



**Corporation of the Municipality of South Huron**  
**Minutes for the Regular Council Meeting**

**Monday, March 4, 2024, 6:00 p.m.**  
**Hybrid Meeting - South Huron Council Chambers**  
**Live Video Feed - <https://www.southhuron.ca/en/government/agendas-and-minutes.aspx>**

- Members Present: George Finch, Mayor  
Jim Dietrich, Deputy Mayor  
Marissa Vaughan, Councillor - Ward 1  
Milt Dietrich, Councillor - Ward 1  
Aaron Neeb, Councillor - Ward 2  
Wendy McLeod-Haggitt, Councillor - Ward 2  
Ted Oke, Councillor - Ward 3
- Staff Present: Rebekah Msuya-Collison, Chief Administrative Officer/Deputy Clerk  
Don Giberson, General Manager of Infrastructure and Development (remote)  
Mike Rolph, Director of Building and Planning Services/Chief Building Official  
Scott Currie, Manager of Communications and Strategic Initiatives  
Shane Timmermans, Manager Operations (remote)  
Julia Warwick, Director of Financial Services/Treasurer (remote)  
Kate Farwell, Manager of Taxation & Revenue/Deputy Treasurer (remote)  
Alyssa Keller, Manager of Environmental Services (remote)  
Alex Wolfe, Acting Clerk
- Others Present: Celina Whaling-Rae, County Planner  
Stefan Krzeczunowicz, Hemson (remote)

1. Call to Order, O Canada & Land Acknowledgment  
Mayor Finch called the meeting to order at 6:00 p.m.

2. Amendments to the Agenda, as Distributed and Approved by Council

**Motion:** 85-2024

**Moved:** T. Oke

**Seconded:** W McLeod-Haggitt

**That South Huron Council approves the Agenda as amended.**

**Disposition: Carried (7-0)**

3. Disclosure of Pecuniary Interest and the General Nature Thereof

3.1 A. Neeb - Dark Horse Estate Winery - Request - Donation of 1 hour of Ice-Time at South Huron Arena

I, Aaron Neeb, hereby declare a potential (deemed/direct/indirect) declaration of interest in accordance with section 5 of the Municipal Conflict of Interest Act to Council Agenda Item No. 14.4, Item: Dark Horse Estate Winery request. The nature of my interest is as follows: my wife is employed as a private teacher to one of the managers of the winery.

3.2 A. Neeb - Avon Maitland District School Board - Meeting Highlights of February 27, 2024

I, Aaron Neeb, hereby declare a potential (deemed/direct/indirect) declaration of interest in accordance with section 5 of the Municipal Conflict of Interest Act to Council Agenda Item No. 8.4, Item: Avon Maitland School Board Highlights. The nature of my interest is as follows: I am an employee of the Avon Maitland District School Board.

3.3 G. Finch - Shane Timmermans, Manger of Transportation - Tender Results for Resurfacing McTaggart Line and Corbett Line

I, George Finch, hereby declare a potential (deemed/direct/indirect) declaration of interest in accordance with section 5 of the Municipal Conflict of Interest Act to Council Agenda Item No. 9.3.1 Item: Tender Results for Resurfacing McTaggart Line and Corbett Line. The nature of my interest is as follows: A representative of a company who had bid on this project called me prior to it being awarded and after it had been unsealed.

4. Presentation

4.1 Hemson - User Fee Review and Revenue Generation Study Data Analysis

6:04 p.m. Stefan Krzeczunowicz of Hemson provided Council with an overview of the review process, methodology, and benchmarking tools used for the user fee review. He provided an overview of the legislative framework that provides municipalities with the authority to establish fees. He noted the information they have presented would be for full cost recovery for a majority of user fees and a target of 30% for recreation cost recovery through user fees to cover direct and indirect costs associated with delivering services. He provided an overview of the fee calculation approach including activity-based costing, benchmarking, flow through costs and recreation subsidies. He mentioned the importance of indexing fees annually and completing a detailed user fee review every five years. Stefan provided an overview of next steps in the process, noting public consultation, statutory public meeting for building code fees, and the final information being brought back for Council consideration/discussion following the public consultation period.

Council noted concerns about certain municipalities not included in the benchmarking when they are nearby neighbours, as well as 4–5-year averages (incorporating the covid years) that may not provide an accurate reading of use. They noted neighbouring municipalities already charge less for arena usage and the recommendation from the consultant is to increase fees and are concerned about jeopardizing the use of municipal facilities. They noted concerns about surcharges for non-residents. Stefan advised that municipalities included in the benchmarking were comparative in size and land usage. Staff noted that they will be reviewing neighbouring municipalities' rates prior to bringing back recommendations.

Council provided comments about building and planning fees not being full cost recovery when development is to pay for development. Stefan noted that it is more common for municipalities to have full cost recovery for building permit fees as those are at the end of the development process. He added that many smaller municipalities will not charge individuals for planning in the early stages where they are exploring possible development.

Council noted that the public may think that these are final numbers for approval and staff advised that the information provided to Council at this time is the raw data based on full cost recovery and that this information is being provided to members of the public to be open and transparent and for them to provide comments and feedback. Based on the public feedback staff will bring back recommendations to the Committee of the Whole meeting for Council discussion.

Council commented on lack of benchmarking examples provided for Port Blake, and sponsorship opportunities provided. It was noted that advertising opportunities were provided in Table 25. Council mentioned the importance of giving the public time to review, and the municipality being competitive in user fees and keeping up with inflation so less of the costs are being carried by taxpayers.

**Motion:** 86-2024

**Moved:** A. Neeb

**Seconded:** M. Dietrich

**That South Huron Council receives the staff memo FIN-MEMO-03-2024 for information; and**

**That South Huron Council receives the presentation from Hemson regarding User Fee Review and Revenue Generation Study Data Analysis as presented by Stefan Krzeczunowicz.**

**Disposition: Carried (7-0)**

5. Delegations

6. Public Meeting

7. Minutes

7.1 Minutes of the Regular Council Meeting of February 20, 2024

7:01 p.m. Stefan Krzeczunowicz left the meeting.

Councillor McLeod-Haggitt asked for clarification under mayor and councillor comments regarding previous comments and whether there was direction provided. Mayor Finch noted no direction was provided to staff, and that he would be providing further information later in the meeting.

**Motion:** 87-2024

**Moved:** A. Neeb

**Seconded:** W McLeod-Haggitt

**That South Huron Council adopts the minutes of the Regular Council Meeting of February 20, 2024, as printed and circulated.**

**Disposition: Carried (7-0)**

7:04 p.m. Councillor Neeb left the meeting.

8. Councillor Board and Committee Reports

8.1 Upper Thames River Conservation Authority (UTRCA) - Draft Minutes of January 30, 2024 and Agenda Package of February 27, 2024

8.2 Dashwood Community Development Fund Committee - Draft Minutes of February 13, 2024

8.3 Bluewater Recycling Association - Meeting Highlights of February 15, 2024

Council noted a search tool that provides members the ability to look up the location of where items can be returned to businesses to be recycled. Staff confirmed that would be promoted on social media.

8.4 Avon Maitland District School Board - Meeting Highlights of February 27, 2024

I, Aaron Neeb, hereby declare a potential (deemed/direct/indirect) declaration of interest in accordance with section 5 of the Municipal Conflict of Interest Act to Council Agenda Item No. 8.4, Item: Avon Maitland School Board Highlights. The nature of my interest is as follows: I am an employee of the Avon Maitland District School Board.

**Motion:** 88-2024

**Moved:** T. Oke

**Seconded:** J. Dietrich

**That the agenda packages, minutes and highlights of the following committees and/or boards be received as presented to Council:**

- **Upper Thames River Conservation Authority (UTRCA) - Draft Minutes of January 30, 2024 and Agenda Package of February 27, 2024**
- **Dashwood Community Development Fund Committee - Draft Minutes of February 13, 2024**
- **Bluewater Recycling Association - Meeting Highlights of February 15, 2024**
- **Avon Maitland District School Board (AMDSB) - Meeting Highlights of February 27, 2024**

**Disposition: Carried (6-0)**

7:06 p.m. Councillor Neeb returned to the meeting.

8.5 Police Services Board - Draft Minutes of February 13 and January Report

**Motion:** 89-2024

**Moved:** A. Neeb

**Seconded:** M. Vaughan

**That South Huron Council receive the draft minutes of February 13, 2024 and the January Report as presented; and**

**That the South Huron Council accepts the recommendations of the South Huron Police Services Board as follows:**

- **South Huron Police Services Board proceed with the two Community Safety and Well-Being initiatives presented, and are within the budgeted amount earmarked in the CSWB line item of the 2024 Police Services Board Administrative budget; and**
- **That Chair Jim Dietrich register for the OAPSB Spring Conference and AGM scheduled for June 3-5, 2024 at Blue Mountain Resort.**

**Disposition: Carried (7-0)**

9. Staff Reports

9.1 Planning and Building Services

9.1.1 Celina Whaling-Rae, Planner - Application for Removal of Holding Symbol (Z02-2024 - 1028094 Ontario Ltd.)

**Motion:** 90-2024

**Moved:** J. Dietrich

**Seconded:** T. Oke

**That South Huron Council receives the report from Celina Whaling-Rae, Planner re: Removal of Holding Symbol Application Z02-2024.**

**Disposition: Carried (7-0)**

9.1.2 Mike Rolph, Director of Building and Planning Services / Chief Building Official and Vanessa Culbert, Planning Coordinator - Populations and Housing Projections Study

Manager Rolph provided a high-level overview of the Huron County Population and Housing projections study regarding South Huron. Council commented on water/wastewater capacity for the anticipated growth. Council mentioned the anticipated growth County wide is good news as a portion of municipal tax dollars goes to the County for services.

Administrative note: following the meeting an updated version of the Huron County Population and Housing Study was provided by Huron County noting an error that was identified and corrected for Appendix D-19. This link is provided for the [updated study](#).

**Motion:** 91-2024

**Moved:** A. Neeb

**Seconded:** M. Dietrich

**That South Huron Council receives the report of Mike Rolph, Director of Building and Planning Services/Chief Building Official and Vanessa Culbert, Planning Coordinator re: Huron County's Population and Housing Projections Study for information.**

**Disposition: Carried (7-0)**

7:11 p.m. Planner Whaling-Rae and Mayor Finch left the meeting. Deputy Mayor Dietrich took the Chair.

9.2 Fire and Community Services

9.3 Operations, Infrastructure and Development

9.3.1 Shane Timmermans, Manager of Transportation - Tender Results for Resurfacing McTaggart Line and Corbett Line

I, George Finch, hereby declare a potential (deemed/direct/indirect) declaration of interest in accordance with section 5 of the Municipal Conflict of Interest Act to Council Agenda Item No. 9.3.1 Item: Tender Results for Resurfacing McTaggart Line and Corbett Line.

The nature of my interest is as follows: A representative of a company who had bid on this project called me prior to it being awarded and after it had been unsealed.

Council noted the number of tenders received and inquired whether the successful bidder had completed any jobs for the municipality in the past. Staff advised they have completed smaller projects for the municipality.

**Motion:** 92-2024

**Moved:** T. Oke

**Seconded:** A. Neeb

**That South Huron Council receive the report from Shane Timmermans, Manager of Transportation Services re: Tender Results for Resurfacing McTaggart Line and Corbett Line; and**

**That South Huron Council accepts the tender received from Armstrong Paving & Materials Group and authorizes the award of a contract for the Resurfacing of McTaggart Line and Corbett Line in the amount of \$837,250.45 (including HST).**

**Disposition: Carried (6-0)**

7:14 p.m. Mayor Finch returned to the meeting and took the chair.

- 9.3.2 Alyssa Keller, Manager of Environmental Services and Ange Barnes, Compliance Coordinator - 2023 Annual Report for the South Huron Wastewater Collection System and Exeter Wastewater Treatment Facility

Manager Keller provided a high-level overview of the annual report. Council inquired about what is causing the increases and decreases of influent flows annually. Staff noted it is believed those are directly related to infiltration.

**Motion:** 93-2024

**Moved:** A. Neeb

**Seconded:** T. Oke

**That South Huron Council receive the report from Alyssa Keller, Manager of Environmental Services, and Ange Barnes,**

**Compliance Coordinator re: 2023 Annual Report for the South Huron Wastewater Collection System and Exeter Wastewater Treatment Facility.**

**Disposition: Carried (7-0)**

- 9.3.3 Alyssa Keller, Manager of Environmental Services - Tender Results for Blackbush Line Watermain Replacement, South of Huron Street to Crediton Road

**Motion:** 94-2024

**Moved:** A. Neeb

**Seconded:** M. Vaughan

**That South Huron Council receive the report from Alyssa Keller, Manager of Environmental Services re: Tender Results for Blackbush Line Watermain Replacement, South of Huron Street to Crediton Road; and**

**That South Huron Council accept the tender received from Rapid Drainage Ltd. and authorize award of a contract for the Blackbush Line Watermain Replacement, South of Huron Street to Crediton Road, in the amount of \$821,699.95 (including HST).**

**Disposition: Carried (7-0)**

- 9.4 General Government Services

- 9.4.1 Scott Currie, Manager of Communications and Strategic Initiatives - Wind Turbine Special Purpose Committee

**Motion:** 95-2024

**Moved:** J. Dietrich

**Seconded:** T. Oke

**That South Huron Council accepts the report from Scott Currie, Manager of Communications and Strategic Initiatives re: Wind Turbine Special Purpose Committee for information, and**

**That Council approve the committee Terms of Reference.**

**Disposition: Carried (7-0)**

9.4.2 Scott Currie, Manager of Communications and Strategic Initiatives -  
2024 Communication Program Consultation Results

Council noted the number of responses received and importance of public feedback and asked how the information would be used going forward. Staff advised that the feedback will be discussed with the senior management team and a list of improvements will be brought back to Council for their information. Staff mentioned that they are aiming to get the new website launched early in the summer without interrupting further engagement projects.

**Motion:** 96-2024

**Moved:** A. Neeb

**Seconded:** T. Oke

**That South Huron Council accept the report from Scott Currie, Manager of Communications and Strategic Initiatives re: 2024 Communication Program Consultation Results, for information.**

**Disposition: Carried (7-0)**

10. Notices of Motion

11. Items for discussion arising from previous meetings

Council inquired about any further information regarding Accessibility at the Dashwood Park. Staff noted the Huron County Accessibility Advisory Committee has a meeting March 14th to discuss.

Council asked for an update on a staff report regarding permitted uses at the Stephen Arena. Staff noted one will be brought back to a future Council meeting.

12. New Business

12.1 Set Priority Setting Workshops

**Motion:** 97-2024

**Moved:** A. Neeb

**Seconded:** M. Vaughan

**That South Huron Council set Council Priority Setting Workshops for March 25 and April 8, 2024, at 4:00 p.m.**

**Disposition: Carried (7-0)**

12.2 Set Committee of the Whole

**Motion:** 98-2024

**Moved:** A. Neeb

**Seconded:** M. Vaughan

**That South Huron Council sets a Committee of the Whole for April 22, 2024 (Fire Services and By-Law Enforcement Framework discussion) and April 29, 2024 (User Fee discussion) at 4:00 p.m.**

**Disposition: Carried (7-0)**

13. Mayor & Councillor Comments and Announcements

Mayor Finch provided an update on his discussion with OPP Commissioner Carrique. Correspondence was received from the Commissioner following the deadline to be included on this agenda. The Commissioner's correspondence, as well as his correspondence providing a review will be brought to the March 18th meeting.

14. Communications

Items 14.4, 14.5, and 14.6 were pulled for discussion.

14.1 Perth-Huron United Way - Invitation - Spirit of Community Celebration

14.2 Lake Huron & Elgin Area Water Supply Systems - 2023 Annual Report

14.3 Maureen Cole - Correspondence - March 2024

14.4 Dark Horse Estate Winery - Request - Donation of 1 hour of Ice-Time at South Huron Arena

7:32 p.m. Councillor Neeb left the meeting.

I, Aaron Neeb, hereby declare a potential (deemed/direct/indirect) declaration of interest in accordance with section 5 of the Municipal Conflict of Interest Act to Council Agenda Item No. 14.4, Item Dark Horse Estate Winery request. The nature of my interest is as follows: my wife is employed as a private teacher to one of the managers of the winery.

Council discussed the request and noted that as the Huron-Perth Centre for Children and Youth deals with mental health initiatives, which aligns with the Community Safety and Wellbeing Plan.

**Motion:** 99-2024

**Moved:** W McLeod-Haggitt

**Seconded:** M. Dietrich

**That South Huron Council donate 1 hour of ice-time to the Dark Horse Estate Winery to be used as an auction item at the Shamrock Gala on March 16, 2024 with all proceeds from the auction item to be donated to Huron-Perth Centre for Children and Youth; and**

**That the expense for the 1 hour of ice-time be applied to the Community Safety and Wellbeing Budget.**

**Disposition: Carried (5-1)**

7:35 p.m. Councillor Neeb returned to the meeting.

- 14.5 Ausable Bayfield Maitland Valley Source Protection Region - Resolution - Phase Out of Free Well Water Testing in the 2023 Auditor General's Report

**Motion:** 100-2024

**Moved:** A. Neeb

**Seconded:** T. Oke

**That South Huron Council support the Ausable Bayfield Maitland Valley Source Protection Committee's resolution of January 31, 2024 regarding the phase out of free private well testing in Ontario; and**

**That a copy of this resolution and originating document is circulated to the Premier, Minister of Environment, Conservation and Parks, Minister of Health and Long-Term Care, MPP Thompson, AMO and the Ausable Bayfield Maitland Valley Source Protection Region.**

**Disposition: Carried (7-0)**

- 14.6 Township of Perry - Resolution - Request to the Province to Amend Blue Box Regulation for 'Ineligible' Sources

**Motion:** 101-2024

**Moved:** T. Oke

**Seconded:** W McLeod-Haggitt

**That South Huron Council support the Township of Perry's resolution of February 21, 2024 regarding amending the Blue Box Regulation for 'Ineligible' Sources; and**

**That a copy of this resolution and originating document is circulated to the Premier, Minister of Environment, Conservation and Parks, MPP Thompson, AMO and the Township of Perry.**

**Disposition: Carried (7-0)**

- 14.7 Prince Edward County - Resolution - Ontario Works and Ontario Disability Support Program Financial Assistance Rates

**Motion:** 102-2024

**Moved:** J. Dietrich

**Seconded:** M. Dietrich

**That South Huron Council receive communication items not otherwise dealt with.**

**Disposition: Carried (7-0)**

15. Closed Session

16. Report From Closed Session

17. By-Laws

- 17.1 By-Law No. 16-2024 - Zoning By-Law Amendment - Removal of Holding Symbol (Z02-2024 - 1028094 Ontario Inc.)

**Motion:** 103-2024

**Moved:** M. Vaughan

**Seconded:** J. Dietrich

**That the South Huron Council gives first, second and third and final reading to By-Law #16-2024, being a by-law to amend By-Law #69-2018 of the Municipality of South Huron for lands described as Part Lot 10, Concession 6, Stephen Ward, Municipality of South Huron**

**Disposition: Carried (7-0)**

18. Confirming By-Law

18.1 By-Law No. 17-2024 – Confirming By-Law

**Motion:** 104-2024

**Moved:** A. Neeb

**Seconded:** M. Dietrich

**That the South Huron Council gives first, second and third and final reading to By-Law #17-2024, being a by-law to confirm matters addressed at the March 4, 2024 Public and Regular Council meetings.**

**Disposition: Carried (7-0)**

19. Adjournment

**Motion:** 105-2024

**Moved:** J. Dietrich

**Seconded:** A. Neeb

**That South Huron Council hereby adjourns at 7:38 p.m., to meet again on March 18, 2024 at 6:00 p.m. or at the Call of the Chair.**

**Disposition: Carried (7-0)**

---

George Finch, Mayor

---

Alex Wolfe, Acting Clerk