viable and sustainable future.”
APPLICATION FOR CONSENT
COUNTY OF HURON

1. PRE-SUBMISSION CONSULTATION
Applicants are strongly encouraged to contact the County and speak/meet with the Planner assigned to the Municipality before submitting an application for information specific to their application.

Date of Applicant's consultation meeting with County Planner assigned to Municipality: __________________________

2. APPLICATION INFORMATION

Name of Applicant: Hawick Homes Ltd.  
Name of Owner: ____________________________

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<table>
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<tr>
<td>Telephone Numbers</td>
<td>Telephone Numbers</td>
</tr>
<tr>
<td>Home 126-240-6177 Work 519-335-3156</td>
<td>Home __________ Work __________</td>
</tr>
<tr>
<td>Fax ___________ Cell 519-335-6335</td>
<td>Fax ___________ Cell __________</td>
</tr>
<tr>
<td>Email <a href="mailto:homes@hawickhomes.com">homes@hawickhomes.com</a></td>
<td>Email __________________________</td>
</tr>
<tr>
<td>Address Box 128, Wroxe, ON</td>
<td>Address __________________________</td>
</tr>
<tr>
<td>Postal Code N0G 210</td>
<td>Postal Code __________________________</td>
</tr>
</tbody>
</table>

Solicitor name (if known) John Schenk  
Address Box 1150, Wingham, ON N0G 2V0  
Tel: 519-357-4500  
Email: colleen@schenklegal.ca

Correspondence to be sent to: □ to all parties, or □ applicant, and/or □ owner.

3. LOCATION OF THE SUBJECT PROPERTY – SEVERED & RETAINED (Complete applicable lines)

<table>
<thead>
<tr>
<th>Municipality: Huron East</th>
<th>Ward: Brussels</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concession:</td>
<td>Lot Number(s):</td>
</tr>
<tr>
<td>Registered Plan: 194</td>
<td>Lot(s) Block(s): Pt. Park Lot 9</td>
</tr>
<tr>
<td>Reference Plan: 22A - 2738</td>
<td>Part Number(s): Part 3 (2)</td>
</tr>
<tr>
<td>Municipal Address (911 number and street/road name): Sports Drive</td>
<td>Street Number:</td>
</tr>
<tr>
<td>Roll # (if available) 4040-440-013-00100</td>
<td></td>
</tr>
</tbody>
</table>

a) Are there any right-of-way easements or restrictive covenants affecting the severed or retained land? Yes □ No □  
If Yes, describe the location of the right-of-way or easement or covenant and its effect: __________________________

b) Is any of the severed or retained land in Wellhead Protection Area C? Yes □ No □ Unknown □  
If Yes, please obtain a Restricted Land Use Permit from the Risk Management Officer. If Unknown, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.
4. PURPOSE OF THE APPLICATION

Type of proposed transaction: [Check appropriate box]

<table>
<thead>
<tr>
<th>Transfer:</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ creation of a new lot</td>
<td>☐ charge</td>
</tr>
<tr>
<td>☐ addition to a lot</td>
<td>☐ lease</td>
</tr>
<tr>
<td>☐ an easement</td>
<td>☐ correction of title</td>
</tr>
<tr>
<td>☐ other purpose (please specify)</td>
<td></td>
</tr>
</tbody>
</table>

Briefly describe the proposed transaction.

To create 3 lots—one 21.5 m x 40.334 m of vacant land, the other two 10.38 m x 40.334 m, of which the NW lot to be severed and the SE lot to be retained.

Name(s) of person(s), if known, to which land or interest in land is to be transferred, leased or charged:

If a surplus severance, provide legal description and locations of other farm holdings of owner/purchaser.

If a lot addition, identify the lands to which the parcel will be added.

<table>
<thead>
<tr>
<th>Municipality:</th>
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<tbody>
<tr>
<td>Concession:</td>
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<tr>
<td>Registered Plan:</td>
<td>Lot(s) Block(s):</td>
</tr>
<tr>
<td>Reference Plan:</td>
<td>Part Number(s):</td>
</tr>
<tr>
<td>Name of Street/Road:</td>
<td>Street Number:</td>
</tr>
</tbody>
</table>

5. DESCRIPTION OF SUBJECT LAND

Description land intended to be severed: Pt. 3 (N. half)  
Pt. 3 (S. half)  
Pt. 4

Description of land intended to be retained:

Pt. 3 (N. half)  
Pt. 4

<table>
<thead>
<tr>
<th>a) Frontage:</th>
<th>Depth:</th>
<th>Area:</th>
<th>Existing Use(s):</th>
<th>Proposed Use(s):</th>
<th>Existing Building(s) or Structure(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.385 m</td>
<td>40.334 m</td>
<td>437.9 m²</td>
<td>Vacant</td>
<td>Residential semi</td>
<td>None</td>
</tr>
</tbody>
</table>

Proposed Building(s) or Structures: Semi-detached

b) Type of access: (check appropriate space)

- ☐ provincial highway
- ☐ county road
- ☑ municipal road, maintained all year
- ☐ municipal road, seasonally maintained
- ☐ other

c) Type of water supply proposed: (check appropriate space)

- ☑ publicly owned and operated piped water system
- ☐ privately owned and operated individual well
- ☐ dug
- ☐ drilled

Pt. 3 (S. half)  
Pt. 4

<table>
<thead>
<tr>
<th>a) Frontage:</th>
<th>Depth:</th>
<th>Area:</th>
<th>Existing Use(s):</th>
<th>Proposed Use(s):</th>
<th>Existing Building(s) or Structure(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.385 m</td>
<td>40.334 m</td>
<td>437.9 m²</td>
<td>Vacant</td>
<td>Residential semi</td>
<td>Future dev.</td>
</tr>
</tbody>
</table>

Proposed Building(s) or Structures: Semi-detached

b) Type of access: (check appropriate space)

- ☐ provincial highway
- ☐ county road
- ☑ municipal road, maintained all year
- ☐ municipal road, seasonally maintained
- ☐ other

c) Type of water supply proposed: (check appropriate space)

- ☑ publicly owned and operated piped water system
- ☐ privately owned and operated individual well
- ☐ dug
- ☐ drilled
6. LAND USE

a) What is the existing Official Plan designation of the property? ________________
   Residential ________

b) What is the zoning of the property? ____________________________
    R 2.1 ____________________________

c) Are any of the following uses or features on the subject land or within 500 metres of the subject land?
   Please respond "yes" or "no" to each use or feature.

<table>
<thead>
<tr>
<th>Use or Feature</th>
<th>On the Subject Land (yes or no)</th>
<th>With 500m of subject land, unless otherwise specified (indicate approximate distance) (yes or no)</th>
</tr>
</thead>
<tbody>
<tr>
<td>An agricultural operation, including livestock facility or stockyard</td>
<td>No</td>
<td>N/A</td>
</tr>
<tr>
<td>A landfill</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A sewage treatment plant or waste stabilization plant</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A provinciely significant wetland (Class 1, 2 or 3 wetland)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A provinciely significant wetland within 120m of the subject lands</td>
<td>No</td>
<td>N/A</td>
</tr>
<tr>
<td>Flood plain</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A rehabilitated mine site</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A non-operating mine site within 1 km of the subject land</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>An active mine site</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>An industrial or commercial use (specify the use(s))</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A former industrial or commercial use</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>An active railway line</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A municipal airport</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>An underground storage tank or buried waste</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>A current Environmental Site Assessment for the site or has one been prepared within the last 5 years. If yes, please submit with application.</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>
7. HISTORY OF PROPERTY
   a) Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the Planning Act or a consent under Section 53 of the Planning Act? Yes [ ] No [ ] Unknown [ ]

   If Yes, and known, provide file number of the application and the decision made on the application.

   File Number: __________________________

   Decision: ______________________________

   b) If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.

   c) Is the subject land reserved for manure applications under the nutrient management plan or manure agreement that was submitted to the municipality? Yes [ ] No [ ] Unknown [ ]

   d) Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act? Yes [ ] No [ ] Unknown [ ]

   If Yes, provide for each severed, the date of transfer, the name of the transferred and the land use.

8. PROVINCIAL POLICY

   Is the application consistent with the provincial policy statement issued under Section 3 (1) of the Planning Act? Yes [ ] No [ ] Unknown [ ]

9. HEALTH UNIT REVIEW

   Please answer Section A OR Section B, depending on the type of servicing available.

   Section A – Where SANITARY SEWERS are available.

   Is the property within 183 metres (600 feet) of an abattoir? (slaughter house) Yes [ ] No [ ]

   Section B – Where SEPTIC SYSTEMS are available.

   The application is for the creation of a new lot for which the primary use will be a new dwelling (other than a new dwelling on a farm).

   The severed parcel contains a residence or other building(s) serviced by an on-site sewage system? Yes [ ] No [ ]

   If you answered Yes; is the on-site sewage system older than 5 years of age? Yes [ ] No [ ]

   If you answered Yes; has the on-site sewage system been inspected by a licensed contractor within the past 3 years? Yes [ ] No [ ]

   If you answered Yes; you are required to provide a certificate of inspection with your application.

   If you answered No; you will be required to have an inspection carried out and provide a certificate of inspection as a condition of consent (severance) approval.

   Is the property less than .4 hectares (.1 acre) in area? Yes [ ] No [ ]

   Does the property have less than .2 hectares (1/2 acre) of "useable land"* for a septic tank and tile bed? See definition of "useable land" below. Yes [ ] No [ ]

   I am uncertain of the location of the existing septic tank and tile bed on the property. Yes [ ] No [ ]

   There will be more than one dwelling unit on each lot. Yes [ ] No [ ]

   An industrial or commercial use is proposed which will require a septic system. Yes [ ] No [ ]

   It the property within 183 metres (600 feet) of an abattoir (slaughter house)? Yes [ ] No [ ]

   The application is for a new Plan of Subdivision. Yes [ ] No [ ]
Restricted Land Use Notice
Issued under the Clean Water Act, Section 59 (2) (a)
No Prohibition or Risk Management Plan Requirement

Date: January 11, 2018

Notice number: 188
Applicant file number: 1215

Description of Application and supporting Documents: (date of RLU submission; site plan #, ZBlaw etc)
RLU form (enclosed) submitted January 10, 2018 via email from Howick Homes; including site plan (Culbert – G6044) and copy of Consent application (Huron County)
Application is for creation of new lot to allow separate ownership of semi-detached units currently under construction.
(Lot at 786 Sports Drive will be split to 788 & 790 Sports Drive)

Applicant name and email: Howick Homes (William Vinen); homes@howickhomes.com

Property Owner: Howick Homes
Mailing Address: PO Box 128
Town, Postal Code: Wroxeter, ON N0G 2X0
Phone, email: (W) 519-335-3156 Cell 519-357-6335

Property Location
911 Address: 788 and 790 Sports Drive Brussels (formerly 786 Sports Dr)
PLAN 194 PT PARK LOT 9 RP;22R5850
Municipality: Huron East
Drinking water system: Brussells

ARN (Roll) #: 404044001300200
WHPA: C
Vulnerability Score: 8

This Notice was prepared in response to the Application submitted for the development-related proposal on the property identified above. This property is designated for Restricted Land Use under Section 59 of the Clean Water Act, 2006 (Act) in relation to the Brussels Municipal Drinking Water System. As required under the Act, the Application was reviewed in consideration of the Maitland Valley Source Protection Plan which came into effect April 1, 2015, and contains policies to protect municipal drinking water sources.

The following is proposed under the application:

creation of new lot to allow separate ownership of semi-detached units

Based on a review of the information submitted and discussions with the applicant, it has been determined that at this point in the development process that there are no apparent land use activities associated with the Application that are subject to Section 57 (Prohibition) or Section 58 (Risk Management Plan) of the Clean Water Act. The Municipality / County may process your application.
Rationale:
The applicable policies relate to dense non-aqueous phase liquids (DNAPLs). For this Application, based on the information submitted, DNAPL chemicals will not be handled and/or stored in quantities greater than 25 litres.

Limitations and Provisos:

- The future handling and/or storage of DNAPL chemicals in quantities greater than 25 litres is prohibited at this property.
- The Applicant is advised that this Notice relates strictly to the proposals as described above and in the Application.
- Any change to the information submitted under the Application nullifies this Notice, unless otherwise permitted by the Risk Management Official.
- This Notice is not valid for any subsequent approvals which the proposals may require under the Planning Act, or for any other building permits that may be required under the Building Code Act. Prior to applying for any subsequent municipal approvals under the Planning Act, or for building permits under the Building Code Act, a new application for a Restricted Land Use Notice must be submitted for review by the Risk Management Official.
- Pursuant to Section 53 (3), Ontario Regulation 287/07 under the Clean Water Act, this notice, once issued, is a public document. All information submitted for development of this notice is subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

If you require further information, please contact the undersigned.

Donna Clarkson
Risk Management Official, Ausable Bayfield Conservation Authority

(Encl)

Regional Risk Management Office - Ausable Bayfield Conservation Authority
Phone: 519-235-2610 or 888-286-2610
Fax: 519-235-1963
Address: 71108 Morrison Line, RR #3, Exeter ON NOM 155

Staff Contacts:
Donna Clarkson
Risk Management Official/Inspector
Phone: 519-335-3557 ext 224
dclarkson@mvoa.on.ca
Mary Lynn MacDonald
Risk Management Official/Inspector
Phone:1-888-286-2610 ext. 247
mmacdonald@abca.on.ca
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: January 5, 2018
File B89-2017

TO:
☐ Owner/Applicant
☐ Clerk- Municipality of Huron East
☐ Clerk-Municipality of Morris-Turnberry Abutting Municipality with 1 km of subject property
☐ Carol Leeming, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Huron East
770 Elizabeth Street:
Lot 623 & 624, Plan 196, Lot Park K, Plan 102 Brussels Ward
Owner: Janelle Monahan

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. There are 3 concurrent applications being severed this file and Files B90-2017 & B91-2017 respectively. The land to be severed in this first application is approximately 1189 sq m with a shed identified as Parcel (B). The lands to be retained are approximately 1,215 sq m identified as parcel (E), 7,696 sq m identified as Parcel (A), 1,215 sq m on Parcel (C) and 842.5 sq m identified as Parcel (D). Parcel (E) contains a single family residence and the balance of the retained lands are vacant.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by January 19, 2018 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following by e-mail address ssmith@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Mrs. Senga Smith, Land Division Secretary, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:
Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2

"Planning with the community for a healthy, viable and sustainable future."
APPLICATION FOR CONSENT
COUNTY OF HURON

1. PRE-SUBMISSION CONSULTATION
Applicants are strongly encouraged to contact the County and speak/meet with the Planner assigned to the Municipality before submitting an application for information specific to their application.

Date of Applicant's consultation meeting with County Planner assigned to Municipality: __________________________

2. APPLICATION INFORMATION

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Name of Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>SANEZE MONAHAN</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Work</td>
</tr>
<tr>
<td>Fax</td>
</tr>
<tr>
<td>Cell</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Address</td>
</tr>
<tr>
<td>Postal Code</td>
</tr>
</tbody>
</table>

<table>
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<tr>
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<tr>
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</tr>
<tr>
<td>Address</td>
</tr>
<tr>
<td>Postal Code</td>
</tr>
</tbody>
</table>

Solicitor name (if known) __________________________

Address __________________________ Tel: __________________________

Email: __________________________

Correspondence to be sent to: ☐ to all parties, or ☐ applicant, and/or ☐ owner.

3. LOCATION OF THE SUBJECT PROPERTY – SEVERED & RETAINED (Complete applicable lines)

<table>
<thead>
<tr>
<th>Municipality:</th>
<th>Huron East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concession:</td>
<td></td>
</tr>
<tr>
<td>Registered Plan:</td>
<td>192 4196</td>
</tr>
<tr>
<td>Reference Plan:</td>
<td>1926</td>
</tr>
<tr>
<td>Municipal Address (911 number and street/road name):</td>
<td>770 Elizabeth St</td>
</tr>
<tr>
<td>Ward:</td>
<td>Brussels</td>
</tr>
<tr>
<td>Lot Number(s):</td>
<td>Lot 16 23, 16 24, Lot 14 16, Lot 14 192</td>
</tr>
<tr>
<td>Lot(s) Block(s):</td>
<td>85</td>
</tr>
<tr>
<td>Part Number(s):</td>
<td></td>
</tr>
<tr>
<td>Street Number:</td>
<td></td>
</tr>
<tr>
<td>Roll # (if available):</td>
<td>9040-440-014-01400-0000</td>
</tr>
</tbody>
</table>

a) Are there any right-of-way easements or restrictive covenants affecting the severed or retained land? Yes ☐ No ☑
If Yes, describe the location of the right-of-way or easement or covenant and its effect:

__________________________

b) Is any of the severed or retained land in Wellhead Protection Area C? Yes ☐ No ☑ Unknown ☐
If Yes, please obtain a Restricted Land Use Permit from the Risk Management Official. If Unknown, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.

__________________________
4. PURPOSE OF THE APPLICATION

Type of proposed transaction: (Check appropriate box)

<table>
<thead>
<tr>
<th>Transfer:</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] creation of a new lot</td>
<td>[ ] charge</td>
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<tr>
<td>[ ] addition to a lot</td>
<td>[ ] lease</td>
</tr>
<tr>
<td>[ ] an easement</td>
<td>[ ] correction of title</td>
</tr>
<tr>
<td>[ ] other purpose (please specify)</td>
<td></td>
</tr>
</tbody>
</table>

Briefly, describe the proposed transaction.

**Severing Lot B from Lot 624, as per Sketch 1**

**Lot K, Plan 192**

Name(s) of person(s), if known, to which land or interest in land is to be transferred, leased or charged:

**SANETTE MONAHAN**

If a surplus severance, provide legal description and locations of other farm holdings of owner/purchaser.

If a lot addition, identify the lands to which the parcel will be added.

<table>
<thead>
<tr>
<th>Municipality:</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>Reference Plan:</td>
<td>Part Number(s):</td>
</tr>
<tr>
<td>Name of Street/Road:</td>
<td>Street Number:</td>
</tr>
</tbody>
</table>

5. DESCRIPTION OF SUBJECT LAND

Description land intended to be severed:

<table>
<thead>
<tr>
<th>a) Frontage:</th>
<th>Part &quot;B&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth:</td>
<td>35.153</td>
</tr>
<tr>
<td>Area:</td>
<td>1189 sq/m</td>
</tr>
<tr>
<td>Existing Use(s):</td>
<td></td>
</tr>
<tr>
<td>Proposed Use(s):</td>
<td>BUILD DETACHED HOME</td>
</tr>
<tr>
<td>Existing Building(s) or Structure(s):</td>
<td>SHEL/BARN</td>
</tr>
<tr>
<td>Proposed Building(s) or Structures:</td>
<td>DETACHED HOME</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b) Type of access:</th>
<th>(check appropriate space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] provincial highway</td>
<td></td>
</tr>
<tr>
<td>[ ] county road</td>
<td></td>
</tr>
<tr>
<td>[x] municipal road, maintained all year</td>
<td></td>
</tr>
<tr>
<td>[ ] municipal road, seasonally maintained</td>
<td></td>
</tr>
<tr>
<td>[ ] other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>c) Type of water supply proposed:</th>
<th>(check appropriate space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[x] publicly owned and operated piped water system</td>
<td></td>
</tr>
<tr>
<td>[ ] privately owned and operated individual well</td>
<td></td>
</tr>
<tr>
<td>[ ] dug</td>
<td></td>
</tr>
<tr>
<td>[ ] drilled</td>
<td></td>
</tr>
</tbody>
</table>

Description of land intended to be retained:

<table>
<thead>
<tr>
<th>a) Frontage:</th>
<th>26.384</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth:</td>
<td>46.043</td>
</tr>
<tr>
<td>Area:</td>
<td>1214.799</td>
</tr>
<tr>
<td>Existing Use(s):</td>
<td>RESIDENTIAL</td>
</tr>
<tr>
<td>Proposed Use(s):</td>
<td>RESIDENTIAL, FUTURE DEVELOPMENT</td>
</tr>
<tr>
<td>Existing Building(s) or Structure(s):</td>
<td>DETACHED HOME</td>
</tr>
<tr>
<td>Proposed Building(s) or Structures:</td>
<td>DETACHED HOME</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b) Type of access:</th>
<th>(check appropriate space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] provincial highway</td>
<td></td>
</tr>
<tr>
<td>[ ] county road</td>
<td></td>
</tr>
<tr>
<td>[x] municipal road, maintained all year</td>
<td></td>
</tr>
<tr>
<td>[ ] municipal road, seasonally maintained</td>
<td></td>
</tr>
<tr>
<td>[ ] other</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>c) Type of water supply proposed:</th>
<th>(check appropriate space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[x] publicly owned and operated piped water system</td>
<td></td>
</tr>
<tr>
<td>[ ] privately owned and operated individual well</td>
<td></td>
</tr>
<tr>
<td>[ ] dug</td>
<td></td>
</tr>
<tr>
<td>[ ] drilled</td>
<td></td>
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6. LAND USE

a) What is the existing Official Plan designation of the property? **RESIDENTIAL**

b) What is the zoning of the property? **FUTURE DEVELOPMENT**

c) Are any of the following uses or features on the subject land or within 500 metres of the subject land?

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<thead>
<tr>
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7. HISTORY OF PROPERTY
   a) Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the Planning Act or a consent under Section 53 of the Planning Act?  
      Yes [ ]  No [X]  Unknown [ ]

      If Yes, and known, provide file number of the application and the decision made on the application.
      File Number: ____________________________
      Decision: ______________________________

   b) If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.
      [ ]

   c) Is the subject land reserved for manure applications under the nutrient management plan or manure agreement that was submitted to the municipality?  
      Yes [ ]  No [X]

   d) Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?  
      Yes [ ]  No [X]  Unknown [ ]

      If Yes, provide for each severed, the date of transfer, the name of the transferred and the land use.

8. PROVINCIAL POLICY

   Is the application consistent with the provincial policy statement issued under Section 3 (1) of the Planning Act?  
   Yes [X]  No [ ]  Unknown [ ]

9. HEALTH UNIT REVIEW

   Please answer Section A OR Section B, depending on the type of servicing available.

   Section A – Where SANITARY SEWERS are available.

      Is the property within 183 metres (600 feet) of an abattoir? (slaughter house)  
      Yes [ ]  No [X]

   Section B – Where SEPTIC SYSTEMS are available.

      The application is for the creation of a new lot for which the primary use will be a new dwelling (other than a new dwelling on a farm).
      Yes [ ]  No [ ]

      The severed parcel contains a residence or other building(s) serviced by an on-site sewage system?  
      Yes [X]  No [ ]

      If you answered Yes; is the on-site sewage system older than 5 years of age?  
      Yes [X]  No [ ]

      If you answered Yes; has the on-site sewage system been inspected by a licenced contractor within the past 3 years?  
      Yes [X]  No [ ]

      If you answered Yes; you are required to provide a certificate of inspection with your application.
      Yes [X]  No [ ]

      If you answered No; you will be required to have an inspection carried out and provide a certificate of inspection as a condition of consent (severance) approval.
      Yes [ ]  No [ ]

      Is the property less than .4 hectares (1 acre) in area?  
      Yes [ ]  No [ ]

      Does the property have less than .2 hectares (1/2 acre) of “useable land" for a septic tank and tile bed?  See definition of “useable land” below.  
      Yes [ ]  No [ ]

      I am uncertain of the location of the existing septic tank and tile bed on the property.  
      Yes [ ]  No [ ]

      There will be more than one dwelling unit on each lot.  
      Yes [ ]  No [ ]

      An industrial or commercial use is proposed which will require a septic system.  
      Yes [ ]  No [ ]

      It the property within 183 metres (600 feet) of an abattoir (slaughter house)?  
      Yes [ ]  No [ ]

      The application is for a new Plan of Subdivision.  
      Yes [ ]  No [ ]
SEVERANCE SKETCH
770 ELIZABETH STREET
OF PART OF
LOT 623
AND ALL OF
LOT 624
REGISTERED PLAN No. 196
AND PART OF
PARK LOT K
REGISTERED PLAN No. 192
VILLAGE OF BRUSSELS
MUNICIPALITY OF HURON EAST
COUNTY OF HURON
SCALE 1:750

NOTES AND LEGEND
TOTAL LOT AREA = 12157.4 Sq.M.
ALL ZONED RD

METRIC: DISTANCES SHOWN ON THIS PLAN ARE IN METRICS AND
CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

DATE: DECEMBER 3, 2015
D. CULBERT LTD.
ONTARIO LAND SURVEYOR

GODERISL, ONTARIO PHONE: 519-524-3321

DCL
ONTARIO LAND SURVEYOR

FILE No: 5744

THIS SKETCH WAS PREPARED FOR JANETTE MONAHAN
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: January 5, 2018

TO:

- Owner/Applicant
- Clerk - Municipality of Huron East
- Clerk - Municipality of Morris-Turnberry Abutting Municipality with 1 km of subject property
- Carol Leeming Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Huron East
Lot 623 & 624, Plan 196, Pt Lot K, Plan 192 Brussels Ward
Owner: Janette Monahan

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. There are 3 concurrent applications being severed this file and Files B89-2017 & B91-2017 respectively. The vacant land to be severed in this second application is approximately 1215 sq m identified as Parcel (C). The lands to be retained are approximately 1,215 sq m identified as parcel (E), 7,696 sq m identified as Parcel (A), and 842.5 sq m identified as Parcel (D). Parcel (E) contains a single family residence and the balance of the retained lands are vacant.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by January 19, 2018 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following e-mail address ssmith@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Mrs. Senga Smith, Land Division Secretary, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:

Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2

"Planning with the community for a healthy, viable and sustainable future."
# APPLICATION FOR CONSENT

## COUNTY OF HURON

1. **PRE-SUBMISSION CONSULTATION**

Applicants are strongly encouraged to contact the County and speak/meet with the Planner assigned to the Municipality before submitting an application for information specific to their application.

Date of Applicant's consultation meeting with County Planner assigned to Municipality: ____________________________

2. **APPLICATION INFORMATION**

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Name of Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>JANETTE MONAHAN</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone Numbers</th>
<th>Telephone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home __________________</td>
<td>Work __________________</td>
</tr>
<tr>
<td>Fax __________________</td>
<td>Cell 286 622 9366</td>
</tr>
<tr>
<td>Email <strong><a href="mailto:janette.monahan@gmail.com">janette.monahan@gmail.com</a></strong></td>
<td>Email</td>
</tr>
<tr>
<td>Address <strong>770 ELIZABETH ST Box 647</strong></td>
<td>Address</td>
</tr>
<tr>
<td>Postal Code <strong>N0G 1H0</strong></td>
<td>Postal Code</td>
</tr>
</tbody>
</table>

Solicitor name (if known): ____________________________________________

Address ____________________________________________

Tel: ____________________________________________

Email: ____________________________________________

Correspondence to be sent to:  

<table>
<thead>
<tr>
<th></th>
<th>to all parties, or</th>
<th>applicant, and/or</th>
<th>owner.</th>
</tr>
</thead>
</table>

3. **LOCATION OF THE SUBJECT PROPERTY – SEVERED & RETAINED** (Complete applicable lines)

<table>
<thead>
<tr>
<th>Municipality: <strong>HURON EAST</strong></th>
<th>Ward: <strong>BRUSSELS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Concession:</td>
<td>Lot Number(s):</td>
</tr>
<tr>
<td>Registered Plan: 196 &amp; 192</td>
<td>Lot(s) Block(s):</td>
</tr>
<tr>
<td>Reference Plan:</td>
<td>Part Number(s):</td>
</tr>
<tr>
<td>Municipal Address (911 number and street/road name): <strong>770 ELIZABETH ST</strong></td>
<td>Street Number:</td>
</tr>
<tr>
<td></td>
<td>Roll # (if available) <strong>4040-440-014-01400-0000</strong></td>
</tr>
</tbody>
</table>

a) Are there any right-of-way easements or restrictive covenants affecting the severed or retained land?  

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

If Yes, describe the location of the right-of-way or easement or covenant and its effect:

_________________________________________________________________________________________

b) Is any of the severed or retained land in Wellhead Protection Area C?  

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Unknown</th>
</tr>
</thead>
</table>

If Yes, please obtain a Restricted Land Use Permit from the Risk Management Official. If Unknown, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.
4. **PURPOSE OF THE APPLICATION**

Type of proposed transaction: (Check appropriate box)

<table>
<thead>
<tr>
<th>Transfer:</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[x] creation of a new lot</td>
<td>☐ charge</td>
</tr>
<tr>
<td>☐ addition to a lot</td>
<td>☐ lease</td>
</tr>
<tr>
<td>☐ an easement</td>
<td>☐ correction of title</td>
</tr>
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<td>☐ other purpose (please specify)</td>
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6. **LAND USE**

a) What is the existing Official Plan designation of the property? **RESIDENTIAL**

b) What is the zoning of the property? **FUTURE DEVELOPMENT**

c) Are any of the following uses or features on the subject land or within 500 metres of the subject land?

Please respond "yes" or "no" to each use or feature.

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a) Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the Planning Act or a consent under Section 53 of the Planning Act?  Yes [ ]  No [x]  Unknown [ ]

If Yes, and known, provide file number of the application and the decision made on the application.

File Number: ______________________________

Decision: ____________________________________________

b) If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.

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c) Is the subject land reserved for manure applications under the nutrient management plan or manure agreement that was submitted to the municipality?  Yes [ ]  No [x]

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If Yes, provide for each severed, the date of transfer, the name of the transferred and the land use.

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Is the application consistent with the provincial policy statement issued under Section 3(1) of the Planning Act?  Yes [x]  No [ ]  Unknown [ ]

9. HEALTH UNIT REVIEW

Please answer Section A OR Section B, depending on the type of servicing available.

Section A – Where SANITARY SEWERS are available.

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770 ELIZABETH STREET
OF PART OF
LOT 623
AND ALL OF
LOT 624
REGISTERED PLAN No. 196
AND PART OF
PARK LOT K
REGISTERED PLAN No. 192
VILLAGE OF BRUSSELS
MUNICIPALITY OF HURON EAST
COUNTY OF HURON
SCALE 1:750
2015
D. CULBERT LTD.
ONTARIO LAND SURVEYOR

TOTAL LOT AREA = 12157.4 Sq.M.
ALL ZONED TO

* Parcel C is being severed from entire parcel
  of land (Parts A, B, CD & E)

* Parts B & D are proposed to be
  severed by separate applications

METRIC: DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND
CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

D. CULBERT LTD.
ONTARIO LAND SURVEYOR
GODERISS, ONTARIO PHONE: 519-524-8371

NOTE: SKETCH WAS PRODUCED
FOR JANETTE MONAHAN

THIS SKETCH WAS PREPARED
FOR JANETTE MONAHAN

PLAN No. G-5744
NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: January 5, 2018

File B91/2017

TO:

☑ Owner/Applicant
☑ Clerk- Municipality of Huron East
☑ Clerk-Municipality of Morris-Turnberry Abutting Municipality with 1 km of subject property
☑ Carol Leeming, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Municipality: Huron East
770 Elizabeth Street
Lot 623 & 624, Plan 196, Pt Lot Park K, Plan 192 Brussels Ward
Owner: Janette Monahan

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. There are 3 concurrent applications being severed this file and Files B69-2017 & B90-2017 respectively. The vacant land to be severed in this third application is approximately 842.5 sq m identified as Parcel (D). The lands to be retained are approximately 1,215 sq m identified as parcel (E), and 7,896 sq m identified as Parcel (A). Parcel (E) contains a single family residence and the balance of the retained lands are vacant.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by January 19, 2018 as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Senga Smith, Land Division Administrator at the following e-mail address ssmilh@huroncounty.ca or by regular mail to the address above and to the Attention of Senga Smith, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

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ADDITIONAL INFORMATION

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Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2

"Planning with the community for a healthy, viable and sustainable future."
APPLY F PROVIDE CONSENT
COUNTY OF HURON

1. PRE-SUBMISSION CONSULTATION
Applicants are strongly encouraged to contact the County and speak/meet with the Planner assigned to the Municipality before submitting an application for information specific to their application.

Date of Applicant's consultation meeting with County Planner assigned to Municipality: ____________________________

2. APPLICATION INFORMATION

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Name of Owner</th>
<th>Check if same as Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janet Monahan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone Numbers</th>
<th>Telephone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home</td>
<td>Work</td>
</tr>
<tr>
<td>Fax</td>
<td>Cell</td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Solicitor name (if known)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>Tel:</th>
<th>Email</th>
</tr>
</thead>
</table>

Correspondence to be sent to: ☐ to all parties, or ☑ applicant, and/or ☐ owner.

3. LOCATION OF THE SUBJECT PROPERTY - SEVERED & RETAINED (Complete applicable lines)

<table>
<thead>
<tr>
<th>Municipality:</th>
<th>Huron East</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concession:</td>
<td></td>
</tr>
<tr>
<td>Registered Plan:</td>
<td>192 + 196</td>
</tr>
<tr>
<td>Reference Plan:</td>
<td>196</td>
</tr>
<tr>
<td>Municipal Address (911 number and street/road name):</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ward:</th>
<th>Brucers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Number(s):</td>
<td>Lot 623, 624, 625, Lot K 192.</td>
</tr>
<tr>
<td>Lot(s) Block(s):</td>
<td></td>
</tr>
<tr>
<td>Part Number(s):</td>
<td></td>
</tr>
<tr>
<td>Street Number:</td>
<td></td>
</tr>
<tr>
<td>Roll # (if available):</td>
<td>4190, 4190, 4190, 4190, 4190.</td>
</tr>
</tbody>
</table>

a) Are there any right-of-way easements or restrictive covenants affecting the severed or retained land? Yes ☐ No ☑
If Yes, describe the location of the right-of-way or easement or covenant and its effect:

b) Is any of the severed or retained land in Wellhead Protection Area C? Yes ☐ No ☑ Unknown ☐
If Yes, please obtain a Restricted Land Use Permit from the Risk Management Official. If Unknown, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.
4. PURPOSE OF THE APPLICATION

Type of proposed transaction: (Check appropriate box)

<table>
<thead>
<tr>
<th>Transfer:</th>
<th>Creation of a new lot</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ addition to a lot</td>
<td>□ charge</td>
</tr>
<tr>
<td></td>
<td>□ an easement</td>
<td>□ lease</td>
</tr>
<tr>
<td></td>
<td>□ other purpose (please specify)</td>
<td>□ correction of title</td>
</tr>
</tbody>
</table>

Briefly, describe the proposed transaction:

**SEVERING LOT 623 FROM LOT 624 AS PER SKETCH**

**AND LOT K FROM PLAN 192**

Name(s) of person(s), if known, to which land or interest in land is to be transferred, leased or charged:

**JANETTE MONAHAN**

If a surplus severance, provide legal description and locations of other farm holdings of owner/purchaser:

If a lot addition, identify the lands to which the parcel will be added:

<table>
<thead>
<tr>
<th>Municipality:</th>
<th>Ward:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Concession:</th>
<th>Lot Number(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Registered Plan:</th>
<th>Lot(s) Block(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reference Plan:</th>
<th>Part Number(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Street/Road:</th>
<th>Street Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. DESCRIPTION OF SUBJECT LAND

**Description land intended to be severed:**

<table>
<thead>
<tr>
<th>a) Frontage:</th>
<th>18.3 m PAIL I</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth:</td>
<td>46.043 m</td>
</tr>
<tr>
<td>Area:</td>
<td>849.5 sq/m</td>
</tr>
<tr>
<td>Existing Use(s):</td>
<td>RESIDENTIAL</td>
</tr>
<tr>
<td>Proposed Use(s):</td>
<td>RESIDENTIAL</td>
</tr>
<tr>
<td>Existing Building(s) or Structure(s):</td>
<td>NONE</td>
</tr>
<tr>
<td>Proposed Building(s) or Structures:</td>
<td>NONE</td>
</tr>
<tr>
<td>b) Type of access:</td>
<td>(check appropriate space)</td>
</tr>
<tr>
<td></td>
<td>provincial highway</td>
</tr>
<tr>
<td></td>
<td>county road</td>
</tr>
<tr>
<td></td>
<td>municipal road, maintained all year</td>
</tr>
<tr>
<td></td>
<td>municipal road, seasonally maintained</td>
</tr>
<tr>
<td></td>
<td>other</td>
</tr>
<tr>
<td>c) Type of water supply proposed:</td>
<td>(check appropriate space)</td>
</tr>
<tr>
<td></td>
<td>publicly owned and operated piped water system</td>
</tr>
<tr>
<td></td>
<td>privately owned and operated individual well</td>
</tr>
<tr>
<td></td>
<td>dug</td>
</tr>
<tr>
<td></td>
<td>drilled</td>
</tr>
</tbody>
</table>

**Description of land intended to be retained:**

<table>
<thead>
<tr>
<th>a) Frontage:</th>
<th>26.384 PAIL 88.684</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth:</td>
<td>46.043 x 115.153 x 86.780</td>
</tr>
<tr>
<td>Area:</td>
<td>1214.799 7695.8 sq/m</td>
</tr>
<tr>
<td>Existing Use(s):</td>
<td>RESIDENTIAL</td>
</tr>
<tr>
<td>Proposed Use(s):</td>
<td>RESIDENTIAL FUTURE DEVELOPMENT</td>
</tr>
<tr>
<td>Existing Building(s) or Structure(s):</td>
<td>HOUSE - DETACHED</td>
</tr>
<tr>
<td>Proposed Building(s) or Structures:</td>
<td>AS IS</td>
</tr>
<tr>
<td>b) Type of access:</td>
<td>(check appropriate space)</td>
</tr>
<tr>
<td></td>
<td>provincial highway</td>
</tr>
<tr>
<td></td>
<td>county road</td>
</tr>
<tr>
<td></td>
<td>municipal road, maintained all year</td>
</tr>
<tr>
<td></td>
<td>municipal road, seasonally maintained</td>
</tr>
<tr>
<td></td>
<td>other</td>
</tr>
<tr>
<td>c) Type of water supply proposed:</td>
<td>(check appropriate space)</td>
</tr>
<tr>
<td></td>
<td>publicly owned and operated piped water system</td>
</tr>
<tr>
<td></td>
<td>privately owned and operated individual well</td>
</tr>
<tr>
<td></td>
<td>dug</td>
</tr>
<tr>
<td></td>
<td>drilled</td>
</tr>
</tbody>
</table>
6. LAND USE

a) What is the existing Official Plan designation of the property?  **Residential**

b) What is the zoning of the property?  **Future Development**

c) Are any of the following uses or features on the subject land or within 500 metres of the subject land? Please respond "yes" or "no" to each use or feature.

<table>
<thead>
<tr>
<th>Use or Feature</th>
<th>On the Subject Land (yes or no)</th>
<th>With 500m of subject land, unless otherwise specified (indicate approximate distance) (yes or no)</th>
</tr>
</thead>
<tbody>
<tr>
<td>An agricultural operation, including livestock facility or stockyard</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A landfill</td>
<td>NO</td>
<td>N1</td>
</tr>
<tr>
<td>A sewage treatment plant or waste stabilization plant</td>
<td>NO</td>
<td>N0</td>
</tr>
<tr>
<td>A provincially significant wetland (Class 1, 2 or 3 wetland)</td>
<td>NO</td>
<td>N0</td>
</tr>
<tr>
<td>A provincially significant wetland within 120m of the subject lands</td>
<td>N/A</td>
<td>N0</td>
</tr>
<tr>
<td>Flood plain</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A rehabilitated mine site</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A non-operating mine site within 1 km of the subject land</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>An active mine site</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>An industrial or commercial use (specify the use(s))</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A former industrial or commercial use</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>An active railway line</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A municipal airport</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>An underground storage tank or buried waste</td>
<td>NO</td>
<td>NO</td>
</tr>
<tr>
<td>A current Environmental Site Assessment for the site or has one been prepared within the last 5 years. If yes, please submit with application.</td>
<td>NO</td>
<td>NO</td>
</tr>
</tbody>
</table>
7. HISTORY OF PROPERTY

a) Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the Planning Act or a consent under Section 53 of the Planning Act? Yes ☐ No ☑️ Unknown ☐

If Yes, and known, provide file number of the application and the decision made on the application.

File Number: __________________________

Decision: ___________________________

b) If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.

No

c) Is the subject land reserved for manure applications under the nutrient management plan or manure agreement that was submitted to the municipality? Yes ☐ No ☑️

d) Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act? Yes ☐ No ☑️ Unknown ☐

If Yes, provide for each severed, the date of transfer, the name of the transferred and the land use.

8. PROVINCIAL POLICY

Is the application consistent with the provincial policy statement issued under Section 3 (1) of the Planning Act? Yes ☑️ No ☐ Unknown ☐

9. HEALTH UNIT REVIEW

Please answer Section A OR Section B, depending on the type of servicing available.

Section A – Where SANITARY SEWERS are available.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the property within 183 metres (600 feet) of an abattoir?</td>
<td>☑️</td>
<td>☐</td>
</tr>
</tbody>
</table>

Section B – Where SEPTIC SYSTEMS are available.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>The application is for the creation of a new lot for which the primary use will be a new dwelling (other than a new dwelling on a farm).</td>
<td>☐</td>
<td>☑️</td>
</tr>
<tr>
<td>The severed parcel contains a residence or other building(s) serviced by an on-site sewage system?</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>If you answered Yes; is the on-site sewage system older than 5 years of age?</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>If you answered Yes; has the on-site sewage system been inspected by a licenced contractor within the past 3 years?</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>If you answered Yes; you are required to provide a certificate of inspection with your application.</td>
<td>☐</td>
<td>☑️</td>
</tr>
<tr>
<td>If you answered No; you will be required to have an inspection carried out and provide a certificate of inspection as a condition of consent (severance) approval.</td>
<td>☐</td>
<td>☑️</td>
</tr>
<tr>
<td>Is the property less than 4 hectares (1 acre) in area?</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>Does the property have less than .2 hectares (1/2 acre) of “useable land” for a septic tank and tile bed? See definition of “useable land” below.</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>I am uncertain of the location of the existing septic tank and tile bed on the property.</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>There will be more than one dwelling unit on each lot.</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>An industrial or commercial use is proposed which will require a septic system.</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>If the property within 183 metres (600 feet) of an abattoir (slaughter house)?</td>
<td>☑️</td>
<td>☐</td>
</tr>
<tr>
<td>The application is for a new Plan of Subdivision.</td>
<td>☑️</td>
<td>☐</td>
</tr>
</tbody>
</table>
Report to the Council on January 30th, 2018
Subject: Operations Report
Presented by: Mike Alcock

- **Recommendation:** That the Council of the Municipality of Morris-Turnberry receive the Public Works Operations Report for information

---

**Executive Summary:**

This report is intended to provide Council with an outline of Public Works Staff operations:

- Routine Road Patrols and regular maintenance activities continue to get completed as scheduled and / or as required.
- Winter road patrols continue daily as required by the Minimum Maintenance Standards.
- Full time and seasonal Public Works Department staff have mainly been focusing on winter maintenance. Throughout late December and early in January we received a significant amount of snow, with very cold temperatures leading to a lot of drifting. Plowing operations were able to keep our roads in very good shape. This latest mild spell required a lot of ice blading on our gravel roads since they iced up very quickly when we received rain.
- During periods without winter operations Public Works Staff have been keeping up with vehicle and roadside maintenance.
- Work on Budgets, tender preparations and Planning for 2018 continue with all of the Public Works Budgets.
- 2018 Tenders are currently being prepared for many of the time sensitive items.

Thank you.

Mike Alcock,
Director of Public Works
Report to the Council on January 30th, 2018
Subject: Early Tendering Report
Presented by: Mike Alcock

- **Recommendation:** That the Council of the Municipality of Morris-Turnberry receive the Report on early tendering and provide direction to proceed with all or some of the recommended expenditures.

---

**Executive Summary:**
The following items that are included in the Draft Public Works budget are all high priorities as well as time sensitive for various reasons. The public works department is requesting approval to begin the purchasing process prior to budget approval. It is recommended that the budget items listed below receive early approval in order to achieve one or more of the following:
- Completion of Engineering and design work prior to tendering construction later in 2018.
- On time delivery due to an extended lead time beyond our control.
- An expectation of better value attributed to early tendering.

**Structure M-170**
Structure M-170 is an 18.2m long, 6.1m span Culvert on Clyde Line. The culvert has a 4m extension on each end. The original section of the culvert requires a new deck. The draft 2018 budget includes engineering and construction costs.
Adding to the urgency to commence engineering work prior to budget approval is the:
- Timing Window for construction
- Obtaining approvals from regulatory agencies
- Condition of the asphalt on Clyde Line scheduled for replacement in 2018
- Economics of early tendering and construction
- Work load of consultant

**Structure M-230**
Structure M-230 is a 38.7m span single lane, through truss, slender member, pin connected structure located on Abraham Line, north of Jamestown Rd. The bridge requires a moderate amount of iron work to be completed in the short term until we can determine a long-term solution for this structure.
The draft 2018 budget includes engineering and construction costs. This request is for the immediate repairs only. The EA and Pre-engineering will require subsequent approval.
Adding to the urgency to commence engineering work prior to budget approval is the:

- Securing a qualified contractor to complete the work.
- Economics of early tendering
- Workload of Consultant

The Municipality typically uses BM Ross and Associates for their bridge design and inspection services. Approval to engage BM Ross to commence engineering and design work on both projects immediately is requested.

**Tandem Truck / Snow Plow**

The draft Public Works Budget includes funds to replace a 13-year-old tandem truck / snow plow. The typical replacement schedule for our tandem trucks is 10 years. Although we received above average service from this truck, it is in need of replacement. The lead time on delivery of a tandem chassis is currently 10 to 16 weeks. Following that, Viking Equipment requires 20 weeks to outfit the truck with plow equipment. In order to take delivery in October, tenders will need to be received from bidders no later than the third week of February. Approval to tender for a replacement Tandem Truck / Snow Plow is recommended.

**Industrial Land Strategy Phase 1**

This project includes the construction of watermain and sanitary sewers to service property owners of both North Huron and Morris Turnberry, in the vicinity of North Street and Arthur Street. Funding for this project is split equally between North Huron and Morris-Turnberry. The project was included in the approved budgets of both Municipalities in 2017, but a combination of staffing changes as well as some servicing issues delayed the project. BM Ross was hopeful that a tender late in 2017 would be possible. In recent conversations with Dale Erb from BM Ross the project should be ready to go to tender by the end of January. The project is in the proposed budgets for both Municipalities again in 2018. Approval to tender this project early should lead to:

- Securing a qualified contractor to complete the work.
- Economics of early tendering.
- Ensuring the project does not get further delayed due to budgetary constraints.

**Surface Treatment Tender**

The draft Public Works Budget includes funding for 2 sections of surface treatment for a total of 8km. Typically, this tender has been joint tendered with neighboring municipalities in order to increase the tender quantities and as a result increase the competitiveness of the tender. Approval to tender this project early should lead to:

- Securing a qualified contractor to complete the work.
- Economics of early tendering / joint tendering.
**Maintenance Contracts**

Several maintenance contract tenders will also benefit from early tendering. These include grass cutting, dust control, and maintenance gravel. There has been no discussion regarding changes to the service level of any of these items. Approval to tender these maintenance activities will provide:

- Securing a qualified contractor to complete the work.
- Economics of early tendering.

**Budget:**

The estimated cost to complete all of the above work is included in the Draft 2018 Proposed Public Works Budget. At this point moving ahead with the proposed bridge work only commits the Municipality to engineering costs. All of the other items still require Council approval to award and ultimately commit funds to.

Thank you.

Mike Alcock,
Director of Public Works
Report to the Council on January 30th, 2018
Subject: Christmas Lights in Belgrave Kinsmen Park
Presented by: Mike Alcock

- **Recommendation:** That the Council of the Municipality of Morris-Turnberry receive the Report on Christmas Lights in Belgrave Kinsmen Park and provide direction with regard to the increased cost of hydro and the associated electrical work in order to proceed.

**Executive Summary:**
The Belgrave Kinsmen received a grant from the East Wawanosh Anniversary Committee to purchase Christmas Lights for the Belgrave Kinsmen Park. The Belgrave Kinsmen contacted the Municipality to request permission to install the lights and use the existing hydro service at the park. Currently the Belgrave Kinsmen are looking at purchasing strings of LED Christmas lights for the decorations. The lights will be installed and removed annually by the Kinsmen.

**Comments:**
After reviewing the hydro service at the park, it was determined that there is enough capacity to power any practical amount of LED Christmas decorations that is chosen by the Kinsmen. It was also determined that a timer and ground fault outlets would need to be installed at the service panel to power the lights, conserve energy and prevent the lights from being on when not required. The cost to the Municipality to install the timer and outlets is estimated at $600.

Although the exact configuration of Christmas lights has not been decided upon, it is estimated that the display will not exceed 5,000 lights. Large outdoor C9 bulbs (approx. 4cm in length) use about 1 watt per 10 bulbs. Therefore 5,000 lights would use approximately 500 watts, for a duration of 6 hours per day, for 30 days during the Christmas season. The energy consumption for the above display would be approximately 90 kWh. The increased energy cost to the park would be a total of approximately $20 for the Christmas season.

**Budget:**
There are sufficient funds in the Belgrave Kinsmen Park budget to cover the increased annual hydro cost of $20 per year. Since the request came after the preliminary budgets were prepared, funds will need to be added to the Parks and Cemetery budget prior to proceeding with the one-time cost of $600 to install a commercial grade timer and electrical work.

Thank you.

Mike Alcock, Director of Public Works
January 22nd, 2018

Municipality of Morris Turnberry,

We have scheduled the annual MPP/MP/Local Politician meeting for Friday February 23, 2018 at the Clinton Legion commencing at 10 a.m. and concluding at approximately 2 p.m..

The format will be similar to last year with the commodity groups and HCFA committees presenting their briefs for discussion. Both Lisa Thompson and Ben Lobb have confirmed their attendance and this year they have been invited to present briefs.

Please reply if someone from your municipality will be present by Friday February 9th. Two reps are welcome to attend.

Sincerely,

Lori Gordon

Office Administrator, Huron County Federation of Agriculture

"The Huron County Federation of Agriculture will work collaboratively towards a profitable, sustainable future for local farmers"
Report to the Council of Morris-Turnberry:

Subject- Requirements of the Procedural By-law, pursuant to Bill 68
Modernizing Ontario’s Municipal Legislation Act, 2017

Executive Summary:
On January 9, 2018 I presented to the Council a report on Bill 68 and updates that are required to the Procedural By-law.

The one item of discussion was the Section 268 of the Act, proclaimed for January 1, 2018, “Temporary replacement, member of upper tier council”

The draft wording that was presented on January 9, 2018, is as follows:

14.3 A member can be named as an ‘Alternate Member of Huron County council’ to represent the Municipality of the Huron County Council, in the absence of the Mayor, pursuant to an appointment by the Council of the Municipality of Morris-Turnberry;

Information was presented at the council meeting, that discussion was held at Huron County that if a member is unable to attend a County meeting, the lower tier can have a person appointed to attend that meeting if required, and be sworn in prior to, in case of an event happening that the member can not attend.

The Municipal Act reads:

1. Bill 68 contains an interesting provision with respect to vacancies on County Council. Currently Section 267 of the Municipal Act contains a provision that if a member of local Council who is also a member of County Council and is unable to act as a member of those Councils for a period exceeding 1 month, that the local Council may appoint one of its members as an alternate member to the upper-tier Council until the member is able to resume duties. I’m not aware of this provision being exercised in the past but Bill 68 takes this a step further with the following provision in Section 266(1).

“...the Council of a local municipality may appoint one of its members as an alternate member of the upper-tier Council, to act in place of a person who is a member of both lower-tier and upper-tier municipalities when the person is unable to attend a meeting of the upper-tier Council for any reason.”

I further polled the other municipalities in Huron county to find out if other Council were considering to use this section of the Act:
Results are as follows:

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Action Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashfield-Colborne-Wawanosh (ACW)</td>
<td>No action unless required</td>
</tr>
<tr>
<td>Goderich</td>
<td>Will deal with a vacancy if required</td>
</tr>
<tr>
<td>South Huron</td>
<td>No action</td>
</tr>
<tr>
<td>Huron East</td>
<td>Not considering an alternate</td>
</tr>
<tr>
<td>North Huron</td>
<td>No action at this time</td>
</tr>
<tr>
<td>Howick</td>
<td>Will be appointing an alternate</td>
</tr>
<tr>
<td>Bluewater</td>
<td>No response to date</td>
</tr>
<tr>
<td>Central Huron</td>
<td>No response to date</td>
</tr>
</tbody>
</table>

I have added the following section in the Procedural By-law that can be considered:

14.3 A member can be named as an ‘Alternate Member of Huron County Council’ to represent the Municipality on Huron County Council, in the absence of the Mayor, pursuant to the following criteria:
1. That the member is duly appointed by the Council of the Municipality;
2. That the member is properly sworn in to act as a County Councillor prior to attendance at a County meeting;
3. That the Municipality provides a certificate to the County of Huron that that member has been duly appointed as an alternate;
4. That the Council does not appoint more than one member during the term of Council;
5. If the seat of the member who has been appointed as an alternate member becomes vacant, the council of a local municipality may appoint another of its members as an alternate for the remainder of the council term;

Next Steps:
If Council wish to add this section to the Procedural By-law the by-law has to be amended, with the other provisions as noted on January 9th, 2018.

A notice must be placed in the local newspaper 2 weeks prior to the meeting.
Therefore, the by-law could be considered on March 6th and if this section is added, a by-law appoint an alternate must be prepared for consideration.

A copy of the revised draft of the Procedural By-law is attached for review.

Submitted by:
Temporary vacancy

267 (1) If a person who is a member of the councils of a local municipality and its upper-tier municipality is unable to act as a member of those councils for a period exceeding one month, the local council may appoint one of its members as an alternate member of the upper-tier council to act in place of the member until the member is able to resume acting as a member of those councils. 2001, c. 25, s. 267 (1).

Alternate member

(2) If the offices of a person who is a member of council of both a local municipality and its upper-tier municipality become vacant and the vacancies will not be filled for a period exceeding one month, the local council may appoint one of its members as an alternate member of the upper-tier council until the vacancies are filled permanently. 2001, c. 25, s. 267 (2).

Exception

(3) This section does not authorize the appointment of an alternate head of council of the upper-tier municipality. 2001, c. 25, s. 267 (3).

268 Repealed: 2006, c. 32, Sched, A, s. 111.

Note: On January 1, 2018, the day named by proclamation of the Lieutenant Governor, the Act is amended by adding the following section before the heading "Policies": (See: 2017, c. 10, Sched. 1, s. 31)

Temporary replacement, member of upper-tier council

269 (1) Subject to subsection (2), the council of a local municipality may appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason. 2017, c. 10, Sched. 1, s. 31.

Limitation

(2) Subsection (1) does not authorize,

(a) the appointment of more than one alternate member during the term of council;

(b) the appointment of an alternate member to act in place of an alternate member appointed under subsection 267 (1) or (2); or

(c) the appointment of an alternate head of council of the upper-tier municipality. 2017, c. 10, Sched. 1, s. 31.

Other temporary replacement

(3) Despite clause (2) (a), if the seat of the member who has been appointed as an alternate member under subsection (1) becomes vacant, the council of a local municipality may appoint another of its members as an alternate member for the remainder of the council term. 2017, c. 10, Sched. 1, s. 31.

Section Amendments with date in force (d/m/y)

2006, c. 32, Sched. A, s. 111 - 01/01/2007

2017, c. 10, Sched. 1, s. 31 - 01/01/2018

Interpretation

269 (1) In section 270,
PROCEDURAL BY-LAW

BY-LAW No. – 2018

A By-Law to adopt a procedure for governing the calling, place and proceedings of meetings of council, council committees and boards of council of The Corporation of the Municipality of Morris-Turnberry

This by-law is printed under and by authority of the Council of the Municipality of Morris-Turnberry

Adopted by Council: 2018
Effective Date: 2018
BY-LAW No. -2018

"Being a By-law to adopt a procedure for governing the calling, place and proceedings of meetings of council, council committees and boards of council of The Corporation of the Municipality of Morris-Turnberry"

WHEREAS Section 238 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that every Council shall adopt a procedure for governing the calling, place and proceedings of meetings;

AND WHEREAS Section 8 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, guarantees that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues.

NOW THEREFORE, COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY HEREBY ENACTS AS FOLLOWS:

1) SHORT TITLE

1.1 This By-Law shall be known as "The Procedural By-Law" for The Corporation of The Municipality of Morris-Turnberry.

2) DEFINITIONS

2.1 The following definitions shall apply to this By-law:

"Agenda" means the written Order of Business.

"By-law" means a law or regulation in a form approved by Council for the purposes of giving general effect to a decision or proceeding of Council.

"Chair" shall mean the Mayor or the presiding officer of a meeting.

"Clerk" shall mean the Clerk of The Corporation of The Municipality of Morris-Turnberry, or a person delegated by the Clerk.

"Closed Session" shall mean a meeting or part of a meeting of Council, a Council Committee, a Communications Meeting, or a Local Board and its Committees, not open to the public in accordance with the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended.
"Council Committee" shall mean a Committee established by Council.

"Committee" shall mean any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more councils or local boards;

"Committee-of-the-Whole" shall mean a Committee composed of all of the members of Council.

"Council" shall mean the Council of The Corporation of The Municipality of Morris-Turnberry, consisting of six (6) members, voted ' at large '.

"Council-In-Committee" shall mean all members of Council sitting as a Committee-of-the-Whole during a regular, emergency or special meeting of Council, to deal with business matters.

"Corporation" shall mean The Corporation of the Municipality of Morris-Turnberry.

"Mayor" shall mean the Head of Council and Mayor of the Municipality of Morris-Turnberry and shall represent the Municipality on the Huron County Council.

"Alternate Member of Huron County Council" shall mean an alternate member of the Municipality of Morris-Turnberry to represent the Municipality on Huron County Council, in the absence of the Mayor and as appointed by the Council of the Municipality of Morris-Turnberry.

"Meeting" shall mean any Regular, Special, Communications or other meeting of Council, its Committees, or its local boards called for the purpose of exercising the power or the authority of Council, its Committees or its local boards.

Meeting- as defined by Bill 68
A 'meeting' means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where,
(a) A quorum of members is present, and
(b) Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

"Member" shall mean a member of Council, its Committees or its local boards, and shall include the Mayor.

"Motion" shall mean a Resolution of Council or a Recommendation of a Committee that is under debate by Council or a Committee.
"Pecuniary Interest" means a direct or indirect pecuniary (monetary) interest with the meaning of the Conflict of Interest Act, RSO 1990 Chapter M. 50, as amended.

"Point of Order" means a statement made by a Member during a meeting, drawing to the attention of the Chair:
1. Any breach of the Rules of Order of Council; or
2. Any defect in the constitution of any meeting of the Council; or
3. The use of improper offensive or abusive language; or
4. Notice of the fact that the matter under discussion is not within the scope of the proposed motion; or
5. Any other informality or irregularity in the proceedings of Council.

"Presentation" means the occurrence when staff, an individual or group have been invited to present information to Council or a Committee.

"Presiding Officer" means the Mayor, Deputy Mayor or a person appointed by the Members present at a Council Meeting in the event the Mayor and Deputy Mayor are not in attendance within five (5) minutes after the hour appointed for the Council meeting.

"Point of Privilege" means the raising of a question, which concerns a Member of Council collectively, when a Member believes that his or her rights, immunities or integrity of Council as whole has been impugned.

"Public Meeting" shall mean a public meeting as defined under the Municipal Act or another Act where Council has a requirement to hold a public meeting.

"Quorum" shall mean a majority of the whole number of Members required to constitute a Council.

"Recorded Vote" shall mean the recording of the name and vote of every member voting on any matter or question during a Council meeting.

"Rules of Procedure" shall mean the rules and regulations provided in this By-Law.

"Two-thirds majority vote" shall mean a vote where at least two-thirds (2/3) of the members present and eligible to vote, vote in the affirmative.
3) **GENERAL RULES**

3.1 The rules and regulations contained in this By-Law shall be observed in all proceedings of Council, Council Committees and Local Boards and shall be the rules and regulations for the order and dispatch of business in Council, Council Committees and Local Board meetings.

3.2 The rules contained in the By-Law shall be observed, with necessary modifications, by every Local Board and Council Committee.

3.3 Those proceedings of Council, or the Local Boards or Council Committees thereof not specifically governed by the provisions of this By-Law shall be regulated in accordance with Robert's Rules of Order.

3.4 Any part or parts of this By-law may be suspended by a vote with the consent of two-thirds majority of the Council, committee or local board members present, unless the part(s) is prescribed by statute or law.

3.5 In the absence of the Mayor, or if he/she is absent through illness or refuses to act, or if the Office is vacant, the Deputy Mayor for the purposes of this By-Law shall act in the place and stead of the Mayor and shall have all the rights, powers and authority of the Mayor, while so acting.

3.6 Only 'Members of Council', or 'Officers of the Corporation', shall be allowed within the floor of Council during meetings without the approval of the Mayor.

3.7 The Ward system has been dissolved by By-law No. 73-2012 and replaced by an 'At Large' System for Electoral Representation.

4) **COUNCIL MEETINGS**

4.1 Inaugural Meeting:
The Inaugural Meeting shall be held on the first Tuesday in December following a Regular Municipal Election at 5 pm or as otherwise authorized by the Council.

4.2 Open Meetings:
All meetings of Council, its committees and local boards must be open to the public. Meetings or parts of meetings may be closed to the public pursuant to the provisions of the Municipal Act, Section 239 and this By-law.
4.3 Location:
Meetings of Council shall be held in the Council Chambers of the Municipal Building located at 41342 Morris Road, RR 4, Brussels, unless otherwise decided by Resolution of Council or specified elsewhere in this By-Law.

4.4 Alter Time, Day or Place:
Council may, by Resolution, alter the time, day or place of any Council and/or Council Committee Meeting.

4.5 Postponement of Meetings:
Any regular meetings of the Council may be postponed to a day named in:
a) A notice by the Mayor or the Deputy Mayor given through the Clerk's Office and two clear days in advance of the regular meeting;

b) A resolution of Council passed by the majority of members; or,

c) A notice by the Clerk or Mayor upon verbal request to the Clerk or Mayor by a majority of members on the day of the meeting, due to inclement weather or emergency.

4.6 Regular Meetings:
(a) Regular Meeting Schedule:
Regular Council meetings of Council shall be held in the Council Chambers on the first and third Tuesdays of each month at 7:30 pm, and shall stand adjourned at 10:30 p.m.; however, business may be continued upon a Resolution passed by unanimous vote either during open council or during a closed portion of the meeting.

(b) When the Regular Meeting is Scheduled for a Public Holiday
And where such Tuesday may be a holiday, the Council shall meet on the business day next following the regular day of the meeting and at the same time specified above, or as provided by council resolution.

4.7 Special Meetings:
1. The Head of Council may at any time summon a Special Meeting of Council with adequate notice to the Members of Council,
2. Upon receipt of the petition of the majority of the Members of the Council, the Clerk shall summon a Special Meeting for the purpose and at the time mentioned in the petition.
3. Notice of all Special Meetings of Council shall be given to the Members through the Clerk’s office. The only business to be dealt with at a Special Meeting is that which is listed in the notice of the meeting.
4.8 Public Statutory Meetings:
During regular Council meetings all Public Statutory Meetings of Council shall convene at 7:30 p.m. in the Municipal Office, or at a specified time during a Special Meeting as prescribed by Council on its Notice of Meeting.

4.9 Accessibility: The Municipality will attempt to remove any barriers for the Members of Council, Staff and Public, for access to the meetings and audio and visual needs, upon request.

5) DEPUTY MAYOR POSITION:

5.1 The Deputy Mayor shall be chosen as follows:

5.1 The qualifications that must be satisfied for a member of council to act in the place of the head of council is the following:

a) The member shall be the one who polled the largest number of votes in the last regular election. If the member does not wish to be appointed as ‘Deputy Mayor’ the following procedure will apply.

5.2 As in the case of an acclamation or if the member with the largest number of votes, does not wish to assume the position, the Deputy Mayor position will be open to all council members except the Mayor, and a person or persons shall be nominated by members of council.

5.3 The vote shall be conducted by the clerk with secret ballot, ballots will be received from all members of council.

5.4 In the event of a tie vote, the ballot will be chosen by lot. The first name drawn shall be the member to be named as ‘Deputy Mayor’.

5.5 A motion of council to confirm the appointment will be required.
6) **RULES OF DEBATE IN COUNCIL:**

6.1 The Presiding Officer shall preserve order and decorum and decide questions of order subject to an appeal to the Council by any member.

6.2 Where procedural matters of Council or Committees of Council are not governed by the Municipal Act, Municipal Conflict of Interest Act or provisions of this bylaw, resort should be had to Bourinot’s Rules of Order as a rule for guidance on the question.

6.3 **Point of Order**

   a) When a Member rises to a point of order, the Member shall ask leave of the Presiding Officer to raise a point of order, and after leave is granted, shall state the point of order to the Presiding Officer. The Presiding Officer shall then state and decide the point of order.

   b) Thereafter, a Member shall only address the Chair for the purpose of appealing to the Council from the Presiding Officer’s decision.

   c) If no Member appeals, the decision of the Presiding Officer shall be final.

   d) The Council, if appealed to, shall decide the question without debate and its decision shall be final.

6.4.1 **Point of Personal Privilege**

   A Member may raise at any time, with the consent of the Presiding Officer, a point of personal privilege, for the purpose of drawing the attention of Council to the matter. When any point of personal privilege arises it shall be taken into consideration immediately.

7) **PUBLIC NOTICE OF MEETINGS/AGENDAS**

7.1 Where notice is required to be given under the Municipality’s Notice By-law No. 79-2007, no business shall be brought before Council without first providing the prescribed form of notice.

7.2 The published Agenda shall be considered as adequate notice of Regular Meetings of Council and its Council Committees, except for meetings held on a day or at a time other than as provided for by this By-Law.

7.3 The Agenda for Regular Meetings shall be delivered to the Mayor and members not later than forty-eight (48) hours prior to the meeting. The complete paperless agenda package will be available not less than forty-eight (48) hours
prior to the meeting, for each municipal council member, on the secured password protected Municipal website.

7.4 Notice and Agendas of Special Meetings called in accordance with Section 7.7 of this By-Law shall be available prior to the meeting not later than forty-eight (48) hours before the hour appointed for the special meeting.

7.5 No business except the business dealing directly with the purpose mentioned in the Notice shall be transacted at any Special Meeting.

7.6 Notwithstanding any other provision of this By-Law, an Emergency Meeting may be held without written Notice, to deal with an emergency or extraordinary situation, provided that an attempt has been made by the Clerk to notify the members about the Meeting as soon as possible and in the most expedient manner available.

7.7 No business except business dealing directly with the emergency or extraordinary situation shall be transacted at the Emergency Meeting.

7.8 Lack of receipt of a Notice or of the Agenda by the members shall not affect the validity of the Meeting, or any action taken thereat, except where prescribed by the Municipality’s Notice By-law No. 79-2007.

7.9 A complete copy of the published Agenda shall be posted on the Municipality's website for members of the news media and the public at least forty-eight (48) hours prior to the scheduled meeting.

7.10 The Meeting Schedule of Regular Council Meetings shall be published on the Municipal website or a local newspaper with a one week notice period.

7.11 Agendas, including all public attachments, shall be made available through the Clerk’s Office after distribution to the Members of Council for viewing and will be posted on the Municipal website and bulletin board and copies can be procured through the Clerk’s Office.

7.12 Accessibility: The Municipality will attempt to remove any barriers for the provision of the Council meeting notice and agenda package. Alternate Formats of the material shall be available upon request.
8) COMMUNICATIONS AND PETITIONS

8.1 Every communication or petition intended for presentation to Council or to a Council Committee shall be legibly written or printed and shall be signed by at least one person, giving his/her address, and filed with the Clerk or Recording Secretary.

8.2 The deadline for receipt of communications or petitions by the Clerk for inclusion on the Agenda shall be noon, on the Thursday prior to the Regular Meeting of Council.

8.3 Communications and petitions addressed to the Mayor and Council shall either be listed on the Agenda or included in a Council Information Package.

8.4 All Resolutions received from other municipalities shall be distributed, for information purposes, to the members of Council in a Council Information Package.

8.5 A Council Information Package will be provided to Council members on a bi-weekly basis for all regular meetings and as required for special meetings.

8.6 Any member of Council may ask the Clerk to place any communication, petition or Resolution that is included in the Council Information Package on the next Regular Meeting Agenda of Council.

8.7 Communications or petitions containing obscene or defamatory language shall not be listed on the Agenda or a Council Information Package, but shall be held by the Clerk and may be directed to the police for investigation upon direction of the Mayor.

9) DEPUTATIONS

9.1 For the purpose of advancing the business of Council, persons desiring to verbally present new information on matters of fact or make a request of Council shall contact the Clerk to make a timed deputation at Council, subject to Section 9.2 to 9.7.

9.2 A written brief outlining the subject matter of the presentation shall be provided to the Clerk at the time of the request to appear and shall clearly state the nature of the business to be discussed, by Thursday noon prior to the meeting.

9.3 Deputations not providing sufficient notice may be heard at the discretion of a majority of members of Council present.
9.4 Deputations, at regular and special council meetings, shall be limited in speaking to not more than ten (10) minutes in total per person, per group or per organization. A delegation consisting of five or more members will be limited to two (2) speakers.

9.5 Notwithstanding Sections 9.1, 9.2, 9.3 and 9.4, deputations appearing before Council at Public Meetings are not limited to time constraints or notification requirements.

9.6 Council may refuse to hear Deputations when, in the opinion of Council, the subject of the presentation is beyond the jurisdiction of the Municipality.

9.7 No person will be permitted to address Council with respect to a specific personal issue, nor will a brief respecting such issue be listed on a Council Agenda. A written brief by any person with respect to personal issues may be forwarded to the Clerk for consideration by Closed Session.

9.8 No person will be permitted to address Council relating to any current litigation matters of which the Municipality is a party to the proceedings.

9.9 Council may solicit comments from the gallery on specific issues, on request through the chair;

10) CLOSED MEETINGS:

10.1 Except as provided in this Section, all meetings shall be open to the public.

10.2 The Mayor or other presiding Officer may expel any person for improper conduct at a Meeting.

10.3 A Meeting or a part of a Meeting may be closed to the public if the subject matter being considered is:
   a) The security of the property of the municipality or local board;
   b) Personal matters about an identifiable individual, including municipal employees or local board members;
   c) A proposed or pending acquisition or disposition of land by the municipality or local board;
   d) Labour relations or employee negotiations;
   e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
   f) The receiving of advice that is subject to solicitor-client privilege; including communications necessary for that purpose;
   g) A matter in respect of which the Council, Board or Committee may hold a closed meeting under the authority of another Act;
h) information explicitly supplied in confidence to the municipality or local board of Canada, a province or territory or a Crown agency of any of them;

i) a trade secret or scientific, technical, commercial financial, or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on to be carried on by or on behalf of the municipality or local board.

Other Criteria:

1) Related to the consideration of a request under the Municipal Freedom of Information and Protection of Personal Privacy Act, as Council has designated the clerk as head of the institution for the purposes of that Act pursuant to By-Law No. 104-2016.

m) An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13(1) of the Municipal Act, 2001, S.O. 2001, c. 25, or the investigator referred to in subsection 239.2(1).

10.4 A meeting or part of a meeting of the Council, Board or Committee may be closed to the public if the following conditions are both satisfied:

a) The meeting is held for the purpose of educating or training the members, and

b) At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council or Committee.

10.5 For the purposes of Section 10.4 above, the following actions are considered to materially advance the business or decision making of the Council, Board or Committee:

a) Structured or unstructured debate

b) Adoption of recommendations or options.
10.6 For the purposes of section 10.4 above, the following actions are considered not to materially advance the business or decision making of the Council, Board or Committee:
   a) Brainstorming and listing of potential options for consideration by staff and Council
   b) Conducting group problem identification and analysis
   c) Receiving staff or council member briefings on new or emerging topics
   d) A technical briefing to relate background information necessary to assist in future decision making.

10.7 Before holding a Meeting or part of a Meeting that is to be closed to the public, Council shall state by Resolution:
   a) The fact of the holding of the Closed Meeting, and the time the closed meeting commenced
   b) The general nature of the matter to be considered at the Closed Meeting
   c) In the case of a meeting under Section 10.4, the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that Section.

10.8 A Meeting shall not be closed to the public during the taking of a vote except where:
   a) Subsection 10.3 or 10.4 permits or requires a Meeting to be closed to the public; and,
   b) The vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality, local board or committee or persons retained by or under contract with the municipality or local board.

10.9 All deliberations while in Closed Session shall remain confidential unless otherwise approved by Council in Open Session. The Mayor or Chair will report out the time that the closed portion of the meeting ended, and any results at the conclusion of the closed portion of the meeting, including if any directions or instructions were given to officers, employees or agents of the Municipality.
11) ORDER OF PROCEEDINGS, AGENDAS & MINUTES

11.1 Council Agendas:

a) The Clerk or his/her designate shall prepare the Agenda for all Regular Council Meetings consisting of the following Order of Business:

1. Meeting Called to Order
2. Agenda Update
3. Disclosures of Pecuniary Interest & The General Nature Thereof
4. Approval/Amendment of the Public and Regular Council Meeting Minutes
5. Approval of Accounts
6. Public Meetings
7. Deputations / Delegations
8. Staff Reports
9. Business - Unfinished Business
    - New Business
10. Councillor and Committee Reports
11. Mayor and Councillor Questions and Comments
12. Receiving Communications - Correspondence an Local Board and Committee Minutes
13. By-laws and Agreements
14. Other Business
15. Break – Comfort break approximately 5 minutes
17. Council-in-Committee (Closed Session under Section 239)
18. Council in Committee (Closed Session ) Reports
19. Confirming By-Law
20. Adjournment

b) At each duly constituted Regular Meeting of Council, the Minutes of the preceding Regular Meeting, Public Meeting and any Special Meeting shall, unless otherwise decided by the Council, be submitted for adoption, and after they have been received by the majority of the members present, with any errors or omissions noted, shall be signed by the Mayor and Clerk.

c) The business of each Meeting shall be taken up in the order in which it stands in the Agenda, unless otherwise decided by a majority vote of the members present.

d) The Mayor may change the order of business, if required, for timing issues.
Note: The Council has the right to add this policy or not:

e) The Council may authorize electronic participation by a telephone or electronic equipment for a council members attendance at a meeting.
   1. The meeting must be open to the public and the member using the electronic equipment shall not be counted in determining quorum.
   2. The member must request participation by a telephone or electronic equipment prior to the meeting, in writing or by email;
   3. The member shall or shall not be authorized to vote at the meeting;
   4. In the case of a special council meeting, the decision on electronic participation shall be left to the discretion of the mayor;
   5. For this section, Electronic means: telephone conferencing.
   6. No more than two members may participate by electronic participation, at any one Special or Regular Meeting of Council;
   7. Roll Call for the electronic meeting shall be taken verbally;
   8. Voting at the meeting must be by the recorded vote' method.

11.2 Minutes

a) The municipality or local board or a committee of either of them shall record without note or comment all resolutions, decisions and other proceedings at a meeting of the body, whether it is closed to the public or not. The minutes shall be made by a clerk, in the case of the meeting of council, or an appropriate officer, in the case of a meeting of a local board or committee.

b) Minutes of the Council or Committee, whether it is closed to the public or not, shall record:
   1) The date of the meeting;
   2) The record of the attendance of the members;
   3) Disclosures of pecuniary Interest and the general nature thereof;
   4) The reading, if requested, correction and adoption of the minutes of prior meeting(s);
   5) All resolutions and decisions;
   6) All the other proceedings of the meeting without note or comment;
   7) Time of call to order, time of adjournment and time in and out of camera or Committee meeting;
   8) A list of other business items discussed.

c) If the minutes have been delivered to the members, then the minutes will not be read. The Mayor after receiving any errors or omissions reported by members will request a motion to adopt the Minutes.

d) After the minutes have been adopted they will be signed by the Mayor and by the Clerk.
12) COMMENCEMENT OF MEETINGS

12.1 A quorum shall be a majority of the members constituting the Council.
12.2 As soon after the hour fixed for a Meeting as a Quorum is present, the Meeting shall be called to order by the Mayor.
12.3 If there is no quorum present within fifteen (15) minutes after the time appointed for the Meeting, the Council shall stand adjourned until the date and time of the next Regular or Special Meeting and the Clerk shall record the names of the members present upon such adjournment.
12.4 The Mayor, if present, shall preside at all meetings.
12.5 In the absence of the Mayor, the Deputy Mayor shall preside during the Meeting or until the arrival of the Mayor.
12.6 In the absence of the Mayor and the Deputy Mayor, the Clerk shall call the Meeting to order fifteen (15) minutes after the hour appointed for the Meeting, and the members shall appoint a Member by resolution to preside during the Meeting or until the arrival of the Mayor or the Deputy Mayor.
12.7 If at any meeting the number of members is reduced to less than a quorum, subject to the provisions of the Municipal Conflict of Interest Act, the Council meeting shall stand adjourned.

13) ROLE OF THE MAYOR

13.1 It is the role of the Mayor as the Head of Council:
   a) To Act as Chief Executive Officer of the Municipality;
   b) To preside over Council meetings so that its business can be carried out efficiently and effectively;
   c) To provide leadership to Council;
   d) To represent the municipality at official functions; and,
   e) To carry out the duties of the Head of Council under any Act.

13.2 As Chief Executive Officer of the Morris-Turnerry, the Head of Council shall:
   a) Uphold and promote the purposes of the Municipality;
   b) Promote public involvement in the Municipality's activities;
   c) Act as the representative of Morris-Turnberry both within and outside the municipality and promote the Municipality locally, nationally and internationally; and,
   d) Participate in and foster activities that enhance the economic, social and environmental well-being of the County and its residents.
13.3 When presiding over Council meetings, the Head of Council shall:

a) Open the meeting of Council by taking the chair and calling the members to order;

b) Announce the business before the Council in the order in which it is to be acted upon;

c) Receive and submit, in the proper manner, all motions presented by the members of Council;

d) Put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings, noting a yes or no, and to announce the result; the mayor shall have the opportunity to vote, in the same manner as all other members of council;

e) Decline to put to vote motions that infringe the rules of procedure;

f) Restrain the members, within the rules of order, when engaged in debate;

g) Enforce on all occasions the observance of order and decorum among the members;

h) Call by name any member persisting in breach of the rules of order of the Council, thereby ordering him or her to vacate the Council Chamber;

i) Receive all messages and other communications and announce them to the Council;

j) Authenticate, by his or her signature when necessary, all by-laws, resolutions, and minutes of the Council;

k) Inform the Council, when necessary or when referred to for the purpose, on a point of order or usage;

l) Represent and support the Council, declaring its will, and implicitly obeying its decision in all things;

m) Ensure that the decisions of Council are in conformity with the laws and by-laws governing the activities of the Council;

n) Adjourn the meeting when the business is concluded;

o) Adjourn the meeting without question, in the case of grave disorder arising in the Council Chamber.

14) ROLE OF COUNCIL
14.1 It is the role of Council:
   a) To represent the public and consider the well-being and interests of Morris-Turnberry;
   b) To develop and evaluate the policies and programs of Morris-Turnberry;
   c) To determine which services Morris-Turnberry provides;
   d) To ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
   e) To ensure the accountability and transparency of the Municipality's operations, including the activities of the Senior Management Team;
   f) To maintain the financial integrity of the Municipality; and,
   g) To carry out the duties of Council under any Act.

14.2 If the office of a member of Council of the municipality becomes vacant, or if the member is absent from the meetings of Council for (3) three successive months, without being authorized to do so by a Motion of council, in accordance with the provisions of Section 259 (1) and in accordance with Exceptions (1.1) (2) (3), the procedures as set out in Section 263 of the Municipal Act, 2001 apply.

***Section can read:

14.3 A member can be named as an ‘Alternate Member of Huron County council’ to represent the Municipality of the Huron County Council, in the absence of the Mayor, pursuant to an appointment by the Council of the Municipality of Morris-Turnberry;

Or

14.3 A member can be named as an ‘Alternate Member of Huron County Council’ to represent the Municipality on Huron County Council, in the absence of the Mayor, pursuant to the following criteria:
   1. That the member is duly appointed by the Council of the Municipality;
   2. That the member is properly sworn in to act as a County Councillor prior to attendance at a County meeting;
   3. That the Municipality provides a certificate to the County of Huron that the member has been duly appointed as an alternate;
   4. That the Council does not appoint more than one member during the term of Council;
   5. If the seat of the member who has been appointed as an alternate member becomes vacant, the council of a local municipality may appoint another of its members as an alternate for the remainder of the council term;

14.4 Any member shall notify the Administrator Clerk-Treasurer if they are unable to attend a council or committee meeting.
15) **RULES OF CONDUCT**

15.1 No Member shall:

   a) Speak disrespectfully of the reigning sovereign, or any of the Royal Family, or of the Governor-General, the Lieutenant Governor, or any person administering the government of the Dominion of Canada, the Province of Ontario or of The Corporation of the Municipality of Morris-Turnberry.

   b) Use indecent, offensive or insulting language.

   c) Speak on any subject matter other than the subject in debate.

   d) Disobey the rules of the Council Code of Conduct or a decision of the Presiding Officer or of the Council on questions of order or practice or upon the interpretation of the rules of the Council;

   e) Disturb the Council by any disorderly conduct.

   f) Use municipal property, services and other resources.

   g) Interfere with the work of staff or department heads for day to day operations of the Municipality.

   h) Work in conjunction with lobbyists.

And the Member shall:

   h) Provide for Disclosure of gifts and benefits received by submission of a written statement, as set out in Schedule 'A', hereby attached.

   i) Maintain confidentiality of information. A Confidentiality declaration must be signed and submitted to the Clerk.

   j) Adhere to the harassment and violence policy.

   k) Adhere to all council policies and procedures.

15.2 A Member shall not disobey the rules of the Council or a decision of the Mayor or of the Council on points of order or on the interpretation of the rules of procedure of the Council.

15.3 A Member shall not leave his/her seat or make any noise or disturbance while a vote is being taken or until the vote is declared.

15.4 A Member shall not interrupt a Member who is speaking, except to raise a point of order or a question of privilege.

15.5 In the event that a Member persists in a breach of the Rules of this By-Law, after having being called to order by the Mayor, the Mayor shall put the question "Shall the Member be ordered to leave his/her seat for the duration of the Meeting?" and such question is not debatable.
15.6 If the Council decides the questions set out in Section 15.5 of this By-Law in the affirmative by a majority vote of the members present, the Mayor shall order the member to leave his/her seat for the duration of the Meeting.

15.7 If the Member apologizes, the Mayor, with the approval of the Council, may permit the Member to resume his/her seat.

16) RULES OF DEBATE

16.1 The Mayor shall preside over the conduct of the Meeting including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the Meeting, subject to an appeal to the Council.

16.2 The Mayor may answer questions and comments in a general way without leaving the chair, but if he/she wishes to make a Motion or to speak on a Motion taking a definite position and endeavoring to persuade the Council to support that position, then he/she shall first leave the chair and address Council from the podium. The Mayor shall address presentations and if any member wishes to address a presenter, they must speak through the chair.

16.3 If the Mayor desires to leave the chair for the purpose of taking part in the debate or for any other reasons, the Deputy Mayor will sit in his/her place until he/she resumes the chair.

16.4 Before a Member may speak to any matter, he/she shall first be recognized by the Mayor or Chair.

16.5 When two or more members indicate simultaneously that they wish to speak, the Mayor shall name the Member who is to speak first.

16.6 When a Member is speaking to a Motion, he/she shall confine his/her remarks to the Motion and in speaking shall be limited to a maximum of five (5) minutes, unless otherwise decided by a majority vote of the members present.

16.7 A Member shall not speak more than twice to any Motion unless otherwise decided by a majority vote of the members present, except the Member who made a motion who shall be allowed to reply for a maximum of five (5) minutes.

16.8 When a Motion is under debate, a Member may ask a concisely worded question of another member or a staff member through the Mayor, prior to the Motion being put to a vote by the Mayor.
16.9 A member may require the Motion under debate to be read at any time during the debate, but not so as to interrupt a member who is speaking.

16.10 No member shall speak more than once on an item of business until every member who desires to speak, has spoken.
17) QUESTIONS OF PRIVILEGE AND ORDER

17.1 If a Member believes that his/her rights, privileges or integrity or those of the members collectively have been prejudicially affected, he/she shall ask leave of the Mayor to raise a question of privilege which shall take precedence over all other matters, but he/she shall not be permitted to enter into any argument or introduce any Motion related to the question of privilege.

17.2 When the Mayor considers that the integrity of Administrator Clerk-Treasurer or municipal staff has been impugned or questioned, the Mayor may permit the Administrator Clerk-Treasurer or staff member to make a statement to the Council.

17.3 When a Member desires to call attention to a violation of the Rules of Procedure, he/she shall ask leave of the Mayor to raise a point of order and after leave is granted, he/she shall state the point of order to the Mayor succinctly and the Mayor shall then decide upon the point of order and advise the members of his/her decision.

17.4 Unless a Member immediately appeals the Mayor’s decision to the Council, the decision of the Mayor shall be final.

17.5 If the decision of the Mayor is appealed to the Council, then the question "Shall the ruling of the Chair be sustained?" shall be put immediately without debate and its result shall be final.

17.6 When the Mayor calls a Member to order, that Member shall cease speaking until the point of order is dealt with and that Member shall not speak again to the matter under discussion without the permission of the Mayor unless to appeal the ruling of the Mayor.

18) MOTIONS

18.1 All new motions shall be submitted orally or in writing. Written motions will be signed by the Mover and Seconder and filed with the Clerk. Oral motions shall be restated by the Chair or the Clerk before debate or a vote.

18.2 Any member of Council may give notice of intent that he or she will introduce a Motion the next or a subsequent meeting of Council to introduce a new matter, initiate any measure to make any change in the Council’s established policy. The giving of notice requires no Seconder and is not at that time debatable.
18.3 All Notices of Motion shall be in writing, signed by the Mover and filed with the Clerk.

18.4 Notices of Motions filed with the Clerk shall be directed to the next Regular Council Meeting unless otherwise noted.

18.5 Any Motion may be introduced without notice if the Council without debate, dispenses with notice on the affirmative vote of at least two-thirds of the members present and voting.

18.6 Motions shall be seconded before being debated or put to a vote.

18.7 Every Motion shall be deemed to be in the possession of the Council for debate after it is accepted by the Mayor, but may, with the permission of the Council, be withdrawn at the joint request of the Mover and Seconder at any time before the Motion is disposed of.

18.8 When a Motion is under debate, no other Motion shall be in order except a Motion:
   a) To adjourn;
   b) To proceed beyond curfew;
   c) To table;
   d) To call the question (close the debate);
   e) To postpone to a certain time (defer);
   f) To refer;
   g) To amend.

18.9 A Motion to adjourn shall:
   a) Not be amended;
   b) Not be debated;
   c) Not include qualifications or additional statements; and,
   d) Always be in order except when a Member is speaking or the members are voting or when made in Committee-of-the-Whole.

18.10 When a Motion to adjourn has been decided in the negative, no further Motion to adjourn shall be made until after some subsequent proceeding has taken place.

18.11 The Council shall always adjourn when there is no business before them or at curfew if in session at that hour, unless otherwise decided before that hour by a majority vote of the members present at the Meeting to go beyond that hour.

18.12 A Motion to proceed beyond the hour of curfew shall:
   a) Not be amended;
   b) Not be debated; and,
   c) Shall always be in order, except when a Member is speaking or the members are voting.
18.13 A Motion to table shall:
   a) Not be amended;
   b) Not be debated;
   c) Apply to the main Motion and any amendments thereto under debate at a time when the Motion to table was made;
   d) Not include qualifications or additional statements.

18.14 If a Motion to table is decided in the affirmative by a majority vote of the members present, then the main motion and any amendments thereto shall be removed for the Council's consideration until such time as a notice of motion to lift the matter from the table is filed with the Clerk. A Motion to take from the table is not debatable or amendable.

18.15 A Motion to call the question (close the debate) shall:
   a) Not be amended;
   b) Not be debated;
   c) Apply to the Motion or amendment under debate at the time when the Motion to put the question is made;
   d) Not be received in any Committee;
   e) Be moved using the words "That the question now be called."

18.16 If a Motion to call the question is decided in the affirmative by a majority vote of the members present, then the preceding Motion or amendment shall be voted on immediately without further debate or comment.

18.17 A Motion to refer a matter under consideration to a Committee or the Administration or elsewhere shall:
   a) Be open to debate;
   b) Be amendable; and,
   c) Preclude amendment or debate of the preceding Motion, unless the Motion to refer is resolved in the negative, in which case the preceding Motion shall be open to debate and amendment.
18.18 A Motion to amend shall:
   a) Be open to debate;
   b) Not propose a direct negative to the main Motion;
   c) Be relevant to the main Motion; and
   d) Not be further amended more than once.

18.19 A Motion to postpone to a certain time (defer) shall:
   a) Be open to debate;
   b) Be amendable; and
   c) Preclude amendment or debate of the preceding motion, unless the motion to Postpone to a certain time is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

18.20 When the Council amends a proposed zoning or re-zoning By-Law after the holding of a Public Meeting as required by The Planning Act, the Council shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed By-Law, as amended.

18.21 The question of whether or not any further notice is to be given shall be amendable and debatable.

18.22 The proposed zoning or re-zoning By-Law, as amended, shall not be introduced and enacted until the question of whether or not any further notice is to be given has been resolved.

19) VOTING PROCEDURES

19.1 A motion to amend an amendment to a Motion shall be voted on first.

19.2 Voting on the main Motion and amending Motions shall be conducted in the following order:
   a) A Motion to amend a Motion to amend the main Motion;
   b) A Motion (as amended or not) to amend the main Motion;
   c) The main Motion (as amended or not).

19.3 When the Motion under consideration contains two distinct propositions, upon the request of any Member, the Mayor or Chair shall divide the question and the vote upon each proposal shall be taken separately.

19.4 A Motion shall be put to a vote by the Mayor immediately after all members desiring to speak on the Motion have spoken in accordance with Section 19.7 of this By-Law.
19.5 After a Motion is put to a vote by the Mayor or Chair, no Member shall speak on that Motion, with the exception of the Mayor or Chair who may speak following a recorded vote or upon breaking a tie, after the result of the vote is announced by the Mayor or Chair. No other motion shall be made until after the result of the vote is announced.

19.6 Every Member of Council present at a Council Meeting when a question is put shall vote thereon, except where he/she is disqualified to vote by reason of a pecuniary interest or is absent from the Council Chamber when the question is put.

19.7 Every Member of Council who is not disqualified from voting by reasons of a declared pecuniary interest shall be deemed to be voting against the Motion if he/she declines or abstains from voting.

19.8 All votes shall be by show of hands, except when a Recorded Vote is requested. The manner of determining the decision of the Council on a Motion shall not be by secret ballot or by any other method of secret voting.

19.9 The Mayor shall announce the result of every vote after requesting both a yes and nos. Upon the taking of any vote, if all of the members present when the vote is taken vote unanimously, the Mayor may direct the Clerk to record the vote accordingly.

19.10 If a Member disagrees with the number of votes for and against a Motion as announced by the Mayor, he/she may object immediately to the Mayor's declaration and, with the consent of the Council, the vote shall be re-taken.

19.11 When there is a tie vote on any Motion, it shall be deemed to have been decided in the negative.

19.12 When called for by any Member or when required by law, a Recorded Vote shall be taken by the Clerk, in random order and the results declared by the Clerk.

19.13 A Member may call for a Recorded Vote immediately prior to or immediately after the taking of the vote. A member may request a recorded vote on any question and when a members requests a recorded vote, each member present unless otherwise prohibited by Statute, shall announce his/her vote openly and individually in favour of or against the question. The Clerk shall record each member's vote as having voted "Yes" or "No" and each members surname shall be noted in the minutes. The order in which the clerk shall record the vote shall be in random order, until all members have voted. After completion of the vote, the Clerk shall announce the results. If during the roll call vote, any member present refuses to vote or fails to vote, he/she shall be deemed and recorded as voting against the question.
19.14 When a Recorded Vote is taken, the names of those who voted for and against the Motion shall be entered in the Minutes.

19.15 In any vote required of the Whole Council, the number of members constituting the Council shall be determined by excluding:

   a) the number of members who are present at the Meeting but who are excluded by voting by reasons of The Municipal Conflict of Interest Act;
   b) the number of seats that are vacant on the Council by reasons of Section 259 of The Municipal Act.

19.16 Negative Vote: Any question on which there is an equality of votes, shall be deemed to negative and is defeated.

19.17 Every member of council present at a Council Meeting when a question is put, shall vote thereon, except where is prohibited by statute from voting or disqualified to vote by reason on a conflict of interest, or is absent from the Council Chambers, when the question is put.

19.18 A failure by a member to vote, who is present and qualified at the meeting at the time of the vote and who is qualified to vote, shall be deemed to be a negative vote.

20) RECONSIDERATION:

20.1 A Motion to reconsider a decided matter shall only be introduced by a Member who voted with the majority on the original Motion. Before accepting a Motion to reconsider, the Mayor may ask the Member to confirm that he voted with the majority on the issue in question.

20.2 A Motion to reconsider a decided matter shall require the approval of at least two-thirds of the Whole Council.

20.3 No Motion for reconsideration of any decided matter shall be permitted more than once during a period of twelve months following the date on which the question was decided.

20.4 If a Motion to reconsider is decided in the affirmative at a Meeting, then consideration of the original matter shall become the next order of business.

20.5 No debate on a Motion to reconsider a decided matter shall be permitted; however, the Mover of a Motion to reconsider may provide or may make a brief and concise statement outlining the reasons for proposing such reconsideration.
ENACTMENT OF BY-LAWS

21.1 The Clerk shall specify the title of all the By-Laws to be introduced. Every By-Law when introduced shall be in typewritten form and shall contain no blanks except such as may be required to confirm to accepted procedure or to comply with provisions of any Act and shall be complete with the exception of the number a date thereof.

21.2 Every By-law shall receive three readings before being passed.

21.3 The first reading of a By-law shall be decided without amendment or debate.

21.4 By-Law may be given all three readings at the same Meeting, except when requested otherwise by motion passed by the majority of the members present or as otherwise provided in law.

21.5 By-Laws may, by a majority vote of the members present, be referred to the Council-in Committee or a Communications Meeting for consideration, prior to third reading of a By-law.

21.6 When By-Laws have been referred to the Council-in-Committee or a Communications Meeting, its recommendations shall be put to a vote immediately following the adoption of the Council-in-Committee Report.

21.7 Every By-Law enacted by the Council shall be numbered and dated, and shall be, sealed with the seal of the Corporation, and signed by the Mayor and the Clerk and shall be deposited in the vault by the Clerk for safekeeping.
COUNCIL-IN-COMMITTEE IN CLOSED SESSION

22.1 Whenever a majority of the members present decide that the Council should resolve into a Closed Session of the Council-in-Committee, the Mayor as Chair shall maintain order during the Meeting and shall report the proceedings thereof to the Council.

22.2 All "Closed Session" items of Council shall be discussed in Meetings of the Council-in-Committee.

22.3 The rules governing the procedure of the Council and the conduct of its members shall be observed in the Closed Session of the Council-in-Committee with necessary modifications except that:
   a) The number of times of speaking on any question shall not be limited;
   b) No Recorded Vote shall be permitted;
   c) A Motion to put the question shall not be permitted;
   d) A Motion to adjourn shall not be permitted, except when meeting apart from Regular Meetings.
   e) Any direction to staff or an agent at a closed meeting be included in a resolution, duly moved and seconded, and passed by a majority of the members present.

22.4 The Minutes of the closed session will be recorded at outlined in Section 11.2 of this By-law.

22.5 Any actions of the Closed Session of the Council-in-Committee Meeting shall be reported by the Mayor as soon as the Regular Council Meeting reconvenes into Open Session.

22.6 Investigation:
   A person may request that an investigation of whether a municipality or local board has complied with Section 239 or a procedure By-law under Subsection 239.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, in respect of a meeting or part of a meeting that was closed to the public, be undertaken by the Ombudsman appointed under the Ombudsman Act.

22.7 Resolution:
   If a municipality received a report from a person reporting that in their opinion that a meeting or part of a meeting that was subject- matter of an investigation by that person, appears to have been closed to the public, the municipality or local board, shall pass a resolution stating how it intends to address the report.
   For this purpose, under Bill 68, a "Person" shall mean- Any person anywhere can make a complaint whether they are an elector or not or whether or they are doing business with the municipal government or its boards.
23) COMMITTEES

23.1 Procedure:
A committee will conform to the rules governing protocol and procedures for Council-in-Committee meetings, unless noted otherwise in this Part.

23.2 Establishment-Appointment:
   a) Council establishes Local Boards and Council Committees to help support their work. Some are discretionary and others are mandatory as required by legislation.
   b) The names of members required to serve on the Council Committees, Boards, Commissions or other bodies to which Council is required or empowered to appoint persons, will be determined by Council in an inaugural, regular or special meeting.
   c) Council may appoint members to any Local Boards or Council Committees to act in the place of any members thereof who, by reason of illness or absence from the Municipality, are unable to attend the meetings of the Council Committees or who resign before their terms of office have expired.

23.3 Local Boards:
Local Boards are appointed by Council by By-Law and/or Statute to fulfill their obligations under the same.

23.4 Standing Committees:
Standing Committees of Council are committees that consist of at least 50% of the membership consisting of members of Council, which are appointed by Council under Statute or By-law.

23.5 Council Advisory and Program Committees:
The duties of Advisory Committees, which may be created by Council, shall be to report and to make recommendations to Council on all matters relating to their terms of reference or that have been referred to them. Advisory Committees will generally have one representative appointed from Council.

23.6 Special Purpose Committees:
The duties of Special Purpose Committees, appointed by the Mayor and confirmed by Council By-Law or Resolution, shall report to Council on any matters relating to their terms of reference or that have been referred to them.

23.7 Mayor-Ex-officio:
The Mayor is an ex-officio member of every Council Committee. Where a Council Committee is established by reference to a particular number of members
without specifically providing for the membership of the Mayor, such number is automatically increased by one, being the Mayor, as provided under this Section.

The Mayor may vote and otherwise participate without any restriction in the business of the committee on the same basis as any other committee member.

23.8 Terms of Reference:
Subject to the provision of any general or special Act, the Council, in establishing any Council Committee, will set forth terms of reference and such other provisions as the Council deems proper.
Council may consider any matter without referring it to a Council Committee or may refer it to one or more committees or refer it to the Committee-in-Council or Committee-of-the-Whole Meeting, and may withdraw a matter from a Council Committee whether or not the Council Committee has entered into consideration.

23.9 Quorum:
A majority of the members of a Local Board or Council Committee shall be a quorum. The Mayor is a member to be included in determining the quorum.

23.10 Committee Chair:
Annually, each committee at its first meeting will appoint a Committee Chair and Committee Vice-Chair from among its members. Each committee will have the authority to alter the time of its meetings and to hold special meetings so that where possible it will not conflict with meetings of Council.

23.11 Attendance:
Members of Council may attend meetings of any Advisory Committee of which they are not members, but shall not have the privilege of voting and may not address the Committee without the permission of the Chair.

23.12 Notice and Agendas of Committee Meetings: Notwithstanding the provisions of Section 7 of this By-law, the published Agenda shall be considered as adequate notice for its Council Committees, and shall be circulated not later than forty-eight (48) hours prior to the meeting. The complete paperless agenda package will be available not less than forty-eight (48) hours prior to the meeting, by email to committee member, each municipal council member, and posted on the Municipal public website.

23.13 Emergency or Extraordinary Meeting: A meeting dealing directly with an emergency or extraordinary situation shall be transacted as the Emergency Meeting. Notice shall be delivered to the Committee Members and Council Members and posted on the Municipal Website not later than 2 (2) hours prior to the meeting.

23.14 Minutes:
The Minutes of all Council Committees shall be recorded according to the process set out in Section 11.2 forwarded to Council to be received as information. The Clerk or an appropriate officer will be the recording secretary for all Standing Committees of Council. Section 228 (4) of the Municipal Act. The Clerk may delegate in writing to any person, other than a member of council.

24) **DISCLOSURES OF PECUNIARY INTEREST**

24.1 If a Member or Council Committee member has any pecuniary interest, direct or indirect, in any matter in which the Council is concerned and if he/she is present at a Meeting at which the matter is the subject of consideration, he/she shall disclose his/her interest and the general nature thereof and shall not take part in the consideration or the discussion of the matter nor vote on any Motion in regard to the matter. He/She shall leave his/her chair and may sit in the gallery for an Open session of Council and shall leave the council room for a “Closed session of Council. If a Member is not present and has any pecuniary interest, he/she shall disclose his/her interest at the next meeting in attendance.

24.2 Notwithstanding the quorum requirements of this By-law, when a majority of the members has disclosed an interest in accordance with Section 24.1 of this By-Law and the Municipal Conflict of Interest Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

25) **CONFIRMATORY BY-LAW**

25.1 The proceedings at every Regular and Special Meeting shall be confirmed by By-Law so that every decision of the Council at that Meeting and every Resolution passed thereat shall have the same force and effect as if each and every one of them had been the subject matter of a separate By-Law duly enacted.
26) QUESTION PERIOD

26.1 Question period may be available to ask questions of Council regarding any items relevant to the business discussed during the meeting. No new matters of business may be brought up, nor is there to be debate or restating of positions during the question period. Question period is at the discretion of Council.

26.2 Question period shall be limited to a total time allotment of ten (10) minutes.

27) TRAINING OF MEMBERS OF COUNCIL:

27.1 The Municipality will support the attendance of each member of council at one (1) convention per year.

27.2 Attendance at Public meetings, training meetings, workshops and the annual Huron County Municipal Officers meeting will be encouraged.

27.3 A motion of Council is required for Item 27.1 and 27.2.

28) RECORDING EQUIPMENT:

28.1 At the meetings of Council or a Committee, the use of cameras, electric lighting equipment, flash bulbs, recording equipment, television cameras and any other device of a mechanical, electronic or similar nature used for transcribing or recording proceedings by auditory or visual means by the members of the public, including accredited and other representatives of any news whatsoever, may be permitted and shall be subject to the approval of the Council and/or direction of the Mayor or Committee Chair, unless otherwise decided by the Council or a Committee, prior to the Call to order of the meeting.

29) COMMUNICATION DEVICES:

29.1 At the meetings of Council, the use of cellular phones, audible pagers or any other similar communication devise is only permitted in the gallery section of the Council Chambers.

29.2 All members of council shall turn off or turn on vibrate mode all electronic devices and shall not operate such devices at the council table, during a meeting, except for the device required for Council use during the meeting.
30) **SUSPENSION OF RULES:**
Any procedure required by this by-law may be suspended with the consent of a majority of the members of Council in attendance.

31) **REPEAL**

31.1 Morris Turnberry By-Law No. 48-2014 and By-law No. 28-2017 and any amendments are hereby repealed in their entirety.

32) **ENACTMENT**

32.1 The effective date of this By-law shall be the day of , 2018.

Read a First and Second Time and Passed on the day of , 2018

Read a Third Time and Finally Passed on day of , 2018

____________________________
Paul Gowing, Mayor

____________________________
Nancy Michie, Clerk
Schedule 'A' of By-law No. - 2018

Gifts and Benefits

Disclosure Sheet for the Members of Council

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Signature of Council Member

Dated

35
2017 Municipality of Morris-Turnberry Council Remuneration and Expenses

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<td>$2,817.00</td>
<td>$5,923.20</td>
<td>$4,060.08</td>
<td>$0.00</td>
<td>$1,632.27</td>
<td>$1,159.34</td>
</tr>
</tbody>
</table>

Emergency Planning Expenses
Shared Services Meeting Expenses

Section 284 (1) of the Municipal Act, R.S.O. 2001 as amended, requires the "Treasurer, on or before the 31st of March... present to the council an itemized statement of the remuneration and expenses paid to each member of council in respect of his services..." It is a little more meaningful to include amounts paid on behalf of Council i.e. convention registrations. Therefore, the above list includes all amounts paid to, or on behalf of Council. Honourariums and rates were authorized by By-Law No. 8-2017.

2016 Council remuneration and expenses = $92,661.77

Respectfully submitted this 8th day of January, 2018

Nancy Nichol, Treasurer
CORPORATION OF THE MUNICIPALITY OF MORRIS - TURNBERRY

By-law No. 2-2018

Being a by-law to authorize an agreement for the Demolition of the Residence "located at 201 Potter Street, Plan 410 Lot 221, Turnberry" in the Municipality of Morris-Turnberry, County of Huron.

WHEREAS, under Section 33 (6) of the Planning Act, R.S.O. 1990, c.P. 13, as amended, the Council of a Corporation shall, on application therefore, issue a demolition permit where a building permit has been issued to erect a new building on the site of the residential property sought to be demolished and Section 33 (7) authorizes councils to impose conditions of the demolition permit;

AND WHEREAS, the Corporation of the Municipality of Morris-Turnberry is desirous to enter into an agreement with the owner of 201 Potter Street, Plan 410 Lot 221, Turnberry, concerning the demolition of the current residence;

NOW THEREFORE BE IT ENACTED, as a by-law of the Corporation of the Municipality of Morris-Turnberry, as follows:

1/ That the Corporation of the Municipality of Morris-Turnberry shall enter into the attached agreement with the owner of 201 Potter Street, Plan 410 Lot 221, Turnberry, in the Municipality of Morris-Turnberry, County of Huron, Province of Ontario;

2/ That the Mayor and the Clerk are hereby authorized to execute any documentation required to affect the said agreement and to affix thereto, the Corporate Seal of the Corporation.

Read a First, Second, Third and Final Time this 30th day of January, 2018

Mayor - Paul Gowing

Clerk - Nancy Michie

I, Nancy Michie, Clerk of the Municipality of Morris-Turnberry, do hereby certify this to be a true copy of By-law No. 2-2018, of the Municipality of Morris-Turnberry.

Clerk - Nancy Michie
Agreement with Brian Joseph Steffler

201 Potter Street, Plan 410 Lot 221, Turnberry
Municipality of Morris-Turnberry

This agreement made the day of January , 2018

Between:

The Corporation of the Municipality of Morris-Turnberry
Hereinafter called the “Municipality”

and

Brian Steffler
Hereinafter called “Owner”

Whereas, the “Owner” is the registered owner of the lands known as 201 Potter Street, Plan 410 Lot 221, Turnberry.

And Whereas, the parties hereto are desirous to enter into an agreement setting out the demolition of the current Residence, located at 201 Potter Street, Plan 410 Lot 221, Turnberry, owned by the Party of the Second Part.

Now Therefore, this agreement witnessed that in consideration of the terms and conditions hereinafter set forth, the parties hereto agree as follows:

1/ That the Owner will demolish the current residence, to construct a new residence, located at 201 Potter Street, Plan 410 Lot 221, Turnberry, and reside in the current residence for a time period within one (1) year of the date of the building permit, being January 12, 2018. Therefore, the current residence must be removed to the satisfaction of the Chief Building Official, employed by the party of the first part, by January 12th, 2019.

2/ That the Chief Building Official, employed by the Municipality, will inspect the premises January 12th, 2019, to confirm that the current residence has been demolished and debris removed, to his/ her satisfaction.

3/ If the current residence is not demolished by the Party of the Second part, by January 12th, 2019, the Party of the First Part has the right to enter the property of the Second Part and cause the current residence to be removed and the area restored, to the satisfaction of the Chief Building Official, employed by the Party of the First Part, with all costs being borne by the Party of the Second Part. If the costs are not paid within 30 days after demolition, all costs will be added to the property tax billing and be collected in the same manner as all other taxes are collected.

In Witnessed Whereof, the Municipality of Morris-Turnberry has affixed thereto their Corporate Seal and the Signatures of the respective Officers and the Owner has signed with his normal signature as the Property Owner.

The Corporation of the Municipality of Morris-Turnberry

Mayor- Paul Gowing
Dated: January 30, 2018

Clerk – Nancy Michie
Dated: January 30, 2018

Property Owner:

Brian Joseph Steffler
Dated: January 30, 2018
THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW NO. 3-2018

TO AMEND BY-LAW NO. 63-2016

of the Municipality of Morris-Turnberry and to provide for raising a greater amount than provided therein
Rintoul Municipal Drain – 2016

WHEREAS, under and by virtue of By-law No. 63-2016 of the Municipality of Morris-Turnberry, there were, as appears therein, provisions for borrowing on the credit of the a total of $273,200.00 the purpose of executing and completing the said Drainage Works and for levying the required sum of $286,305.30 or such required sum after taking into account allowances and applicable grants.

WHEREAS, it has transpired that the cost of executing and completing the said Drainage Works was more than that provided for in the said By-law and it is $286,305.30 which is 104.80 % of $273,200.00

AND WHEREAS, it is expedient that the said By-law shall be amended to provide for raising, by assessment, the amount after taking into account allowances and applicable grants.

AND WHEREAS, the Municipal Council of the Municipality of Morris-Turnberry has determined to amend By-law No.63-2016 accordingly and as in hereafter mentioned;

SCHEDULE OF ASSESSMENT:

<table>
<thead>
<tr>
<th>ESTIMATED</th>
<th>ACTUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>$273,200.00</td>
<td>$286,305.30</td>
</tr>
</tbody>
</table>

per attached schedules.

NOW THEREFORE, the Municipal Council of the Municipality of Morris-Turnberry pursuant to the provisions of the Drainage Act and amendments thereto, enacts as follows:

1. By-law No. 63-2016 of the said Municipality of Morris-Turnberry be and it is hereby amended and that the Clerk of the said Municipality of Morris-Turnberry be and is hereby empowered and authorized to amend the said By-law accordingly.

2. And it is hereby declared to be the judgement of the Municipal Council of the Municipality of Morris-Turnberry that it is not necessary to have this By-law No. 3 - 2018 published but it is to go into effect without publication.

3. That this by-law shall come into force upon and after the final passing of the same.

Read a First, Second, Third and Final Time this 30th day of January, 2018

Mayor – Paul Gowing

Administrator Clerk Treasurer - Nancy Michie
# Rintoul Municipal Drain 2016

## Total Costs of Project:

<table>
<thead>
<tr>
<th>Description</th>
<th>Engineer's Estimate</th>
<th>Construction Costs</th>
<th>Net HST</th>
<th>Total Net Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>$186,460.00</td>
<td>$193,443.70</td>
<td>$3,404.61</td>
<td>$196,848.31</td>
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<td>Engineering</td>
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<td>$50,167.68</td>
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<td>$33,830.00</td>
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<tr>
<td>Contingencies</td>
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<td>$5,459.31</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$273,200.00</strong></td>
<td><strong>$282,033.01</strong></td>
<td><strong>$4,272.29</strong></td>
<td><strong>$286,305.30</strong></td>
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</tbody>
</table>

% of estimate: 104.80%
# SCHEDULE OF ACTUAL ASSESSMENT FOR CONSTRUCTION

**Rintoul Municipal Drain 2016**  
**Municipality of Morris-Turnberry**  
(Morris Ward)

<table>
<thead>
<tr>
<th>LOT OR PART</th>
<th>CON.</th>
<th>OWNER</th>
<th>ROLL NO.</th>
<th>TOTAL ESTIMATED ASSESSMENT</th>
<th>TOTAL ACTUAL ASSESSMENT</th>
<th>LESS 1/3 GOVT GRANT</th>
<th>LESS ALLOWANCES</th>
<th>NET ASSESSMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>S. Pt 23 5</td>
<td>P. &amp; A. Fear</td>
<td>(5-062)</td>
<td>$1,640.00</td>
<td>$1,651.66</td>
<td>$550.55</td>
<td>$300.00</td>
<td>$801.11</td>
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</tr>
<tr>
<td>* S. Pt 23 5</td>
<td>T. Burke &amp; H. Whytock</td>
<td>(5-062-15)</td>
<td>$276.00</td>
<td>$277.96</td>
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<tr>
<td>S. Pt 24 5</td>
<td>R. Martin</td>
<td>(5-063)</td>
<td>$34,341.00</td>
<td>$34,585.21</td>
<td>$11,528.40</td>
<td>$10,030.00</td>
<td>$13,026.81</td>
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<tr>
<td>S. Pt 24 5</td>
<td>St. Brigids Dairy Ltd.</td>
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<td>$600.00</td>
<td>$604.27</td>
<td>$201.42</td>
<td>$300.00</td>
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<tr>
<td>N. Pt 23 6</td>
<td>J.&amp; E. Pipe</td>
<td>(6-024)</td>
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<td>$15,625.33</td>
<td>$5,208.44</td>
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<td>$9,106.89</td>
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<tr>
<td>N. Pt 24 6</td>
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<td>(6-025)</td>
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<td>$35,960.93</td>
<td>$11,986.98</td>
<td>$6,690.00</td>
<td>$17,283.95</td>
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<tr>
<td>N. Pt 24 6</td>
<td>Fear Family Farms Ltd.</td>
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<td>$15,531.67</td>
<td>$5,177.22</td>
<td>$2,330.00</td>
<td>$8,024.45</td>
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</tr>
<tr>
<td>N. Pt 25 6</td>
<td>B. &amp; L. Fischer</td>
<td>(6-026)</td>
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<td>$19,482.57</td>
<td>$6,494.19</td>
<td>$1,620.00</td>
<td>$11,368.38</td>
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<tr>
<td>S. Pt 25 6</td>
<td>Rom-Ark Pork Ltd</td>
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<td>$10,850.00</td>
<td>$19,641.96</td>
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<tr>
<td>S. Pt 25 6</td>
<td>S. Rombouts</td>
<td>(6-058-01)</td>
<td>$1,182.00</td>
<td>$1,190.41</td>
<td>$396.80</td>
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<td>$793.61</td>
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<tr>
<td>N. Pt 26 6</td>
<td>B. &amp; L. Fischer</td>
<td>(6-027-05)</td>
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<td>$13,822.60</td>
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<td>$9,215.07</td>
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<tr>
<td>S. Pt 26 6</td>
<td>M. &amp; M. Fischer</td>
<td>(6-059)</td>
<td>$16,937.00</td>
<td>$17,057.45</td>
<td>$5,685.82</td>
<td>$3,338.24</td>
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<tr>
<td>N. Pt 27 6</td>
<td>Terpstra Farms Ltd</td>
<td>(6-028)</td>
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<td>$5,007.36</td>
<td>$1,669.12</td>
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<td>$3,338.24</td>
<td></td>
</tr>
</tbody>
</table>

Total Assessment on Lands  
$205,077.00 | $206,535.39 | $68,752.48 | $33,830.00 | $103,952.91

**SPECIAL ASSESSMENT**  
**Morris Road**  
County of Huron  
$30,850.00 | $46,076.11 |  
**Nichol Line**  
Municipality of Morris-Turnberry  
$14,780.00 | $11,040.84 |  

Total Assessment on Roads  
$68,123.00 | $79,769.91 |  

Total Assessment on Lands and Roads,  
Rintoul Municipal Drain 2016  
$273,200.00 | $286,305.30 | $68,752.48 | $33,830.00 | $183,722.82

**NOTES:**  
2. The NET ASSESSMENT is the total estimated assessment less a one-third (1/3) Provincial grant, and allowances, if applicable.
THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW NO. 4-2018

TO AMEND BY-LAW NO. 89-2017

of the Municipality of Morris-Turnberry and to provide for raising a lesser amount than provided therein

Johnston Municipal Drain – 2017

WHEREAS, under and by virtue of By-law No. 89-2017 of the Municipality of Morris-Turnberry, there were, as appears therein, provisions for borrowing on the credit of the a total of $ 503,100.00 the purpose of executing and completing the said Drainage Works and for levying the required sum of $ 476,789.14 or such required sum after taking into account allowances and applicable grants.

WHEREAS, it has transpired that the cost of executing and completing the said Drainage Works was less than that provided for in the said By-law and it is $476,789.14 which is 94.77% of $503,100.00

AND WHEREAS, it is expedient that the said By-law shall be amended to provide for raising, by assessment, the amount after taking into account allowances and applicable grants.

AND WHEREAS, the Municipal Council of the Municipality of Morris-Turnberry has determined to amend By-law No. 89-2017 accordingly and as in hereafter mentioned;

SCHEDULE OF ASSESSMENT:

<table>
<thead>
<tr>
<th>ESTIMATED</th>
<th>ACTUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 503,100.00</td>
<td>$ 476,789.14</td>
</tr>
</tbody>
</table>

per attached schedules.

NOW THEREFORE, the Municipal Council of the Municipality of Morris-Turnberry pursuant to the provisions of the Drainage Act and amendments thereto, enacts as follows:

1. By-law No. 89-2017 of the said Municipality of Morris-Turnberry be and it is hereby amended and that the Clerk of the said Municipality of Morris-Turnberry be and is hereby empowered and authorized to amend the said By-law accordingly.

2. And it is hereby declared to be the judgement of the Municipal Council of the Municipality of Morris-Turnberry that it is not necessary to have this By-law No. 4 - 2018 published but it is to go into effect without publication.

3. That this by-law shall come into force upon and after the final passing of the same.

Read a First, Second, Third and Final Time this 30th day of January, 2018

Mayor – Paul Gowing

Administrator Clerk Treasurer - Nancy Michie
### Johnston Municipal Drain 2017

**Total Costs of Project:**

<table>
<thead>
<tr>
<th></th>
<th>Engineer's Estimate</th>
<th>Construction Costs</th>
<th>Net HST</th>
<th>Total Net Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Construction</strong></td>
<td>$348,145.00</td>
<td>$325,124.00</td>
<td>$5,722.18</td>
<td>$330,846.18</td>
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<tr>
<td><strong>Engineering</strong></td>
<td>$74,000.00</td>
<td>$74,000.00</td>
<td>$1,302.40</td>
<td>$75,302.40</td>
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<tr>
<td><strong>Allowances</strong></td>
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<td>$67,945.00</td>
<td>$67,945.00</td>
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<tr>
<td><strong>Contingencies</strong></td>
<td>$13,010.00</td>
<td>$2,695.56</td>
<td>$2,695.56</td>
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<tr>
<td><strong>Total</strong></td>
<td>$503,100.00</td>
<td>$469,764.56</td>
<td>$7,024.58</td>
<td>$476,789.14</td>
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% of estimate \( 94.77\% \)
# SCHEDULE OF ACTUAL ASSESSMENT FOR CONSTRUCTION

**Johnston Municipal Drain 2017**  
**Municipality of Morris-Turnberry**

<table>
<thead>
<tr>
<th>LOT OR PART</th>
<th>CON.</th>
<th>OWNER</th>
<th>ROLL NO.</th>
<th>TOTAL ESTIMATED ASSESSMENT</th>
<th>TOTAL ACTUAL ASSESSMENT</th>
<th>LESS 1/3 GOVT ALLOWANCES</th>
<th>LESS GRANT</th>
<th>NET ASSESSMENT</th>
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<tbody>
<tr>
<td><strong>Municipality of Morris-Turnberry</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spt. 1</td>
<td>7</td>
<td>H. J. Sieber Farms Ltd.</td>
<td>7-033</td>
<td>$43,689.00</td>
<td>$39,769.40</td>
<td>$13,256.47</td>
<td>$6,710.00</td>
<td>$19,802.93</td>
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<tr>
<td>Spt. 2, Pt. Spt. 3</td>
<td>7</td>
<td>B. Craig</td>
<td>7-034</td>
<td>$34,333.00</td>
<td>$31,252.80</td>
<td>$10,417.60</td>
<td>$7,900.00</td>
<td>$12,355.20</td>
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<tr>
<td>Spt. 3, Pt. Spt. 2</td>
<td>7</td>
<td>J. Coultes</td>
<td>7-034-01</td>
<td>$970.00</td>
<td>$882.98</td>
<td>$246.33</td>
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<tr>
<td>Npt. 1 &amp; 2</td>
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<td>Par-Chier Farms Ltd.</td>
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<td>$50,711.00</td>
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<td>8</td>
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<td>8-003</td>
<td>$60,480.00</td>
<td>$55,054.01</td>
<td>$18,351.34</td>
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<td>Npt. 4</td>
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<td>$5,488.65</td>
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<td>Spt. 1</td>
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<td>Spt. 2</td>
<td>8</td>
<td>M. Craig</td>
<td>8-036</td>
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<td>$3,986.14</td>
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<td>Spt. 3</td>
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<td>780699 Ontario Ltd.</td>
<td>8-037</td>
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<td>Spt. 4</td>
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<td>J. &amp; P. Nesbit</td>
<td>8-038</td>
<td>$21,710.00</td>
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<td>$671.79</td>
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</table>

Total Assessment on Lands:  
$324,538.00 - $295,421.91 = $29,116.09 - $27,200.02 = $1,916.09  
**$138,597.93**

**SPECIAL ASSESSMENT**

- **County Rd. 4**  
  County of Huron  
  $37,280.00 - $40,780.96  
  **$49,780.96**

- **St. Michael's Road**  
  Municipality of Morris-Turnberry  
  $16,020.00 - $18,522.40  
  **$14,522.40**

Total Assessment on Roads:  
$85,465.00 - $93,582.66  
**$8,117.66**

Total Assessment on Lands and Roads, Municipality of Morris-Turnberry:  
$410,003.00 - $389,004.57 = $20,998.43  
**$232,540.59**
# SCHEDULE OF ACTUAL ASSESSMENT FOR CONSTRUCTION

## Johnston Municipal Drain 2017

### Municipality of Morris-Turnberry

<table>
<thead>
<tr>
<th>LOT OR PART</th>
<th>CON.</th>
<th>OWNER</th>
<th>TOTAL ROLL NO.</th>
<th>ESTIMATED ASSESSMENT</th>
<th>TOTAL ACTUAL ASSESSMENT</th>
<th>LESS 1/3 GOV'T GRANT</th>
<th>LESS ALLOWANCES</th>
<th>NET ASSESSMENT</th>
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<tbody>
<tr>
<td>Township of North Huron</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Npt. 41</td>
<td>4</td>
<td>R. &amp; D. Hallahan</td>
<td>4-030</td>
<td>$349.00</td>
<td>$317.59</td>
<td>$105.89</td>
<td>$211.80</td>
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<tr>
<td>Pt. 42</td>
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<td>K. &amp; S. Whitfield</td>
<td>4-032</td>
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<td>$317.59</td>
<td></td>
<td>$317.59</td>
<td></td>
</tr>
<tr>
<td>Pt. Ept. 41</td>
<td>5</td>
<td>R. &amp; A. Taylor</td>
<td>5-031</td>
<td>$3,528.00</td>
<td>$3,211.48</td>
<td>$1,070.49</td>
<td>$2,140.99</td>
<td></td>
</tr>
<tr>
<td>Pt. Spt. 42</td>
<td>5</td>
<td>Sigma Farms Ltd.</td>
<td>5-032</td>
<td>$11,821.00</td>
<td>$10,760.47</td>
<td>$3,586.82</td>
<td>$500.00</td>
<td>$6,673.65</td>
</tr>
</tbody>
</table>

**Total Assessment on Lands**

|                  |                       |               |               |                      |                      |                      | $9,955.00       | $28,347.05    |

## SPECIAL ASSESSMENT

### Westfield Road

<table>
<thead>
<tr>
<th>ROAD</th>
<th>Township of North Huron</th>
<th>$19,489.00</th>
<th>$20,772.16</th>
<th>$20,772.16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield Road</td>
<td>Township of North Huron</td>
<td>$10,713.00</td>
<td>$9,751.88</td>
<td>$9,751.88</td>
</tr>
</tbody>
</table>

**Total Assessment on Roads**

|                  |                       |               |               |                      |                      |                      | $30,524.04     |

**Total Assessment on Lands and Roads, Township of North Huron**

|                  |                       |               |               |                      |                      |                      | $58,871.09     |

**Total Assessment on Lands and Roads, Johnston Municipal Drain 2017**

|                  |                       |               |               |                      |                      |                      | $291,411.68    |

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**NOTES:**

1. * Denotes lands not eligible for the ADIP grant.
2. The NET ASSESSMENT is the total estimated assessment less a one-third (1/3) Provincial grant, and allowances, if applicable.
CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 7-2018

BEING A BY-LAW TO ADOPT A REMUNERATION POLICY
FOR THE MUNICIPAL COUNCILLORS
AND MEMBERS OF LOCAL BOARDS

WHEREAS, Section 283 (1) of the Municipal Act, S. O. 2001, c. 25, states
"... A municipality may pay any part of the remuneration and expenses of the members of any
local board of the municipality and of the officers and employees of the local board";

WHEREAS, Section 283 (2) of the Municipal Act, S.O. 2001., c. 25 states “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
a) the expenses are actually incurred; or
b) 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 expense that would be incurred”;

AND WHEREAS, the Council is desirous to amend the Meal Expense Policy for the
Members of Council and Members of Local Boards;

Therefore, the Council of the Municipality of Morris-Turnberry hereby enacts as
follows:

1/ That the Council Remuneration Policy be and is hereby adopted as attached hereto, being
known as Schedule ‘A’;

2/ That the Council Remuneration Policy – payment for attendance at Ceremonial and Social
Events, be and is hereby adopted as attached hereto, being known as Schedule ‘B’;

That the Mayor and Clerk are hereby empowered to sign and execute all documents necessary to
empower this by-law;

3/ That this by-law comes into force on the final passing thereof and supersedes all former by-
laws enacted the Authority of this Act.

Read a first, second, third and final time this 30th day of January, 2018

Mayor – Paul Gowing

Clerk-Nancy Michie
1. Honorarium:  
 Mayor: 2017 rate $8,764.40  
 2018 rate $8,878.34  
 Deputy Mayor: 2017 rate $5,634.27  
 2018 rate $5,707.52  
 Councillor 2017 rate $4,369.29  
 2018 rate $4,426.09  

1. Honorarium may be reduced if excessive meetings are missed.  
2. Excessive meetings missed will be three (3) Council meetings – Special meetings will not be considered.  
3. Illness will be given special consideration.

2. Meeting Allowance:  
This section applies to Council members and Members of Local Boards. Meeting allowance will be paid for council meetings and meetings attended which are approved by Council.  
For daytime meetings, other than council meetings, the meeting time commences when the council member leaves their residence and ends on their return to their residence.  
Any meeting less than 2 hours $ 76.11  
Any meeting from 2-4 hours $126.83  
Any meeting greater than 4 hours $190.25  
Meeting remuneration will be reconciled for Council and local board members if the member is paid by the board.  
- In a case where members are paid $40.00 by a local board to attend a meeting, the remuneration will be topped up by $85.20 per 2-4 hour meeting. Therefore, the Municipality of Morris-Turnberry will pay a top up to the meeting rate, for those Members if they receive $40.00 from a local board.

3. Mileage Policy:  
A travel allowance be paid on per Kilometer basis equal to the official non-taxable Canada Customs & revenue Agency rate for kilometers below 5,000 in a year.  
The rate for 2018 is $.55 per kilometer  
And over 5000 km at the rate of $.49  
Mileage will be paid to any Council Member attending a meeting over 25 km from where the member resides; mileage will be paid for travel to the meeting and on return home from the meeting.

4. Meal Expense:  
A meal expense may be submitted for any Council Member who attends an all day meeting.  
- Lunch – at the rate of up to $17.80 and  
- Dinner – at the rate of up to $29.66  
Receipts are required for meal expense – only

5. Convention Policy:  
The Municipality will support only (1) one convention per year, to be attended by the Council, with remuneration to be paid as follows:  

For Council Members – only:  
Per Diem rate of $190.25 per day  
Meal allowance of $ 95.13 per day
For Council members-

1/ Conference expense allowance of $1,697.83 as allowance permits, which includes:
   - Registration
   - Room expenses
   - 1 banquet ticket

2/ Other allowable expenses are:
   - 2018
     - per diem rate of $ 190.25
     - meal allowance of $ 95.13
     - travel expenses

3/ Spousal expenses:
   - banquet tickets for the spouse will be initially paid by the municipality and reimbursed to the Municipality by the member
   - spousal registration will be initially paid by the municipality and reimbursed by the member

6. Pay Period
The Council will be paid on a monthly basis with pay sheets due by the last Wednesday of the month.

7. Internet Service and Paper Supplies:
Each Council Member will be paid $21.84 per month to offset costs for Internet Service.
The following will be a policy of the Municipality of Morris-Turnberry, in regards to the Payment of Ceremonial and Social Events attended by Members of Council.

For the time spent at ceremonial and social events associated with the Municipality:

1. Meeting allowance will be paid for council meetings and meetings attended which are approved by Council;

2. That all Meetings, in conjunction with a local board, that a member has been appointed to, will be eligible for remuneration;

3. Compensation will not be paid for social events, as an honorarium is provided to Councillors for time spent at social events associated with the Municipality, except if the member is extending greetings from the Municipality, at the Council discretion;

4. Compensation will be paid at the regular meeting rate for ceremonial events held and attended associated with the Municipality, at the direction of Council;

5. Attendance at Ceremonial events must be previously approved by Council, with the exclusion of the Mayor who is the Chief Executive Officer and who under the Municipal Act Section 225 (d) represents the Municipality at official functions.

For this purpose 'Social event' means- Social Appreciation Nights, School Fairs, Agricultural Fairs, Parades, etc.

For this purpose 'Ceremonial Events' means- Presentations and Unveilings associated with the Municipality.
MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW No. 8-2018

A BY-LAW TO ESTABLISH THE PAY RANGE GRID FOR THE YEAR 2018
FOR THE MUNICIPALITY OF MORRIS-TURNBERRY

WHEREAS, Section 283 (1) of the Municipal Act, S.O. 2001, c. 25, states
"A municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board";

WHEREAS Section 283 (2) of the Municipal Act, SO 2001 c.25 states “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
a) the expenses are actually incurred; or
b) 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 the Council of this Municipality has procured pay ranges for the year 2018 for each position of the Municipality; and further that steps in the pay grid have been selected for each employee;

THEREFORE the Council of the Municipality of Morris-Turnberry enacts as follows:

1/ That the Pay Range Grid schedule for the year 2018 be hereby adopted, as shown on the attached Schedule "A" and are hereby effective as of January 1, 2018;

2/ That the expense policy for employees for the year 2018 be hereby adopted, as shown on the attached Schedule "B" and are hereby effective as of January 1, 2018;

3/ That the remuneration to be paid to the 'other appointed officials' for the year 2018 be hereby adopted as shown on Schedule “C” and are hereby effective as of January 1, 2018;

4/ That the individual steps for each employee have been approved by motion in a Closed to the Public session of Council, under the Freedom of Information Act;

5/ That this by-law comes into force on the final passing thereof and supersedes all former by-laws enacted under the Authority of this Act;

Read a first, second, third and final time this 30th day of January, 2018.

Mayor- Paul Gowing

Clerk- Nancy Michie
CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 9-2018

“CONFIRMATORY BY-LAW”

Being a by-law of the Corporation of the Municipality of Morris-Turnberry to confirm the proceedings of the Council of the Corporation of the Municipality of Morris-Turnberry, for the meeting, dated January 30th, 2018;

WHEREAS by Section 8 of the Municipal Act 2001, S.O. 2001, c. 25- A municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

WHEREAS by Section 5. (3) of the Municipal Act 2001, S.O. 2001, c. 25- A 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 it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Morris-Turnberry for the January 30th, 2018 meeting, be confirmed and adopted by By-law;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY ENACTS AS FOLLOWS:

1. The action of the Council of the Corporation of the Municipality of Morris-Turnberry at its meeting held the 30th day of January, 2018, in respect of each recommendation contained in the Minutes and each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of Morris-Turnberry at the meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law;

2. The Mayor and proper officials of the Corporation of the Municipality of Morris-Turnberry hereby authorized and directed to all things necessary to give effect to the action of the Council to the Corporation of the Municipality of Morris-Turnberry referred to in the preceding section thereof;

3. The Mayor and Administrator Clerk-Treasurer are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation.

Read a first, second and third time and passed this 30th day of January, 2018.

Mayor, Paul Gowing

Clerk, Nancy Michie