



Notice of Meeting

To: Bruce County Council
and Senior Management Team

From: Donna Van Wyck, AMCT
Clerk

Date: December 27, 2017

The next meeting of Bruce County Council will take place as follows:

Date: Thursday, January 4, 2018

Time: 9:30 a.m.

Place: Council Chambers,
County of Bruce Administration Centre, Walkerton, Ontario

The attached Agenda indicates those topics to be addressed during the meeting.

The following Committees are scheduled to meet following County Council:

- Executive Committee
- Corporate Services Committee
- Human Resources Committee
- Homes Committee
- Museum Committee
- Human Services Committee



Bruce County Council Agenda

Date: January 4, 2018
Time: 9:30 a.m.
Place: Council Chambers
County Administration Centre, Walkerton
Chair: Warden Paul Eagleson

1. Roll Call
2. Declaration of Pecuniary Interest
3. Confirmation of Council Minutes

December 7, 2017 and December 21, 2017(attached)

4. Communications

Please contact the Clerk if you wish a copy of any of the communications listed.

- A. Ministry of Municipal Affairs

Inviting input and feedback by March 7, 2018 about the study area for a potential Greenbelt expansion to protect important water resources in the outer ring of the Greater Golden Horseshoe.

B. Ministry of Municipal Affairs / Ministry of Government and Consumer Services

Providing an update on Bill 59, Putting Consumers First Act (Consumer Protection Statute Law Amendment), 2017.

C. Ernie Hardeman, MPP

RE: Ontario PC Platform, the People's Guarantee - outlining some of the most significant policies that will impact municipalities:

- Restore the Ontario Municipal Partnership Fund
- Increase Transparency by explaining infrastructure decisions
- Fix the Joint and Several Liability Issue
- Invest in Broadband and Cellular Infrastructure
- Increased input into Growth Plans
- Investing \$124 million for recreational infrastructure
- Restore local planning authority over renewable energy projects
- Red Tape

D. County of Bruce Letter to Ministry of Economic Development & Growth

Providing confirmation of support and collaboration with the City of Toronto's Entrepreneurship Learning Stream Application. (proposed Ontario-wide Youth ScaleUp Program)

5. Delegations

A. Opioid Crisis (presentation attached)

- Lynda Bumstead, Public Health Manager - Grey Bruce Health Unit

B. Ontario Power Generation (OPG) Update on activities and initiatives: (presentation attached)

- **Western Waste Management Facility at the Bruce nuclear site**
- **Deep Geologic Repository project (presentation attached)**
 - Lise Morton, VP of Nuclear Waste Management at OPG

C. Loyalist College Certificates presented by Chuck O'Malley

- **Managing and Leading in a Municipal Environment**
- **Bridges to Leadership**

D. Special Recognition of Staff Achievements

- Jaron Kerr, Lead Network and Infrastructure Analyst
- Nancy Kuhl, Branch Program Coordinator
- Nancy Reinhart, Income and Maintenance Supports Manager
- John Van Delden, Health & Safety Manager
- Chris Irvine, Graphic / Exhibit Designer
- Mike Berberich, Environmental Services Manager

E. Special Recognition of Bruce 150 Committee

- Nancy Kuhl
- Jessie Fullerton
- Andrew Beumer
- Kevin Predon
- Rachel Hepburn
- Paul McGrath
- Patricia Farris
- Brenda Cziraki

6. Reports from Staff

7. Inquiries and Announcements

8. Minutes (attached)

December 7, 2017

- Corporate Services Committee
- Executive Committee
- Homes Committee
- Museum Committee
- Social Services & Housing Committee

December 21, 2017

- Highways Committee
- Human Resources Committee
- Paramedic Services Committee
- Planning and Development Committee

9. Notice of Motion

10. Other Business

11. By-laws

2018-001 - A by-law to govern the proceedings of the Council and Committees of the Corporation of the County of Bruce

2018-002 - A by-law to establish fees and charges for the Corporation of the County of Bruce

2018-003 - A by-law to authorize the execution of an agreement between the Corporation of the County of Bruce and Thames Valley Children's Centre for the provision of speech and language services

2018-004 - A by-law to authorize the execution of a Service Manager Funding Agreement - 2016 Social Infrastructure Fund - Rent Supplement Community Delivered Rent Supplement Pilot Project between the Corporation of the County of Bruce and YMCA of Owen Sound Grey Bruce

2018-005 - A by-law to authorize and fix the payment of the salaries of certain Officers and Staff of the County of Bruce for the Year 2018

2018-006 - A by-law to authorize temporary borrowing of money to meet the current expenditures for the year 2018

2018-007 - A by-law to authorize the execution of a Memorandum of Understanding for the installation of a Pedestrian Signal on Bruce Road 13 between the Corporation of the County of Bruce and Carson's Camp

2018-008 - A by-law to authorize speed limits on the Bruce County Road System and in construction zones

2018-009 - A By-law to confirm the proceedings of the Council of the Corporation of the County of Bruce at its meeting held the 4th day of January, 2018

12. Adjournment

13. O Canada



Bruce County Council Minutes

The Inaugural meeting of Bruce County Council was held in the County of Bruce Council Chambers, Walkerton at 9:33 a.m. on Thursday, December 7, 2017.

The Clerk called the meeting to order and welcomed Members of Council and guests to the meeting.

1. Roll Call

Present: Councillors Robert Buckle, Anne Eadie, Paul Eagleson, David Inglis, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, CAO
Darlene Batte, Deputy Clerk
Bettyanne Cobean, Director of Corporate Services
Brian Knox, Director of Transportation and Environmental Services
Melissa Legacy, Director of Library Services
Chris LaForest, Director of Planning
Christine MacDonald, Director of Human Services
Cathy McGirr, Museum Director
Michael McKeage, Director of Health Services
Marianne Nero, Director of Human Resources
Donna Van Wyck, Clerk

Regrets: Councillors Janice Jackson and Milt Mclver

2. **Nominations**

The Clerk called for nominations for the Warden for 2018.

Moved by Councillor Mitch Twolan
Seconded by Councillor Mike Smith

That nominations for the position of Warden for 2018 be closed.

Carried

Moved by Councillor David Inglis
Seconded by Councillor Mike Smith

That Councillor Paul Eagleson be nominated for Warden of Bruce County for the year 2018.

Carried

Councillor Eagleson confirmed his willingness to accept the nomination and there being only one nomination, Councillor Eagleson was declared elected Warden of the County of Bruce for 2018.

Warden Eagleson was escorted to the chair by Councillors David Inglis and Mike Smith and was invested with the Chain of Office by the 2017 Warden, Mitch Twolan. The Warden's pin was presented by the Chief Administrative Officer, Kelley Coulter. Ms. Tammy Grove-McClement, County Solicitor administered the Declaration of Office to the Warden.

Council recessed at 10:00 a.m. and reconvened at 10:30 a.m.

3. **Pecuniary Interest**

There were no declarations of pecuniary interest.

4. **Minutes**

Moved by Councillor Mitch Twolan
Seconded by Councillor Mike Smith

That the minutes of the November 2 and 16, 2017 Council Sessions be adopted as circulated.

Carried

5. **Appointment of Committee Chairs**

Moved by Councillor Mike Smith
Seconded by Councillor Mitch Twolan

That Section 22D of Procedure By-law #2017-024 be waived to permit the appointment of Councillor Janice Jackson for a 4th term as Chair of the Museum Committee.

Carried

Moved by Councillor Robert Buckle
Seconded by Councillor David Inglis

That the selection of Committee Chairs be confirmed as follows:

Corporate Services - Warden Paul Eagleson
Executive - Warden Paul Eagleson
Transportation and Environmental Services - Councillor David Inglis
Homes - Councillor Anne Eadie
Human Resources - Warden Paul Eagleson
Museum - Councillor Janice Jackson
Paramedic Services - Councillor Robert Buckle
Planning and Development - Councillor Mike Smith
Human Services - Councillor Mitch Twolan

Grey Bruce Health Board - Warden Paul Eagleson and Councillors David Inglis and Mitch Twolan

Accessibility Advisory Committee - Warden Paul Eagleson and Councillor Mitch Twolan

Carried

6. Communications

A. Township of Huron-Kinloss

Requesting a letter of support for their funding applications to the Ministry of Energy - Municipal Energy Plan Program (MEP) and the Ministry of the Environment and Climate Change - Municipalities for Climate Innovation Program (MCIP)

Referred to the Executive Committee

7. Delegations

There were no delegations.

8. Reports from Staff

There were no reports from staff.

9. Inquiries and Announcements

There were no inquiries and announcements.

10. Committee Minutes

Moved by Councillor Mike Smith
Seconded by Councillor Mitch Twolan

That the minutes of the following meetings be approved:

November 2, 2017

- Executive Committee
- Corporate Services Committee
- Homes Committee
- Human Resources Committee

- Museum Committee
- Paramedic Services Committee
- Social Services & Housing Committee

November 9, 2017

- Executive Committee

November 16, 2017

- Planning and Development Committee
- Highways Committee
- Social Services and Housing Committee
- Museum Committee

Carried

11. Notice of Motion

There were no notice of motions.

12. Other Business

There was no other business.

13. By-laws

Moved by Councillor David Inglis
 Seconded by Councillor Robert Buckle

That the following by-laws be approved:

2017-073 - A by-law to authorize the execution of Amendment # 1 to iMEDIC Electronic Ambulance Call Reporting System and Hosting Agreement between Interdev Technologies Inc. and the Corporation of the County of Bruce

2017-074 - A by-law to authorize the execution of an agreement between the Corporation of the County of Bruce and the Corporation of the County of Huron for the maintenance and repair of boundary roads and bridges and winter maintenance activities

2017-075 - A by-law to authorize the execution of a Municipal Contribution Agreement 2016 Social Infrastructure Fund - Rental Housing Component between the Corporation of the County of Bruce and Bruce Peninsula Association of Community Living

2017-076 - A by-law to authorize the establishment of a Reserve Fund in Memory of Dorrell Young

2017-077 - A by-law to authorize the execution of the Ontario Transfer Payment Agreement between Her Majesty the Queen in right of Ontario as represented by the Minister of Education and the Corporation of the County of Bruce for the 2018-2019 Ontario Early Years Child and Family Centres

2017-078 - A by-law to amend by-law 2016-051 being a by-law to authorize the execution of a Lease Agreement between the Corporation of the County of Bruce and Home and Community Support Services of Grey/Bruce

2017-079 - A by-law to establish a Highway known as part of Bruce County Road 1

2017-080 - A by-law to adopt Amendment Number 227 to the County of Bruce Official Plan

2017-081 - A by-law to confirm the proceedings of the Council of the County of Bruce at its meeting held the 7th day of December, 2017

14. **Adjournment**

Moved by Councillor Mitch Twolan
Seconded by Councillor Mike Smith

That the meeting of Bruce County Council adjourns at 10:42 a.m.

Carried

Paul Eagleson, Warden

Donna Van Wyck, Clerk



Bruce County Council Minutes

The special meeting of Bruce County Council was held in the County of Bruce Council Chambers, Walkerton at 12:34 p.m. on Thursday, December 21, 2017.

1. Roll Call

Present: Warden Paul Eagleson
Councillors Robert Buckle, Anne Eadie, David Inglis, Janice Jackson, Milt McIver, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, CAO
Darlene Batte, Deputy Clerk
Donna Van Wyck, Clerk

2. Pecuniary Interest

There were no declarations of pecuniary interest.

3. Notice of Motion

There were no Notice of motions.

4. Other Business

Past Warden Mitch Twolan announced that the Bruce County Wardens 150 Years Commemorative Book has been published, a copy of which will be provided to current Members of Council and Past Wardens.

5. **By-laws**

Moved by Councillor Mike Smith
Seconded by Councillor David Inglis

That the following by-laws be approved:

2017-082 - A by-law to authorize the execution of a cost-sharing agreement for service extensions on Bruce Road 17 at Mill Creek Bridge (1721530) between the Corporation of the County of Bruce and Redhawk Construction Co. Ltd.

2017-083 - A By-law to confirm the proceedings of the Council of the Corporation of the County of Bruce at its special meeting held the 21st day of December, 2017

Carried

6. **Adjournment**

Moved by Councillor Anne Eadie
Seconded by Councillor Mike Smith

That the meeting of Bruce County Council adjourn at 12:38 p.m.

Carried

Paul Eagleson, Warden

Donna Van Wyck, Clerk

A Collective Response to the Opioid Crisis

DR. DEBBIE DYKE, OWEN SOUND FAMILY HEALTH TEAM

ALISON GOVIER, COORDINATOR GREY BRUCE DRUG AND ALCOHOL STRATEGY

SARAH ELLIS, GREY BRUCE HEALTH UNIT



We are a network of community partners working together to shift attitudes, improve policies and change systems in support of reducing substance related harms in Bruce and Grey.

Goal

1. Increase awareness amongst community leaders of the opioid crisis and the impact on communities
2. Understand some approaches to addressing the crisis
3. Encourage dialogue among community leaders of the role you can play in addressing the crisis

What is an opioid?

Substance with effects similar to opium (pain relief, sedation)

Acts on the body's opioid receptors

Used as a strong pain reliever

Little evidence of long-term benefit outweighing harms

Serious warnings: addiction, life-threatening respiratory depression, accidental exposure, neonatal complications and **DEATH**

**1 person dies every 10 hours in Ontario
as a result of an opioid overdose**

Graph opioid related deaths in Ontario

Opioids in Ontario

80 per cent of people entering residential treatment for opioids were first exposed through a prescription.

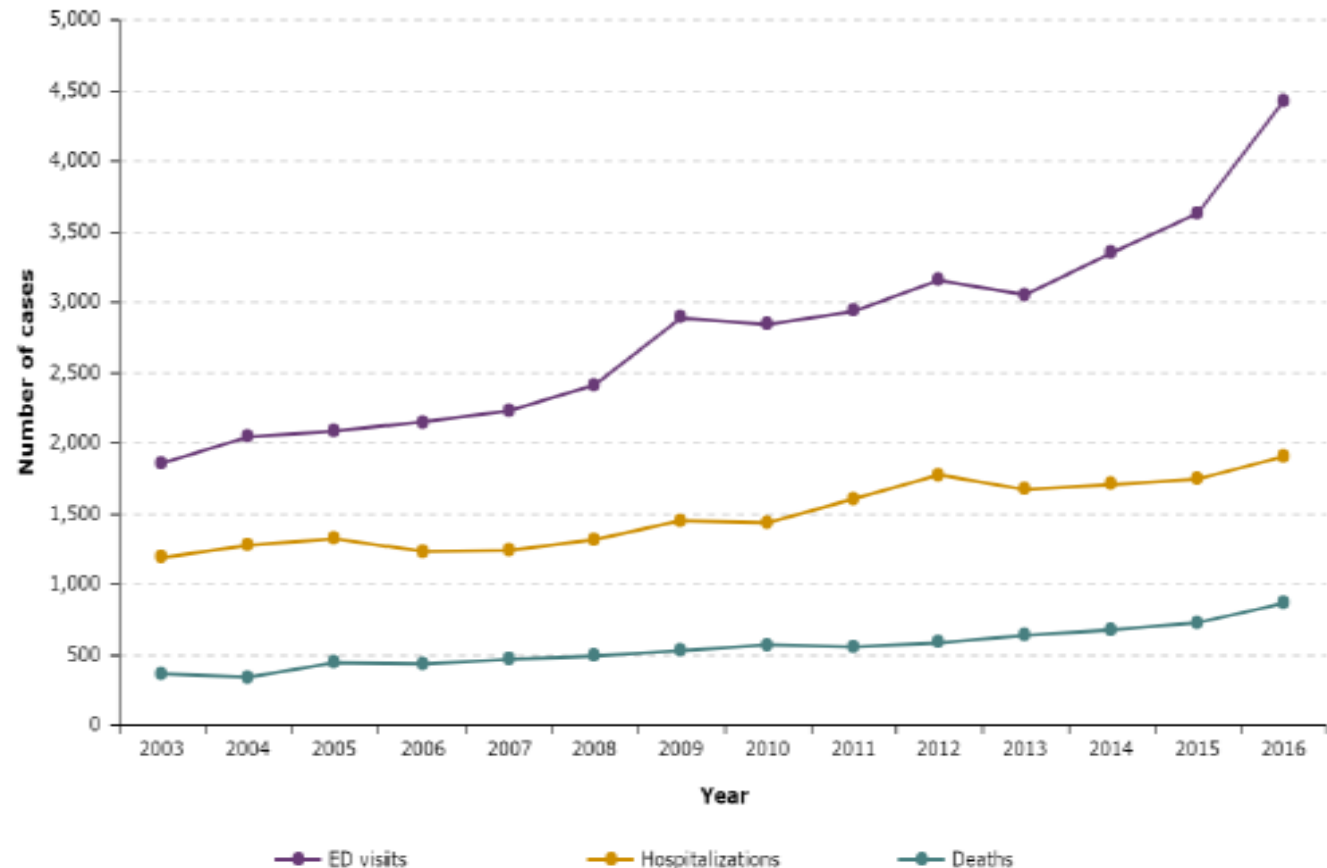
Among young adults ages 25 to 34, **1 of every 8 deaths** is due to Opioids.

Fentanyl is the leading cause of opioid deaths in Ontario. Hydromorphone is second.

Most recent data from 2016 – at least **865 deaths** related to opioids

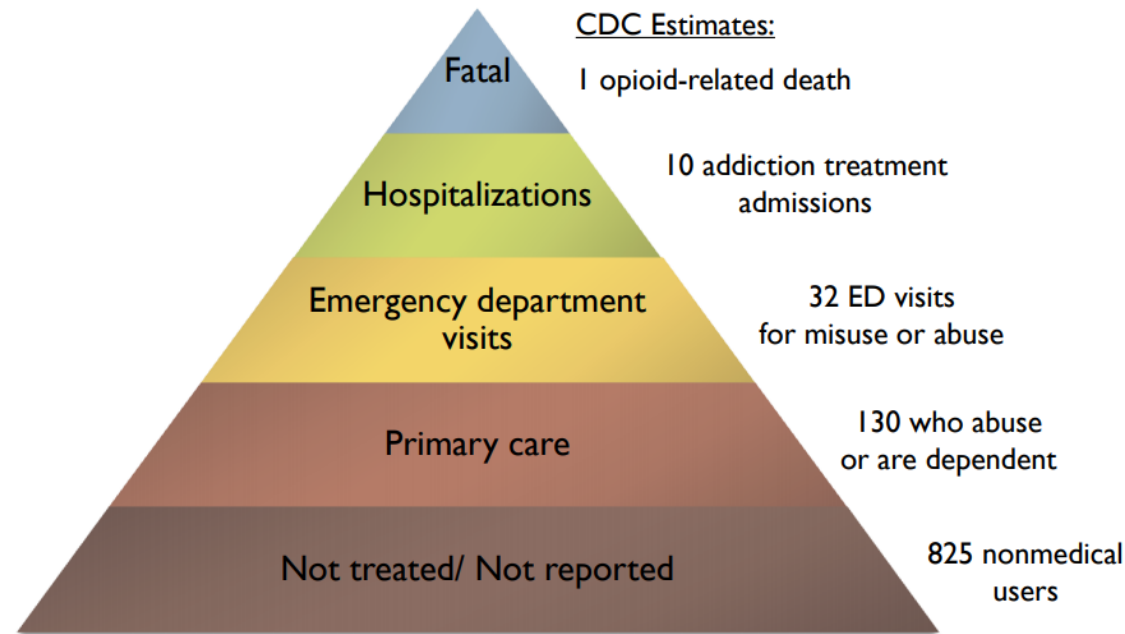
Currently an overdose death due to opioids **occurs every 10 hours** in Ontario.

Cases of opioid-related morbidity and mortality, Ontario, 2003 - 2016



Opioid related harms – deaths are only the tip of the iceberg

Injury Pyramid



Adapted from:

http://apps.who.int/iris/bitstream/10665/149798/1/9789241508018_eng.pdf?ua=1&ua=1&ua=1
<http://www.cdc.gov/drugoverdose/pdf/policyimpact-prescriptionpainkillerod-a.pdf>

How did we get here?

Gaps in care

- treatment services woefully underfunded for decades

Lack of Education

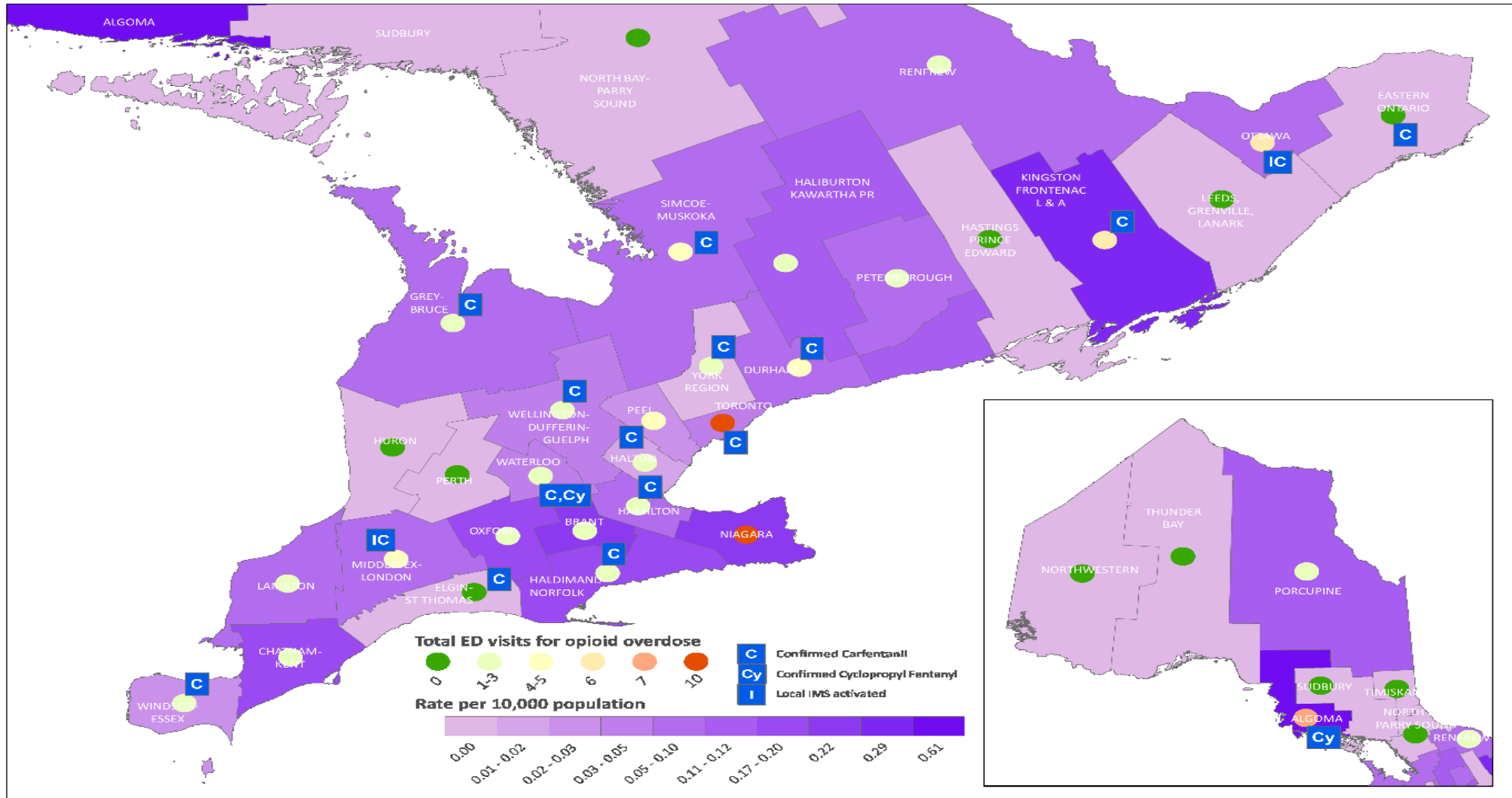
- prescribers, general public

Stigma and Shame

- People who use substances experience stigma and shame for their perceived “life choices”
- Marketing

Grey Bruce Data

ED visits for opioid overdose by PHU of emergency department - November 6-12, 2017



The PROBLEM of opioid related harms is:	The SOLUTIONS need to be:
Big	Comprehensive
Complex	Timely
Worsening	Evaluated

What can and should we do?

Health promotion

increase individual and community health capacity

Pursuing culture change

adopting a harm reduction approach

Engage in dialogue

involve people in conversations geared to better understanding

Harm Reduction

Goal is to reduce deaths and harms

Examples of harm reduction strategies

- Needle Exchange Programs
- Naloxone Distribution
- Substitution Therapies
- Supervised consumption services



What's already happening?

- Community alcohol and drug strategy – supported by local County Councils
- Opioid working group
- RAAM clinic outreach opportunity
- Expanded naloxone program
- Needle Exchange sites (5 new in 2017!)
- Awareness events – BBQ, Medication Return Campaigns, Municipal presentations

Next Steps

Provide schools with up to date information to share with parents, teachers and students.

Increase community monitoring and surveillance of overdoses and deaths

Develop a community overdose surge response plan

Continue to advocate for more funding for addiction services

Involve clients with lived experience in the discussion

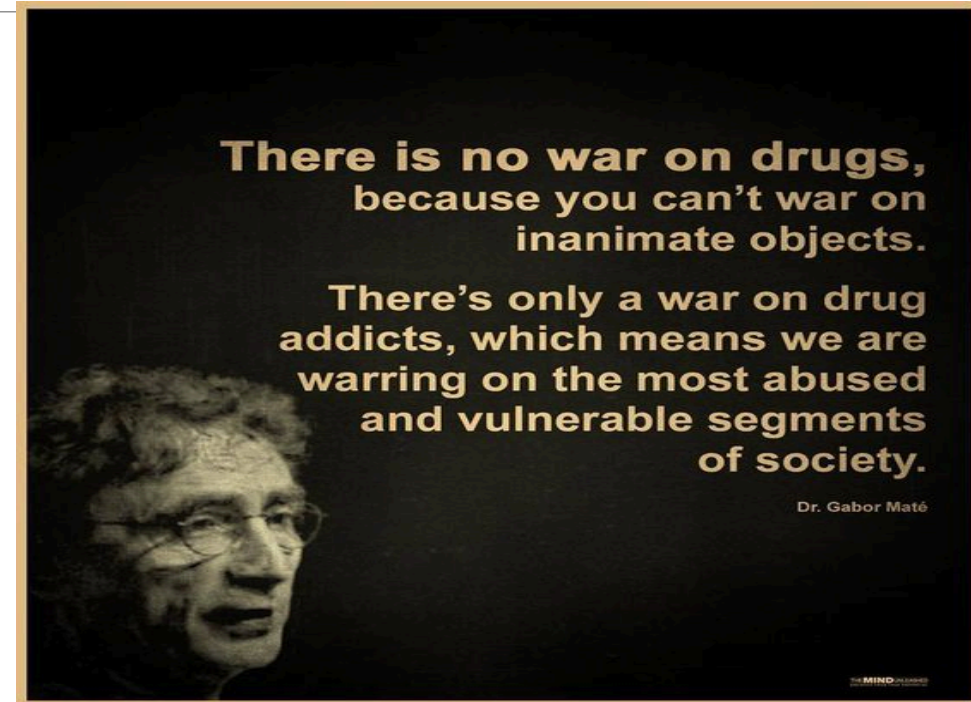
What role can community leaders play?

Understand the opioid crisis as an indicator
of overall community health

Continue to consider a “Health In All Policies” approach

Avoid stigmatizing people who use opioids during
conversations

– they are our family, friends and neighbours



Role of Community Leaders

Consider what supports are available to those most vulnerable in our community

- affordable housing
- access to nutritious food
- transportation options
- child care programs
- education programs

Not why the addiction, but why the pain.

Gabor Mate

Questions?



OPG's Update to Municipal Councils in Bruce County

Q1 2018

ONTARIO **POWER**
GENERATION

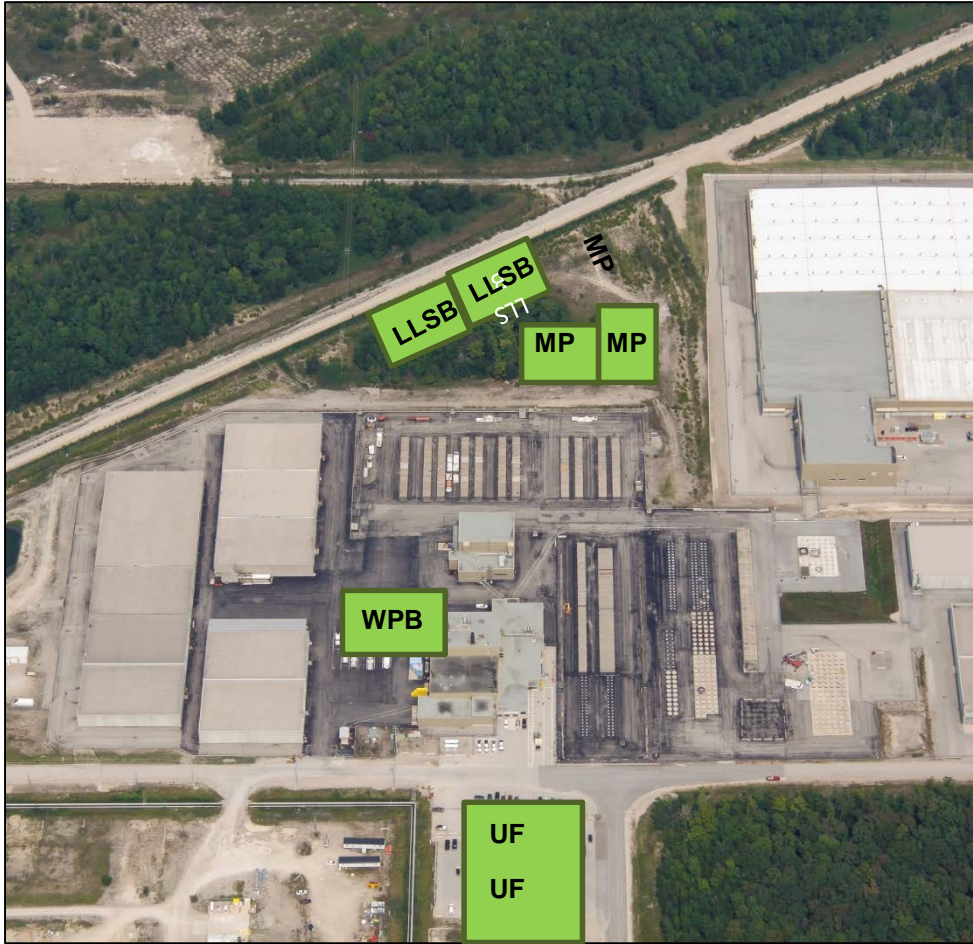


Agenda

- OPG's Western Waste Management Facility
- OPG's Deep Geologic Repository
- Nuclear refurbishments
- Other OPG Updates



WWMF Expansion



Western Waste Management Facility at Bruce site

- WWMF expansion approved in May 2017 renewal of WWMF licence (for 10 years)
- New buildings either under construction or in design phase in 2018:
 - 2 Low-Level Storage Buildings
 - 3 Multi-Purpose Storage Buildings
 - 2 Used Fuel Storage Buildings
 - 1 Waste Processing Building – to support existing waste minimization program
- Additional surface storage needed for continuing operations, until DGR is built



OPG's Deep Geologic Repository



- OPG's proposal for permanent disposal of low- and intermediate-level waste
- In August, federal minister asked OPG to update its DGR cumulative effects assessment. Analysis to be informed by result of Saugeen Ojibway Nation (SON) community process
 - OPG remains engaged in respectful dialogue with SON
 - Process may take a year or more
- OPG appreciates continued support of the host community, Municipality of Kincardine, as well as the adjacent communities
- DGR is a \$1 billion lake-protection measure, the right thing to do for future generations



Refurbishment Projects



▪ Darlington Refurbishment

- Canada's largest clean-energy project: \$12.8-billion, 10-year project to extend life of station by 30 years
- On time, on budget
- Nuclear Waste Management plays critical role in storing components after removal

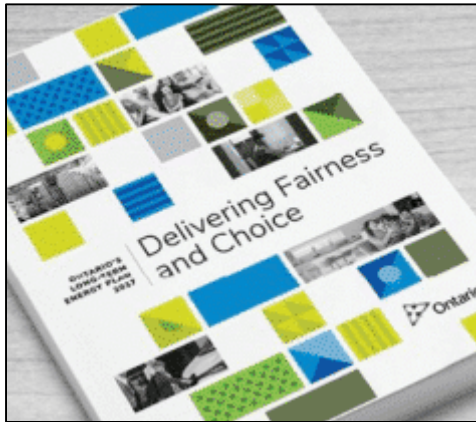


▪ OPG role in Bruce Power MCR

- Bruce Power \$13-billion Major Component Replacement – breaker open set for January 2020
- Planning is underway, including collaboration with OPG on waste volumes, container design and more



Support for Refurbishments



■ Ontario's Long-Term Energy Plan

- Released in October 2017 – roadmap for province's energy system over 20 years.
- Highlights important role of nuclear energy as low-cost, reliable and clean.
- Points to importance of refurbishments.

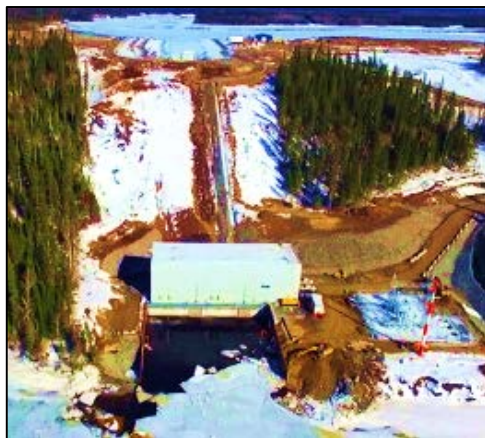


■ Financial Accountability Office Report

- November 2017 report confirms the economic benefits of nuclear refurbishment at Darlington and Bruce.
- Refurbishment described as best option to keep electricity costs lower and to protect the environment.



Other OPG Updates



- **Peter Sutherland Generating Station**
 - New 28 megawatt facility in Northeastern Ontario – completed in 2017
 - Enough electricity for 28,000 homes
 - Includes equity partnership between OPG and location First Nation community

- **Decision pending on OPG rate application**
 - OPG applied to Ontario Energy Board in 2017 for rate increase – decision expected by early 2018
 - OPG remains a low-cost electricity generator – OPG’s price is 40% lower than that of other generators





Thank you

Questions?



Corporate Services Committee Minutes

December 7, 2017
11:01 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson (Chair)
Councillors Robert Buckle, Anne Eadie, David Inglis, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Bettyanne Cobean, Director of Corporate Services
Melissa Legacy, Director of Library Services
Christine MacDonald, Director of Human Services
Cathy McGirr, Museum Director
Michael McKeage, Director of Health Services

Regrets: Councillors Janice Jackson and Milt McIver

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. 2018 Property Tax Policy Review

Moved by Councillor Mike Smith
Seconded by Councillor Mitch Twolan

That the 2018 County-wide tax ratios and class discounts be approved as set out in Table 1; and,

That staff be directed to prepare the necessary tax ratio by-law; and,

That the following parameters be established for the purposes of calculating the 2018 Capping Clawback rates in accordance with Section 329.1 of the Municipal Act:

- i. Annualized Tax Limit - Cap based on previous year's annualized tax

That the cap on annualized taxes be 10%.

ii. CVA Tax Limit - Cap based on previous year's CVA tax
That the cap on CVA taxes be 10%.

iii. CVA Tax Threshold for Protected Properties (Increasers) -
Threshold is applied to move certain protected properties to full
CVA taxes

That the threshold that applies to capped properties be set at the
maximum allowable amount without creating a shortfall for each of the
multi-residential, commercial and industrial property classes - \$500

iv. CVA Tax Threshold for Claw Back Properties (Decreasers) -
Threshold is applied to move certain clawed back properties to
full CVA taxes

That the threshold that applies to clawed back properties be set at the
maximum allowable amount without creating a shortfall for each of the
multi-residential commercial and industrial property classes - \$500

v. Minimum Tax Level for New to Class / New Construction Properties

That the minimum tax level for new to class / new construction properties
be 100%.

vi. Stay at CVA Tax

- a. the "Stay at CVA Tax Option" excludes properties that were
at CVA tax in 2017 from the capping and claw-back
calculation in 2018;
- b. The "Cross CVA Tax Option" excludes properties that would
move from being capped in 2017 to being clawed back in
2018 or from being clawed back in 2017 to being capped in
2018 as a result of the changes to the CVA tax caused by the
2018 reassessment;

vii. That paragraphs 1, 2 and 3, of Subsection 8.0.2 (2) of Ontario
Regulation 73/03 shall apply whereby properties that meet any of
the following conditions shall be exempt from the capping
calculations set out under Part IX of *The Act* for the taxation year:

- a. The capped taxes for the property in the previous year were
equal to its uncapped taxes for that year.
- b. The capped taxes for the property in the previous year were
lower than the property's uncapped taxes for that year, and
the current year's capped taxes would be higher than the
current year's uncapped taxes if Part IX were applied.
- c. The capped taxes for the property in the previous year were
higher than the property's uncapped taxes for that year, and
the current year's capped taxes would be lower than the
current year's uncapped taxes if Part IX were applied.

- viii. That the vacant land properties be excluded from the capping phase out.
- ix. That capping protection be limited only to reassessment related changes prior to 2018.
- x. That the Industrial class be entered into the first year of the phase out of the application of Part IX of the Municipal Act.
- xi. That the Commercial class be entered into the first year of the phase out of the application of Part IX of the Municipal Act; and,

That the tax relief program for charities and other similar organizations be continued for the 2018 taxation year; and,

That the Tax relief program for low income seniors and persons with disabilities be continued for the 2018 taxation year; and,

That all eligible Legion properties continue to be exempted from the payment of taxes for upper tier purposes for the taxation years 2018, 2019, 2020; and,

That the Vacancy Rebate Program be continued for the 2018 taxation year; and,

That no Optional Property Classes are recommended.

Carried

3. Information Items

The following reports were received for information:

- 2017 External Audit - BDO Planning Report
- Integrated Energy Performance Project - Green House Gas (GHG) Challenge Fund Application
- 2017 Grey Bruce Health Unit Budget Ministry of Health Funding Approval
- 2018 Insurance Program
- 2018 Ontario Municipal Partnership Fund (OMPF) Allocations

4. Next Meeting

The next meeting of the Corporate Services Committee will take place on January 4, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario

5. **Adjournment**

Moved by Councillor Mitch Twolan
Seconded by Councillor Anne Eadie

That the meeting of the Corporate Services Committee adjourn at
11:10 a.m.

Carried

Warden Paul Eagleson, Chair
Corporate Services Committee



Executive Committee Minutes

December 7, 2017
10:45 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson (Chair)
Councillors David Inglis, Robert Buckle, Anne Eadie, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Bettyanne Cobean, Director of Corporate Services
Melissa Legacy, Director of Library Services
Christine MacDonald, Director of Human Services
Cathy McGirr, Museum Director
Michael McKeage, Director of Health Services
Donna Van Wyck, Clerk

Regrets: Councillors Janice Jackson and Milt McIver

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. Accessibility Advisory Committee Appointments

Moved by Councillor Anne Eadie
Seconded by Councillor David Inglis

That Mr. Joshua Easton and Ms. Mary Winn Daykin be appointed to the Bruce County Accessibility Advisory Committee, effective December 1, 2017.

Carried

B. Fees and Charges By-law Review
Moved by Councillor Mitch Twolan
Seconded by Councillor Anne Eadie

That the changes to the Fees and Charges By-law as outlined in the Clerk's Report of December 7, 2017, be approved; and,

That a By-law be introduced to establish fees and charges for the Corporation of the County of Bruce; and,

That By-law Number 2017-037 be repealed; and,

That the Fees and Charges By-law be reviewed on an annual basis.

Carried

C. Revised Procedure By-law
Moved by Councillor Mike Smith
Seconded by Councillor Robert Buckle

That changes to the Procedure By-law as outlined in the Clerk's report dated December 7, 2017 be approved; and,

That a by-law be introduced to govern the proceedings of the Council and Committees of the Corporation of the County of Bruce; and,

That by-law 2017-024 be repealed.

Carried

D. Request for Proposal for Electronic Meeting Management Software
Moved by Councillor Anne Eadie
Seconded by Councillor Robert Buckle

That the County of Bruce enter into a three-year contract with eSCRIBE Software LTD for the provision of Electronic Meeting Management Software; and,

That the Clerk be authorized to sign the contract.

Carried

- E. Letter of Support - Huron-Kinloss
Moved by Councillor Mitch Twolan
Seconded by Councillor David Inglis

That the request for a letter of support for the Township of Huron-Kinloss' funding applications to the Ministry of Energy - Municipal Energy Plan Program (MEP) and the Ministry of Environment and Climate Change - Municipalities for Climate Innovation Program Fund (MCIP), be approved.

Carried

3. **Information Items**

The Ombudsman Office Review re: Tourist Town Pilot Project report was received for information.

4. **Next Meeting**

The next meeting of the Executive Committee will take place on Thursday, January 4, 2018, in the Council Chambers, County Administration Centre, Walkerton, Ontario.

5. **Adjournment**

Moved by Councillor Anne Eadie
Seconded by Councillor Robert Buckle

That the meeting of the Executive Committee adjourn at 11:00 a.m.

Carried

Warden Paul Eagleson, Chair
Executive Committee



Homes Committee Minutes

December 7, 2017
11:30 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson
Councillors Anne Eadie, (Chair), Robert Buckle, David Inglis, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Michael McKeage, Director of Health Services

Regrets: Councillors Janice Jackson and Milt McIver

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. Blanket Warmer for Brucelea Haven

Moved by Councillor Mitch Twolan
Seconded by Councillor Robert Buckles

That the amount of \$4,000 of designated donations in the Brucelea Haven General Donations Account for the intended purpose of purchasing a blanket warmer for the residents of Brucelea Haven, be approved; and,

That the amount of \$800 in the Brucelea Haven General Donations Account intended for general purposes be used to complement the \$4,000 donation for the purchase of a blanket warmer valued at \$4,800.

Carried

B. Food Services Request for Proposal for Long Term Care Homes

Moved by Councillor Mike Smith

Seconded by Councillor Mitch Twolan

That the Food Services Contract for Long Term Care be awarded to Gordon Food Services from January 1, 2018 to December 31, 2020 with an option to extend for two years.

Carried

3. Information Items

The following reports were received for information:

- 2017-2018 Base Funding increase to support enhancements to current Behavioral Supports Ontario Staffing Report
- Long Term Care Information Report

4. Next Meeting

The next meeting of the Homes Committee will take place on January 4, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

5. Adjournment

Moved by Councillor Robert Buckle

Seconded by Warden Paul Eagleson

That the meeting of the Homes Committee adjourn at 11:41 a.m.

Carried

Councillor Anne Eadie, Chair
Homes Committee



Museum Committee Minutes

December 7, 2017
11:11 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson (Acting Chair)
Councillors Robert Buckle, Anne Eadie, David Inglis, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Cathy McGirr, Museum Director
Melissa Legacy, Director of Library Services
Michael McKeage, Director of Health Services

Regrets: Councillors Janice Jackson and Milt McIver

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. Archives - Request for Items to be De-accessioned

Moved by Councillor Mitch Twolan

Seconded by Councillor David Inglis

That the list of items to be de-accessioned dated December, 2017 be approved for de-accession from the Archival Collection.

Carried

B. Collections - Request for Items to be De-accessioned

Moved by Councillor Robert Buckle
Seconded by Councillor Mitch Twolan

That the list of items to be de-accessioned dated December, 2017 be approved for de-accession from the Collections.

Carried

C. Exhibit Rental Contract 2019

Moved by Councillor Anne Eadie
Seconded by Councillor David Inglis

That the rental of "Kids Celebrate", feature exhibit for the 2019 summer season be approved; and,

That the Director, Museum & Cultural Services be authorized to sign the rental contract and process the deposit of \$3,750 Canadian dollars to be forwarded to Canadian Museum of History, Gatineau, Quebec in order to secure this exhibit for the 2019 summer season; and,

That the full amount of the rental will be included in the 2019 budget.

Carried

D. Policy Report - Facility Rental/Service & Consumption of Alcohol

Moved by Councillor Robert Buckle
Seconded by Councillor Anne Eadie

That the revised Facility Rentals Policy/Serving & Consumption of Alcohol Procedure for the Bruce County Museum & Cultural Centre be approved.

Carried

E. Request for Transfer of Reserve Funds

Moved by Councillor Mike Smith
Seconded by Councillor Anne Eadie

That the transfer of \$16,888 from the General Donations reserve account be authorized to offset costs associated with the Riding the Rails Permanent Exhibition, in the 2017 budget.

Carried

3. Information Items

The following reports were received for information:

- Business & Sponsorship Report
- Collections Report
- Education & Outreach Report
- Marketing Report
- Programming Report
- Strategic Plan Report - Museum/Library Partnership

4. Next Meeting

The next meeting of the Museum Committee will take place on Thursday, January 4, 2018, in the Council Chambers, County Administration Centre, Walkerton, Ontario.

5. Adjournment

**Moved by Councillor Anne Eadie
Seconded by Councillor David Inglis**

That the meeting of the Museum Committee adjourn at 11:29 a.m.

Carried

**Warden Paul Eagleson, Acting Chair
Museum Committee**



Social Services and Housing Committee Minutes

December 7, 2017
11:45 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson
Councillors Mitch Twolan (Chair), Anne Eadie, Robert Buckle, David Inglis, and Mike Smith

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Christine MacDonald, Director of Social Services and Housing
Michael McKeage, Director of Health Services

Regrets: Councillors Janice Jackson and Milt McIver

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. Approval for Reserve Fund Expenditure for the Dorrell Young Memorial Fund

Moved by Councillor Mike Smith
Seconded by Councillor Robert Buckle

That approval be granted to draw from the Dorrell Young reserve an amount not exceeding \$4,000 for the 2017 Christmas Program.

Carried

B. Community Delivered Rent Supplement Pilot Program

Moved by Councillor Anne Eadie
Seconded by Councillor Mike Smith

That the Guidelines for the Community Delivered Rent Supplement Pilot Program be approved; and,

That the Expression of Interest (EOI) from YMCA Owen Sound Grey Bruce be approved for funding from the Social Infrastructure Fund for the delivery of the Community Delivered Rent Supplement Pilot Project; and,

That a by-law be introduced authorizing the Warden and the Clerk to execute a Contribution Agreement between the YMCA Owen Sound Grey Bruce and the County of Bruce for the 2016 Social Infrastructure Fund, Operating Component for the delivery of the Community Delivered Rent Supplement Pilot Program.

Carried

C. Speech and Language Service Agreement

Moved by Councillor Anne Eadie
Seconded by Councillor Robert Buckle

That approval be granted to repeal by-law 2016-049, which outlines Bruce County's standing agreement for speech and language services with Thames Valley Children's Centre; and,

That a new by-law be introduced for speech and language services with Thames Valley Children's Centre effective January 1, 2018 until December 31, 2019.

Carried

3. Information Items

The following reports were received for information:

- Amendment - Russel Meadows Assignment Agreement & Direction
- Q3 - Bruce County Community Housing Registry Waitlist
- Q3 - Licensed Child Care and Fee Subsidy Summary

4. Next Meeting

The next meeting of the Social Services and Housing Committee will take place on Thursday, January 4, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

5. **Adjournment**

Moved by Councillor Mike Smith
Seconded by Councillor Anne Eadie

That the meeting of the Social Services and Housing Committee adjourn at
11:54 a.m.

Carried

Councillor Mitch Twolan, Chair
Social Services and Housing Committee



Highways Committee Minutes

December 21, 2017
10:40 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson
Councillors David Inglis, (Chair), Robert Buckle, Anne Eadie, Janice Jackson, Milt McIver, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Sherri Dillon, Office Manager
Brian Knox, Engineer
Kerri Meier, Waste Management / Environmental Coordinator

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. Bridge & Culvert Capital Forecast

Moved by Councillor Mike Smith
Seconded by Councillor Mitch Twolan

That the 2018 withdraw from the Bridge and Culvert reserve be revised to reflect a total withdraw of \$6,645,000.

Carried

B. Capital Bridge Project, Stark's Mill Bridge on Bruce Road 1 in Paisley

Moved by Councillor Robert Buckle
Seconded by Councillor Anne Eadie

That the estimate from BM Ross to design, obtain approvals, prepare contract documents and administer the rehabilitation work on the Stark's Mill Bridge on Bruce Road 1 in Brockton in the amount of \$26,000 be approved.

Carried

C. Mill Creek Bridge Rehabilitation - Bruce Road 17

Moved by Councillor Milt McIver
Seconded by Councillor Mike Smith

That the County's portion of the total project cost in the amount of \$1,800,000 be funded from the Bridge Reserve; and,

That a by-law be introduced to authorize the Warden and Clerk to execute the cost-sharing agreement between Redhawk Construction and the County of Bruce; and,

That the County award the Rehabilitation of the Mill Creek Bridge to Bronte Construction; and,

That BM Ross be retained to complete the construction review and contract administration for the Mill Creek Bridge Rehabilitation.

Carried

D. Bruce Road 25 and Bruce Road 33 Realignment

Moved by Councillor Mitch Twolan
Seconded by Councillor Anne Eadie

That GM BluePlan be retained to complete the design and prepare tender specifications for Phase 1 of the Bruce Road 25 and 33 project as identified in the report dated December 21, 2017.

Carried

E. **Carson's Camp Pedestrian Signal, Bruce Road 13**

Moved by Councillor Janice Jackson
Seconded by Councillor Robert Buckle

That a by-law be introduced to authorize the Warden and Clerk to sign the Memorandum of Understanding between Carson's Camp and The County of Bruce.

Carried

F. **Speed Zone Changes**

Moved by Councillor Mitch Twolan
Seconded by Councillor Anne Eadie

That the speed zones on Bruce Road 3 north and south of the intersection of Bruce Road 3 and Bruce Road 17 in the Hamlet of Burgoyne be reduced to 50 kilometers per hour; and,

That the speed zones on Bruce Road 17 east and west of the intersection of Bruce Road 17 and Bruce Road 3 in the Hamlet of Burgoyne be reduced to 50 kilometers per hour; and,

That the speed zone on Bruce Road 13 from 150m south of Hendry Street to 190m north of 9th Street South Sauble Beach be reduced to 60 kilometers per hour; and,

That a by-law be introduced to authorize speed limits on the Bruce County Road System; and,

That By-law 2016-054 be repealed.

Carried

G. **Waste Management**

Moved by Councillor Mitch Twolan
Seconded by Councillor Robert Buckle

That the County of Bruce Status Report on Waste Management for 2016 be approved as presented.

Carried

H. Tender Summary

Moved by Councillor Janice Jackson
Seconded by Councillor Robert Buckle

That the Warden and Clerk be authorized to sign the following tender contract as per Section 13.2.13 of the County of Bruce Purchase and Procurement Policy:

- 17-21 Mill Creek Bridge Replacement

Carried

3. Information Items

The following reports were received for information:

- Surplus Property, Bruce Road 6, Holyrood
- Great Lakes Waterfront Trail
- Municipal Hazardous & Special Waste Collection Program
- Winter Maintenance Book
- 2017-2018 Winter Public Service Announcement Campaign

4. Next Meeting

The next meeting of the Highways Committee will take place on January 18, 2018 in the Council Chambers, County of Bruce Administration, Walkerton, Ontario.

5. Adjournment

Moved by Councillor Mike Smith
Seconded by Councillor Milt McIver

That the meeting of the Highways Committee adjourn at 11:33 a.m.

Carried

Councillor David Inglis, Chair
Highways Committee



Human Resources Committee Minutes

December 21, 2017
11:35 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson (Chair)
Councillors Robert Buckle, Anne Eadie, David Inglis, Janice Jackson, Milt McIver, Mike Smith and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Marianne Nero, Director of Human Resources

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Closed Meeting

Moved by Councillor Anne Eadie
Seconded by Councillor Robert Buckle

That the Committee move into a closed meeting pursuant to

Section 239 (2) (b) of the Municipal Act, 2001, as amended, to discuss personal matters about an identifiable individual, including municipal or local board employees; and,

Section 239 (3.1) of the Municipal Act 2001, as amended for the purpose of educating or training members.

Carried

3. Rise and Report

Moved by Councillor Anne Eadie
Seconded by Councillor David Inglis

That the Committee rise and report from the closed meeting.

Carried

The Chair reported that staff were provided direction in closed session.

4. Next Meeting

The next meeting of the Human Resources Committee will take place on January 4, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

5. Adjournment

Moved by Councillor Anne Eadie
Seconded by Councillor Robert Buckle

That the meeting of the Human Resources Committee adjourn at 12:26 p.m.

Carried

Warden Paul Eagleson, Chair
Human Resources Committee



Paramedic Services Committee Minutes

December 21, 2017
9:33 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson,
Councillors Robert Buckle (Chair), Anne Eadie, David Inglis, Janice Jackson, Mike Smith, Milt McIver and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Michael McKeage, Director of Health Services
Steve Schaus, Chief of Operational Services

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Delegation

Ms. Angela Freiburger on behalf of Marvin Freiburger and Sons presented a cheque in the amount \$2,500 to support paramedic services, specifically, the purchase of extrication helmets.

3. Next Meeting

The next meeting of the Paramedic Services Committee will take place on January 4, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

4. **Adjournment**

Moved by Councillor Janice Jackson
Seconded by Councillor Mike Smith

That the meeting of the Paramedic Services Committee adjourn at
9:35 a.m.

Carried

Councillor Robert Buckle, Chair
Paramedic Services Committee



Planning and Development Committee Minutes

December 21, 2017
9:37 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson
Councillors Mike Smith (Chair), Robert Buckle, Anne Eadie, David Inglis,
Janice Jackson, Milt McIver and Mitch Twolan

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Chris LaForest, Director of Planning and Development
David Smith, Senior Planner
Bruce Stickney, Manager of Land Use Planning
Jack Van Dorp, Planner
Kara Van Myall, Manager of Corporate Policy

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Delegation

The chair noted that the delegation scheduled has been postponed to a future meeting date.

3. Action Items

A. Arran-Elderslie Official Plan Amendment 11

Moved by Councillor David Inglis
Seconded by Councillor Robert Buckle

That the Arran Elderslie Official Plan Amendment 11-17.49 be approved.

Carried

B. Request for Proposal for Data Collection and Analysis

Moved by Councillor Anne Eadie
Seconded by Councillor Mitch Twolan

That the County of Bruce enter into a contract with Ipsos to undertake the Data Collection and Analysis in the travel and tourism sector in Bruce County.

Carried

C. Bruce County Rail Trail Trestle Bridge Improvements

Moved by Councillor Milt McIver
Seconded by Councillor Anne Eadie

That the Proposed Ontario Federation of Snowmobile Club Rail Trail Bridge Improvements for accessibility be approved.

Carried.

D. Proposed Amendments to Ausable Bayfield Maitland Valley Source Protection Plan

Moved by Councillor Mitch Twolan
Seconded by Councillor Robert Buckle

That the Proposed Amendments to the Ausable Bayfield Maitland Valley Source Protection Plan, as set out in Appendix 'A' be approved.

Carried

4. Information Items

The following reports were received for information:

- Notice of Proposed Amendments to Source Protection Plans
- FSC Eastern Ontario Model Forest and Bluesource
- Ontario Municipal Board (OMB) Appeals Update

Moved by Councillor David Inglis
Seconded by Councillor Mitch Twolan

That staff be directed to return with a report for a closed session to address OMB Appeals including File # 217.

Carried

5. Next Meeting

The next meeting of the Planning and Development Committee will take place on Thursday, January 18, 2018 in the Council Chambers, County of Bruce Administration Centre, Walkerton, Ontario.

6. **Adjournment**

Moved by Councillor Robert Buckle
Seconded by Councillor Anne Eadie

That the meeting of the Planning and Development Committee adjourn at
10:11 a.m.

Carried

Councillor Mike Smith, Chair
Planning and Development Committee



By-law Number 2018-001

A by-law to govern the proceedings of the Council and Committees of the Corporation of the County of Bruce

Section 238 (2) of the Municipal Act, 2001, S.O. 2001, c.25 requires every municipality to pass a procedure by-law governing the calling, place and proceedings of meetings:

Section 238 (2.1) of the Municipal Act, 2001, S.O. 2001, c.25 requires that the procedure by-law shall provide for public notice of meetings:

The Council for the Corporation of the County of Bruce enacts By-law 2018-001 as follows:

1. General Provisions

The proceedings of Council and its Committee and the calling of meetings shall be governed by the rules of procedure contained in this by-law.

All points of Order or Procedure not provided for in this by-law shall be decided in accordance with "Bourinot's Rules of Order" and the Warden or Chair shall submit the ruling without debate.

2. Definitions

"Act" means the Municipal Act, 2001, as amended from time to time.

"Chair" means the person presiding at a meeting whether it be the Head of Council, Acting Head of Council or Chairperson of any Committee.

"Chief Administrative Officer" means the Chief Administrative Officer (CAO) or designate of The Corporation of the County of Bruce, appointed by by-law.

"Clerk" means the Clerk or designate of The Corporation of the County of Bruce, appointed by by-law.

"Closed Meeting" means a meeting, or portion thereof, closed to the public in accordance with Section 239 of the Municipal Act, 2001 and Section 7. (A), (B) and (C) of this By-law.

"Committee" means any advisory or other committee, subcommittee or similar entity of which at least 50 per cent of the members are also members of one or more councils or local boards.

"Council" means the elected members of The Corporation of the County of Bruce.

"County" means The Corporation of the County of Bruce.

"Head of Council" means the Warden (or Acting Warden) and who shall preside at all meetings of the Council.

"Majority" means more than half of the votes cast by members entitled to vote.

“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” means a Member of Council or a Committee as defined in this by-law.

“Minutes” means a record of the proceedings of Council or Committee which includes the place, date, time, name of Chair, list of members in attendance, evidence of quorum. Minutes will record the actions taken and decisions made by members at the meeting without note or comment in accordance with Section 239(7) of the Municipal Act.

“Pecuniary Interest” includes a direct or indirect financial interest of a member and a financial interest deemed to be that of a member, in accordance with Sections 2 and 3 of the Municipal Conflict of Interest Act.

“Quorum” means the minimum number of required members (fifty percent plus one of the membership) to be in attendance to conduct the business of the meeting and vote on any matter or question to achieve a simple majority.

“Recorded Vote” means the recording of the name and vote of every Member of Council or a Committee who is present when the vote is called on any matter of question.

“Resolution” means a formal state of opinion or intention adopted by Council in accordance with these rules.

“Warden” means the Head of Council and the Chief Executive Officer of the County of Bruce, pursuant to Section 225 of the Municipal Act, 2001.

3. Inaugural Meeting

The Council shall hold its first meeting in each year on the first Thursday of the month of December at 9:30 a.m. in the Council Chambers or such other location as Council may from time to time decide.

4. Regular Council Meetings

Regular meetings of Council shall be held on the first Thursday of each month at 9:30 a.m. in the Council Chambers at the County Administration Centre or at such other time or location within the County as may be determined by Council.

5. Special Meetings

(A) The Warden may at any time summon a special meeting of Council and it shall be their duty to summon a special meeting whenever requested in writing by a majority of the members of Council.

(B) In case of the absence of the Warden, or if the office is vacant, or if the Warden refuses to act, a special meeting may be summoned by the County Clerk upon a request signed by a majority of the members of Council.

(C) At special meetings of Council, the Council shall not decide upon any matter unless the matter has been specified in the Notice calling the meeting. This provision may be waived only where all members are present to vote upon a motion to waive it.

(D) Notwithstanding subsection (C) the Warden may call a special Council meeting without notice to consider and deal with an emergency or other extraordinary matter and such meeting shall be deemed to have been properly constituted if at least two thirds of all members of Council are present at the meeting.

6. Open Meetings

Except as authorized under this By-law, all meetings shall be open to the public except for matters that qualify for consideration at a closed meeting as provided in Section 7 (A), (B) and (C).

7. Closed Meetings

(A) A meeting or part of a meeting may be closed to the public if the subject matter being considered is:

- i. The security of the property of the municipality or local board;
- ii. Personal matters about an identifiable individual, including municipal or local board employees;
- iii. A proposed or pending acquisition or disposition of land by the municipality or local board;
- iv. Labour relations or employee negotiations;
- v. Litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board;
- vi. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- vii. A matter in respect of which a Council, Board, Committee or other body may hold a closed meeting under another Act;
- viii. Information explicitly supplied in confidence to the municipality or local board by Canada, a province or a territory or a Crown agency of any of them;
- ix. 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;
- x. 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
- xi. A position, plan, procedure or criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

(B) Other Criteria

A meeting or part of a meeting shall be closed to the public if the subject matter being considered is,

(a) a request under the Municipal Freedom of Information and Protection of Privacy Act, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or

(b) an ongoing investigation respecting the municipality, a local board of a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2(1).

(C) Educational or Training Sessions

A meeting of a Council or Local Board or of a Committee of either of them may be closed to the public if the following conditions are both satisfied:

- i. The meeting is held for the purpose of educating or training the members;
- ii. 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, Local Board or Committee.

(D) Resolution

Before holding a meeting or part of a meeting that is to be closed to the public, a Municipality or Local Board or Committee of either of them shall state by resolution:

- i. The fact of the holding of the closed meeting and the general nature of the matter to be considered at the closed meeting, or;
- ii. In the case of a meeting that is an educational or training session, the fact of the holding of the closed meeting, the general nature of its subject matter and that it is to be closed as an educational or training session.

(E) As provided in Section 239 (5) of the Act, a meeting shall not be closed to the public during the taking of a vote.

(F) Despite section 244, a meeting may be closed to the public during a vote if,

- i. subsection (2) or (3) permits or requires the meeting to be closed to the public; and,
- ii. 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 of either of them or persons retained by or under a contract with the municipality or local board.

(G) Section 239.1 of the Municipal Act, S.O. 2001, c.25 permits a person to request an investigation of whether Council has complied with the requirements of the Municipal Act or this Procedure By-law governing a meeting or part of a meeting that was closed to the public.

(H) Upon resuming open session, the Chair shall state:

- (a) the matters which were considered and;
- (b) confirmation that no motions were carried in closed other than procedural motions or directions to staff.

(I) The Closed Meeting Procedures as adopted by County Council are attached as Appendix "A".

8. Quorum

(A) The majority of all members of Council is necessary to form a quorum.

(B) If a quorum is not present at a scheduled meeting fifteen (15) minutes after the scheduled commencement time, the meeting shall stand adjourned until the date of the next regular meeting and the Clerk shall record the names of the members present.

(C) If during the course of a meeting, a quorum is lost the Chair shall declare that the meeting shall stand adjourned and all unfinished business shall be carried forward to the next meeting.

(D) Where the number of members, who by reason of the provisions of the Municipal Conflict of Interest Act, are prohibited from participating in a meeting is such that, at that meeting, the remaining members are not of sufficient number to constitute a quorum, then the remaining number of members shall be deemed to constitute a quorum, provided this number is not fewer than two (2).

9. Absence of Warden

(A) In the case of the absence of the Warden from illness or any other case, except death, or other circumstances rendering the Warden's seat in the Council vacant by law, the Council shall, from among the members appoint a Chair who during such absence shall have all the powers of the Warden.

(B) In the case of the death of the Warden, or a vacancy in the Warden's Office under circumstances which by law render the Warden's seat on the Council vacant, the members shall without delay at their first meeting thereafter proceed in the manner directed by law to elect a successor for the remainder of the term.

(C) If at any meeting of the Council, the Warden is not in attendance within fifteen (15) minutes after the hour appointed, the members present, being a quorum of the Council, may appoint a Chair from among themselves and such Chair shall have the same authority in presiding at such meeting as the person would have had if present.

(D) In the absence of the Head of Council, the Deputy Head of Council of all Bruce County Local Municipalities who are duly appointed pursuant to the Municipal Act are authorized to act on behalf of the Head of Council at all Bruce County Council and Standing Committee meetings and are given the same authority as the Head of Council.

10. Election of Warden

(A) At the first meeting of the Council in each year, immediately after calling the roll and a quorum being present, the Council shall proceed to elect a Warden.

(B) The term of office of the Warden shall be one year, however this does not preclude the current Warden from serving multiple years if they choose to stand for re-election.

(C) The election of the Warden shall be conducted by the Clerk or in their absence the Deputy Clerk shall preside.

(D) The election of the Warden shall be by secret ballot under the authority and direction of the Clerk.

(E) Pursuant to the provisions of the Municipal Act and amendments thereto, for the purposes of the election of the Warden, each member of County Council shall have one vote.

(F) Each candidate for Warden is permitted to speak a maximum of three minutes prior to the election of the Warden.

(G) Where it appears to the Clerk, by asking for further nominations and receiving no response, that there are no further nominations, the Clerk shall call for a motion declaring nominations closed.

(H) The names of all those nominated shall be submitted to the Council at the same time on equal size pieces of paper listing those nominated in alphabetical order.

(I) Where there is an equality of votes the Clerk will conduct two additional ballots to determine the successful candidate. If equality exists after two additional ballots, the successful candidate shall be determined by the Clerk by placing the names of the candidates on equal sized pieces of paper in a box and one name being drawn by the Clerk. The name of the candidate drawn shall be declared elected Warden.

(J) If more than two candidates are seeking the office of Warden, the candidate receiving the fewest number of votes shall be eliminated after the first ballot.

(K) When a candidate has received a majority vote of Council, five (5), there will be no further ballots.

(L) Where there is an equality of votes between the second and third or more candidates, the Clerk will conduct an additional ballot to determine which candidate will remain on the ballot for Warden. If equality exists after two additional ballots, the Clerk would conduct a draw as previously described and the name drawn would be eliminated. Once this has been decided, all the remaining candidates would be placed on the next ballot.

(M) The Clerk will report the successful candidate to Council.

(N) The Returning Officer for the election is to be an active Senior Partner of the County's Solicitor's firm.

(O) The Clerk and the Chief Administrative Officer are the scrutineers and are to be bound to secrecy regarding the number of votes received by the candidates.

(P) A candidate may voluntarily withdraw their name at any time during the process.

11. Powers and Duties of the Warden

(A) The Warden as Head of Council, except where otherwise provided, shall preside at all meetings of the Council.

(B) If a quorum is present, as soon after the hour fixed for a meeting of Council, the Warden shall call the meeting to order.

(C) The Warden may expel any person for improper conduct at a meeting.

(D) The Warden shall preserve order and decorum and shall decide questions of order, subject to an appeal to the Council; and when called upon to decide a point of order or practice shall state the rule or authority applicable to the case, without argument or comment. If objection be taken to the Warden's ruling the Warden shall submit it to a vote of the Council without debate in the following words: "Shall the ruling of the Chair be sustained?" and the decision of the Council shall be final.

(E) It shall be the duty of the Warden whenever he understands a motion introduced to be contrary to the rules of the Council or inconsistent with the matter to which it is intended to refer, to apprise the Council thereof before such motion is debated upon or put, citing the rule applicable to the case.

(F) It shall be the duty of the Warden:

- i. To open the meeting of Council by taking the Chair and calling the members to order;
- ii. To announce the business before the Council in the order of which it is to be acted upon;
- iii. To receive and submit, in the proper manner, all motions presented by the members of Council;
- iv. To put to vote all questions which are regularly moved and seconded or necessarily arise in the course of the proceedings, and to announce the result;
- v. To decline to put to vote motions which infringe the rules or procedure;
- vi. To authenticate, by signature, when necessary, all by-laws, resolutions and minutes of the Council;
- vii. To inform the Council when necessary or when referred to for the purpose, a point of order or its usage;
- viii. To represent and support the Council, declaring its will and implicitly obeying its decisions in all things, to restrain the members when engaged in debate within the rules or order;
- ix. To enforce on all occasions, the observance of order and decorum among the members;
- x. To call by name any member persisting in breach of the rules of order in the Council thereby ordering the member to vacate the Council Chambers.
- xi. Where it is not possible to maintain order, the Warden may without any motion being put, adjourn the meeting to a time to be named by the Warden.

(G) In addition to the duties imposed upon the Warden by the Municipal Act, or any other Act, the Warden shall also perform such duties as are defined in this by-law or as may be determined from time to time by by-law or resolution of Council.

(H) The Warden is hereby authorized to consult with the Solicitor when the necessity arises, and any instructions the Warden may give to the Solicitor on behalf of the County in special cases shall be in writing.

12. Voting Rights for the Warden

The Warden may vote with the other members on all questions, except where disqualified to vote by reason of pecuniary interest or otherwise.

13. Warden Entering Debate

If the Warden desires to leave the Chair for the purpose of taking part in the debate or otherwise, shall call upon one of the Councillors to fill their place until they resume the Chair.

14. Order of Business

The Clerk shall prepare a Council agenda with the routine order of business for regular meetings of Council as follows:

- i. Roll Call
- ii. Declaration of Pecuniary Interest
- iii. Adoption of the Minutes
- iv. Communications
- v. Delegations
- vi. Reports from Staff
- vii. Inquiries and Announcements
- viii. Committee Minutes
- ix. Notice of Motion
- x. Other Business
- xi. By-laws
- xii. Adjournment
- xiii. O Canada

15. Minutes

(A) The minutes of the Council, as taken by the Clerk or designate, shall consist of a record of the names of the members present or absent at each meeting and of all proceedings taken in the Council. Pursuant to the Municipal Act, the minutes shall record all resolutions, decisions and other proceedings without note or comment.

(B) The minutes of each Council meeting shall be presented to Council for approval at the next regular meeting.

(C) After the Council minutes have been approved by Council they shall be signed by the Warden and Clerk.

(D) After the Committee minutes have been approved by Council, they shall be signed by the Committee Chair.

16. Rules of Conduct and Debate

(A) Every member desiring to speak must be recognized by the Warden.

(B) Members shall only speak on the subject in debate.

(C) No member shall interrupt a member who has the floor except to raise a point of order.

(D) No member shall speak more than once to a question, except in explanation of a material part of their speech in which the member may have been misconceived, but then the member may not introduce a new matter.

(E) When two or more members indicate their desire to speak at the same time, the Warden shall designate the order of speakers.

(F) No member shall use indecent, offensive or insulting language in or against the Council or any Councillors, staff, public or any other person.

(G) A member called to order by the Warden shall immediately sit down, after which the Warden shall give the reason for calling the member to order, and the Council, if appealed to, pursuant to Section 9 (C) shall decide on the case, if there is no appeal, the decision of the Warden shall be final and binding.

(H) No person other than Council members, representatives or employees of the County and representatives of the news media shall be allowed to enter the lower circle without permission of the Chair.

17. Taping or Recording of Meetings

(A) Council or Committee meetings, not held in closed, may be taped, televised or otherwise electronically or mechanically recorded by a cable television company, by another licensed telecommunications company, or by any other media at the back of the Council Chambers or meeting room and in such a manner as not to interfere with the proceedings of the meeting with advance notification to the Clerk, Head of Council or Chair of the Committee as the case may be.

(B) Members of the public will be permitted to make recordings of proceedings provided that the action of recording does not interfere with the conduct of the meeting with advance notification to the Clerk or Chair of the Committee. Meetings which take place during closed session will not be recorded.

(C) Should the recording interfere with the proceedings of the Council or Committee meeting; the recording privileges may be withdrawn. The ruling of the Presiding Officer or Chair shall be final unless by appeal to the Council which shall decide upon the question without debate.

(D) When exercising the discretion to authorize the use of equipment such as described above, regard shall be had as to whether the use will be a distraction to the meeting, whether the use is required for an accessibility reason and also as to whether there is a recording secretary present with the capability of providing a complete record of the meeting.

18. Declaration of Pecuniary Interest

Where a member, either on their own behalf or while acting for, by, with or through another has any pecuniary interest, direct or indirect, in any matter and is present at a meeting at which the matter is the subject of consideration, the member shall, in accordance with the Municipal Conflict of Interest Act:

- i. Prior to any consideration of the matter at the meeting, disclose the member's interest and the general nature thereof; and,
- ii. Not take part in the discussion of or vote on any questions in respect of the matter; and
- iii. Not attempt in any way whether before, during or after the meeting to influence the voting on the matter.

Where a meeting is not open to the public, the member shall, in accordance with the requirements of the Municipal Conflict of Interest Act, forthwith leave the meeting or the part of the meeting during which the matter is under consideration.

Where the interest of a member has not been disclosed by reason of the member's absence from a particular meeting, the member shall disclose the member's interest and otherwise comply at the first meeting of the Council or Committee, as the case may be, attended by the member after the particular meeting.

The Clerk shall record in reasonable detail the particulars of any disclosure or pecuniary interest made by a member and this record shall appear in the Minutes of that meeting.

19. Voting

(A) Every member present at a Council meeting shall vote when a question is put, unless the member has declared a pecuniary interest in that matter and the member's declaration shall be recorded.

(B) Any question that receives an equality of votes shall be declared to be negative.

(C) When the Warden is putting the question, no member shall walk across or out of the room, or make any noise or disturbance, nor when a member is speaking shall any other member pass between the member and the Chair.

(D) Any member may require a motion or question under discussion to be read at any time during the debate but not so as to interrupt the member speaking.

(E) All decisions of Council shall require a majority vote except as otherwise set out in this by-law.

(F) When called for by a member or when required by law, a recorded vote shall be taken and the results declared by the Clerk. A member may call for a recorded vote immediately prior to or immediately after the taking of a vote. On taking a vote the names shall be called in alphabetical order, or in reverse order, at the pleasure of the Warden if requested by any member.

20. Motions

(A) All motions must be submitted in writing with the names of the mover and seconder, before being read by the Clerk or debated.

(B) After a motion is read by the Clerk, it shall be deemed to be in the possession of the Council but may be withdrawn by a majority vote of Council.

(C) Only two adopted amendments shall be allowed on the original motion before Council. The first vote to be called shall be on the first amendment, the next vote shall be on the second amendment, and the last vote shall be on the original motion as may be amended. Numerous amendments however may be introduced to obtain the first two adopted amendments to the original motion. Only two motions to amend an amending motion shall be permitted regardless of whether they pass or fail.

(D) A motion to refer, until it is decided, shall precede all amendments of the main question.

(E) A motion to amend shall:

- i. Be relevant to the main motion;
- ii. Be debatable;
- iii. Not be further amended more than once provided that further amendment may be made to the main motion;
- iv. Shall be put in reverse order to that in which they are moved;
- v. Shall be decided or withdrawn before the main question is put to the vote

(F) A motion to adjourn and amendments thereto shall take precedence over any other motion and shall be put immediately without debate except:

- i. When a member is in possession of the floor;
- ii. When a vote is being called;
- iii. When the members are voting;
- iv. When adjournment was the last preceding motion

(G) When a motion is under consideration, no motion shall be received unless it is:

- i. A motion for adjournment;
- ii. To move the previous question;
- iii. To lay on the table;
- iv. To defer to a certain time;
- v. To refer; or,
- vi. To amend

(H) A motion to reconsider:

- i. Is debatable but not amendable;
- ii. No discussion of the main question which is proposed for reconsideration shall be allowed until the motion to reconsider is carried;
- iii. No motion shall be reconsidered more than once during a twelve (12) month period;
- iv. No motion to reconsider may itself be the subject of a motion to reconsider;
- v. A motion to reconsider shall not be introduced unless it is moved and seconded by two members from among those who voted with the majority;
- vi. Must be supported by a majority vote of the members of Council before the matter to be reconsidered can be debated

(I) A previous question, until decided, shall preclude all amendments and debate of the main motion and shall be put forthwith without debate.

The previous question shall be put as follows: "That the main motion be now put". If this motion is resolved in the affirmative, the main motion shall be put immediately without amendment or debate, but if the aforesaid motion is resolved in the negative the debate shall continue.

(J) A motion to table removes the subject from consideration until a vote of Council lifts it from the table. A matter can be tabled for a specific period of time or tabled indefinitely. A motion to table cannot be debated or amended.

21. Notice of Motion

(A) Any member of Council may give notice of intent that they will introduce a motion at the next or a subsequent meeting of Council to introduce a new matter, or 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.

(B) All Notices of Motion shall be in writing, signed by the mover and filed with the Clerk.

(C) Notices of Motions filed with the Clerk shall be directed to the next regular meeting of Council unless otherwise noted.

22. Committee of the Whole

(A) The rules governing the procedures of the Council and the conduct of members shall be observed in Committee of the Whole, except that the number of times speaking on any question shall not be limited provided that no member speaks more than once until every member who desires to speak has spoken.

(B) The only motions that may be approved during Committee of the Whole are motions to “amend”, to “adopt” and to “rise and report”. As a Committee of the Whole cannot adjourn, a motion to “rise and report” shall be put immediately and shall be decided without debate. As soon as the motion to “rise and report” is adopted, the Warden resumes the Chair.

(C) The Warden may preside as Chair of Committee of the Whole or may appoint another member of Council to act as Chair. Any member so appointed shall have the same duties and powers as the Warden in the Chair of the Council.

23. Standing Committees of Council

(A) There shall be the following Standing Committees of Council in addition to the Committee of the Whole Council:

- i. Corporate Services Committee
- ii. Executive Committee
- iii. Homes Committee
- iv. Human Resources Committee
- v. Human Services Committee
- vi. Museum Committee
- vii. Paramedic Services Committee
- viii. Planning and Development Committee
- ix. Transportation and Environmental Services Committee

(B) All members of Council shall serve on the Standing Committees.

(C) Appointing Committee Chair

Committee Chairs are selected by Council in Committee of the Whole at the Inaugural Session and ratified by a motion of Council.

(D) Committee Tenure

No member of Council shall be appointed to serve as the same Chair for more than three consecutive years without the permission of Council.

(E) Quorum

Committee quorum shall be defined as 50% of the membership of the Committee, including the Warden.

(F) Warden as Committee Member

The Warden shall be a member ex-officio of all Committees and may vote on all questions before the Committee.

(G) Regular Committee Meetings

Regular Committee meetings shall be held on the first and third Thursday of every month, except for the months of July and August when the Committee's will meet on the first and second Thursday in the Council Chambers at the County Administration Centre or at such other time or location within the County as may be determined by Council.

(H) Calling of Committee Meetings

The Warden shall represent the Council while the same is out of Session and the Warden is hereby empowered to summon a meeting of any Standing Committee or Special Committee whenever, in their judgment, the urgency of the matter or the interests of the County justify such action.

(I) Committee Vacancy

In the event of a vacancy occurring for any reason the individual filling such vacancy shall assume the same rotational position on the same Committee as the individual who caused such vacancy to occur.

(J) Committee Member

In the event of any person ceasing to be a member of County Council for any reason shall cease to be a member of all Standing and Special Committees.

(K) Absence of Committee Chair

In the absence of the Chair of any Committee, the Warden shall preside and the Warden shall discharge the duties and possess all the powers and privileges of the Chair until their arrival. In the absence of the Chair and the Warden at any Committee, one of the other members shall be selected to preside and they shall discharge the duties and possess all the powers and privileges of the Chair.

(L) Committee Chair Voting

The Chair of any Committee may vote on any question submitted for consideration and any case on which there is an equality of votes shall be declared to be negative.

(M) Reporting Procedure

Each Committee shall report to the Council on every matter referred to it. No report shall be presented to or be received by the Council as the report of a Committee which shall not have been approved at a meeting of the Committee or a majority of its members, nor shall a report of a Committee be final or anything done by virtue thereof until such report is approved by the Council unless where such Committee has been expressly authorized by the Council to deal with the questions.

(N) Committee Rules of Procedure

It is the responsibility of each Committee to adhere to the same rules of procedure governing the procedures of Council as prescribed by this by-law. It shall be the duty of the Chair of each Committee to see that the business is conducted in accordance with such rules.

24. Duties of the Committees

(A) Committees shall establish regular meeting dates, times and locations at the beginning of each term. Meetings will generally be held in the County Administration Centre but may be moved to alternate locations on the recommendation of the Chair.

(B) The role of the Committees shall generally be to:

- i. Make recommendations to Council on matters which are in their jurisdiction;
- ii. Guide and request staff to provide reports on the direction and nature of policy development, fact finding, analysis and generation of public policy matters;
- iii. Receive public deputations and establish mechanisms to receive further public input on vital public policy matters.

(C) Corporate Services Committee

The Corporate Services Committee is responsible for all matters that generally concern the finances for the County. Responsibilities also include property management for certain properties owned by the County and all aspects of information technology, including end user computing, server and network infrastructure, software licensing and voice and data communications.

Executive Committee

The Executive Committee is responsible for matters that are outside the authority and responsibility of all other Standing Committees, generally related to the long-term strategic goals of the County of Bruce. Responsibilities also include administration related to County Council and legislation affecting the County.

Homes Committee

The Homes Committee is responsible for oversight of the management of the County Long Term Care Homes (Brucelea Haven and Gateway Haven) and ensures that all objectives, goals and policies are being achieved. The Committee shall ensure that all legislative and professional medical standards are being maintained in the care of the residents and shall exercise the powers set out in the Long Term Care Act.

Human Resources Committee

The Human Resources Committee is responsible for all aspects of employment in the County, including recruitment, collective agreement negotiation, administration, policy and procedure development and implementation, employee benefits, job evaluation, health and safety, payroll and other Provincial legislation relating to employment.

Human Services Committee

The Human Services Committee is responsible for the human services programs in the County of Bruce including: Children's Services Programs; Housing Facilities Programs; Housing Services Programs; Income and Employment Support Programs and Strategic Community Initiative Fund Programs. These programs are under the jurisdiction of: the Ministry of Education; Ministry of Housing; the Ministry of Community & Social Services; and the County of Bruce respectively. The County is the Service System Manager for both Child Care and Early Years and Housing and Homelessness in the County of Bruce.

Museum Committee

The Museum (Bruce County Museum & Cultural Centre) Committee is responsible for the development of short and long term strategic goals as well as the responsibility of securing the funding necessary for the operation and capital maintenance of the Museum and Archives.

Paramedic Services Committee

The Paramedic Services Committee is responsible for the funding and service delivery of the paramedic services and the County's Emergency Management Program and Business Continuity Plan.

Planning & Development Committee

The Planning and Development Committee oversees the County wide land use planning program; the provision of economic development services; the establishment of corporate wide strategic research and policy development; and the management of resource assets.

Transportation and Environmental Services Committee

The Transportation and Environmental Services Committee is responsible for the summer and winter maintenance and for the capital improvements on the County road system composed of approximately 691 kilometers of collector and arterial roads and approximately 143 bridges (values including boundary roads and bridges). This Committee also oversees the County's waste management responsibilities that include; monitoring the consumption and remaining capacity of municipal landfill sites; monitoring the activities and volumes of municipal waste diversion; education of waste management practices; and undertaking the collection of municipal hazardous and special waste (MHSW).

(D) Any matter which is not on the Committee Agenda or does not relate to a matter on the Agenda may be considered by the Committee if the members agree to consider it by a majority vote.

25. Special Committees

(A) The Council or the Warden may from time to time as may be necessary appoint one or more Special Committees to which may be referred for report any matter sent to such Committee by the Council or the Warden.

(B) The Council or the Warden when appointing a Special Committee shall be satisfied that the matter or matters referred are beyond the normal responsibility of any Standing Committee or other Committee referred to in this by-law.

(C) Bruce County Library Board

The Bruce County Library Board performs such duties as are prescribed by the Statutes and County by-laws.

The Bruce County Library Board shall be comprised of seven members as follows:

- i. Warden
- ii. Three elected members which includes one member from each of the following areas: Coastline (Huron-Kinloss, Kincardine, Saugeen Shores); Inland (Arran-Elderslie, Brockton, South Bruce); North (North Bruce Peninsula, South Bruce Peninsula)

- iii. Three non-elected members which includes one member from each of the following areas: Coastline (Huron-Kinloss, Kincardine, Saugeen Shores); Inland (Arran-Elderslie, Brockton, South Bruce); North (North Bruce Peninsula, South Bruce Peninsula)

Where non-elected individuals are appointed to the Library Board the appointments shall reflect the requirements of the Library Act whereby the appointment term will coincide with the term of Council.

Where elected members are appointed to the Library Board, appointments shall reflect the term of Council.

(D) Grey Bruce Board of Health

Public Health programs and services promote healthy living, protect the health of populations and prevent illness and disease. The Ontario Public Health Standards and the Health Protection and Promotion Act establish requirements and provide for the organization and delivery of fundamental public health programs and services. The Board of Health is responsible for the assessment, planning, delivery, management and evaluation of these programs and services.

The Health Protection and Promotion Act and R.R.O. 1990, Regulation 559: Designation of Municipal Members of Boards of Health, outline the requirements for the composition of Boards of Health.

The Warden and two members of Bruce County Council are appointed annually to the Grey Bruce Board of Health.

(E) Bruce County Housing Corporation

The Board of the Bruce County Housing Corporation oversees the development and implementation of policies and procedures in the areas of tenant placement, financial, facilities management and tenant administration as set out in the Corporations Act and the Housing Services Act.

26. By-laws

(A) Every by-law shall be listed on the Agenda and will include a brief description of the intent of the by-law.

(B) By request of any member any by-law(s) may be discussed or voted on individually.

(C) All amendments to any by-laws approved by Council shall be incorporated into the by-law and if the by-law is enacted by Council, the amendments shall be recorded by the Clerk.

(D) Any by-law may be debated, amended or referred to a Committee or to staff for further consideration.

(E) When a by-law is being considered in Committee of the Whole, it shall be debated clause by clause or as otherwise considered advisable by the Warden and members of Council, leaving the preamble and title to be considered last.

(F) Any changes to by-law(s) made in Committee of the Whole shall be reported by the Warden to Council and shall be received forthwith and the amendments so incorporated into the by-law(s).

(G) The proceedings of every meeting of Council shall be confirmed by by-law so that every decision of Council at that meeting and every resolution thereof 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.

(H) Every by-law passed by Council shall be dated, sealed and duly signed by the Warden and Clerk.

27. Petitions and Communications

Every communication, including a petition to be presented to Council shall be legibly written or printed and shall be signed by at least one person and filed with the Clerk.

28. Delegations

(A) Delegations wishing to address Council must notify the Clerk seven (7) business days prior to the regular Council or Committee meeting.

(B) Any person or group who is scheduled to appear as a delegation before Council or a Committee is requested to submit to the Clerk written or electronic documentation concerning the presentation not less than seven (7) business days preceding the meeting.

(C) Each delegation shall be limited in speaking to not more than ten (10) minutes. Extensions to this time limit will be at the discretion of the Warden.

(D) No person shall be permitted to speak to Council more than once within six (6) months on the same topic without the prior permission of Council.

(E) No person shall be permitted as a delegate to Council if the purpose of the delegation is to speak regarding:

- i. A tender or request for proposal which is either proposed, pending, or actually before Council or a Committee of Council for its consideration;
- ii. Labour relations;
- iii. Legal issues including the enforcement of By-laws, litigation and potential litigation;
- iv. Insurance claims; or
- v. Contract negotiations.

(F) Delegations not listed on the Agenda may be heard provided a majority of the members' present vote to hear the delegation.

29. Notice Provisions

The form, manner and times when notice will be provided to the public regarding specific by-laws and the holding of certain meetings is outlined in the County's Notice Policy.

30. Conflict

If there is any conflict between this by-law and any statute, the provisions of the statute prevail.

31. Repeal and Enactment

(A) By-law number 2017-024 is hereby repealed.

(B) This by-law shall come into force and effect on the date it is passed by Council.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk

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Appendix "A" The Corporation of the County of Bruce

Closed Meeting Procedures

Effective Date: March 1, 2016

Revision Date:

Reviewed by Staff:

1. Coverage

This procedure applies to Council, Committees, Sub-Committees and Local Boards of the County of Bruce.

2. Purpose

This procedure defines the process on when closed meetings are to be held and the processes to be followed. The County of Bruce supports the principles of open and accountable governance. There are circumstances, however, where it is necessary to hold a closed meeting.

3. Procedure

Agenda

Agendas shall include closed meeting items, when required, including information surrounding the nature of the closed meeting item. The Agenda will also include confidential reports for discussion and Minutes for approval.

Confidential Reports

Whenever possible, written closed meeting reports are preferred over verbal reports as the former provides for a more detailed account of the confidential record. Whenever possible, written reports are to be distributed in advance in order to ensure that Council or Committee is prepared for any decisions they may need to consider in relation to a closed meeting discussion.

Staff who are considering labelling a report "confidential", and therefore to be considered a closed meeting matter, should, if necessary, seek advice from the Chief Administrative Officer or Clerk to ensure that the subject matter meets the criteria for a closed meeting discussion.

Resolution to go into a Closed Meeting

A resolution to go into a closed meeting should voluntarily disclose as much information as possible about the subject matter to be discussed to provide transparency and accountability to the public. The reason must meet the criteria as set out in Section 239 of the Municipal Act, 2001 as amended.

If Council or a Committee is going into a closed meeting under Section 239 then the resolution must also include the following:

- Notation that the meeting is going into closed session under Section 239 of the Municipal Act

- A description of the subject matter to be discussed and the fact that the meeting is being closed under the specific subsection.

Discussion and Voting

Voting during closed meetings is restricted to procedural matters or for giving directions or instructions to officers, employees or agents of the municipality or committee of either of them or persons retained by or under a contract with the municipality.

It is recommended that where voting is permitted that formal motions be utilized for voting.

The Warden or Chair shall prohibit discussion of any matter that was not disclosed in the resolution authorizing the closed meeting.

Minutes

Closed meeting minutes are taken by the Recording Secretary. In the event the Recording Secretary is excused from the closed portion of the meeting, the C.A.O. will document the proceedings. The authority for the responsibility of minutes has been delegated to the C.A.O. by the Director of Corporate Services.

Once back in the open meeting the Warden or Chair shall confirm that the Council or Committee discussed only those matters identified in the resolution to go into a closed meeting and that this shall be recorded in the minutes.

Approval of Closed Meeting Minutes

Closed meeting minutes shall be approved at the next closed meeting.

Circulation of Closed Meeting Minutes and Confidential Reports

Closed meeting minutes and confidential reports shall be circulated to the members electronically, in advance of the meeting, to allow members time to read the minutes and reports.

Recipients shall not copy, forward or in any way share the confidential information. It is recommended the email containing the confidential information related to the closed meeting be deleted immediately following the closed meeting.



By-law Number 2018-002

A by-law to establish fees and charges for The Corporation of the County of Bruce

Section 391 (1) of the Municipal Act, 2001, authorizes a municipality to impose fees or charges on persons:

- a) For services or activities provided or done by or on behalf of it;
- b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and,
- c) For the use of its property, including property under its control;

Section 398 (1) of the Municipal Act, 2001, provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

Section 398 (2) of the Municipal Act, 2001, authorizes the Treasurer of a local municipality, upon request of its upper-tier municipality, to add fees and charges imposed by the upper-tier municipality to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes:

- 1) In the case of fees and charges for the supply of a service or thing to a property, the property to which the service or thing was supplied.
- 2) In all other cases, any property for which all of the owners are responsible for paying the fees and charges;

Section 69 (1) of the Planning Act, 1990, as amended, provides that a municipality may establish a tariff of fees for the processing of applications made in respect of planning matters;

The Council of The Corporation of the County of Bruce deems it expedient to pass a by-law establishing certain fees and charges;

The Council of The Corporation of the County of Bruce Enacts By-Law 2018-002 as follows:

1. A listing of fees and charges for County services to be charged for service provided by the County of Bruce are attached and form part of this by-law:

- | | | | |
|----|--------------|---|---|
| A. | Schedule "A" | - | Administration |
| B. | Schedule "B" | - | Bruce County Housing Corporation |
| C. | Schedule "C" | - | Planning & Development |
| D. | Schedule "D" | - | Bruce County Museum & Cultural Centre |
| E. | Schedule "E" | - | Paramedic Services |
| F. | Schedule "F" | - | Library |
| G. | Schedule "G" | - | Long Term Care Homes |
| H. | Schedule "H" | - | Human Resources |
| I. | Schedule "I" | - | Transportation and Environmental Services |
| J. | Schedule "J" | - | Corporate Services |

2. On January 1st of each year, the fees listed in Schedule "C" of this by-law shall automatically increase on a percentage basis rounded up or down to the nearest ten-dollar increment, in a fashion consistent with the Statistics Consumer Price Index for the previous calendar year, if the consumer price index shows an increase.

3. Any portion of a fee or charge that remains unpaid beyond the date fixed for payment may bear interest at the rate of 1.25% after 30 days and each month until such fee or charge is paid in full.

4. By-law number 2017-037 is hereby repealed.

5. This by-law shall come into force and effect on the date it is passed by Council.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk

Schedule "A" to By-Law 2018-002

Administration
All County Departments

Service	Fee	HST
<u>Photocopies</u>		
Black & White - any size	\$0.25 per copy	Included
Colour - any size	\$0.50 per copy	Included
Ledger - Black & White	\$0.50 per copy	Included
Ledger - Colour	\$1.00 per copy	Included
Fax Transmissions	\$2.00	Included
NSF Cheque	\$20.00	Not Applicable
Key Replacement	\$20.00	Not Applicable
Room Rental for lower-tier Bruce County Municipalities		
	During Open Hours	
1 room occupancy	\$150.00	Not Applicable
2 room occupancy	\$225.00	Not Applicable
3 room occupancy	\$300.00	Not Applicable
	After Hours	
1 room occupancy	\$200.00	Not Applicable
2 room occupancy	\$275.00	Not Applicable
3 room occupancy	\$350.00	Not Applicable

Schedule "B" to By-Law 2018-002

Bruce County Housing Corporation

Service	Fee	HST
Truck Fee	\$50.00	Not Applicable
Key Replacement Charge	\$15.00	Not Applicable
Standard Key Replacement	\$2.50	Not Applicable
Lift Key Replacement	\$20.00	Not Applicable
Automatic Door Openers Replacement	\$100.00	Not Applicable
Labour and Service	\$40.00 an hour	Not Applicable
Laundry - wash	\$2.00 per load	Not Applicable
Laundry - dry	\$2.25 per load	Not Applicable
Seasonal Air Conditioner	\$100.00 per season	Not Applicable
Transfer fee for tenants for employment reasons; transfer from social housing to affordable housing; transfer within Bruce County Housing portfolio	\$250.00	Not Applicable
Tribunal cost for evictions (awarded by Landlord Tenant Board cost)	The amount charged will be in accordance with the fee schedule of the Landlord and Tenant Board.	Not Applicable
Charged to contractor for public tender documents if substantial drawings	\$15.00	Not Applicable
Charge for additional Parking Spot for tenants who have more than one vehicle	\$20.00	Not Applicable
Common Room Deposit	\$50.00	Not Applicable

Schedule "C" To By-Law 2018-002

Planning & Economic Development

Fee Schedule - Planning Applications

Service	Fee
Part Lot Control By-law	\$890.00 per lot (payable prior to Local Municipal By-Law being given final approval by the County) HST exempt
Official Plan or Secondary Plan Amendment	\$1460.00 HST exempt
Zoning By-law Amendment	\$1230.00 HST exempt
Joint application to Amend official Plan or Secondary Plan and Zoning By-law Amendment	\$2240.00 HST exempt
Joint Zoning and Severance /Consent	\$2,270.00 HST exempt
Joint Minor Variance and Severance/Consent	\$1,840.00 HST exempt
Joint OPA / Zoning and Severance/Consent	\$3,280.00 HST exempt
Joint Local OPA / County OPA	\$2,200.00 HST exempt
Joint Local OPA /County OPA / Zoning Amendment	\$3,280.00 HST exempt
Joint Local OPA / County OPA / Zoning Amendment and Consent/Severance	\$4,450.00 HST exempt
Joint OPA and Consent	\$2500.00 HST exempt
Consent/Severance including easements and rights-of-way	(a) Where no lot is created \$1,160.00 (b) For each new lot created \$1,160.00 (c) Certification of Consent \$150.00 (d) Change of Conditions \$540.00 All are HST exempt
Minor Variance	\$770.00 HST exempt
Foreclosure, Power of Sale and Validation of Title	\$900.00 plus County legal costs HST exempt

Note:

- i.) Conservation Authority Review Fees have been included in the above fees.
- ii.) Separate technical fees for review of studies or other site specific reports or documents may also be required

Schedule "C" To By-Law 2018-002

**Planning & Economic Development
Plans of Subdivision and Condominium**

Activity	Subdivision	Condominium
Application Up to 20 lots/blocks or units 21 to 50 lots/blocks or units More than 50 lots/blocks or units (0.3 metre reserve blocks shall not be included in the calculation of the application fee)	\$4,920.00 (Flat Fee) \$6,140.00 (Flat Fee) \$7,360.00 (Flat Fee) Plus \$70.00 per lot or block, with a minimum flat fee of \$560.00 and a maximum flat fee of \$6,780.00 HST exempt	\$4,920.00 (Flat Fee) \$6,140.00 (Flat Fee) \$7,360.00 (Flat Fee) Plus the lesser of \$70.00 per unit or \$1,340.00/ ha with a minimum flat fee of \$560.00 and a maximum flat fee of \$6,780.00 HST exempt
Certificate of Exemption	N/A	\$1,220.00 HST exempt
Major Revision (Major revisions to the Plan or conditions of Draft Approval requiring major recirculation)	\$1,220.00 HST exempt	\$1,220.00 HST exempt
Minor Revision (For minor revisions to the Draft Plan and/or Draft Conditions that DO NOT require recirculation) OR Draft Approval Extension (for each additional year beyond three years lapsing)	\$620.00 HST exempt	\$620.00 HST exempt
Emergency Extension to Draft Approval (when application for Draft Approval Extension is submitted ten or less working days prior to date of lapsing. For each one(1) year Draft Approval Extension)	\$1,040.00 HST exempt	\$1,040.00 HST exempt
Final Approval (payable prior to the Plan being given Final Approval for registration)	\$1,220.00 HST exempt	\$1,220.00 HST exempt

Note: Separate technical fees for review of studies or other site specific reports or documents may also be required

Schedule "D" to By-Law 2018-002

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Admission</u>		
Individual	\$8.00	Add
Senior/Student	\$6.00	Add
Children (4-12)	\$4.00	Add
Reading Room Day Pass	\$6.00	Add
<u>Membership</u>		
Individual	\$40.00	Add
Family	\$60.00	Add
Senior/Student (60+)	\$30.00	Add
Group/Organization	\$60.00	Add
Corporate	\$250.00	Add
<u>Facility Rental</u>		
Staff Time	\$25.00 per hour	Add
Bartending	\$17.00 per hour (minimum of 3 hours)	Add
Corkage	\$10.00	Add
Coffee/Tea (serves approximately 20 people)	<u>Non-Profit</u> \$15.00	Add
	<u>Commercial</u> \$15.00	Add
Maintenance	\$40.00 per hour	Add
Children's Birthday Parties	\$100.00 for 2 hour rental	Add
Photography	\$150.00 per hour (minimum of 1 hour)	Add
Linens	<u>Non-Profit</u> \$5.00 each	Add
	<u>Commercial</u> \$5.00 each	Add
Security	\$25.00 per hour	Add
Socan/Resound	Charges are specific to individual event	Add
<u>Kitchen Rental</u>		
	<u>Commercial Use Only</u> \$20.00 per hour \$50.00 for 4 hours \$100.00 for 8 hours	Add Add Add
School Programming	\$5.00 half day \$9.00 full day	HST applies to High School Students only
<u>March Break Program</u>		
Member	\$125.00/week	Not Applicable
Non Member	\$150.00/week	Not Applicable

Schedule "D" to By-Law 2018-002

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>March Break Program</u>		
Early Drop Off 8:00 a.m. - 8:30 a.m.	\$2.00 per child/per occurrence	Not Applicable
Late Pickup 5:00 p.m. - 5:30 p.m.	\$2.00 per child/per occurrence	Not Applicable
Museum Mobile	\$200.00 half day (up to 30 children) \$300.00 full day (up to 30 children each session)	HST applies to High School Students only
<u>Kidzone or Summer Discovery Days</u>		
Member	\$25.00 per day	Not Applicable
Non-Member	\$30.00 per day	Not Applicable
Early Drop Off 8:00 a.m. - 8:30 a.m.	\$2.00 per child/per occurrence	Not Applicable
Late Pickup 5:00 p.m. - 5:30 p.m.	\$2.00 per child/per occurrence	Not Applicable
<u>Outreach</u>		
Seniors - Inside the County	One Hour Program - No charge	Not Applicable
<u>Group Tours</u>		
Groups of 20 and over	\$5.00 age 13 & up	Add
Groups of 19 people and under	\$6.00 age 13 & up	Add
Children's Groups	\$4.00 age 12 & under	Add
<u>Gift Shop</u>		
Handling fee for shipping of goods	\$5.00 Minimum	Add
<u>Graphic Design Work</u>		
For clients renting facility	\$50.00 per hour (3 hour minimum)	Add
<u>Collections</u>		
Photo Reproductions of artifacts within the Museum collection	\$20.00 per item \$5.00 per additional item	Add Add
<u>Bruce Power Theatre</u>		
Half Day or Evening	<u>Non-Profit</u> \$3.00 per seat \$150.00 minimum \$300.00 maximum	Add Add Add
	<u>Commercial</u> \$5.00 per seat \$250.00 minimum \$475.00 maximum	Add Add Add

Schedule "D" to By-Law 2018-002

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Bruce Power Theatre</u>		
Full Day	<u>Non-Profit</u> \$4.00 per seat \$200.00 minimum \$400.00 maximum	Add Add Add
	<u>Commercial</u> \$6.00 per seat \$300.00 minimum \$600.00 maximum	Add Add Add
<u>Bruce Gallery</u>		
Half Day with A/V	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$175.00	Add
Half Day without A/V	<u>Non-Profit</u> \$60.00	Add
	<u>Commercial</u> \$115.00	Add
<u>Bruce Gallery</u>		
Full Day with A/V	<u>Non-Profit</u> \$170.00	Add
	<u>Commercial</u> \$345.00	Add
Full Day without A/V	<u>Non-Profit</u> \$115.00	Add
	<u>Commercial</u> \$230.00	Add
Evening with A/V	<u>Non-Profit</u> \$180.00	Add
	<u>Commercial</u> \$360.00	Add
Evening without A/V	<u>Non-Profit</u> \$120.00	Add
	<u>Commercial</u> \$240.00	Add
<u>Sterling Room</u>		
Half Day	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
Full Day	<u>Non-Profit</u> \$60.00	Add
	<u>Commercial</u> \$90.00	Add
Evening	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$120.00	Add

Schedule "D" to By-Law 2018-002

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Dundas Room</u>		
Half Day	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
Full Day	<u>Non-Profit</u> \$60.00	Add
	<u>Commercial</u> \$90.00	Add
Evening	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$120.00	Add
<u>Café Area</u>	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$115.00	Add
When rented in combination with another room	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
<u>Lobby/Main</u>	<u>Non-Profit</u> \$85.00	Add
	<u>Commercial</u> \$115.00	Add
When rented in combination with another room	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
<u>Kitchen</u>		
When rented in combination with another room	<u>Non-Profit</u> \$30.00	Add
	<u>Commercial</u> \$60.00	Add
<u>Outdoor Patio & Deck (Seasonal)</u>	<u>Non-Profit</u> \$175.00	Add
	<u>Commercial</u> \$345.00	Add
<u>Archives</u>		
Digital		
Low resolution scanned photo image (<75 dpi)	\$8.00	Add
High resolution scanned photo image (>75 dpi)	\$15.00	Add
CD	\$2.00	Add
Emailing digital files	\$2.00 per email	Add

Schedule "D" to By-Law 2018-002

Bruce County Museum & Cultural Centre

Service	Fee	HST
<u>Archival Photographic Reprints</u>		
Black and White, Sepia and Colour Photos		
3x5	\$5.00	Add
4x6	\$5.00	Add
5x7	\$10.00	Add
8x10	\$18.00	Add
*other sizes require a per item quote		
<u>Reproduction Service Fees</u>		
Photographic reprint or digital image for use in a commercial venture	\$15.00 per photograph	Add
<u>Research Fees</u>		
Service (if no information is available relating to your request, you will be so advised in the initial time/cost assessment that you receive from the Archives and no fee will be charged.	\$30.00 minimum fee for completing a research request	Add
Shipping and Handling	\$5.00 plus postage	Add
Email	\$2.00	Add
<u>Copies</u>		
Black & White (Legal or Letter)	\$0.25 (under 100) \$0.20 (over 100)	Included Included
Colour (Legal or Letter)	\$0.50 (under 100) \$0.40 (over 100)	Included Included
Black & White (Ledger)	\$0.50 (under 100) \$0.40 (over 100)	Included Included
Colour (Ledger)	\$1.00 (under 100) \$0.80 (over 100)	Included Included
<u>Non-Profit Organization</u>		
Black & White (Legal or Letter)	\$0.15	Included
Colour (Legal or Letter)	\$0.30	Included
Black & White (Ledger)	\$0.30	Included
Colour (Ledger)	\$0.60	Included

Schedule "E" to By-Law 2018-002

Paramedic Services

Service	Fee	HST
<u>Special Events Coverage</u> (4 (four) hour minimum) One Ambulance Staffed One Supervisor	\$165.00 per hour \$ 90.00 per hour	Add Add
Hiring off-duty paramedics and vehicle	Full cost recovery plus 15% administration charge, plus HST. Amount will vary depending on cost of fuel, paramedic wages and benefits, etc.	Add
Ambulance Call Reports (patient, police, law firms, insurance companies, etc.)	\$60.00	Add
Incident Reports (patient, police, law firms, insurance companies, etc.)	\$30.00	Add
Paramedic/Staff Interviews	Minimum 4 (four) hours wage rate or the call back requirement as per collective agreement plus 15% administration charge.	Add
Emergency Management Course Fees	Full cost recovery per participant	Add

Schedule "F" to By-Law 2018-002

Library

Service	Fee	HST
<u>Overdue Fines</u>		
Adult Books	\$0.25 per day per book per open day to a maximum \$10.00 per item	Not Applicable
High Demand Books	\$0.25 per day per book per open day to a maximum \$10.00 per item	Not Applicable
Juvenile Books	\$0.25 per day per book per open day to a maximum \$5.00 per item	Not Applicable
Audio Visual materials	\$1.00 per day per item per open day to a maximum of \$10.00 per item	Not Applicable
Periodicals	\$0.25 per day per item per open day to a maximum of \$5.00 per item	Not Applicable
Inter-Library loan	\$0.25 per day per item per open day to a maximum of \$10.00 per item	Not Applicable
<u>Material Replacement Charges (books, video etc.)</u>		
Varies depending on replacement cost of item.	\$2.00 processing charge for magazines	Not Applicable
	\$4.00 processing charge for book jackets or DVD case	Not Applicable
<u>Equipment Rental</u>		
Overhead Projectors	\$6.00 per open day	Not Applicable
LCD Projectors	\$20.00 per open day	Not Applicable
Projection screens	\$5.00 per open day	Not Applicable
Replacement borrowers cards	\$3.00 (first card is free)	Not Applicable

Schedule "F" to By-Law 2018-002

Library

Service	Fee	HST
<u>Internet</u>	First 60 minutes per day are free	
Fees	\$1.00 per ½ hour session	Not Applicable
Printing Costs	\$0.25 per page (black)	Not Applicable
<u>Room Rental</u>	<u>Groups/Individuals</u>	
	\$20 for 3 hours \$5 for each additional hour	Not Applicable Not Applicable
	<u>Non Profit Community Groups</u>	
	\$15 for 3 hours \$3 for each additional hour	Not Applicable Not Applicable
	<u>Bruce County Departments, Friends of the Library, Free Open Events</u>	
	No charge	
<u>Exam Proctoring</u>	\$20.00 per exam	Not Applicable
<u>Faxing</u>		Not Applicable
In Canada	\$1.00 for first page \$0.50 for each additional page (sending or receiving)	
International	\$2.00 for first page \$1.00 for each additional page (sending or receiving)	

Schedule "G" to By-Law 2018-002

Long Term Care Homes
(Brucelea Haven & Gateway Haven)

Service	Fee	HST
Guest Meals	\$8.00	Included
Staff Meals (Brucelea)	\$5.00	Included
Day Away Meals	\$7.50	Included
Meals on Wheels	\$7.50	Included
Cable Television (billed monthly)	\$42.00	Add
Clothing Mending and Alterations (Gateway)	\$3.00 - \$10.00	Included
<u>Room Rental</u>	<u>Non-profit Organizations</u>	
	No Charge \$20.00 if room left untidy	Included
	<u>Private Organizations</u>	
	\$50.00 \$20.00 if room left untidy	Included Included
Hair Salon	\$200.00 per month	Included
<u>Program Space</u>		
Home & Community Support Services Grey/Bruce (Gateway)	\$2,602.11 per month (2,016 square feet)	Add
Warton & District Cooperative Nursery School	\$551.11 per month (1,057 square feet)	Included
Bruce County EMS Laundry	\$0.80 per pound	Not Applicable

Schedule "H" to By-Law 2018-002

Human Resources

Service	Fee	HST
Director of Human Resources	\$100.00 per hour	Add
Health & Safety Manager	\$85.00 per hour	Add
Secretarial Services	\$26.50 per hour	Add
Phone	Actual	Add
Meals	Actual	Add
Mileage	County applicable rate	Add
Training	\$250.00 per day plus expenses	Add

Schedule "I" to By-Law 2018-002

Transportation and Environmental Services

Service	Fee	HST
<u>Entrance Permits</u>		
New Residential	\$200.00 plus \$300.00 refundable deposit	Not Applicable
- Change of usage/alterations	\$300.00 refundable deposit	Not Applicable
New Field	\$200.00 plus \$300.00 refundable deposit	Not Applicable
New Commercial	\$500.00 plus \$1,000.00 refundable deposit	Not Applicable
- Change of usage/alterations	\$1,000.00 refundable deposit	Not Applicable
Temporary Entrances	\$200.00 plus \$300.00 refundable deposit	Not Applicable
<u>Encroachment Permits</u>		
Private Landowners	\$50.00 plus \$300.00 refundable deposit	Not Applicable
Industrial/Commercial and Large Developments	\$250.00 plus variable deposit (depending on application)	Not Applicable
<u>Sign Permits</u>		
Billboard	\$50.00	Not Applicable
Advertising/Decorative	\$50.00	Not Applicable
<u>Oversize Load Moving Permits</u>		
Single Trip Permit	\$50.00 (up to 4.99m wide/under 45.75m long)	Not Applicable
Annual Permit	\$150.00 (up to 3.75m wide)	Not Applicable
Exceptional Loads (single trip permit only)	\$250.00 (for loads and vehicles 3.75m wide to 4.99m wide)	Not Applicable
	\$100.00 (over 5.0m wide or over 45.75m long)	Not Applicable
In excess of 63,500 kg	\$100.00 up to 120,000 kg	Not Applicable
	\$500.00 for greater than 120,000 kg	Not Applicable
Large Format Photocopies (24"x36")	\$10.00 per copy	Included
Infrastructure Damage	Full cost recovery	Add
Staff Service - County Engineer	Current hourly rate plus payroll burden	Add

Schedule "J" to By-Law 2018-002

Corporate Services
(Finance and Information Technology)

Service	Fee	HST
System Support Analyst	\$50.00 per hour	Add
Information Technology Manager	\$85.00 per hour	Add
Training	\$250.00 per day plus expenses	Add



By-law Number 2018-003

A by-law to authorize the execution of an agreement between the Corporation of the County of Bruce and Thames Valley Children's Centre for the provision of speech and language services

The County of Bruce has deemed it expedient to enter into an Agreement with Thames Valley Children's Centre

The Council for the Corporation of the County of Bruce enacts By-law 2018-003 as follows:

1. The Warden and Clerk be authorized to execute the Agreement with the Thames Valley Children's Centre, a copy of which is attached and forms part of this by-law.
2. By-law 2016-049 is hereby repealed.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk



By-law Number 2018-004

A by-law to authorize the execution of a Service Manager Funding Agreement - 2016 Social Infrastructure Fund - Rent Supplement Community Delivered Rent Supplement Pilot Project between the Corporation of the County of Bruce and YMCA of Owen Sound Grey Bruce

The County of Bruce has deemed it expedient to enter into an Agreement with YMCA of Owen Sound Grey Bruce.

The Council for the Corporation of the County of Bruce enacts By-law 2018-004 as follows:

1. The Warden and Clerk be authorized to execute the Service Manager Funding Agreement - 2016 Social Infrastructure Fund - Rent Supplement Community Delivered Rent Supplement Pilot Project with the YMCA of Owen Sound Grey Bruce, a copy of which is attached and forms part of this by-law.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk



By-law Number 2018-005

A by-law to authorize and fix the payment of the salaries of certain Officers and Staff of the County of Bruce for the Year 2018

The Council for the Corporation of the County of Bruce enacts By-law 2018-005 as follows:

1. Job positions for the non-union employees of the County of Bruce shall be positioned on the Salary Grid as outlined in Schedule "A" which is attached hereto and forms part of this By-Law.
2. The 2018 Salary Grid shall be established as outlined in Schedule "A" which is attached hereto and forms part of this By-Law.
3. The following sums and allowances shall be paid to the following County Councillors, Officials and staff for their services during the year 2018.
 - Councillor Remuneration
 - Full day meeting in addition to mileage - \$150
 - Half day or night meeting in addition to mileage - \$80
 - Warden's Honourarium in addition to regular per diems - \$2,528.73 monthly
 - Councillor's Honourarium in addition to regular per diems - \$1,487.53 monthly
 - mileage to be paid per kilometre travelled once to and from session
4. Meal allowances for employees and Councillors -
 - Breakfast - \$15.00 Lunch - \$20.00 Dinner - \$45.00
5. Mileage paid to Council members using their automobiles on County business shall be at the rate adopted from time to time by County Council.
6. All salaries shall be effective January 1, 2018.
7. By-Law 2017-001 is hereby repealed.
8. This by-law shall come into effect on the day it is passed by Council.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk



By-law Number 2018-006

A by-law to authorize temporary borrowing of money to meet the current expenditures for the year 2018

Subsection 407(1) of the Municipal Act, 2001, as amended, provides that a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received.

Subsection 407(2) of the Municipal Act, 2001, as amended imposes certain limitations on the amounts that may be borrowed at any one time.

The Council of the Corporation of the County of Bruce has determined it necessary to authorize temporary borrowing up to \$3,000,000 and \$10,000,000 aggregate to meet current budget expenditures for the year 2018.

The total amount of the estimated revenues of the Corporation as set out in the estimates adopted for the year 2018 is approximately \$96,199,352.

The total amounts previously borrowed under Subsection 407(1) of the Municipal Act, 2001, that have not been repaid is nil.

The Council for the Corporation of the County of Bruce enacts By-law 2018-006 as follows:

1. The Warden and the Treasurer or Deputy Treasurer are authorized on behalf of the Corporation to borrow from time to time, by way of promissory note, from the Canadian Imperial Bank of Commerce, a sum or sums not exceeding in the aggregate of 50 per cent of total revenues from January 1 to September 30, 2018, and 25 percent of total revenues from October 1 to December 31, 2018, to meet, until the taxes are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes stated in Section 407 and to give, on behalf of the Corporation, to the Bank a promissory note or notes, sealed with the corporate seal and signed by them for the monies so borrowed with interest at such rate as may be agreed upon from time to time with the Bank, which may be paid in advance or otherwise.
2. All sums borrowed from the said Bank for any or all of the purposes stated in Section 407 shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.

3. The Treasurer or Deputy Treasurer is authorized and directed to apply in payment of all sums borrowed pursuant to the authority of this by-law as well as all other sums borrowed in the current year and any previous years from the said Bank pursuant to this by-law, together with interest thereon, all of the monies collected or received from any other source which may lawfully be applied for such purposes.
4. This by-law shall come into effect the 1st day of January, 2018.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk



By-law Number 2018-007

A by-law to authorize the execution of a Memorandum of Understanding for the installation of a Pedestrian Signal on Bruce Road 13 between the Corporation of the County of Bruce and Carson's Camp

The County of Bruce has deemed it expedient to enter into a Memorandum of Understanding with Carson's Camp for the installation of a Pedestrian Signal on Bruce Road 13.

The Council for the Corporation of the County of Bruce enacts By-law 2018-007 as follows:

1. The Warden and Clerk be authorized to execute the Memorandum of Understanding with Carson's Camp for the installation of a Pedestrian Signal on Bruce Road 13, a copy of which is attached and forms part of this by-law.

Passed this 4th day of January, 2018.

Paul Eagleson
Warden

Donna Van Wyck
Clerk



By-law Number 2018-008

A by-law to authorize speed limits on the Bruce County Road System and in construction zones

Subsection (2,3) of Section 128 of the Highways Traffic Act (R.S.O. 1990, H8) authorizes the Council of a municipality by by-law to prescribe a lower or higher rate of speed for motor vehicles on a highway or portion of highway under its jurisdiction that is not within a built-up area or suburban district than is prescribed in clause (a) of subsection (1) of section 128, but such rate of speed shall not be less than 40 kilometers per hour nor more than 100 kilometers per hour;

Subsections 8, 10 and 11 of Section 128 of the Highway Traffic Act (R.S.O. 1990, H8) authorizes a person, appointed by the municipality, to lower the speed limits when a designated construction zone is signed;

The Corporation of the County of Bruce has jurisdiction over the Bruce County Road system.

The Council for the Corporation of the County of Bruce enacts By-law 2018-008 as follows:

1. Where any highway or portion of highway, set out in Schedule 'A' attached hereto, is signed in compliance with the regulations under the Highway Traffic Act, the maximum rate of speed thereon shall be the rate of speed prescribed in the schedule.
2. That the County Engineer or his designate be appointed by the Corporation to designate a highway or portion of highway under the municipality's jurisdiction as a construction zone. The County Engineer or his designate are authorized to set a lower rate of speed for motor vehicles driven in the designated construction zone and the signs will comply with the regulations under the Highway Traffic Act.
3. The penalties provided in subsection (14) and (15) of section 128 of the Highway Traffic Act shall apply to offenses against this by-law.
4. This By-law shall become effective upon the erection of the signs required by the Highway Traffic Act and Regulations.
5. By-Law Number 2016-054 is hereby repealed.

Passed this 4th day of January, 2018.

Paul Eagleson
Warden

Donna Van Wyck
Clerk

**BY-LAW NUMBER 2018-008
A BY-LAW TO AUTHORIZE SPEED LIMITS
ON THE BRUCE COUNTY ROAD SYSTEM AND
IN CONSTRUCTION ZONES**

SCHEDULE 'A'

Maximum Rate of Speed by Road Section

January 2018

CTY. ROAD	SPEED	FROM	TO
1	50	South limit of Lucknow	Bruce Road 86
1	50	Bruce Road 86	North limit of Lucknow
1	80	North limit of Lucknow	South limit of Holyrood
1	60	South Limit of Holyrood	North limit of Holyrood
1	80	North limit of Holyrood	South limit of Kinlough
1	50	South limit of Kinlough	North limit of Kinlough
1	80	North limit of Kinlough	1.6 km south of MTO Hwy 9
1	70	1.6 km south of MTO Hwy 9	MTO Hwy 9
1	80	MTO Hwy 9	South limit of Glammis
1	50	South limit of Glammis	North limit of Glammis
1	80	North limit of Glammis	West limit of Paisley
1	50	West limit of Paisley	Queen St. (Bruce Rd 3) Paisley
CTY. ROAD	SPEED	FROM	TO
2	50	Durham St. Walkerton	Approximately 500m west of Thomas St. Walkerton
2	70	Approximately 500m west of Thomas St. Walkerton	Approximately 800m west of Thomas St. Walkerton
2	80	Approximately 800m west of Thomas St. Walkerton	Bruce Road 3
CTY. ROAD	SPEED	FROM	TO
3	60	MTO Hwy 9 at Mildmay	North limit of Elora Road Subdivision
3	80	North limit of Elora Road Subdivision	South limit of Paisley
3	70	South limit of Paisley	South of Balaklava St. Paisley
3	50	South of Balaklava St. Paisley	Ross St. North Paisley
3	70	Ross St. North Paisley	North limit of Forrester's Bridge
3	80	North limit of Forrester's Bridge	250m south of the intersection of Bruce Road 17
3	50	250m south of the intersection of Bruce Road 17	250m north of the intersection of Bruce Road 17

Maximum Rate of Speed by Road Section

January 2018

CTY. ROAD	SPEED	FROM	TO
3	80	250m north of the intersection of Bruce Road 17	MTO Hwy 21
CTY. ROAD	SPEED	FROM	TO
4	80	Bruce County Huron County Boundary	200m south of the south limit of Teeswater
4	70	200m south of the south limit of Teeswater	South limit of Teeswater
4	50	South limit of Teeswater	North limit of Teeswater
4	70	North limit of Teeswater	200m north of north limit of Teeswater
4	80	200m north of the north limit of Teeswater	MTO Hwy 9
4	50	MTO Hwy 9 in Walkerton	Durham St. E. Walkerton
4	50	Durham St. east Walkerton	West of Bruce Road 19
4	70	West of Bruce Road 19	East of Bruce Road 19
4	80	East of Bruce Road 19	West limit of Town of Hanover
4	50	West limit of the Town of Hanover	7 th Avenue Hanover
CTY. ROAD	SPEED	FROM	TO
5	70	Grey-Bruce Line	600m west of Grey-Bruce Line
5	80	600m west of GBL	East limit of Tara
5	50	East limit of Tara	Bruce Road 10 Intersection
CTY. ROAD	SPEED	FROM	TO
6E	80	Grey Road 10	East limit of Deemerton
6E	60	East limit of Deemerton	West limit of Deemerton
6E	80	West limit of Deemerton	East limit of Mildmay
6E	50	East limit of Mildmay	West limit of Mildmay
6E	80	West limit of Mildmay	Ambleside
6	80	Ambleside	East limit of Teeswater
6	50	East limit of Teeswater	West limit of Teeswater
6	80	West limit of Teeswater	East limit of Ripley
6	50	East limit of Ripley	West limit of Ripley
6	70	West limit of Ripley	Approximately 850m west of Bruce Road 7
6	80	Approximately 850m west of Bruce Road 7	MTO Hwy 21

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CTY. ROAD	SPEED	FROM	TO
7	80	Bruce Road 86	South limit of Ripley
7	50	South limit of Ripley	North limit of Ripley
7	80	North limit of Ripley	MTO Hwy 9
CTY. ROAD	SPEED	FROM	TO
8	50	Bruce Road 10 Intersection	West limit of Hepworth
8	80	West limit of Hepworth	East limit of Sauble Beach
8	50	East limit of Sauble Beach	Bruce Road 13
CTY. ROAD	SPEED	FROM	TO
9	80	MTO Hwy 6	100m west of Hector St. Colpoys Bay
9	50	100m west of Hector St. Colpoys Bay	North limit of Colpoys Bay
9	80	North limit of Colpoys Bay	South of Kings Cr. Adamsville
9	70	South of Kings Crescent, Adamsville	South limit of Barrow Bay
9	60	South limit of Barrow Bay	North limit of Barrow Bay
9	80	North limit of Barrow Bay	South limit of Lion's Head
9	50	South limit of Lion's Head	Bruce Road 29
9	50	Bruce Road 29	West limits of Lion's Head
9	80	West limit of Lion's Head	West Road
CTY. ROAD	SPEED	FROM	TO
10	50	Grey-Bruce Line	West limit of Scone
10	80	West limit of Scone	Approximately 415m east of Bruce Road 30 (east limit of Chesley)
10	60	Approximately 415m east of Bruce Road 30 (east limit of Chesley)	Approximately 165m east of Bruce Road 30
10	50	Approximately 165m east of Bruce Road 30	Bruce Road 30
10	50	Bruce Road 30	Approximately 1,000m south of Bruce Road 11 (north limit of Chesley)
10	70	Approximately 1,000m south of Bruce Road 11 (north limit of Chesley)	Approximately 730m south of Bruce Road 11
10	80	Approximately 730m south of Bruce Road 11	South limit of Tara
10	50	South limit of Tara	North limit of Tara
10	80	North limit of Tara	MTO Hwy 21
10	80	MTO Hwy 21	South limit of Hepworth

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CTY. ROAD	SPEED	FROM	TO
10	50	South limit of Hepworth	Bruce Road 8
CTY. ROAD	SPEED	FROM	TO
11	80	Bruce Road 10	East limits of Paisley
11	50	East limit of Paisley	Bruce Road 3
CTY. ROAD	SPEED	FROM	TO
12	50	Huron/Bruce Boundary (Belmore)	Approximately 150m north of Huron/Bruce Boundary (north limit of Belmore)
12	80	Approximately 150m north of Huron/Bruce Boundary (north limit of Belmore)	South limit of Formosa
12	50	South limit of Formosa	North limit of Formosa
12	80	North limit of Formosa	MTO Hwy 9
CTY. ROAD	SPEED	FROM	TO
13	50	MTO Hwy 21	North of Turner St. Southampton
13	70	North of the Turner St. Southampton	Approximately 200m north of Cameron Dr. Southampton
13	80	Approximately 200m north of Cameron Dr. Southampton	150m south of Hendry St. Sauble Beach
13	60	150m south of Hendry St. Sauble Beach	190m north of 9 th St. South Sauble Beach
13	50	190m north of 9 th St. South Sauble Beach	North limit of Sauble Beach
13	70	North limit of Sauble Beach	200 meters north of Fourth Street N, Sauble Beach
13	80	200 meters north of Fourth Street N, Sauble Beach	South of Sauble Falls Road
13	60	South of Sauble Falls Road	North limit of Sauble Falls
13	80	North limit of Sauble Falls	Bryant St. (Oliphant)
13	50	Bryant St. (Oliphant) (easterly)	Approximately 300 meters easterly of Bryant St. Oliphant
13	80	Approximately 300m easterly of Bryant St. Oliphant	Approximately 1250m west of MTO Hwy 6 (west limit of Wiarton)
13	60	Approximately 1250m west of MTO Hwy 6 (west limit of Wiarton)	Approximately 420m west of MTO Hwy 6
13	50	Approximately 420m west of MTO Hwy 6	MTO Hwy 6
14	80	MTO Hwy 21 northerly	Bruce Road 8

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CTY. ROAD	SPEED	FROM	TO
15	80	Bruce Road 3	East limit of Eden Grove
15	50	East limit of Eden Grove	West limit of Eden Grove
15	80	West limit of Eden Grove	East limit of Pinkerton
15	50	East limit of Pinkerton	East side of Stephenson's Bridge
15	40	East side of Stephenson's Bridge	Southwest limit of Pinkerton
CTY. ROAD	SPEED	FROM	TO
15	80	Southwest limit of Pinkerton	East limit of Glammis
15	50	East limit of Glammis	Approximately 450m west of Bruce Road 1
15	70	Approximately 450m west of Bruce Road 1	Approximately 870m west of Bruce Road 1
15	80	Approximately 870m west of Bruce Road 1	MTO Hwy 21
15	50	MTO Hwy 21 in Tiverton	West limits of Tiverton
15	80	West limit of Tiverton	East limit of Inverhuron
15	50	East limit of Inverhuron	West limit of Inverhuron
CTY. ROAD	SPEED	FROM	TO
17	50	Bruce Road 10, Tara	150m west of west limit of Invermay
17	80	150m west of west limit of Invermay	East limit of Arkwright
17	50	East limit of Arkwright	West limit of Arkwright
17	80	West limit of Arkwright	300m east of Bruce Road 3 intersection
17	50	300m east of Bruce Road 3 intersection	450m west of Bruce Road 3 intersection
17	80	450m west of Bruce Road 3 intersection	Mill Creek Bridge, Port Elgin
17	50	Mill Creek Bridge, Port Elgin	Goderich St. Port Elgin
CTY. ROAD	SPEED	FROM	TO
19	50	Bruce Road 4	Northerly limit of Walkerton
19	80	Northerly limit of Walkerton	Grey Road 10
CTY. ROAD	SPEED	FROM	TO
20	80	MTO Hwy 9 north	Bruce Road 33
CTY. ROAD	SPEED	FROM	TO
22	50	Bruce Road 10	Approximately 460m west of Bruce Road 10

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CTY. ROAD	SPEED	FROM	TO
22	70	Approximately 460m west of Bruce Road 10	Approximately 920m west of Bruce Road 10
22	80	Approximately 920m west of Bruce Road 10	Bruce Road 4
CTY. ROAD	SPEED	FROM	TO
23	50	80m north of Parker St. Kincardine	300m north of MacCaskill Rd. Kincardine
23	80	300m north of MacCaskill Rd. Kincardine	Bruce Road 20
CTY. ROAD	SPEED	FROM	TO
25	60	MTO Hwy 21	75m east of Bruce Road 33
25	50	75m east of Bruce Road 33	Saugeen Beach Road
CTY. ROAD	SPEED	FROM	TO
26 (Frank St. Wiarton)	50	Berford St. Wiarton (Hwy 6)	East Limit of Wiarton
CTY. ROAD	SPEED	FROM	TO
28	80	Huron/Bruce Boundary	Bruce Road 6 East
CTY. ROAD	SPEED	FROM	TO
29	50	Bruce Road 9	Everett Street, Lion's Head
CTY. ROAD	SPEED	FROM	TO
30	50	Bruce Road 19	Bruce Road 10, Chesley
CTY. ROAD	SPEED	FROM	TO
33	80	Bruce Road 20	Concession 8 of Bruce Township
33	60	Concession 8 of Bruce Township	North of Concession 10 of Bruce Township
33	80	North of Concession 10 of Bruce Township	Concession 4 of Saugeen Township
33	50	Concession 4 of Saugeen Township	Bruce Road 25
CTY. ROAD	SPEED	FROM	TO
40	80	Grey-Bruce Line	Bruce Road 10
40	50	Bruce Road 10	West limits of Dobbinton
40	80	West limits of Dobbinton	200m east of Saugeen Shores Sideroad 23/24
40	70	200m east of Saugeen Shores Sideroad 23/24	700m west of Saugeen Shores Sideroad 23/24

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CTY. ROAD	SPEED	FROM	TO
40	80	700m west of Saugeen Shores Sideroad 23/24	Hwy 21
CTY. ROAD	SPEED	FROM	TO
86	80	Huron/Bruce Boundary	Approximately 400m east of Whitechurch St. Whitechurch
86	70	Approximately 400m east of Whitechurch St. Whitechurch	Approximately 200m west of Whitechurch St. Whitechurch
86	80	Approximately 200m west of Whitechurch St. Whitechurch	Approximately 300m east of Washington St. Lucknow
86	70	Approximately 300m east of Washington St. Lucknow	Approximately 100m east of Washington St. Lucknow
86	50	Approximately 100m east of Washington St. Lucknow	West limits of Lucknow
86	80	West limits of Lucknow	MTO Hwy 21
CTY. ROAD	SPEED	FROM	TO
West Road	60	Bruce Road 13	North of Spry Lake Road
West Road	50	North of Spry Lake Road	Hemlock Road
West Road	80	Hemlock Road	South limit of Red Bay
West Road	50	South limit of Red Bay	South limit of Howdenvale
West Road	60	South limit of Howdenvale	North of Little Pike Bay Rd.
West Road	80	North of Little Pike Bay Rd.	Bruce Road 9
CTY. ROAD	SPEED	FROM	TO
GBL	50	Scone (Bruce Rd 10/Grey Rd 25)	North limit of Scone
GBL	70	North limit of Scone	Approximately 350m north of the north limit of Scone
GBL	80	Approximately 350m north of the north limit of Scone	MTO Hwy 21 intersection



By-law Number 2018-009

A by-law to confirm proceedings of the Council of the County of Bruce at its meeting held the 4th day of January, 2018

Section 5(1) of the Municipal Act, 2001, as amended, provides that the powers of a municipal corporation are exercised by its Council;

Section 5(3) of the Municipal Act, 2001, as amended, provides that municipal powers shall be exercised by by-law;

The Council for the Corporation of the County of Bruce enacts By-law 2018-009 as follows:

1. The actions of the Council of the Corporation of the County of Bruce in respect of all recommendations, minutes of committees, all motions and resolutions and all other actions passed and taken by the Council of the Corporation of the County of Bruce, documents and transactions entered into during the January 4, 2018 session of Council, are hereby adopted and confirmed, as if the same were expressly included in this by-law.
2. The Warden and the proper officials of The Corporation of the County of Bruce are authorized and directed to do all things necessary to give effect to the January 4, 2018 session referred to in Section 1 of this by-law.
3. The Warden and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this by-law and to affix the corporate seal to all documents referred to in Section 1.

Passed this 4th day of January, 2018

Paul Eagleson
Warden

Donna Van Wyck
Clerk