

Municipality of Brooke-Alvinston

The Council of the Municipality of Brooke-Alvinston met in Special Session on Thursday, November 28, 2019 at 6:45 p.m. in the Council Chambers.

The open session meeting was held to hold the Court of Revision of the Kelly Drain Branch No. 4.

Present: Mayor David Ferguson, Councillors Frank Nemcek, Wayne Deans and Jeannette Douglas; Councillor Armstrong arrived later in the meeting

Staff Present: Clerk Administrator Janet Denkers  
Drainage Superintendent Ray Dobbin  
Treasurer Stephen Ikert  
Public Works Manager Randy Hills  
Administrative Assistant Darlene Paolucci

Assessed owners present: Tom Shea, Garry Straatman

CALL TO ORDER

Mayor Ferguson called the Court of Revision on the Kelly Drain Branch No. 4 to order at 6:45 p.m.

DISCLOSURE OF PECUNIARY INTEREST

Mayor Ferguson requested that any pecuniary interest(s) be declared when applicable.

BUSINESS

Motion # 2019 -369

Moved by Councillor Nemcek / Seconded by Councillor Deans  
That the Court of Revision for the Kelly Drain Branch No. 4 be opened.

Carried

Tom Shea noted that he was assessed too high on the drain. He noted in his opinion he was assessed \$16,000 too much. There were no other comments submitted on the drain

Motion # 2019 -370

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that the Engineer's report on the Kelly Drain Branch No. 4 be referred back to the Engineer for revision and that the Court of Revision be closed and readjourn at the Dec. 12<sup>th</sup> meeting.

Carried

The meeting adjourned at 6:55 p.m.

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Mayor – David Ferguson

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Clerk Administrator  
Janet Denkers



The Corporation of the Municipality of Brooke-Alvinston

MINUTES – November 28, 2019  
Regular Session

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The Council of the Municipality of Brooke-Alvinston met in regular session on Thursday, November 28, 2019 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor David Ferguson, Councillors Frank Nemcek, Jamie Armstrong, Jeannette Douglas and Wayne Deans

Staff Present: Clerk Administrator Janet Denkers  
Treasurer Stephen Ikert  
Public Works Manager Randy Hills  
Fire Chief Jeff McArthur  
Administrative Assistant Darlene Paolucci

1. **CALL TO ORDER**

Mayor Ferguson called the meeting to order at 7:00 p.m.

2. **DISCLOSURE OF PECUNIARY INTEREST**

Mayor Ferguson requested that any pecuniary interest(s) be declared when applicable.

Mayor Ferguson noted a Conflict of Interest in item 5-ia – consent notice as he is the applicant.

3. **MINUTES**

i) Regular Meeting Minutes of November 14, 2019

**Motion # 2019-371**

Moved by Councillor Douglas / Seconded by Councillor Deans

Be it resolved that the special Council meeting minutes of November 14, 2019 be approved as presented.

Carried

ii) Special Meeting Minutes of November 25, 2019

The Mayor noted the special session meetings from Nov. 25<sup>th</sup> on the desk and asked the Clerk Administrator to rise and report in open session from those minutes.

The Clerk Administrator was asked to rise and report. She reported that:

- That the Municipality of Brooke-Alvinston request exclusively ,the new bay for one year from the IFA while the municipality explores building a new hall attached to the library with the understanding that fire apparatus will be moved from the Inwood area should this offer not be accepted;
- That a response be provided no later than November 28, 2019 at 4 p.m.;
- That the offer to lease the new bay exclusively 24/7 be for the year 2020 be \$20,063.00;
- That the Municipal lawyer draw up the agreement for the exclusive 1 bay lease and forward to the IFA and their lawyer;
- That should the IFA wish to consider the sale of the IFA hall, they contact the municipal Administrator no later than February 28, 2020.

Motion # 2019-372

Moved by Councillor Nemcek / Seconed by Councillor Douglas

Be it resolved that the special Council meeting minutes of November 25, 2019 be approved as presented.

Carried

It was noted a negative response was received.

4. **BUSINESS ARISING FROM MINUTES**

Mayor Ferguson spoke on future and potential amalgamations and the effect it could have on a small municipality. He noted that consideration is still open with the IFA should they wish to discuss the sale of their hall to the Municipality.

Councillor Armstrong questioned if the IFA lease agreement would be discussed in new business as outlined in the agenda. He was advised by the Mayor discussion would continue in new business.

Councillor Douglas requested to make a public statement that at no time was there ever Council discussion on the closure of the Inwood Fire Station. She requested that the Inwood Firemen's Association meet with the lease committee in person rather than social media.

5. **DELEGATIONS & TIMED EVENTS**

Council agreed to hold the Drainage Superintendent's report and tender results to this part of the meeting while the Drainage Superintendent was in attendance.

A drain tender results were:

i) Watt Cran Drain

GJS Contracting	\$9,514.60
Bruce Poland & Sons Trucking	\$6,729.15
J & L Henderson	\$6,977.75
McNally Excavating	\$7,604.90

Motion # 2019-371

Moved by Councillor Douglas / Seconded by Councillor Armstrong

Be it resolved that the low tender submitted by Bruce Poland & Sons Trucking in the amount of \$6,729.15 (including HST) be accepted.

Carried

ii) McVicar Drain

GJS Contracting	\$8,192.50
Bruce Poland & Sons Trucking	\$4,096.25
J & L Henderson	\$6,587.90
McNally Excavating	\$2,613.00
Van Bree Drainage	\$14,125.00

Motion # 2019-372

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that the low tender submitted by McNally Excavating in the amount of \$2,613.00 (including HST) be accepted.

Carried

iii) Campbell Leitch Drain

GJS Contracting	\$25,822.76
Bruce Poland & Sons Trucking	\$22,445.25
J & L Henderson	\$17,747.89
McNally Excavating	\$19,715.65

Motion # 2019-373

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that the low tender submitted by J & L Henderson in the amount of \$17,747.89 (including HST) be accepted.

Carried

iv) Kelly Drain

A & G Hayter Contracting	\$133,675.61
Van Bree Drainage	\$143,340.50
McNally Excavating	\$115,708.55

Motion # 2019-373

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the low tender submitted by McNally Excavating for Option 1 (extend tile across channel) in the amount of \$88,039.31 (including HST) be accepted pending appeals to the Court of Revision.

Carried

The maintenance request on the 9-10 Sideroad Drain was reviewed by Council. The Drainage Superintendent indicated he would attempt to get an onsite meeting arranged shortly.

**6. CORRESPONDENCE**

Motion # 2019-374

Moved by Councillor Douglas / Seconded by Councillor Deans

Be it resolved that correspondence items 5 i a-d and iia be received and filed.

Carried

ii-a Brooke-Alvinston Christmas Meal

Councillor Douglas declared a conflict of interest as her family prepares and serves the meal. The Clerk Administrator noted that in the past, Councillors or those in attendance could make personal donations to the meal and cheques can be made out to Guthrie Presbyterian Church.

**6. STAFF REPORTS**

6.1 Clerk-Administrator's Report

i) Lambton OPP Contract

Councillor Armstrong questioned if the agreement needed to be for a locked in term or if it could be renewed annually.

Motion # 2019-375

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that Council table the renewal of an agreement with the Lambton OPP to the December 12<sup>th</sup> meeting and directs staff to explore a one year vs. 4 year contract.

Carried

- ii) 3202 Park Street, Inwood

Motion # 2019-376

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston declare the municipal property 3202 Park Street in Inwood as surplus; and that staff be directed to contact Nic Minten, Real Estate agent to arrange for the assessment of the property via his broker; and that once the appropriate property value is assigned, that the Clerk Administrator be authorized to approve the list price; and that once approved, the property be listed for sale.

Carried

6.2 Treasurer's Report

- i) Municipal Modernization Program

The Treasurer provided a verbal report on the newly initiated program. After discussion, Council opted to receive and file the report.

6.5 Public Works Manager's Report

The Public Works Manager, on behalf of staff, thanked Council for the Appreciation event. He noted that all staff enjoyed the night.

The Public Works Manager reviewed his summary report and responded to questions.

Councillor Armstrong declared a Conflict of Interest in regards to modifying the overnight parking by-law as he is a business owner on River Street.

Staff were directed to modify the overnight parking by-law to extend to 2am for Council consideration at the December 12, 2019 Council meeting.

Councillor Deans questioned signage on the gazebo in Inwood. He was advised the property owner would be arranging it.

The Public Works Manager noted that as a result of the Request for Proposal (RFP) for a fuel dispensing system, MacKenzie Fuel was approved for a five year term for 2.9 cents over rack price.

Councillor Nemcek questioned the status of the building on River Street that is half demolished. He was advised that the County of Lambton is actively working on the file.

Motion # 2019-377

Moved by Councillor Douglas / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston receive and file the summary report from the Public Works Manager.

Carried

7. **BY-LAWS**

Snow piling – Alvinston Legion

Motion # 2019-378

Moved by Councillor Deans / Seconded by Councillor Armstrong

Be it resolved that By-law Number 54 of 2019, being a By-law of the Corporation of the Municipality of Brooke Alvinston to authorize an agreement with the Alvinston Legion.

Carried

8. **NEW BUSINESS**

8.1 Inwood Firemen's Association Lease Agreement

The Clerk Administrator noted that the IFA did not accept Councils offer to rent the new bay exclusively for 1 year at \$20,063. It was noted to the IFA in the written request that should the offer be declined, the current fleet of fire apparatus parked in Inwood would be moved, and staff would be directed to pursue and report back on the option of a 2 bay addition to the Inwood library to maintain a fire presence in Inwood moving forward.

The Mayor requested the Fire Chief to provide notice and public education on fire protection to the Inwood area.

Councillor Armstrong made the following motion:

Motion # 2019-379

Moved by Councillor Armstrong / Seconded by Councillor Deans

That the Council of the Municipality of Brooke-Alvinston sign the five year agreement presented by the IFA and after the agreement is signed, a communication committee be put together to deal with issues between the IFA and Council.

Mayor Ferguson questioned if Councillor Deans was aware that he was listed as a Director on the IFA. Councillor Deans stated he didn't know he was on it however he had no conflict of interest as he has no monetary or personal gain.

The motion was defeated.



The Clerk Administrator questioned if Councillor Armstrong recalled the meeting on Monday where a motion was put forth for a one bay lease and that the current proposed full hall lease was against municipal legal opinion? Councillor Armstrong indicated that he was proposing a new motion and that he as a Councillor has a right to disagree.

The Clerk Administrator noted her roles as an Administrator and dealing with contracts is part of it; she questioned the precedence set and ramifications if other proposed agreements get settled without administration input.

The Clerk Administrator noted the 9 committed members standing in the Council chambers who continue to support Brooke Fire Rescue and how they are the ones directly affected by Council's decision.

She noted the survey results of Brooke Fire Rescue as they were personally polled for their opinion. The results broadcasted were:

- 7% sign the lease
- 17% offer to purchase the hall
- 76 % build onto the library as a municipally owned firehall

Councillor Deans noted that the IFA is the landlord and that a meeting could be set up in Inwood. The Clerk Administrator stated there is no issue with that.

Councillor Nemcek noted how he and Councillor Douglas received a letter stating they were banned from the IFA hall

Motion # 2019-380

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston request a one year lease for exclusive use of the new bay for \$20,063 from the IFA while a study is done on the future needs of the equipment needed for Brooke Fire Rescue in order to be cost effective for the ratepayers.

Carried

Councillor Armstrong stated he was against a one bay lease option and questioned washroom access.

Councillor Deans noted a legal lease was drawn up and nothing would happen as long as "you people will be swayed".

Councillor Armstrong stated the previous Council signed the lease that is similar to the current proposed lease – 3 members of that Council are at the table this term.

9. **CLOSED SESSION**

There was no closed session at this meeting.

10. **RISE & REPORT**

11. **BY-LAWS CONFIRMING PROCEEDINGS**

Motion # 2019-381

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that By-law Number 55 of 2019, being a By-law of the Corporation of the Municipality of Brooke Alvinston to confirm the resolutions and motions of the Council of the Municipality of Brooke Alvinston which were adopted up to and including November 28, 2019 be taken as read a first, second and third time and finally passed this 14<sup>th</sup> day of November, 2019.

Carried

12. **ADJOURNMENT**

Motion # 2019-382

Moved by Councillor Deans / Seconded by Councillor

Be it resolved that this meeting be adjourned at 8:20 p.m. to meet again on December 12, 2019 at 4:00 p.m. or at the call of the chair.

Carried

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Mayor  
David Ferguson

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Clerk Administrator  
Janet Denkers



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## **NEWS RELEASE**

For Immediate Release

### **Council Highlights**

Wednesday, November 27, 2019

**Wyoming, ON** – At its regular meeting on Wednesday, November 27, Lambton County Council:

- Instructed staff to conclude commercial negotiations for a long-term lease (and option to purchase) for its facilities located at Bayside Centre, and to return to Council on February 5, 2020 with final documents for Council's review.
- Received an overview of the ACCESS Open Minds partnership from Kathy Alexander, Executive Director, Bluewater Health Foundation; Paula Reaume-Zimmer, Integrated Vice-President, Mental Health & Addictions Bluewater Health and Canadian Mental Health Association Lambton Kent; Alan Stevenson, CEO, Canadian Mental Health Association Lambton Kent; and Sue Barnes, Executive Director, St. Clair Child and Youth Services.
- Received an update from Heather Allen, Supervisor, Program Review and Compliance, Ontario Works Department, County of Lambton, regarding the Accessibility for Ontarians with Disabilities Act (AODA) Committee on its activities.
- Heard a presentation from Greer Macdonell, Community Library Supervisor, and Susan Chamberlain, The Bookkeeper, Sarnia, regarding the One Book Lambton Committee and its activities.
- Heard a presentation highlighting the initiatives and community supports available to assist Lambton County seniors from Anita Trusler, Supervisor of Health Promotion at Lambton Public Health and Co-Chair of the Age-Friendly Sarnia (AFS) Steering Committee, Dave Mosely, Accessibility and Training Coordinator, City of Sarnia and Co-Chair of the AFS Steering Committee, and Dave Thomas, AFS Steering Committee member.
- Received a letter from Duncan McTavish, Clerk, Township of Enniskillen supporting the position of the County of Lambton regarding proposed changes to Public Health programs.
- Approved minor changes to the Shelter Standards to increase the capacity at the Inn of the Good Shepherd's Lodge, and approved use of funds from the Social Services Reserve to purchase additional beds at the Lodge, hire a caseworker for a six month pilot project, and provide funding for an overflow program.

***More...***

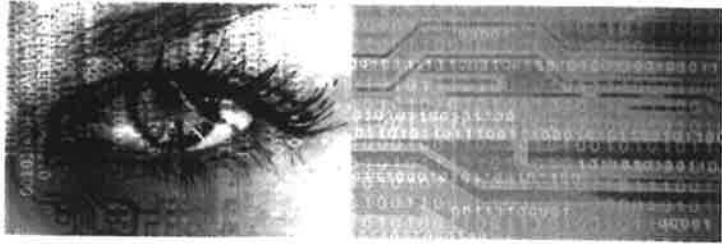
- Agreed to move Committee A.M. and P.M. to Council Chambers and live stream those meetings effective January 15, 2020.
- Council will next meet in Open Session at 9:30 a.m. on Wednesday, February 5, 2020.

**-30-**

**Please contact:**

**Lisa Brown**  
Communications & Marketing Coordinator  
County of Lambton  
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[lisa.brown@county-lambton.on.ca](mailto:lisa.brown@county-lambton.on.ca)

# AMO watchfile



November 28, 2019

## In This Issue

- Time to book your accommodations for AMO's 2020 AGM!
- ROMA Conference 2020 - Key deadlines.
- A barrier-free web solution for AMO members.
- The Journey Towards a Digital CRM Solution for AMO Members.
- Fleet Management webinar: Municipal Group Buying Program.
- Office Supplies webinar: Municipal Group Buying Program.
- Participate in energy training including a treasure hunt!
- ONE Investment - Holiday transaction schedule.
- Municipal health and safety compliance.
- Save 15% off Deluxe Canada products.
- Careers with AMO, Goderich, Durham Region and North Glengarry.

## Eye on Events

The 2020 AMO Annual General Meeting and Conference will be held in Ottawa from August 16-19, 2020. AMO has arranged hotel accommodations for delegates at various hotels in downtown Ottawa. Guest rooms can only be booked as of Tuesday, **January 7, 2020 at 10:00 a.m.** Hotels have been instructed to decline reservations for AMO delegates until that time. Please [click here](#) to book your rooms and for all information on accommodations.

2020 ROMA Conference - please note key deadlines: Request for delegations with the government closes **December 2**; Hotel booking closes **December 6**; and pre-registration closes **January 16, 12:00 pm**.

A quality, accessible website is the face of your municipality and is important to engaging and serving residents effectively. As part of AMO's Digital Toolkit, we have partnered with eSolutions to offer members cost-effective website solutions that meet accessibility requirements. Join us on Thursday, December 12 from 3 pm to 4 pm EST for a [free webinar](#) where we will introduce our latest partner.

## LAS

Learn how AMO [came to partner](#) with Frequency Foundry, our preferred partner for a digital citizen relationship management/online 3-1-1 solution.

Less than a week away! LAS is hosting a webinar on **December 3 @ 2pm** about the [Fleet Offering](#) under our [Group Buying Program](#). Enterprise Fleet Management will discuss their procurement options and available tools to optimize your fleet of 15+ vehicles. [Register here](#).

Did you know the LAS Group Buying program offers [Office supplies](#). Everything from pens to furniture, and coffee supplies to promotional materials. Join our webinar on **December 11 at 10am** to learn how you can take advantage of preferential pricing through Staples Business Advantage! [Register here](#).

Did you know that LAS and [TdS Dixon's](#) custom [Energy Training Workshops](#) include a treasure hunt? AND this training is eligible for up to 75% IESO incentives. Book your Spring 2020 Workshop now! Contact [Christian Tham](#) for more info.

## **ONE**

Holiday Schedule Update: Please note, AMO Offices and Toronto Stock Exchange will have special hours during holidays. [Click here](#) to find detailed schedule for processing of ONE HISA Transactions and ONE (Portfolio) Transactions.

## **Municipal Wire\***

4S offers training, support, and a digital management platform to ensure municipal governments comply with occupational health and safety requirements. Reach out to 4S, AMO's partner for health and safety management, for [more information](#) on how they can support your health and safety program for 2020 and beyond.

Enter promotion code 63647 when ordering and save 15% on [Deluxe Canada products](#) including customizable forms, cheques, print marketing, promo & apparel, and more. This continues AMO's member discount with the company formerly known as NEBS.

## **Careers**

[Policy Intern - AMO](#). Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. The Internship is a temporary position of up to 17 weeks. Please apply in confidence to: [careers@amo.on.ca](mailto:careers@amo.on.ca) by Friday, January 3rd, 2020 at 12 noon.

[Director of Operations - Town of Goderich](#). To learn more about this leadership opportunity, please visit [Career Opportunities](#). Please email a cover letter and resume in one PDF document to [goderichinfo@goderich.ca](mailto:goderichinfo@goderich.ca) or, mail or drop off to the following address: Town of Goderich – Human Resources, 57 West Street, Goderich, Ontario, N7A 2K5. Application Deadline: 4:00 pm, December 6, 2019.

[Program Coordinator - Climate Change \(Job ID# 12369\) - Durham Region](#). Reports to: Manager of Sustainability, Office of the Regional Chair & CAO. To learn more about this opportunity, please visit [Durham Region Job Postings](#) and apply directly to Job ID# 12369 no later than December 15, 2019.

[Director of Public Works - Township of North Glengarry](#). Reports to: Chief Administrative Officer. A copy of the draft job description and this ad can be found on the [Township's website](#). Resumes will be accepted in strict confidence through email until 4:30 pm, Thursday, December 19, 2019 to [cao@northglengarry.ca](mailto:cao@northglengarry.ca).

## **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

## **AMO Contacts**

[AMO Watch File](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#) Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

# AMO watchfile



December 5, 2019

## In This Issue

- MPAC in focus on latest AMO podcast.
- AMO-Frequency Foundry partnership - webinar recording.
- WSIB's new premium Rate Model for Schedule 1 Municipalities.
- A barrier-free web solution for AMO members.
- Social media webinar series.
- Office Supplies webinar: Municipal Group Buying Program.
- ONE Investment - Holiday transaction schedule.
- Timmins resolution concerning Conservation Authorities.
- Municipal health and safety compliance.
- Save 15% off Deluxe Canada products.
- Careers with OPS, Caledon, Haldimand County, The Blue Mountains and AMO.

## AMO Matters

In the latest AMO ON Topic podcast, Brian Rosborough is joined by MPAC's Carmelo Lipsi and Chris Rickett to discuss MPAC's collaborative approach in supporting Ontario's municipalities. Listen wherever you get your podcasts, or on the [AMO ON Topic website](#).

On November 28, AMO and Frequency Foundry introduced the partnership and demonstrated [Signal](#), a digital CRM/online 3-1-1 solution available to members. Implementing Signal will allow staff to manage and resolve 3-1-1 requests and allow citizens to track requests. Staff will also benefit from dashboards, analytics, and other customer service features. Visit [our webpage](#) for more information.

## Provincial Matters

As of January 1, 2020, the WSIB is introducing a [new way of setting premium rates](#) for almost 300,000 businesses across Ontario, including Schedule 1 Municipalities. [Connect](#) with WSIB if you have any questions about their new Rate Framework.

## Eye on Events

A quality, accessible website is the face of your municipality and is important to engaging and serving residents effectively. As part of AMO's Digital Toolkit, we have partnered with eSolutions to offer members cost-effective website solutions that meet accessibility requirements. Join us on Thursday, **December 12 from 3 pm to 4 pm EST** for a [free webinar](#) where we will introduce our latest partner.

AMO's Social Media webinar series is back by popular demand! Elected officials live in the spotlight making effective communication essential. With the rise of social media and decline of local news, the communications landscape has changed. These 1 hour lunch & learn workshops will help promote good news, manage issues professionally, and leverage traditional and social media. [Register now](#) for 1 or all 4 webinars, designed to help you navigate social media more effectively and safely.

## LAS

The LAS [Municipal Group Buying Program](#) can help you save money on your [office supplies](#). Join us and Staples Business Advantage on **December 11 at 10am** to learn how to save money on everything from pens to furniture and coffee supplies. [Register here](#).

## **ONE Investment**

Holiday Schedule Update: Please note, AMO Offices and Toronto Stock Exchange will have special hours during holidays. [Click here](#) to find detailed schedule for processing of ONE HISA Transactions and ONE (Portfolio) Transactions.

## **Municipal Wire\***

The City of Timmins [resolution](#) supports continuation of the programs and services of the Mattagami Region Conservation Authority (MRCA), and requests the Ministry of Environment, Conservation and Parks to recognize the strong and positive provincial role Conservation Authorities (CA's) play in flood risk reduction programs and reinstate funding to the CA's of Ontario.

4S offers training, support, and a digital management platform to ensure municipal governments comply with occupational health and safety requirements. Reach out to 4S, AMO's partner for health and safety management, for [more information](#) on how they can support your health and safety program for 2020 and beyond.

Enter promotion code 63647 when ordering and save 15% on [Deluxe Canada products](#) including customizable forms, cheques, print marketing, promo & apparel, and more. This continues AMO's member discount with the company formerly known as NEBS.

## **Careers**

[Assistant Deputy Minister, Municipal Services Division - Ministry of Municipal Affairs and Housing](#). As the Assistant Deputy Minister of Municipal Services Division, you will lead the operations division on matters related to municipal land-use planning, municipal finance, municipal governance, housing, disaster recovery and Ontario's Building Code. Please [apply online](#), only, by Friday, December 6, 2019.

[Assistant Deputy Minister, Local Government and Planning Policy - Ministry of Municipal Affairs and Housing](#). As the Assistant Deputy Minister (ADM) of Local Government and Planning Policy you will lead a division responsible for the development and implementation of policy, program and legislation for local government finance, governance and land use planning. The ADM is responsible for leading the ministry's partnerships with the municipal sector. Please [apply online](#), only, by Friday, December 6, 2019.

[Chief Administrative Officer – Town of Caledon](#). To apply for this extraordinary leadership opportunity in confidence, please submit a detailed resume to Town of Caledon at [CaledonCAOrecruitment@caledon.ca](mailto:CaledonCAOrecruitment@caledon.ca). A complete position description is available at [Caledon Careers](#). Application Deadline: 4:30 p.m., Friday, January 3, 2020.

[Supervisor, Risk Management & Legal Services - Haldimand County](#). Permanent Full-Time. Those who are interested in applying for this position must submit a resume and covering letter as appropriate in confidence to [careers@haldimandcounty.on.ca](mailto:careers@haldimandcounty.on.ca) by Thursday, December 12, 2019, 4:30 p.m.

[Director, Legislative Services - Town of The Blue Mountains](#). Reports to: Chief Administrative Officer. A detailed job description and instructions on how to apply are available on the Town's website under Town Hall - [Employment Opportunities](#). The submission deadline for applications is 4:30 p.m. on Friday, January 3, 2020.

[Policy Intern - AMO](#). Assisting senior advisors and the Director of Policy, the successful candidate will support AMO's policy development process. The Internship is a temporary position of up to 17 weeks. Please apply in confidence to: [careers@amo.on.ca](mailto:careers@amo.on.ca) by Friday, January 3rd, 2020 at 12 noon.

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November 28, 2019

## Ontario Announces E-Scooter Pilot on Municipal Roads

On November 27, 2019, the Government of Ontario announced that it would begin a pilot program to allow electric scooters on municipal roads in Ontario. The pilot will go live in January 1, 2020. Under the pilot, municipal governments are able to opt in through by-law to allow electric scooters on their roads, paths, and (in some cases) sidewalks; license electric scooter rental companies; regulate parking and the number of devices available in an area; impose data sharing and insurance requirements amongst other licensing criteria. Municipal governments, and their staff, are encouraged to think through all of these issues before opting to allow the devices in their communities.

E-scooters, as they are called, have been emerging in cities across North America and beyond, and have the potential to add “micro-mobility” solutions to help augment transportation such as connections between transit and individual destinations. As they are electric, they do not add exhaust emissions that decrease air quality (depending on how electricity is generated) or noise pollution.

However, E-scooters also have the potential to increase safety concerns for riders, pedestrians, vulnerable road users, and cyclists. The pilot imposes some conditions on the devices, which riders must wear helmets, and limits maximum speed to 24 km/h. Advocates for people with disabilities in particular have pointed to the challenges E-scooters may pose for that community. Some cities have experienced a profusion of E-scooters left on sidewalks that increase nuisance and hazards for pedestrians. However, municipal parking rules and company policies which continue to charge users for rentals, if not parked in authorized areas, may help to reduce this practice.

Municipal governments interested in allowing their use need to work to balance these concerns with the desire for flexible, micro-mobility devices and ensure that they meet municipal transportation needs and other local policy goals. AMO members are especially encouraged to consult with their communities before joining the pilot and ensure plans are in place to discourage nuisance, reduce any residual municipal liability through adequate insurance requirements, address the needs of disabled and vulnerable road users, and reduce nuisance and conflicts between E-scooter riders, cyclists, pedestrians and motorists. Interested municipal governments should also consider how they would enforce their by-laws in this area and costs to do so as they

develop rules and/or permitting for rental companies. Municipalities should also consider how they will collect incident data with local hospitals and health authorities as well as police reporting during the pilot.

The following resources may assist municipal officials in interested municipalities in considering issues they may encounter in by-laws and policies development that best meet their local needs:

Ontario Ministry of Transportation:

- [Regulation 389/19](#)
- [MTO E-Scooter Pilot Information](#)
- [MTO E-Scooter Best Practices](#)

Share The Road:

- [Preparing for E-Scooters](#)

**AMO Contact:** Craig Reid, Senior Advisor, [creid@amo.on.ca](mailto:creid@amo.on.ca), 416-971-9856 ext. 334.

November 29, 2019

## November 29th AMO Board Highlights

AMO President Jamie McGarvey created a [video overview](#) of today's AMO Board meeting.

### **Flood Advisor's Report**

The Board received preliminary highlights on the Flood Advisor's report. While there are many recommendations that touch on municipal operations, it is expected that they will likely not create new municipal costs. There is a strong focus on stormwater management, promoting green infrastructure, improved floodplain mapping and avoiding construction on floodplains. Many of the recommendations reflect previous AMO asks regarding adequate funding to infrastructure programs and provincial support for robust prevention and response.

- Craig Reid, Senior Advisor [creid@amo.on.ca](mailto:creid@amo.on.ca) and Cathie Brown, Senior Advisor [cathiebrown@amo.on.ca](mailto:cathiebrown@amo.on.ca)

### **Public Health and EMS modernization consultations**

AMO will be very active in the current Public Health and EMS modernization consultations. Staff are reviewing the Ministry of Health discussion papers and associated questions. The AMO Health Task Force will be meeting with Jim Pine, Municipal Advisor, and Ministry officials in January. The AMO Board will be considering its response at its January 31st Board Meeting.

- Monika Turner, AMO Policy Director, [mturner@amo.on.ca](mailto:mturner@amo.on.ca) and Michael Jacek, Senior Advisor, [mjacek@amo.on.ca](mailto:mjacek@amo.on.ca)

### **Blue Box Program & Waste Management Issues [separate]**

Provincial consultations on the Blue Box regulation have started, which are complementary to the recent municipal consultations held across the province by AMO. The AMO Board discussed the mechanism to decide the transition schedule as one has not been determined yet. The Board also received information on steward obligation decisions for Blue Box funding in both 2019 and 2020 funding decisions, and an update on municipal say in landfill siting approvals.

- Dave Gordon, Senior Advisor [dgordon@amo.on.ca](mailto:dgordon@amo.on.ca) and Amber Crawford, Policy Advisor [acrawford@amo.on.ca](mailto:acrawford@amo.on.ca)

### **Ontario Data Strategy – Better, Smarter Government discussion paper**

The Ministry of Government and Consumer Services released its final discussion paper as part of its Ontario Data Strategy consultations. The Board reviewed and approved the AMO's response to "Better, Smarter Government" which will detail how the provincial government can help the municipal sector leverage data and data driven technologies, including emphasizing the development of a common repository for municipal reports to alleviate the burden of reporting to multiple ministries. AMO looks forward to how action plans that emerge from the consultations will be phased-in and measured to demonstrate success to Ontarians.

- Nicolas Ruder, Research Advisor, AMO Enterprise Centre and LAS  
[nruder@amo.on.ca](mailto:nruder@amo.on.ca)

### **Bill 132 - Better for People, Smarter for Business Act, 2019**

Bill 132 covers dozens of proposed amendments to legislation, some of which will have municipal impacts. On November 25th AMO President, Jamie McGarvey presented Bill 132: Better for People, Smarter for Business Act, 2019 concerns regarding below water table extraction of aggregates to the Standing Committee on General Government. Where contaminated water from aggregates operations gets into municipal drinking water, municipal council members should not be held liable for provincial decisions to license. AMO will continue to watch this and how regulations for waste, off road vehicles, pesticides, and the repeal of the *Line Fences Act* progress.

- Cathie Brown, Senior Advisor [cathiebrown@amo.on.ca](mailto:cathiebrown@amo.on.ca)

### **Bill 108 - Municipal/Conservation Authority Memorandum of Understanding (MOU)**

The Board considered the change to the *Conservation Authorities Act*, regarding MOUs that will be required between municipal governments and conservation authorities. A draft template for planning related services was received and will be shared soon on the AMO website so staff can begin to consider what might be negotiated in this MOU. Many municipalities are already using similar MOUs.

- Cathie Brown, Senior Advisor [cathiebrown@amo.on.ca](mailto:cathiebrown@amo.on.ca)

### **Indigenous Relations**

AMO staff reported on their work with the Ontario Federation of Indigenous Friendship Centres (OFIFC) to support Indigenous peoples in Ontario municipalities in the spirit of reconciliation. AMO and the OFIFC have created a draft Memorandum of Understanding (MOU) which will frame our joint association work moving forward. As well, AMO is having preliminary discussions with the OFIFC about an Ontario Friendship Declaration between AMO, the OFIFC, Friendship Centre Executive Directors, and corresponding municipal governments. The declaration's intent is to

build relationships and identify common priorities for serving Indigenous people in communities.

- Monika Turner, AMO Policy Director, [mturner@amo.on.ca](mailto:mturner@amo.on.ca)

# AMO Annual Conference Updates

November 29, 2019

Important information regarding accommodations for AMO's 2020 Annual General Meeting and Conference.

The 2020 AMO Annual General Meeting and Conference will be held in Ottawa from August 16<sup>th</sup> – 19<sup>th</sup> 2020. AMO has arranged hotel accommodations for delegates at various hotels in downtown Ottawa. Please click [here](#) to book your rooms and for all information on accommodations.

**In order to ensure the booking process goes smoothly please read the details of the guest room booking policy and make note of all deposit and cancellation policies for the individual properties.**

We hope that this process will encourage municipalities to book only those guest rooms that are actually needed so that more delegates will have the opportunity to stay at the official conference hotels. Please note that:

- ***Guest rooms can only be booked as of Tuesday, January 7th, 2020 at 10:00 a.m. Hotels have been instructed to decline reservations for AMO delegates until that time.***
- ***All the hotels included in the AMO blocks have a deposit policy in place to reserve your room. You will require a valid credit card at time of booking.***
- ***Name changes on a reservation can be made up to the date of arrival at all hotels.***
- ***Any reservations made into an AMO block prior to January 7th, 2020 will not be honoured.***

If you have any questions or concerns about this change or about bookings in general please do not hesitate to contact AMO Events at [events@amo.on.ca](mailto:events@amo.on.ca) or at 416.971.9856 ext. 330.

December 2, 2019

## **Local Improvement Charge/ Home Energy Retrofit Program for Ontario**

Dear Member,

1. Are you interested in helping your residents save money and reduce their household energy footprint?
2. Are you interested in using municipal Local Improvement Charge (LIC) authority to deliver a loan program to residents to fund deep energy retrofits?
3. Are you willing to work with a consortium/third party to help you administer such a project and reduce capacity and administrative costs?

AMO, the Independent Electricity Systems Operator (IESO), Clean Air Partnership, and the City of Toronto, are working together as a consortium/third party to deliver a province-wide program that municipalities could access to provide homeowners with loans paid back through the LIC authority to pay for home energy retrofits.

To lighten your administration, the program (funding, administration, support) would be delivered by this consortium. Participating municipalities would still be required to pass an LIC by-law through council, attach the loan to the property tax system for repayment, manage payments to homeowners once accepted into the program, and identify marketing and promotion opportunities to increase household uptake in the program.

Municipalities that have identified an LIC home energy retrofit program through their community energy plan (CEP), climate emergency declarations, or in any other reports are encouraged to reach out to AMO for further discussions about this potential program offering.

Municipalities that are interested in the program concept but do not have a CEP or have not declared a climate emergency, should consider the above three questions and how an LIC home energy retrofit program could help you.

If you have answered yes to any of these questions, please contact Nicholas Ruder at [nruder@amo.on.ca](mailto:nruder@amo.on.ca) for further information.

**Background:**

In 2012, Ontario Regulation 322/12 amended the Local Improvement Charges (LIC) regulation under the *Municipal Act, 2001* to permit energy efficiency, and renewable energy projects as eligible under the definition of LIC work. The Association of Municipalities of Ontario (AMO) and LAS – AMO Business Services, both supported broadening the use of Ontario Regulation 596/06 – Local Improvement Charges to allow municipal programming opportunities that would increase residents' uptake of home energy improvements as part of reducing the energy footprint in Ontario.

To date, the option to offer homeowners home energy improvement loans through LICs has been used by one municipality, the City of Toronto, through the Home Energy Loan Program. Limited uptake in offering LIC type programs for home energy improvements across Ontario is primarily due to lack of funding and resources to start such a program.

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\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.





## St. Clair Region Conservation Authority Meeting Highlights – November 14, 2019

Below is a list of highlights from the SCRCA board meeting held in November. For details, please refer to the entire meeting package which can be found at [www.scrca.on.ca/about-us/board-meeting-packages](http://www.scrca.on.ca/about-us/board-meeting-packages).

### **Meeting with the Minister of the Environment, Conservation and Parks (MECP):**

On, Tuesday, November 5<sup>th</sup>, 2019, SCRCA representatives met with staff members of the Minister of the Environment, Conservation and Parks, Jeff Yurek, to discuss Conservation Authority programs, funding mechanisms and organizational structure. Additional meetings with MECP are expected to occur in the winter to further consult on Conservation Authority roles and mandates.

**Watershed Conditions:** Above average rainfall in October triggered widespread flooding throughout the region, resulting in the operation of the W. Darcy McKeough Floodway on October 31<sup>st</sup>. The flood threat remains moderate to high as a result of continued high water levels. Staff suspect that due to current watershed conditions, the flood risk associated with the spring freshet will be high.

**Lake Levels:** Lake levels remain high. Lake St. Clair and Lake Erie continue to exceed 1986 all-time monthly record highs for September by 2 cm and 4 cm, respectively. Lake Huron water levels were 1 cm shy of its record September high. Water levels are forecasted to fall from September levels.

**Shoreline Protection – Brights Grove:** A tender for Phase 2 of the shoreline protection work occurring between Kenwick Street and Helen Avenue in Brights Grove was advertised in September 2019. Cope Construction was awarded the contract with construction expected to commence in December after all required permits are acquired.

**Healthy Watersheds:** A number of events have occurred or are being planned in support of the Healthy Watersheds Program that aims to minimize sediment and nutrient loading to local waterways through the promotion of stewardship.

- TD Tree Days – Through funding provided by TD Friends of the Environment Fund, two community tree planting events were held in Strathroy and Sarnia this fall. Between the two events, over 400 native trees were planted by more than 100 volunteers.
- Forest Fall Fair – Over 250 people visited the SCRCA booth over the three-day fair where staff shared information on agricultural best management practices, conservation areas, and invasive Phragmites.
- Upcoming Events
  - November 20, 2019 – WORKSHOP – The Value of Wetlands on Marginal Farmland
  - February 12, 2020 – Soil Health Conference – Location (TBD)

- December 11, 2020 – WORKSHOP – Fertilizer Management and Understanding Your Soil Tests
- March 11, 2020 – WORKSHOP – Topic (TBD)

**Reptiles at Risk:** Through funding provided by the provincial Species at Risk Stewardship Fund, the SCRCA has implemented recovery programs for two local endangered species – the Eastern Spiny Softshell turtle and the Eastern Foxsnake. 2019 Highlights include the following:

- 785 turtle eggs were successfully collected, incubated, hatched and released back into their natural habitat. This included 257 Eastern Spiny Softshell turtles, 268 Northern Map turtles (special concern), 247 Snapping turtles (special concern) and 13 Midland Painted turtles.
- Artificial nesting boxes aimed to attract female Eastern Foxsnakes to nest are installed at nine SCRCA properties and five private landowner properties. Remnants of successful nesting were observed this fall.
- Eight weeks of coverboard monitoring for local snake species resulted in the recording of numerous species including the Eastern Foxsnake, Eastern Gartersnake and Butler's Gartersnake (endangered).
- The 3<sup>rd</sup> annual Turtle Birthday Party was held at the A.W. Campbell Conservation Area on August 16<sup>th</sup>, 2019, attracting over 50 guests.
- Approximately 65,000 copies of the 2019 Species at Risk newsletter were distributed throughout the St. Clair Region watershed.

**Conservation Services Update:** The SCRCA had another successful tree-seed collection season in 2019. In total, 2,800 litres (70 bushels) of seed were collected and sent to a nursery where they will grow. Trees grown from this year's seed will be planted in 2021 and 2022. Planning for the 2020 tree-planting program is well underway with approximately 60,000 trees on order to be planted, beginning next spring.

**Memorial Forest Dedications:** The 3<sup>rd</sup> annual Denning's Chatham-Kent and West Elgin Memorial Forest dedication was held on Sunday, September 15<sup>th</sup>, 2019. Over 90 people attended the event held at the Keith McLean Conservation Lands. Tree planting and conservation education are supported through donations made to the St. Clair Region Conservation Foundation (SCRFCF) in recognition of families served by the Chatham-Kent and West Elgin Denning Funeral Home branches. Seventy people attended the SCRFCF Memorial Forest Dedication held on Sunday, September 22<sup>nd</sup>, 2019 at the Lorne C. Henderson Conservation Area. Forty-seven trees were dedicated through individual donations to the program.

For more information, contact:  
 Brian McDougall, General Manager  
 519-245-3710 Ext. 236  
 bmcdougall@scrca.on.ca



## **2020 DRAFT Budget**

1. Quick Facts (pg. 2)
2. 2020 Budget Highlights (pg. 3)
3. 2020 Budget (pg. 4-5)
4. 2020 Total Municipal Funding - Schedule "A" (pg. 6)
5. 2020 General levy Assessment - Schedule "B" (pg. 7-8)
6. 2020 General Levy per \$100K assessment value - Schedule "C" (pg. 9)
7. 2020 Conservation Areas Maintenance and Operation Budget - Schedule "D" (pg.10-11)

## St. Clair Region Conservation Authority

### Quick Facts

#### General:

- 17 member municipalities from Lambton and Middlesex Counties and the cities of Sarnia and Chatham-Kent (see member directory for full listing)
- 14 watersheds - Sydenham River with its East and North branches, 13 smaller named watersheds entering Lake Huron, St. Clair River and Lake St. Clair
- 2020 General Levy \$3.61 per \$100k of Assessed value
- of the 36 Conservation Authorities in the province, the St. Clair Region ranks:
  - **9<sup>th</sup> largest in area (4,100 km<sup>2</sup>)**
  - **16<sup>th</sup> in population (148,362 within the watershed)**
  - **LOWEST out of 36 CAs in general levy (\$5.25 per capita) in 2017, excluding Capital projects**
- owns 4,200 acres of property and manages another 2,440 acres for other organizations
- 3 regional campgrounds with 522 serviced campsites. Self-sufficient, profits generated from their operations are used to offset capital development within the campgrounds
- has the largest flood control dam and diversion in the province (McKeough Floodway)
- 11 recreation dams at 8 Conservation Areas
- assisting Sarnia, Point Edward, St. Clair Township, Chatham-Kent in maintaining almost 10 km of shore protection and erosion control structures
- in excess of \$52 million invested in conservation lands and flood and erosion control structures
- provided technical and professional comments on over 500 municipal planning and regulation matters in 2019
- helped over 13,000 children discover conservation through outdoor education
- planted over 3.8 million trees over the last three decades
- provided \$3.1 million in grants to farmers and other landowners to implement Best Management Practices since 2000

## 2020 Budget Highlights

We offer the following highlights for your information:

- General Levy for 2020 is \$1,069,926 shared by the 17-member municipalities, results in an average cost of \$3.61 per \$100,000 in assessment value. (see Sched C)
- Total Levy excluding Infrastructure Projects for 2020 is \$1,222,636 (2018 \$1,079,586) which represents an overall increase of 13.3%. (see Sched A)
- Matching and Non-Matching Levy for 2020 are budgeted to be a \$156,175 increase from 2019 (Sched B). This is an average increase of 56 cents per \$100,000 in assessment value. (Sched C)
- Despite the increase in levy the 2020 proposed budget includes \$118,430 to be withdrawn from capital reserves to support operations, in Section 39 Provincial funded departments (base operations), including Planning & Regulations, Communication & Information and Administration.
- Section 39 Provincial grant to Conservation Authorities support flood control, planning, administration, legal expenses and technical studies, and was reduced by \$150,000 starting in 2019. To mitigate impact on municipalities, Capital Reserves were used to compensate for the loss in 2019.
- \$150,000 of the \$156,175 increase in levy is a direct download to our member municipalities from the Province of Ontario through The Ministry of Environment, Conservation and Parks.
- Schedule "C" provides an analysis of General Levy Increase based on 2019 total current value of assessment in each municipality.
- Schedule "E" Provincial Section 39 Core Base funding Costs as a %.
- Detailed budgets for each program or project are available upon request.

St. Clair Region Conservation Authority 2020 Budget Summary

	2019 Budget	2020 Proposed Budget	Provincial Grant	Other Grant/Program Funds	Matching Levy	Non Matching Levy
Flood Control Operations and Maintenance	\$535,200	\$415,200	\$108,000	\$12,000	\$108,000	\$109,000
Erosion Control Operations & Maintenance	\$41,000	\$0	\$0	\$0	\$0	\$0
Capital Projects	\$580,000	\$2,860,250	\$0	\$1,060,250	\$0	\$0
Source Protection Planning	\$106,000	\$115,000	\$0	\$115,000	\$0	\$0
Planning and Regulations	\$487,594	\$594,867	\$19,000	\$0	\$19,000	\$267,000
TS - Hazard & Flood Information Management	\$13,500	\$0	\$0	\$0	\$0	
TS - Aquatic systems monitoring	\$375,513	\$288,329	\$0	\$80,000	\$0	\$34,000
St. Clair AOC Management	\$582,050	\$582,050	\$0	\$582,050	\$0	\$0
Conservation Services	\$509,650	\$836,669	\$0	\$382,000	\$0	\$0
MNR Species at Risk	\$0	\$0	\$0	\$0	\$0	\$0
Conservation Areas	\$1,329,011	\$1,387,233	\$0		\$0	\$13,675
Capital Development	\$119,000	\$119,000	\$0	\$0	\$0	\$0
Property Management	\$243,996	\$245,208	\$0	\$0	\$0	\$0
Information and Education	\$226,640	\$215,010	\$0	\$0	\$0	\$90,000
IT Capital	\$9,600	\$9,600	\$0	\$0	\$0	\$0
Equipment	\$72,000	\$72,000	\$0	\$0	\$0	\$0
Legal	\$1,000	\$0	\$0	\$0	\$0	\$0
Administration	\$1,026,978	\$754,991	\$34,000	\$6,000	\$34,000	\$395,251
<b>Total CA Budget</b>	<b>\$6,258,732</b>	<b>\$8,495,407</b>	<b>\$161,000</b>	<b>\$2,237,300</b>	<b>\$161,000</b>	<b>\$908,926</b>
Employment Programs *	\$75,000	\$75,000	\$0	\$0	\$0	\$0
<b>Total Budget 2020</b>	<b>\$6,333,732</b>	<b>\$8,570,407</b>	<b>\$161,000</b>	<b>\$2,237,300</b>	<b>\$161,000</b>	<b>\$908,926</b>
<b>Total Budget 2019</b>	<b>\$6,333,732</b>	<b>\$6,333,732</b>	<b>\$310,000</b>	<b>\$1,115,145</b>	<b>\$310,000</b>	<b>\$603,751</b>
<b>Percentage of Budget 2020</b>			<b>1.9%</b>	<b>26.1%</b>	<b>1.9%</b>	<b>10.6%</b>

Total Municipal Funding % Excluding Spec Levy

12%

\* The Authority assists in the administration of the Employment programs, therefore these items must be approved under the Authority's budget for signing authorization. The funds are only transferred in and out with the Authority having no direct spending controls.

**St. Clair Region Conservation Authority 2020 Budget Summary**

<b>Special Levy</b>	<b>Revenues</b>	<b>Reserves</b>
St. Clair - McK Maint \$2,600 Dam OP CK \$20,900, SC \$1,100 C-K- McK Maint - \$49,400, Arda - \$1,000	Carryforwards - \$3,200	\$0
		\$0
\$1,460,000 NDMP apportioned \$135,000	Carryforwards - \$205,000	\$0
\$0	\$0	\$0
	Fees - \$219,162 Carryforward - \$2,025	\$68,680
\$0	\$0	\$0
\$0	Carryforward \$163,329 Fees - \$11,000	\$0
\$0	\$0	\$0
\$0	Fees - \$238,000 Carryforward \$216,669	\$0
\$0	\$0	\$0
Shetland - Dawn-Euphemia \$9,900 Wawanosh - City of Sarnia \$10,575 Clark Wright - Strathroy-Caradoc \$3,100 Bridgeview - Town of Petrolia \$900 Coldstream - Middlesex Centre \$1,300 Crothers - Chatham-Kent \$3,300 Stranak - Chatham-Kent \$5,900 Peers - Chatham-Kent \$1,650 Strathroy - Strathroy-Caradoc \$27,800 McEwen - Plympton-Wyoming \$12,110 Dodge - Lambton Shores \$1,175	Fees - \$1,246,723 Parking Fees - \$8,000 Other Donations - \$400 Foundation - \$1,000 (Mclean) - \$30,275 Carryforward - \$1,950  Rental Income - \$7,500	\$0
\$0		\$119,000
\$0	Rental Income - \$141,274 County of Lambton - \$18,300 Carryforward - \$2,500 Revenue - \$83,134	\$0
\$0	Fees - \$25,000 Donations - \$60,000	\$40,010
\$0	\$9,600	\$0
\$0	\$72,000	\$0
\$0		\$0
\$0	Rental Income - \$15,000 Interest Income - \$25,000 Foundation - \$15,000 Allocated Admin & IT Costs - \$66,100 Admin Fees - \$65,500 Other Income - \$49,400 Oil & Gas Revenue - \$40,000	\$9,740
<b>\$1,747,710</b>	<b>\$3,042,041</b>	<b>\$237,430</b>
\$0	\$75,000	\$0
<b>\$1,747,710</b>	<b>\$3,117,041</b>	<b>\$237,430</b>
<b>\$425,835</b>	<b>\$3,139,240</b>	<b>\$429,761</b>
<b>20.4%</b>	<b>36.4%</b>	<b>2.8%</b>

**2020 Total Municipal Funding**

**Schedule "A" - Total Municipal Funding Including Special Infrastructure Projects**

Municipality	2020	2020	2020				Total Municipal Funding
	Proposed General Levy	Proposed Special Levy	Courtright Shoreline Protection (DMAF)	Flood Plain Mapping Project (NDMP)	Sarnia Erosion Control Work (WECI & DMAF)	McKeough Dam Repairs & Upgrade Work (WECI)	
Adelaide Metcalfe Tp	\$ 20,074	\$ -		\$4,949			\$25,023
Brooke-Alvinston Tp	\$ 18,662	\$ -		\$4,529			\$23,191
Chatham-Kent M	\$ 139,055	\$ 82,150		\$34,925		\$57,000	\$313,129
Dawn-Euphemia Tp	\$ 28,750	\$ 9,900		\$6,881			\$45,531
Enniskillen Tp	\$ 20,242	\$ -		\$4,981			\$25,223
Lambton Shores M	\$ 52,883	\$ 1,175		\$13,315			\$67,373
Middlesex Centre M	\$ 23,547	\$ 1,300		\$5,739			\$30,586
Newbury V	\$ 1,651	\$ -		\$411			\$2,062
Oil Springs V	\$ 2,123	\$ -		\$533			\$2,656
Petrolia T	\$ 26,981	\$ 900		\$6,783			\$34,664
Plympton-Wyoming T	\$ 57,481	\$ 12,110		\$14,222			\$83,813
Point Edward V	\$ 23,644	\$ -		\$6,121			\$29,765
Sarnia C	\$ 407,570	\$ 10,575			\$750,000		\$1,168,145
Southwest Middlesex M	\$ 12,406	\$ -		\$3,102			\$15,508
St. Clair Tp	\$ 119,814	\$ 3,700	\$200,000			\$3,000	\$326,514
Strathroy - Caradoc Tp	\$ 91,448	\$ 30,900		\$22,693			\$145,041
Warwick Tp	\$ 23,597	\$ -		\$5,815			\$29,412
	\$ 1,069,926	\$ 152,710	\$200,000	\$135,000	\$750,000	\$60,000	\$2,367,636

Note : WECI (Water & Erosion Control Infrastructure) Projects are considered if there is matching funds from both the Province and the benefitting Municipality and vary from year to year based on granting approval process, and Municipal matching funds.  
 DMAF - Diaster Mitigation and Adaption Fund - Government of Canada investment in large-scale infrastructure projects.  
 NDMP - National Disaster Mitigation Program - Government of Canada funding to mitigate, prepare for, respond to and recover from flood-related events





## Schedule "B"

## 2020 General Levy Assessment

Municipality	2019 Current Value Assessment (modified) in Watershed	2019 CVA Apportionment %
Township of Adelaide Metcalfe	\$ 417,217,351	1.8398%
Township Brooke-Alvinston	\$ 381,810,261	1.6837%
Municipality Chatham-Kent	\$ 2,944,257,785	12.9832%
Township Dawn-Euphemia	\$ 580,082,657	2.5580%
Township Enniskillen	\$ 419,939,924	1.8518%
Municipality Lambton Shores	\$ 1,122,502,776	4.9499%
Municipality Middlesex Centre	\$ 483,809,439	2.1334%
Village Newbury	\$ 34,647,385	0.1528%
Village Oil Springs	\$ 44,961,487	0.1983%
Town Petrolia	\$ 571,783,579	2.5214%
Town Plympton-Wyoming	\$ 1,198,973,962	5.2871%
Village Point Edward	\$ 516,044,830	2.2756%
City Sarnia	\$ 8,776,269,841	38.7005%
Municipality Southwest Middlesex	\$ 261,523,066	1.1532%
Township St. Clair	\$ 2,520,273,450	11.1136%
Township Strathroy - Caradoc	\$ 1,913,077,444	8.4361%
Township Warwick	\$ 490,204,969	2.1616%
	<b>\$ 22,677,380,206</b>	<b>100%</b>

2020 Municipal General Levy : \$156,175 increase over 2019

CVA Apportionment is based on information provide from the Ministry of Natural Resources and Forestry

<b>2020 Current Value Assessment (modified) in Watershed</b>	<b>2020 CVA Apportionment %</b>	<b>2019 General Levy</b>	<b>2020 General Levy</b>	<b>2019/2020 General Levy Increase</b>
\$ 446,013,006	1.8762%	\$ 16,811	\$ 20,074	\$ 3,263
\$ 414,629,229	1.7442%	\$ 15,385	\$ 18,662	\$ 3,277
\$ 3,089,606,470	12.9967%	\$ 118,634	\$ 139,055	\$ 20,420
\$ 638,772,400	2.6871%	\$ 23,374	\$ 28,750	\$ 5,376
\$ 449,738,121	1.8919%	\$ 16,921	\$ 20,242	\$ 3,321
\$ 1,174,999,448	4.9427%	\$ 45,230	\$ 52,883	\$ 7,653
\$ 523,174,255	2.2008%	\$ 19,494	\$ 23,547	\$ 4,053
\$ 36,673,623	0.1543%	\$ 1,396	\$ 1,651	\$ 255
\$ 47,167,449	0.1984%	\$ 1,812	\$ 2,123	\$ 311
\$ 599,492,558	2.5218%	\$ 23,039	\$ 26,981	\$ 3,942
\$ 1,277,134,022	5.3724%	\$ 48,311	\$ 57,481	\$ 9,170
\$ 525,344,072	2.2099%	\$ 20,793	\$ 23,644	\$ 2,851
\$ 9,055,620,007	38.0933%	\$ 353,626	\$ 407,570	\$ 53,943
\$ 275,637,456	1.1595%	\$ 10,537	\$ 12,406	\$ 1,869
\$ 2,662,087,589	11.1983%	\$ 101,551	\$ 119,814	\$ 18,263
\$ 2,031,839,435	8.5471%	\$ 77,085	\$ 91,448	\$ 14,363
\$ 524,296,651	2.2055%	\$ 19,752	\$ 23,597	\$ 3,845
<b>\$ 23,772,225,791</b>	<b>100%</b>	<b>\$ 913,751</b>	<b>\$ 1,069,926</b>	<b>\$ 156,175</b>

**2020 Municipal Funding Analysis**  
**Schedule "C" Levy per \$100K Assessment Value**

	2020		Based on Total 2019 Modified CVA Assessment	
	Total Current Value Assessment (modified)	2020 Proposed General Levy per \$100k Assessment value	2020 Proposed General Levy Increase per \$100k Assessment value	
<b>Municipality</b>				
Township of Adelaide Metcalfe	637,161,437	\$ 3.15	\$ 0.51	
Township Brooke-Alvinston	414,629,229	\$ 4.50	\$ 0.79	
Municipality Chatham-Kent	11,034,308,821	\$ 1.26	\$ 0.19	
Township Dawn-Euphemia	638,772,400	\$ 4.50	\$ 0.84	
Township Enniskillen	449,738,121	\$ 4.50	\$ 0.74	
Municipality Lambton Shores	2,611,109,884	\$ 2.03	\$ 0.29	
Municipality Middlesex Centre	3,269,839,095	\$ 0.72	\$ 0.12	
Village Newbury	36,673,623	\$ 4.50	\$ 0.70	
Village Oil Springs	47,167,449	\$ 4.50	\$ 0.66	
Town Petrolia	599,492,558	\$ 4.50	\$ 0.66	
Town Plympton-Wyoming	1,277,134,022	\$ 4.50	\$ 0.72	
Village Point Edward	525,344,072	\$ 4.50	\$ 0.54	
City Sarnia	9,055,620,007	\$ 4.50	\$ 0.60	
Municipality Southwest Middlesex	689,093,640	\$ 1.80	\$ 0.27	
Township St. Clair	2,662,087,589	\$ 4.50	\$ 0.69	
Township Strathroy - Caradoc	2,861,745,683	\$ 3.20	\$ 0.50	
Township Warwick	563,759,840	\$ 4.19	\$ 0.68	
	<b>37,373,677,470</b>	<b>\$ 3.61</b>	<b>\$ 0.56</b>	<b>Average</b>



## Schedule "D"

### 2020 Conservation Area Maintenance and Operation Budget

	2019 Budget	2020 Budget	Special Levy
403- Shetland	\$ 11,000	\$ 11,000	\$9,900( Dawn-Euphemia)
404 - Sinclair	\$ 1,000	\$ 1,000	
405 - Wawanosh	\$ 11,000	\$ 11,750	\$10,575 (City of Sarnia)
413 - Clark Wright	\$ 3,100	\$ 3,500	\$3,100 (Strathroy-Caradoc)
416 - -Bridgeview	\$ 4,976	\$ 900	\$900 (Town of Petrolia)
417 - Campbell	\$ 326,850	\$ 342,380	
419 - Coldstream	\$ 1,300	\$ 1,300	\$1,300 (Middlesex Centre)
448 - Crothers	\$ 3,300	\$ 3,300	\$3,300(Chatham-Kent)
455 - Peers	\$ 11,600	\$ 11,100	\$1,650 (Chatham-Kent)
458 - Warwick	\$ 537,900	\$ 560,293	
470 - Stranak	\$ 5,900	\$ 5,900	\$5,900 (Chatham-Kent)
472 - Henderson	\$ 332,000	\$ 344,050	
474 - Strathroy	\$ 23,000	\$ 27,800	\$27,800 (Strathroy-Caradoc)
485 - McEwen	\$ 13,510	\$ 13,510	\$12,110 (Plympton-Wyoming)
486 - Mclean	\$ 23,400	\$ 30,275	
489 - Highland Glen	\$ 18,000	\$ 18,000	
493 - Dodge	\$ 1,175	\$ 1,175	\$1,175(Lambton-Shores)
<b>Total</b>	<b>\$ 1,329,011</b>	<b>\$ 1,387,233</b>	<b>\$ 77,710</b>

Notes:

**Regional Conservation Areas** (A.W. Campbell, L.C. Henderson, Warwick, Highland Glen)

**Local Conservation Areas** (Shetland, Wawanosh, McEwen, Clark Wright)

**In Town Conservation Areas** (Strathroy, Coldstream, Dodge, Stranak, Crothers, Bridgeview)

Detailed budgets for specific conservation areas available upon request.

The areas are supported by employment programs, fundraising, friends of groups, St. Clair Region Foundation and grants programs from corporate and non-profit organizations.

<b>Non-Matching General Levy</b>	<b>Revenues</b>	<b>Foundation</b>	<b>Other</b>
\$ 1,100			
		\$ 1,000	
\$ 1,175			
		\$ 400	
	\$ 342,380		
	\$ 7,500		\$ 1,950
	\$ 560,293		
	\$ 344,050		
\$ 1,400			
	\$ 30,275		
\$ 10,000	\$ 8,000		
<b>\$ 13,675</b>	<b>\$ 1,292,498</b>	<b>\$ 1,400</b>	<b>\$ 1,950</b>

**Summary of Authority / Foundation Land Holdings**

	Hectares
Conservation Lands	556
Conservation Forests	81
McKeough Upstream Lands	746
McKeough Dam & Channel	236
Foundations Lands	317
Total	<u>1936</u>

Flood Easements 647  
 To ensure the wisest use of these lands, the Authority works with the public and private sectors by entering into various lease agreements including agricultural, residential and other resource management leases. 918 hectares are under lease.



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[www.scrca.on.ca](http://www.scrca.on.ca)

member of



Conservation Ontario Website:  
[www.conservationontario.ca](http://www.conservationontario.ca)



Board of Directors Meeting Highlights  
Held on November 21, 2019 at 8:30 AM  
at the Material Recovery Facility Board Room



**2020 Budget**

The recycling industry continues to be challenged by multiple forces at the same time creating conditions that are very difficult to steer though. The changes initiated by China in 2018 continue to affect our operation in 2019 and they are expected to have a significant impact in 2020 as well.

In 2019, the per share cost will rise to \$63.75. Co-collection and automated rates are based on the CPI rate of 1.7% as published by Statistic Canada for September. Commodity revenue for 2020 is based on current tonnages and the current prices. Prices have crashed this year as a result of oversupply worldwide. Grants are based on this year's award and an expected increase next year based on the program experience across the Province.

	2019 Budget	2019 Projection	2020 Budget	\$ Diff.	%
<b>Sales</b>					
Commodity Revenue	1,417,000	1,363,000	1,306,000	-57,000	-4.2%
Grants	2,218,000	2,413,000	2,621,000	208,000	8.6%
Municipal Levy	3,754,000	3,729,000	4,338,000	609,000	16.3%
Co-Collection Revenue	3,419,000	3,444,000	3,635,000	191,000	5.5%
Containerized Services	1,268,000	1,425,000	1,454,000	29,000	2.0%
Other	499,000	944,000	821,000	-123,000	-13.0%
<b>Total Sales</b>	<b>12,575,000</b>	<b>13,318,000</b>	<b>14,175,000</b>	<b>857,000</b>	<b>6.4%</b>
<b>Total Cost of Goods Sold</b>	<b>1,552,000</b>	<b>1,864,000</b>	<b>2,004,000</b>	<b>140,000</b>	<b>7.5%</b>
<b>Gross Profit</b>	<b>11,023,000</b>	<b>11,454,000</b>	<b>12,171,000</b>	<b>717,000</b>	<b>6.3%</b>
<b>Operating Expenses</b>					
<i>Total Administration Expenses</i>	791,000	911,000	955,000	44,000	4.8%
<i>Total Collection Expenses</i>	5,603,000	5,959,000	6,114,000	156,000	2.6%
<i>Total Processing Expenses</i>	2,313,700	2,516,000	2,460,000	-56,000	-2.2%
<b>Total Operating Expenses</b>	<b>8,707,700</b>	<b>9,385,000</b>	<b>9,529,000</b>	<b>144,000</b>	<b>1.5%</b>
<b>Operating Income</b>	<b>2,315,300</b>	<b>2,069,000</b>	<b>2,642,000</b>	<b>573,000</b>	<b>27.7%</b>
<b>Total Nonoperating Expense</b>	<b>2,490,000</b>	<b>2,509,000</b>	<b>2,613,000</b>	<b>104,000</b>	<b>4.1%</b>
<b>Net Change in Cash Position</b>	<b>-174,700</b>	<b>-440,000</b>	<b>29,000</b>	<b>479,000</b>	<b>-107%</b>
Share Charge	\$56.60	\$56.60	\$63.75	\$7.15	12.63%

Expenses in most categories are projected to be in line with the cost of living with the exceptions of a few key areas. In order to continue to attract the right talent with our skilled workforce, our wages and benefits remain under pressure from our competitors who are only too willing to offer sign in bonuses to steal our people. The China pressure for quality at low prices remains for the foreseeable future as a result of the commodity oversupply they have created in the market place. Energy prices are on the rise again, but we are spared that increase because natural gas prices have remained low but the new federal carbon tax is eating away at this advantage. Repairs and maintenance in the fleet area are climbing as equipment ages and reached its out of warranty life span. While the cost of living over the last decade was around 20%, the cost of our vehicles more than doubled during that same period. Insurance for our industry has dried up causing rates to double in one year. Finally, we know that EPR is coming to relieve some pressure, but it is still 3-6 year away. Those are years of uncertainty that make the waters rougher to navigate in the short term than they need to be.

### **Recycle Coach Among Select Innovators In Recycling Technology**

Recycle Coach has been recognized as an innovator in the recycling technology, materials usage, and product development space by the U.S. Environmental Protection Agency (EPA). Recycle Coach has been selected to appear in the 2019 America Recycles Innovation Fair in Washington, DC.



Creighton Hooper, President of Recycle Coach said of this accomplishment, "It's a privilege for Recycle Coach to appear alongside other innovative companies at the Fair and contribute to the recycling conversation. It also speaks to the efficacy and value of simplifying recycling education into engaging, simple, and fun lessons."

The 2019 America Recycles Innovation Fair is the EPA's first event showcasing innovators in the recycling industry. The Fair is a continuation of the EPA's efforts to elevate its role in the national conversation surrounding recycling, facilitating connections and spurring market development.

Exhibitors were evaluated and selected by the EPA based on the following criteria: impact, scalability, financial feasibility, and life-cycle approach.

### **Taking On the Takeout Container**

A new collapsible lunchbox has been introduced that makes takeout easier to transport as well as being better for the environment than the single-use equivalent. The MolaBox patent-pending design is easy to use and can eliminate every single piece of waste related to takeout food including cutlery. MolaBox is made using recycled materials and has a slimline design that's easy to carry around. The collapsible container has a leakproof multipurpose lid and comes with a bag to help carry the MolaBox around. MolaBox also includes a reusable fork and spoon and a divider to make it easy to transport different food items in the same container.



## Waste Disposal Planning Action

In the spring of 2017 the City of London (City) contacted the municipalities within the service area of the Bluewater Recycling Association (BRA) regarding two major waste management projects initiated by the City:

1. An Environmental Assessment (EA) as part of a long-term Residual Waste Disposal Strategy. The EA as prescribed by the Ministry of the Environment, Conservation & Parks (MECP), is looking at expansion of the City's existing W12A Landfill.
2. A long term resource recovery strategy that includes a focus on new, emerging and next generation energy recovery and/or waste conversion technologies that typically benefit from having a larger service area to attract materials for processing (i.e., beyond existing recycling and waste diversion programs).

The Association was supportive of both projects. London included our member municipalities within the service area for the proposed expansion of the W12A Landfill and included some waste from these municipalities in the design capacity. Complete details of the EA for the landfill expansion process can be found at [getinvolved.London.ca/WhyWasteDisposal](http://getinvolved.London.ca/WhyWasteDisposal).

The City has also undertaken several initiatives in the last two years with respect to new, emerging and next generation energy recovery and/or waste conversion technologies. The three most recent initiatives are:

1. Implementation of a Hefty® EnergyBag® Pilot Project for flexible plastic packaging started in October 2019 (details can be found at <https://pub-london.escribemeetings.com/Meeting.aspx?Id=1c365273-ca2d-4a08-be65-6758308ba8ae&Agenda=Merged&lang=English&Item=10>)
2. Signing an agreement with the University of Western Ontario in May 2019 with respect to a \$3.5 million research project on the "Thermochemical Conversion of: Biomass and Waste to Bioindustrial Resources" (details can be found at <https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=61160>).
3. Helping to establish the Resource Recovery Partnership (details can be found at <https://resourcerecoverypartnership.ca/>)

The City of London is preparing a request for proposals (RFP) for organic processing capacity. It will be released in early 2020. The scope of work, terms and conditions, and the quantity of organics to be managed has not been finalized. Subject to final London Council multi-year budget approval, organics processing capacity for London will be required by late 2021. The members of the Association will also be included in this initiative to provide options when and where needed.

## "Improving Ontario's Blue Box"

The government of Ontario is moving forward with the next steps in transitioning the Blue Box program to full producer responsibility. The process of the development of a new regulation that will define how the producer-run Blue Box system will work has started.

As you are aware, on August 15, 2019, Minister Yurek took the first step in transitioning the Blue Box program to full producer responsibility by directing Stewardship Ontario to develop a plan outlining how the existing municipally-run program will continue until producers take over full operation between 2023 and 2025.

As the next stage in this transition process is the development of a regulation under the Resource Recovery and Circular Economy Act as well as any regulatory amendments necessary to end municipalities' obligation to provide Blue Box services.

The ministry knows that there is strong interest in the Blue Box from a broad cross-section of producers, waste management industries, municipalities and non-profit organizations. Input from all these sectors will be key to ensuring that the transitioned Blue Box system is affordable for producers, workable for the waste processing sector, and effective and accessible for residents.

The ministry has established three working groups representing a broad collection of stakeholders interested in the new producer-led Blue Box system to inform the work on the regulations: producers; municipalities; waste management and packaging manufacturers.

The working groups will also inform the development of a policy paper to be released in spring 2020 for public consultation on the Environmental Registry, which will outline the key elements and proposed approach for a producer responsibility regulation under Resource Recovery and Circular Economy Act. This will include maintaining a convenient and accessible collection system, identifying a standardized list of materials to be collected (including considering how best to deal with single use plastics), and setting targets or other performance targets. You will also be engaged at that time to provide initial feedback on the new Blue Box system and an overview of the paper.

Based on feedback from this policy paper, a draft regulation will be prepared and consulted on later in the year. The goal is to finalize the regulation early in 2021.

The first group of Blue Box programs will transfer responsibility of their programs to producers starting January 1, 2023. By December 31, 2025, producers will be fully responsible for providing Blue Box services province-wide.

The transitioned Blue Box program will continue to be convenient and accessible for the people of Ontario. As you can see, transitioning the Blue Box program to producer responsibility will be a multi-stage process that will involve many opportunities for input.

## **Ontario Working to Establish An Official Day of Action on Litter**

Ontario is protecting what matters most and keeping our neighbourhoods, parks, and waterways clean and free of litter and waste by working to establish the province's first official day focused on the clean-up of litter on May 12, 2020.

Jeff Yurek, Minister of the Environment, Conservation and Parks, and Andrea Khanjin, Parliamentary Assistant, were at Innisfil Beach Park to announce the date for the first annual Day of Action on Litter, as part of Waste Reduction Week.

Reducing litter and waste in our communities, encouraging meaningful local environmental actions, and keeping the province clean and beautiful are key commitments in our Made-in-Ontario Environment Plan.

### **QUICK FACTS**

- Ontario generates nearly a tonne of waste per person each year.
- It is estimated that every 1,000 tonnes of waste diverted from landfill generates seven full-time jobs, \$360,000 in wages and more than \$700,000 in gross domestic product.
- More than 80 per cent of litter collected during volunteer clean-ups along the shorelines of the Great Lakes is plastic.

## **Ontario Government Announces New Digital Waste Reporting System**

We are modernizing government so that it works more efficiently and effectively for the people of Ontario by ensuring we have the right rules and regulations in place and supported by effective enforcement.

We are also following through on the commitments from the Made-in-Ontario Environment Plan to ensure waste is properly stored, transported, recycled, recovered and disposed.

The Ministry of the Environment, Conservation and Parks is proposing to change the mandate of the Resource Productivity and Recovery Authority (the Authority) to include digital reporting services through its registry for a wider range of waste and resource recovery programs. Combining digital services would save businesses time and money as there would be a larger group of users sharing common program costs and benefiting from the Authority's modern registry. The proposed changes will also ensure that ministry resources are focused on risk-based program compliance and enforcement activities, so that polluters are held accountable.

The proposed change in mandate for the Authority will require an amendment to the Resource Recovery and Circular Economy Act, the Environmental Protection Act and the Waste Diversion Transition Act.

The Authority is a non-Crown and not-for-profit corporation that currently oversees resource recovery and waste reduction programs, including a waste reporting registry for Ontario. Changes would allow the Authority to take on digital reporting services for a wider range of programs, as needed. At this time, the ministry is proposing to transition the reporting service for Ontario's Hazardous Waste program.

By moving towards a modern digital service, Ontario would be eliminating the administrative burden of processing over 450,000 paper documents for the hazardous waste program. This would support businesses by making it easier to submit all program reports electronically, saving time and money.

## Can I Refill Your Drink?

Scottish distillery Dunnet Bay has announced the introduction of a fully recyclable pouch for its Rock Rose gin brand. Rock Rose is well known in the market for its collectable hand signed ceramic bottles that are popular with drinkers. Shoppers are encouraged to keep their previously bought bottles and order 70cl pouches to refill their bottles. The pouch weighs 65 grams compared to 700 grams for a bottle. The pouches have been designed to fit through letterboxes. There is a significant saving of £4 over the price of



ordering a new ceramic bottle. The pouches can be returned to Dunnet Bay via a freepost postal recycling scheme. A four layer laminate pouch has been designed to lock in all the freshness of the gin, with an easy-to-use plastic spout closure. The refill solution will be recycled by TerraCycle. Dunnet Bay are also offering in-store refills at their distillery retail outlet.

## Refillable Packages On-The-Go

Algramo has already been featured in the Innovation Zone with their in-store refillable vending machines in their home market of Santiago, Chile. Now it's expanding to include a mobile refill unit. Customers bring a reusable plastic bottle back to a vending machine that travels around offering refills. An RFID code on the bottle gives discounts on future purchases to lock in consumers and create a habit of refillable behaviour. Brands aren't paying for added packaging, which reflects in the detergent being sold for up to 30% less than in store.



Consumers also get an additional 11% discount every time they return the pack. The cashless system also reduces risk of robbery. There are plans to extend the Unilever endorsed trial to the US market in due course as well as a pilot with Nestlé to sell pet food refills.

## Bringing Convenience to Refillable Packaging

Retailer Carrefour is testing a refill station for detergent in an outlet in Dubai. The 'Green Home' Zero-Waste refill station has been initiated in collaboration with Planet Pure and is part of the retailer's ongoing efforts to reduce single-use plastic. The business has calculated that if a shopper was to refill a 154 g bottle 10 times over a year, this would prevent the purchase of the equivalent of around 55 grams of single use plastic and therefore reduce their plastic waste by 70%. Customers have the option to buy reusable bottles and fill them with detergent instead of buying new bottles.

An RFID chip is embedded into the label of the reusable bottles so that the station unit can ensure that the right product is dispensed. Following the pilot test, it is hoped the refill station will be rolled out to additional stores in UAE in due course.



## Reducing Packaging in Personal Care

The Body Shop now has some 3,000 stores in more than 60 countries.

Like all retailers, it is under pressure to reduce the amount of packaging in the business. The cosmetics, skin care and perfume retailer has announced a new initiative that sees a refillable shower gel system installed in its busiest UK store. The new concept store in central London is an attempt to return to its roots.

The chain had previously scrapped a similar refillable scheme two

decades ago due to lack of shopper demand and confusion on how it worked. Times are different now and it is felt the new initiative could have real traction in the market. The Body Shop's trial refill station will initially just be for shower gel. The Bond Street store will also include a water station for shoppers to refill their beverage bottles. Aspects of the pilot are likely to be rolled out to stores in Europe and North America if successful.



## Yukon Recyclers Don't Want Your Glass Jars Anymore

Starting Nov. 30, Yukon recycling depots will no longer accept glass jars, containers, and other non-refundable glass. (CBC)

Get ready to pitch all those empty pickle and jam jars right into the garbage, Yukoners — local recycling depots don't want them.

The depots say they simply have no use for all the glass. Right now, a lot of it ends up crushed and sent to the landfill, and that puts a strain on the processors handling all the material.



So, they're putting a lid on it. Starting Nov. 30, Whitehorse processing facilities and rural depots will no longer accept glass jars, containers, and other non-refundable glass. They will however continue to accept refundable glass — beer, juice and liquor bottles.

Yukon does not have a glass recycling facility, and has never shipped the material out of the territory because of the cost.

Still, the local depots have long accepted all kinds of glass and crushed it up to be sold to local businesses or used in construction — for example, on walking paths or in sand-blasting material.



Some glass collected by the depots has been crushed and used on walking paths or sold as construction material, but the depots say it's not a viable business. That was a pretty small market, though.

Glass beverage bottles are also OK — some refillable beer bottles are used locally or sent south for refilling. Other drink bottles are crushed and used as landfill cover.



## The Recycling Partnership Announces First US Circular Economy Roadmap

The new “Bridge to Circularity” report calls for \$500M in investments by 2025 to transform the U.S. recycling system.

The Recycling Partnership has announced its first-ever roadmap aimed at addressing systemic issues in the U.S. recycling system and catalyzing the transition toward a circular economy for packaging. The report, “The Bridge to Circularity: Putting the ‘New Plastics Economy’ into Practice in the U.S.,” is inspired and endorsed by the Ellen MacArthur Foundation, which has a New Plastics Economy Global Commitment to unite more than 400 businesses, governments and other organizations behind a common vision to target and address plastic waste and pollution at its source.

According to the report, no single solution exists to transition to a circular economy, which is an economic system aimed at eliminating waste by keeping materials in use and regenerating natural systems. To build a bridge between the current system and an optimized circular system, The Recycling Partnership is calling for a set of concrete actions based on three distinct issues it says are currently undermining the U.S. recycling industry:

- The speed of packaging innovation has outpaced the capabilities of the U.S. recycling infrastructure. Most plastic packaging is either not being collected for recycling or is not currently recyclable. To meet the New Plastics Economy Global Commitment target that 100 percent of plastic packaging will be reusable, recyclable or compostable by 2025, the Recycling Partnership says brands, organizations and governments must align packaging with the realities of the current recycling system while also investing to advance the system.
  - Solution: “Pathway to recyclability.” The Recycling Partnership is initiating a more granular process detailing how to move a package from technically recyclable to commonly accepted for recycling with partners such as Sustainable Packaging Coalition (SPC) and the Association of Plastic Recyclers (APR). Collaboratives are also being launched with the goal of optimizing the system for multiple materials and packaging formats, including but not exclusive to plastics.
- As it stands, the U.S. recycling system cannot deliver the supply of recycled materials demanded by the Global Commitment. The report uses the case study of polyethylene terephthalate (PET) bottle recycling and finds an annual gap of over 1 billion pounds between the current U.S. supply and projected demand for recycled PET (RPET) in bottles, and that is just one packaging material type among many. The Recycling Partnership says it will be impossible for many companies to meet their ambitious recycled content commitments without significant interventions in the recycling system.
  - Solution: “Unlocking supply.” The Recycling Partnership will launch an industry-wide \$250 million residential recycling intervention to capture more than 340 million pounds of post-consumer plastics, in addition to over 2 billion pounds of other packaging materials. The report identifies specific strategies to put the capital to immediate use to benefit U.S. communities.
- Intractable, underlying challenges create a difficult environment in which to develop a sustainably funded and responsive future recycling system. Bold innovation, supported by transformative policy, is critical to tackling the extensive issues within the current system, the report says.

- o Solution: “Recycling 2.0.” This new initiative calls for \$250 million over five years to design and implement the recycling system of the future by advancing technology, building more robust data systems and enhancing consumer participation. In addition, in early 2020, a new policy proposal will be launched to address the unique challenges in the U.S. packaging system with the goal of achieving a sustainably funded recycling system for all materials.

“Our current recycling system is fundamentally underfunded and incapable of delivering a circular economy without dramatic evolution. With this report, we are providing the clear roadmap to create a new and improved recycling system of the future,” says Keefe Harrison, CEO of The Recycling Partnership. “We’re providing actionable solutions to help current and future partners build a sustainable and effective recycling system in the U.S.

“To make this a reality, we’re calling for \$500 million to fund these new initiatives. This will be the first step toward fully optimizing our nation’s recycling capabilities and ultimately building the bridge to a circular economy.”

### **Indonesia Accused Of Diverting Rejected Containers**

Activists are claiming that officials in Indonesia have re-directed illegal waste consignments from the US to other Asian countries instead of sending them back as promised.

An Indonesian NGO, Nexus for Health, Environment and Development Foundation (Nexus3), says it has identified 70 containers using information from a trusted source, of which 58 came from the US. It alleges 25 of the containers were shipped by Cosco, 20 by Hyundai and 13 by Maersk.

They were apparently deemed illegal by the Indonesian authorities because they contained large amounts of plastic and hazardous wastes in what was supposed to be paper scrap. They were part of a wider haul of illegal containers which the Indonesian government said on 20 September would all be returned to the relevant exporting countries.



The watchdog group Basel Action Network (BAN) claims that of the 58 US containers identified by Nexus3,

only 12 went back. It says it has traced the final destination of the others to India (38), South Korea (3) and Thailand, Vietnam, Mexico, the Netherlands and Canada (one each).

## Simcoe County Council On The Hunt For New Garbage Collector



Simcoe County solid waste manager Rob McCullough is ready to look for a new garbage collector. Waste Connections is the company collecting garbage throughout Simcoe County at the moment — and starting this summer, encountered difficulties meeting targets due to a driver shortage.

The county said about six per cent, or 9,000 stops, are being inconvenienced by collection delays per week. To maintain its service expectations, the county has used other contractors to catch up on the weekly waste collection, but those companies are no longer available for the job.

### **Eagle Vision Unveils CartSeeker for Automated Curbside Collection**

Eagle Vision Systems is unveiling CartSeeker™ a new solution for automated curbside collection.

Developed and tested with the City of Guelph, CartSeeker uses advances artificial intelligence (AI) Vision recognition to identify a curbside waste cart, pick it up, dump it, and replace it back on the curb without the need for drivers to manipulate a joystick. Benefits of the solution for municipalities and waste management contractors include decreased cycle time, reduced training time and increased focus on safety.

“This is one of those fortunate scenarios whereby its easier and simpler for the operators plus you get a cost decrease and increased safety at the same time.” says Jan d’Ailly, VP Business Development at Eagle Vision “We expect waste collection contractors to save up to 8% on the operating costs through the use of CartSeeker.”

As operators are no longer required to manipulate the joystick to enable cart collection, drivers’ attention and time can be focused on their surrounding environment – other vehicles, people and obstacles – to improve overall safety performance within the waste management fleet.

## **WSIB Sanctions More Driver Inc. Fleets**

The Workplace Safety and Insurance Board has sanctioned dozens more Ontario-based fleets for using Driver Inc. to avoid paying premiums.

Driver Inc. is a controversial business model that classifies fleet employees as independent contractors. The drivers are incorporated and receive their pay without any source deductions.

In September, the WSIB conducted risk-based audits of two trucking companies, each of which has had corrective debit adjustments of over \$200,000.

The WSIB uses data-driven approaches to identify Driver Inc. companies and other non-compliance in the sector. To assist in the detection of noncompliance, the WSIB has a hotline available for drivers to report companies forcing them into the Driver Inc. scheme. The number is: 1-888-745-3237

Now that the election is over, we need the CRA, the ESDC and the federal government to do their part as well. It is estimated that the federal government loses at least \$1 billion in tax revenue to Driver Inc. practices in the trucking industry.

## **Injury Rates For Waste Workers Increase, Although Data Shows Some Reasons For Optimism**

The waste and recycling industry had an increased rate of nonfatal workplace injuries and illnesses per 100 FTE workers, according to United States Bureau of Labor Statistics (BLS) data.

The United States Bureau of Labor Statistics (BLS) released its 2018 Employer-Reported Injury and Illness Report Nov. 7.

There were approximately 2.8 million nonfatal workplace injuries and illnesses reported by private industry employers in 2018, which occurred at a rate of 2.8 cases per 100 full-time equivalent (FTE) workers. This represents no change from 2017. While the injury rates were static overall, the data specific to the waste and recycling sectors showed the industry still has major safety challenges.

The waste and recycling industry had an increased rate of nonfatal workplace injuries and illnesses per 100 FTE workers. Year over year, the rate for general waste collection workers increased from 5.0 to 5.5. Solid waste collections saw the same year over year change. On a positive note, material recovery facility workers saw a significant injury rate decrease from 9.8 to 4.9 per 100 employees. Similarly, injury rates for solid waste landfill workers decreased from 5.3 to 3.9 per 100 employees.

In a release announcing the BLS data, NWRA announced it is committed to working with its members to make sure waste workers come home safely each day. Thirty states have passed Slow Down to Get Around laws that help to protect drivers and helpers when collecting refuse, and the association is working to expand the adoption of these laws.

NWRA is also leading the effort to reducing injuries and fatalities in the industry through its engagement with other associations. In particular, the NWRA notes that its alliance with the Occupational Safety and Health Administration (OSHA) and its partnership with the Environmental Research and Education Foundation (EREF), where the agencies are requesting proposals to provide a baseline analysis for what is occurring in the industry, are instrumental in the push for safer operations.



## How Anaerobic Digesters Are Helping Process Organics While Sustaining US Farms

Vanguard Renewables builds anaerobic digesters on farms in the U.S. to help solve organics disposal challenges.

Building anaerobic digesters (AD) in the United States to help solve food waste disposal challenges, produce renewable energy and reduce carbon emissions seemed like a no-brainer when John Hanselman and Kevin Chase, co-founders of Vanguard Renewables, began researching this technology in 2014.

But according to Hanselman, it was apparent more government support and source separation needed to happen for the systems to be successful in the U.S.

“Germany has 9,000 systems installed,” Hanselman says. “The U.S., at that point, had about 200. You dispose of food waste and animal waste and you make renewable natural gas. We asked, ‘Why hasn’t this happened?’ It doesn’t make any sense. It became obvious that it’s actually an incredibly complex series of interactions to make the digesters work.”

He adds, “The digester projects work beautifully in Germany because they have federal subsidies and tax credits” to support the installations.

In 2014, the Massachusetts Department of Environmental Protection banned businesses and institutions from disposing more than 1 ton of organics per week. Then, Vermont passed a law requiring large food waste generators to divert organics from landfill by 2020. Connecticut and New York have also passed laws requiring food waste generators to separate and recycle organics.

In addition, the U.S. Environmental Protection Agency, the U.S. Department of Agriculture and other state agencies started providing special funding for AD projects that help divert food waste from landfills.

“Small farm food waste co-digestion wasn’t something a lot of people had done in the U.S.,” says Hanselman, who has 30 years of experience in renewable energy. “We started the whole process thinking we were a renewable energy company. What we really found out was we’re a farm-based food recycler. Renewable energy is one of our byproducts, but the real business is working with waste haulers, food waste generators and our farm partners to build a really functional interaction between all three parties, which don’t necessarily coincide.”

The first step to entering a new market was for Hanselman and Chase to figure out how much food waste was available and how many digesters could be supported. Vanguard estimated there were between 2,500 to 3,000 tons of accessible food waste per day generated in Massachusetts that could support seven digesters. The next step was to identify farms that were located near food waste generators and hauling partners.

Jordan Dairy Farms, a sixth-generation family farm founded in 1885 in Rutland, was the first farm in the state to partner with Vanguard on an AD project. Operated by brothers Randy and Brian Jordan, the 950-acre dairy farm had survived over the years despite a sharp decline in dairy prices. Prior to the AD project, the farm struggled to pay its \$2,400 monthly electric bill.

“They realize dairy farmers are struggling to make ends meet,” Randy Jordan says. “There are days that are just really blue with challenges with weather or income. Vanguard Renewables, the digester, diverting food waste—all of this coming to life— has been a positive for us. It’s become critical to us.”

Vanguard built a 500,000-gallon AD on the farm in 2016. The digester processes 9,125 tons of manure and 20,000 tons of food waste per year into heat and renewable energy, which powers the digester, the farm and provides energy via metering credits to area businesses, including Worcester-based Polar Beverages. The farm also uses the “leftover liquid” from the AD process as odorless organic fertilizer for crops, which also results in cost savings for the farm. Jordan says he recently partnered with Vanguard to build a second digester.

Vanguard Renewables leases the land from the farm and owns and operates the digester, which can be operated remotely or on-site by a manual operator. Vanguard has built five digesters in Massachusetts, which have the capacity to process 500 tons per day.

“Our farmers are a little reluctant at first to allow us to build these machines on their property. In the beginning, we built a lot of bridges,” Hanselman says. “We had to learn what the farmer cares about, what the food waste generator cares about and what the hauler cares about. The most rewarding part of what we’re doing is being able to help out family farms.”

Vanguard also offers competitive pricing compared with composting facilities and landfills, Hanselman says.

Jeff Helgerson, owner of Jeff D Helgerson Excavating Inc., an excavating and hauling company based in Charlton, Massachusetts, says his company hauls nonhazardous industrial waste, including restaurant wastewater, to all five of the digesters in the state.

“Most wastewater treatment plants accepted [this waste] 15 years ago, but over the years, that created problems with sewer lines, and treatment plants started to refuse it,” Helgerson says. “We’re constantly trying to find different places to bring the waste.”

Helgerson started hauling the waste to Vanguard’s AD at Jordan Dairy Farms. Helgerson also hauls waste from local breweries to the digester daily, delivering roughly 9,000 gallons per load.

Helgerson says he gets six cents per gallon for hauling waste to area wastewater treatment plants and 11 cents per gallon for bringing it to the digesters, which makes AD the attractive choice. As an added benefit of AD, he says customers like to know their waste is going to produce renewable energy that comes along with the process.

Helgerson says he sees business picking up as more food waste generators are faced with disposal challenges. He adds that ADs may be “more of a trend” with wastewater treatment plants becoming more selective of incoming material.

Building AD systems on a small scale in Massachusetts has led to opportunities in other states that have passed organics-to-landfill bans. Vanguard has started construction of a new AD project on its sixth farm in Vermont and is in the process of permitting three farms in New York.

Hanselman says he expects the trend of organics-to-landfill bans to continue across the country, leading to company growth.

Today, there’s also a trend of Americans wanting to know where their food comes from. The demand for transparency is moving into the waste industry, which “has been critical to all of our sales,” Hanselman says.

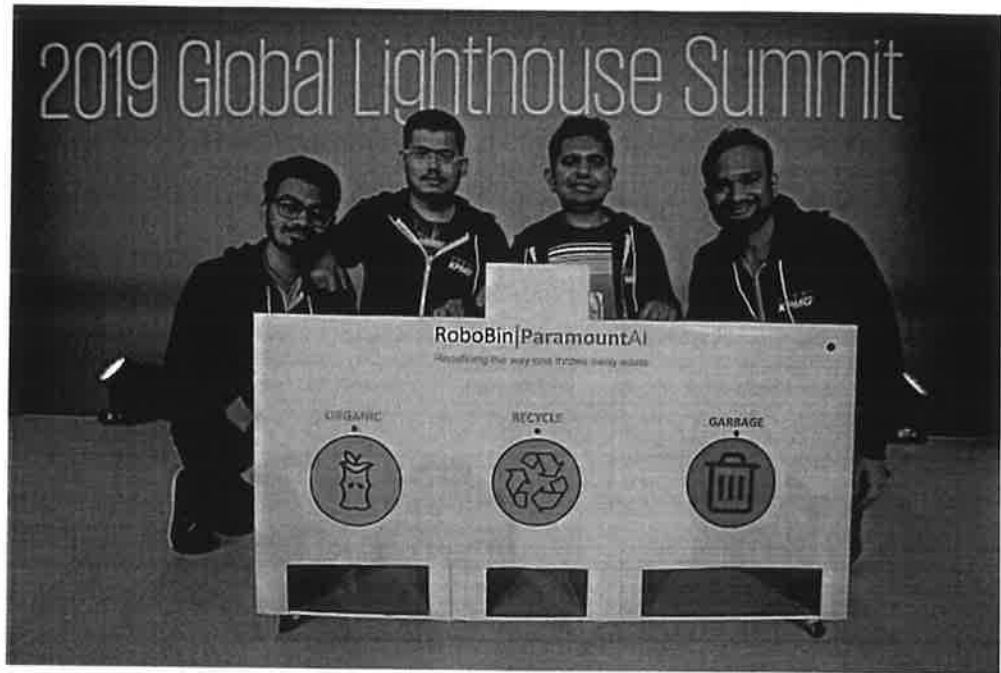
To this end, Hanselman says Vanguard is working with national food manufacturers on AD projects on a national scale.

## Garbage Or Recycling? U Of T Students Invent 'Robobin' To Make The Decision For You

You're standing in front of a public waste bin holding a takeaway cup, puzzled by the three options in front of you: garbage, recycling or organic. Sometimes it's a tough decision, but could it be easier with help from artificial intelligence (AI)?

Five University of Toronto masters students think so, and so to combat

bin confusion — which they say leads to a quarter of Toronto's recycling becoming contaminated — they invented RoboBin.



Paramount AI's RoboBin won first place in KPMG's second annual Ideation Challenge, a worldwide competition to develop solutions to problems facing businesses using AI. The U of T team beat out 600 other applicants from 65 universities across nine countries in May.

The AI-powered waste management system uses photos to help sort out what waste is what. They uploaded over 35,000 images of waste into the system in order to train it to identify characteristics of garbage, recyclables and organics.

The user places a piece of waste into RoboBin, they push a button, and the system uses AI to scan the item before mechanically moving it into the correct bin.

The team says they will incorporate feedback from the images to improve and increase the machine's accuracy.

Paramount AI says the machine not only helps to combat climate change, it also counters the economic consequences of improper recycling.

In 2018, then general manager of waste management services for the City of Toronto Jim McKay told CBC Toronto he estimated that each percentage point decrease in contamination could lower recycling costs in the city by \$600,000 to \$1 million a year.

The team says their company kept this information in mind when creating their prototype and they say they are confident their invention could help with those savings. Many Canadians are recycling wrong, and it's costing us millions

## Find A Way To Recycle Appliances By December 2020, Quebec Tells Manufacturers

Quebec will invest \$90 million to fund the program, which will prevent manufacturers from passing the recycling costs along to consumers.



Manufacturers that produce appliances identified as sources of greenhouse gas emissions will be obliged as of Dec. 5, 2020, to establish a system that will see those products recovered and recycled once they can no longer be used.

Quebec Environment Minister Benoit Charette made the announcement on Monday in Montreal.

“This measure will allow emissions to be reduced by 200,000 tonnes a year, the equivalent of 60,000 cars,” said Charette.

Carbon dioxide and methane are the gases most commonly associated with climate warming. However the hydrofluorocarbons present in many appliances such as refrigerators are much more potent greenhouse gases.

Quebec will invest \$90 million from 2020-2031 to fund the program, to prevent manufacturers from passing the recycling costs along to consumers.

Other household appliances targeted by the regulation include freezers, air conditioners, washers and dryers, electric ranges and dishwashers.



## **EREF Releases Analysis On National Landfill Tipping Fees**

Municipal solid waste (MSW) landfill tipping fees in the U.S. continue to rise, with fees increasing from 2018 to 2019 by \$2.74, or 5.2 percent, according to new research from the Environmental Research & Education Foundation (EREF).

The EREF Data & Policy Program's recently released 2019 Landfill Tip Fee Data report found the national average MSW tip fee is now \$55.36 per ton.

EREF says it maintains a database of MSW landfills across the U.S. from which it draws samples for analysis of tipping fees. The organization says for its most recent report, landfill owners were contacted and asked to provide gate rate information for MSW disposal, supplemented by current website information on fees.

The report is a culmination of data obtained from 392 landfills categorized as large, medium or small based on accepted tonnage. Of the landfills providing gate rate information, approximately:

- 15 percent were large, accepting more than 390,000 tons per year;
- 44 percent were medium, accepting between 390,000 and 65,000 tons per year; and
- 41 percent were small, accepting less than 65,000 tons per year.

The small landfills reported an average of 26,150 tons per year, while medium landfills and large landfills accepted 163,010 tons per year and 831,480 tons per year, respectively.

The overall national average tip fee increased from \$52.62 per ton in 2018 to \$55.36 per ton in 2019. EREF also compiled data by geographic region and found the Pacific region of the U.S. (which includes Alaska, Arizona, California, Hawaii, Idaho, Oregon and Washington) has the highest tipping fee in the nation at an average of \$73.03 per ton. This rose by \$4.50 per ton compared with 2018 rates.

The South Central region (which includes Arkansas, Louisiana, New Mexico, Oklahoma and Texas) has the lowest tipping fee at an average of \$40.92 per ton, which is \$5.31 higher than in 2018.

The Mountains/Plains region of the U.S. (which includes Colorado, Montana, North Dakota, South Dakota, Utah and Wyoming) saw the largest annual increase in its tipping fees, raising \$5.94, or 13.3 percent, from 2018 to an average of \$50.71 this year.

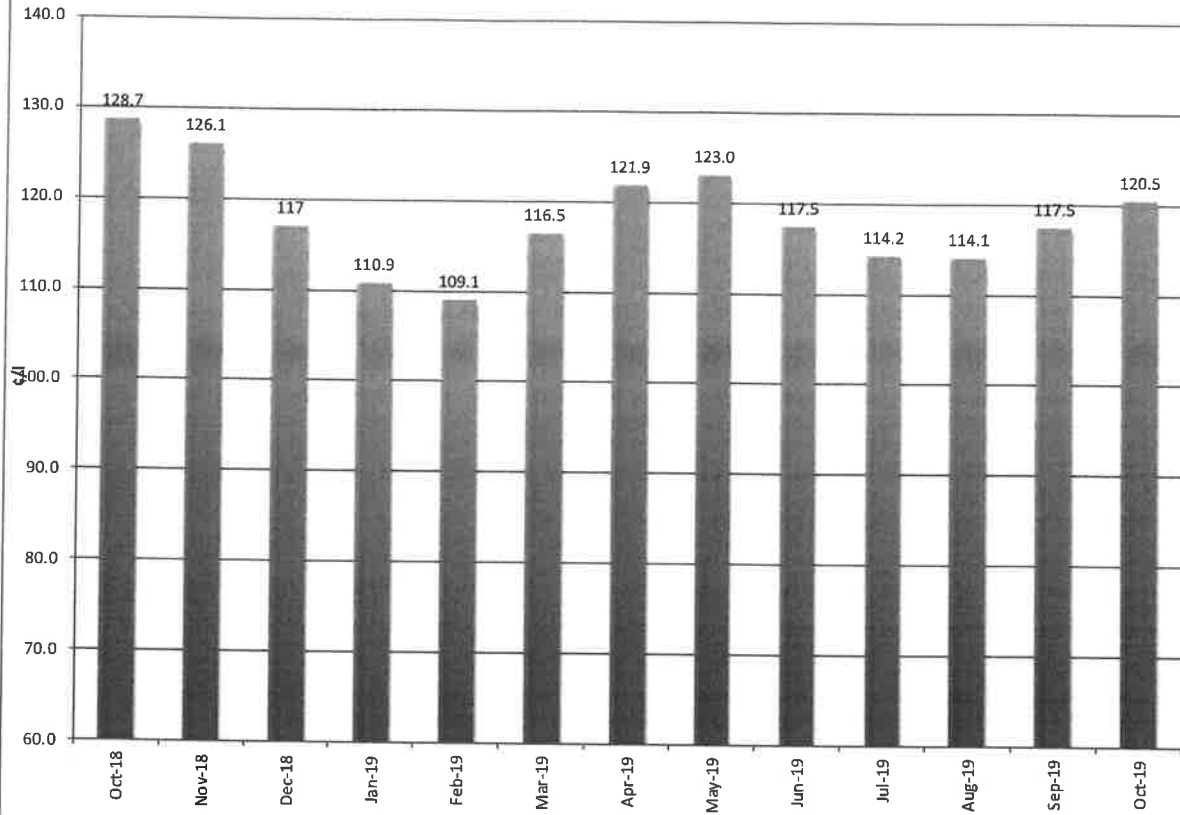
Compared with 2018, average regional tip fees increased in all regions except for the Northeast, where tip fees decreased by 2.8 percent (-\$1.91), in part due to the closure of landfills that previously had high tip fees due to limited remaining capacity, EREF says.

Four-year trends in average tip fees show a continued increase in the national average MSW tip fee with an average year-over-year increase of 3.5 percent from 2016 through 2018. Tip fees in the Northeast and Pacific remain notably higher than the rest of the U.S., with the Pacific region having the highest tip fees for the second year in a row. The Mountains/Plains region surpassed the Midwest for the third highest regional tip fees in 2019. The Southeast and South Central continued to be the least expensive regions for MSW landfill disposal.

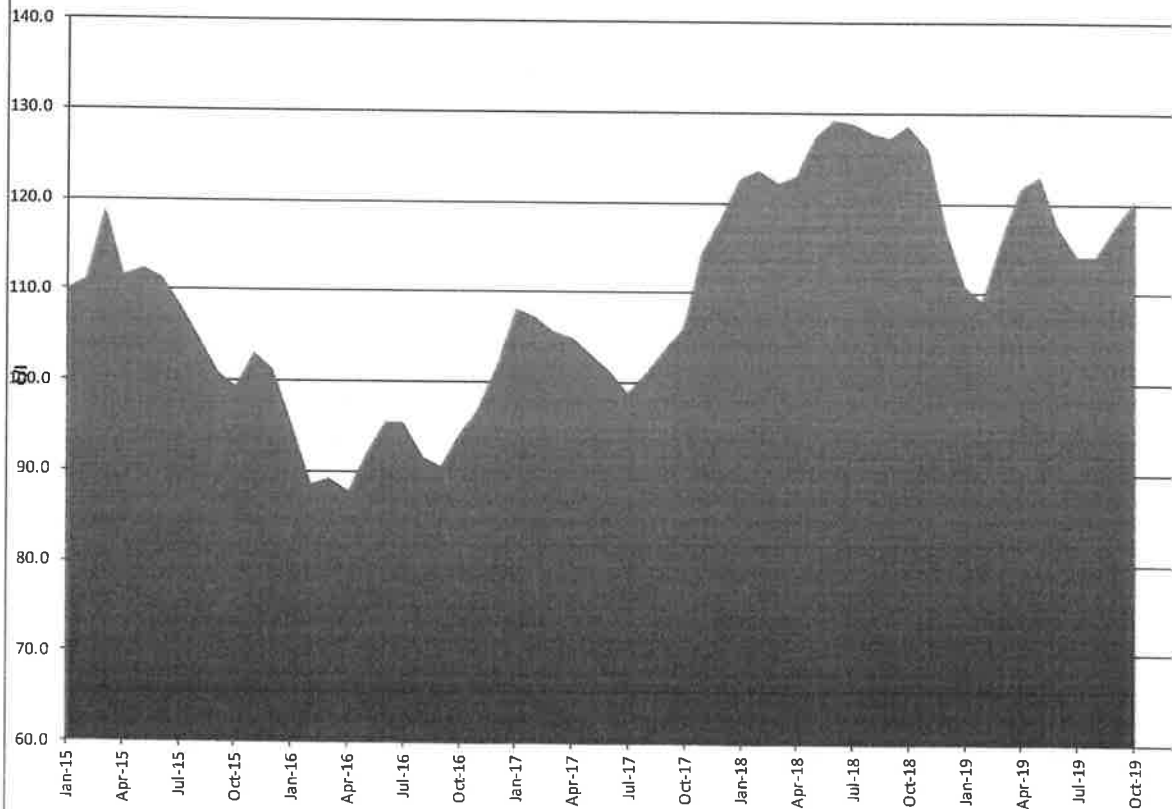
On a state-basis, MSW landfill tipping fees vary substantially. Average state tipping fees range from \$29.82 (Kentucky, Southeast region) to \$154.92 (Alaska, Pacific region) per ton of MSW. A tip fee is not provided for Connecticut, Massachusetts and Vermont, as facilities or tip fees for MSW could not be identified.

The average MSW landfill tip fee was \$59.93 per ton for states with WTE in 2019. In states without WTE, the average MSW tip fee was \$53.58 per ton. For the full report, visit EREF's website.

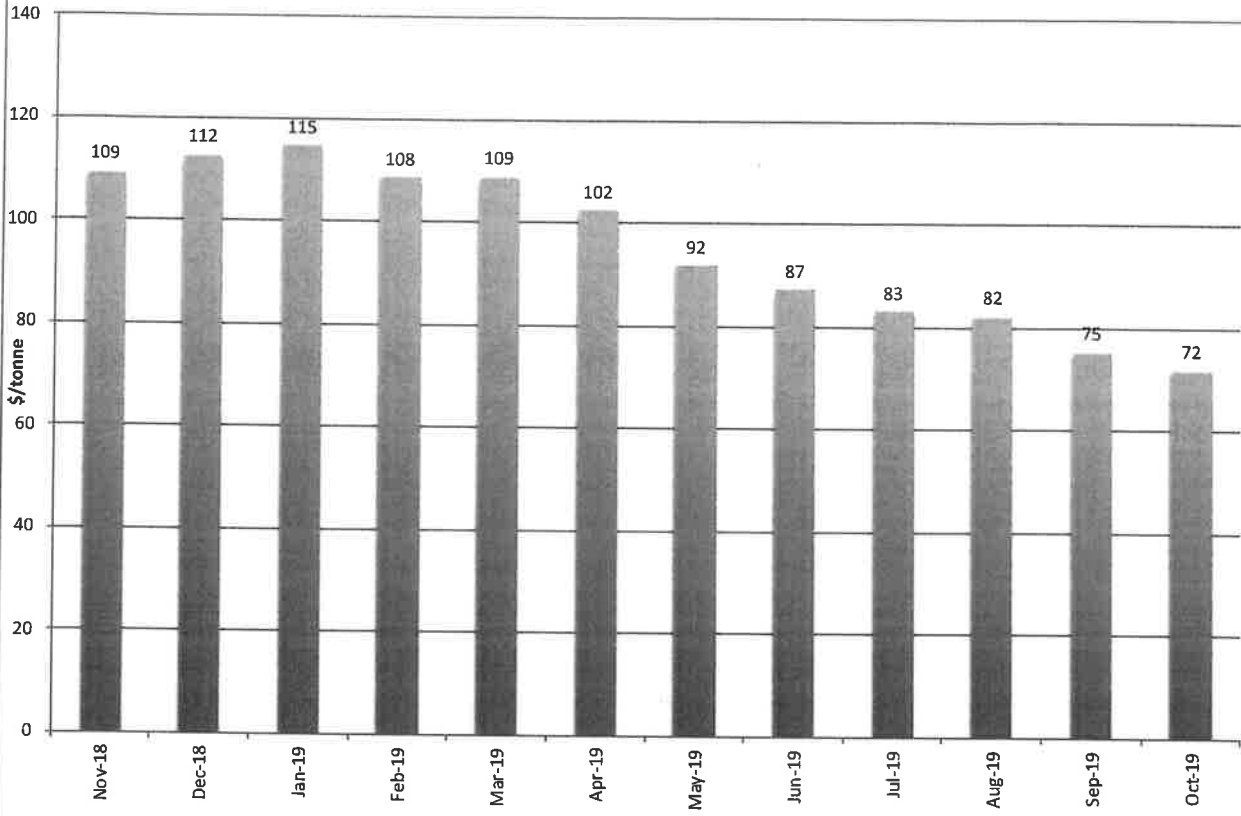
### Diesel Price (Retail incl. Tax)



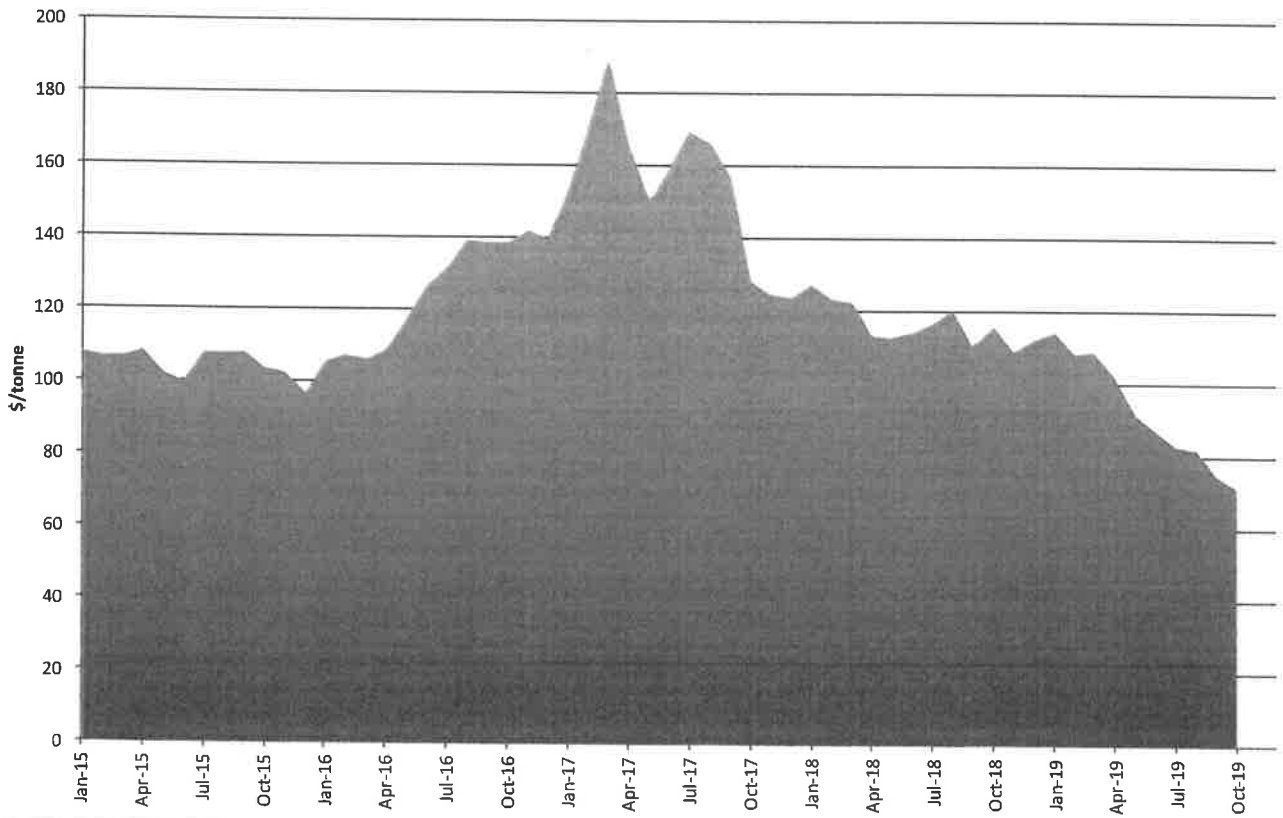
### Diesel Price (Retail incl. Tax)



### Commodity Prices



### Commodity Prices





Hello:

On behalf of the Bluewater Recycling Association, it is my pleasure to provide your final numbers for your 2020 budget.

The Board of Directors approved the Association's 2020 budget in principle on Thursday October 17<sup>th</sup>, 2019. The final approved budget was accepted on November 21<sup>st</sup>.

The board approved an increase of 12.63% in the recycling fees for 2020. This will increase the "share" cost to \$63.75 per year compared to a CPI adjusted rate of \$76.85 since inception.

The co-collection fees represent the garbage portion of your collection services, if applicable. These fees are based on your individual agreements with the Association and are subject to the September to September cost of living increase in Ontario during this period. Statistics Canada published an increase of 1.7%.

Therefore, the numbers applicable to your municipality in 2020 are as follows:

2020 Recycling Fees	\$ 77,986.65
2020 Collection Fees	\$ 73,829.90

Any disposal services provided by the Association will also be adjusted by 1.7% for 2020. Actual amounts for disposal are always based on actual disposal which is subject to some variation from year to year.

Please note your total units serviced will be revised January 1<sup>st</sup> 2020 to reflect any change in households numbers during the 2019 calendar year, therefore please expect a small adjustment to the numbers provided above.

Should you have any questions, please do not hesitate to contact me at 519-228-6678 extension 224.

Thanks,

**Michelle Courtney CPA, CA** | Controller

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November 28<sup>th</sup>, 2019

Dear Member:

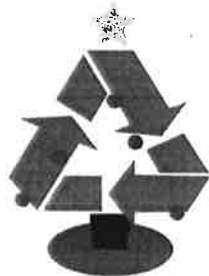
On behalf of the Bluewater Recycling Association, I am pleased to announce that it is time again for our annual Christmas Tree Chipping Program. This is a free service available exclusively to our active members only.

The Association will make arrangements to travel to each of its member municipalities who are interested in chipping their Christmas trees. Only members who request this service prior to Friday, **December 20<sup>th</sup>, 2019** will be able to participate. The Association will chip the trees and **either take the chips away or leave them behind as requested**. It is your responsibility to collect the trees or arrange for a central drop off point where chipping can be performed. The last day to drop off trees at the drop off points will be **January 8<sup>th</sup>, 2020**.

If your municipality would like to participate or if you have any questions, please give me a call at 519-228-6678 ext. 234, or send me an email and indicate the exact location for pick up and if you want us to leave the chips or take them away.

**With Season's Greetings,**

Jillian Elliott  
Human Resources Generalist  
[jillian@bra.org](mailto:jillian@bra.org)





November 26, 2019

## ROMA and OGRA Discuss Future Opportunities

Representatives of the Ontario Good Roads Association (OGRA) met with the Rural Ontario Municipal Association Board on November 15, 2019 to discuss how the two organizations can collaborate in the future.

Both groups agreed to look for opportunities to work together on shared policy priorities that will support and strengthen Ontario's rural municipalities.

The discussion also covered the matter of joint conferences. It was agreed that it would make sense to revisit this conversation in the future, given current commitments of both ROMA and OGRA related to their individual conferences.

"We look forward to working with OGRA on ways to strengthen our collective advocacy," said ROMA Chair Allan Thompson. "Ontario's rural community faces a broad range of challenges and it is important to work with others to advance our goals. It's also critical to keep the spotlight on rural issues and ensure the sector has a strong and effective voice."

"The opportunity to have a constructive dialogue with ROMA reminded us that the strength of OGRA is directly linked with our ability to work with like-minded organizations like ROMA to advance the interests of our members," OGRA President, Rick Kester. "We are excited to continue this discussion".

A handwritten signature in black ink, appearing to read "Allan Thompson".

Allan Thompson  
ROMA Chair

A handwritten signature in black ink, appearing to read "Rick Kester".

Rick Kester  
President, OGRA







## Greetings from OPP Municipal Policing Bureau!

We are pleased to present you our News Bulletin for Ontario Provincial Police (OPP)-policed municipalities.

The results of the survey, we sent you in Spring 2019, indicated your interest for enhanced communication with more frequent updates on OPP municipi-

pal policing. You spoke and we listened.

We will issue publications as news on OPP innovations, efficiencies and updates on municipal policing matters become available.

Now that your municipality has

received the 2020 Annual Billing Statements, we encourage you to visit [www.opp.ca/billingmodel](http://www.opp.ca/billingmodel) and review our updated documents.

Should you require additional information or wish to send us feedback please contact us at (705) 329 6200 or [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)

## 2020 Annual Billing Highlights

2019 was the last year of the phase-in strategy that capped cost increases and decreases

The 2020 estimated Base Services cost is the lowest since 2015 at \$183.23 per property

Almost  $\frac{3}{4}$  of all OPP-policed municipalities under the current billing model pay less than the average cost per property of \$358 in 2020

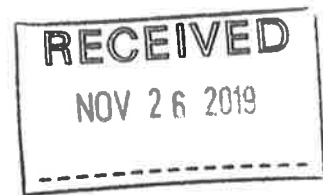
The average cost per property has been relatively stable and overall cost recovery has increased by approximately 1% since 2015

## Come visit us at booth 414 at 2020 ROMA conference

The OPP Municipal Policing Bureau actively participates in events and conferences that add value to our relationships with our municipal policing partners. We would like to remind you that Municipal Policing Bureau representatives will be available to meet with you at the Rural Ontario Municipal Association (ROMA) Conference held in Toronto, ON, January 19-21, 2019. We will be at booth #414 in the Lower Concourse, Sheraton Centre Toronto Hotel. Drop in to have a casual discussion and meet Municipal Policing Bureau members.

Should you wish to have a more formal discussion in relation to the billing model, your municipality's Annual Billing Statement or municipal policing arrangement with the OPP, please contact us at [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca). Submit your request along with a brief description of the topic you wish to discuss, and specify any time you are not available on January 21, 2019.





## ALVINSTON REGIONAL ATOM SILVER STICK

C/O TRAVIS DUNCAN  
PO BOX 277  
ALVINSTON, ON NON 1AO  
Cell: (519) 330-8516  
Home: (226) 846-3291  
**alvinstonatomsilverstick@gmail.com**

November 26, 2019

Municipality of Brooke-Alvinston  
3236 River Street  
Alvinston, ON NON 1AO

Attention: Council Members

Dear Council Members:

**Re: Alvinston Atom Regional Silver Stick**

Plans are under way for the 30<sup>th</sup> Annual Alvinston Atom Regional Silver Stick Tournament to be held at the Brooke-Alvinston-Inwood Community Centre Complex from December 27 - 30, 2019.

For several years, Council has sponsored the "B" Championship Banner for this tournament. We are requesting, once again, that you sponsor this banner at a cost of \$135.00.

The Brooke-Alvinston-Inwood Community Centre has also placed a \$25, ¼-page advertisement and the Township of Brooke-Alvinston a \$50, ½-page advertisement in the Annual Tournament Program, which contains the tournament schedule and player rosters for all teams participating.

Your past support has been very much appreciated and we look forward to your continued support to assist us in organizing another successful tournament in 2019.

Sincerely,

Travis Duncan  
Tournament Director

**From:** becky <[becky.ryan\\_22@hotmail.com](mailto:becky.ryan_22@hotmail.com)>  
**Sent:** Thursday, December 5, 2019 11:36 AM  
**To:** Janet Denkers <[jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)>  
**Subject:** 2019 Silver Stick Sponsorship

Good afternoon!

Silver Stick is fast approaching and we are reaching out to enquire if businesses are interested in sponsoring the Pee Wee and Bantam Regional Silver Stick Tournament that is held in Watford. Last year The Municipality of Brooke Alvinston purchased a half game ice time at the cost of \$40. Please let me know if you would be interested in sponsoring in the same way again this year.

The mailing information for cheques payable to Watford Silver Stick is:

Attn: Graham McLean

PO Box 104

60 Sunset Ave

Watford

NOM2S0

On behalf of the Watford Silver Stick, thank you for your time and consideration and for your community involvement in the tournament in the past.

If you have any questions, please let me know.

Regards,  
Becky Rivett

## Janet Denkers

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**From:** issylvester issylvester <issylvester@sympatico.ca>  
**Sent:** Wednesday, December 4, 2019 8:57 PM  
**Subject:** Meadowview Villa sponsor request

Another year is coming and we are asking for your support for our monthly card parties. This is one of our fund-raising projects so we can provide extra comforting pleasure for our residents. Would you continue to sponsor a card party involving 20/25 Dutch auction, 6 card party prizes for scores, and lunch on the 2nd Tuesday of the month at 7pm or a financial donation of \$150.00. The Mayor and council members are welcome to attend. We pay for bus trips, musical entertainment, birthday flowers, Christmas gifts and ice cream treats weekly. Everything is getting more expensive, and we could use your help. Would you help us by sponsoring card party or a \$150.00 financial contribution? Please make cheques out to Meadowview Villa Auxiliary and can be mailed to Shannon Inglis, 417 England Ont., N0N 1R0. Isabell Sylvester, Secretary. Would you please email me a reply letting me know you have received this memo. Thanks

Card Party  
January 14, 2020





## CLERK ADMINISTRATOR STAFF REPORT

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Report to: Mayor Ferguson and Members of Council  
From: Janet Denkers, Clerk Administrator  
Date: December 12, 2019  
Subject: OPP Contract

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### BACKGROUND

Council was presented with the draft OPP contract at the November 28, 2019 meeting with a price of \$407,867 (for 2020) for a recommended 4 year term. After discussion, staff were directed to explore a one year vs. four year contract. A copy of the draft contract was provided at the November 28<sup>th</sup> meeting.

### COMMENTS

In discussion with the Detachment Commander of the Lambton County Detachment of the OPP, the following details were provided:

- Generally contracts are only offered for 3-6 year terms; there is no option for a 1 year term
- There is no cost saving by being in a contract or separating from the Lambton Group contract. Billing is the same regardless
- Benefits of being in the contract:
  - i) Civilian oversight through the Lambton Group Police Services Board
  - ii) Access to the detachment enhancements and grant funding (eg. RIDE checks, mental health nurse, MHEART team etc.)

If the Municipality opted to not sign the current contract, Brooke-Alvinston could obtain their own contract (like Point Edward) and form their own Police Services Board which will cost the municipality extra money.

If the Municipality opted for no contract, civilian oversight and grant funding access is removed. Billing is the same.

### RECOMMENDATION:

That Council approve a four year contract with Lambton County OPP.







## CLERK ADMINISTRATOR STAFF REPORT

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Report to: Mayor Ferguson and Members of Council  
From: Janet Denkers, Clerk Administrator  
Date: December 12, 2019

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### BACKGROUND - Committee of Adjustment –Members of the Public

The Municipal Committee of Adjustment is comprised of five (5) members. Two are appointed Council members and three (3) are members of the public.

Each member of the public is appointed for a three year terms in order that the committee maintains consistency over the years and current members will retain experience amongst them. Members of the public can serve up to two consecutive terms.

The current committee members are:

Councillor Frank Nemcek	
Councillor Wayne Deans	
Nancy Faflak	appointed until Feb. 2020
Christa Sawyer	appointed until Feb. 2021
Doug Smith	appointed until Feb. 2022

**Recommendation:** That the advertisement below requesting applicants to fill the vacant position on the Committee of Adjustment be advertised in the Standard Guide Advocate and Petrolia Independent as well as on the municipal website, facebook page and bulletin board with a closing date of January 10, 2020; and that the Clerk Administrator and two members of the County of Lambton Planning Department interview the qualified candidates; and that a recommendation for a new member be discussed at the January 23, 2020 regular session of Council.



Municipality of Brooke-Alvinston  
Committee of Adjustment

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The Municipality of Brooke-Alvinston is looking to fill a vacancy on the Committee of Adjustment effective February 1, 2020. As a member of this committee, you will review and make decisions on applications for severances and minor variances, and other planning issues. The appointment is for a three year term.

Interested individuals should send a letter indicating their willingness to be appointed to the Committee of Adjustment. Attendance at meetings will be mandatory. You will be required to prepare for meetings on your time. Training will be provided. Previous municipal or planning experience would be an asset.

Applications will be accepted until 12:00 pm on Friday, January 10, 2020 to the address noted below:

Municipality of Brooke-Alvinston  
Attention: Janet Denkers, Secretary-Treasurer, Committee of Adjustment  
3236 River Street  
P.O. Box 28  
Alvinston, Ontario N0N 1A0  
Email to: [jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)

We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act and will be used for the purpose of candidate selection.



## CLERK ADMINISTRATOR STAFF REPORT

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Report to: Mayor Ferguson and Members of Council  
From: Janet Denkers, Clerk Administrator  
Date: December 12, 2019  
Subject: 2020 Meeting Schedule

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### BACKGROUND

The Procedure By-law states that:

In general, Regular Meetings will be held in the Council Chambers at 4:00 p.m. and 7:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month respectively (excluding the 4<sup>th</sup> Thursday in August and the 4<sup>th</sup> Thursday in December) and will be communicated in accordance with the Municipality of Brooke-Alvinston Notice Policy and that; The annual Regular Council meeting schedules will be updated by the Municipal Clerk and will be posted on the Municipal Website and circulated by the Municipal Clerk annually.

At the start of this term of Council, staff were directed to schedule the meetings every two weeks with the schedule being revisited in the second year of the term to consider a three week rotation.

### COMMENTS

- i) Three week Council schedule

Council agendas are prepared approximately 6 (working days) from when minutes of the last council meeting are compiled. With this short timeline, there are administrative issues resulting in additional or new information being introduced at the meeting and not included in the agenda packages. In addition to the short timeline, the one-week turnaround of regular council meetings poses challenges for finalizing minutes and responding to questions raised during Council or following up on direction given.

A survey of area municipalities of similar populations was done with the following results:

MUNICIPALITY	FREQUENCY OF MEETINGS
Dawn-Euphemia	Bi-monthly
Warwick	Monthly
Enniskillen	Bi-monthly
Southwest Middlesex	Bi-monthly
Adelaide Metcalfe	Bi-monthly
Point Edward	Monthly
Oil Springs	Monthly

ii) Time of Meeting

Council currently alternates between a 4 p.m. and 7 p.m. start respectively with drain or planning meetings generally scheduled 15 minutes prior to the regular meeting time.

A consistent 4 p.m. start time is being recommended for Council consideration as it offers several benefits including:

- a costs savings in staff overtime,
- the opportunity for a more fulsome work/life balance for Council members and staff
- allows Council the opportunity to partake in the numerous events members are asked to attend during evening hours.
- consistent start time is beneficial to delegations who work during the day and have other obligations in the evening.
- consistent time for members of the public

The earlier daytime start may limit the opportunity for some delegates to appear before Council should they wish to speak to an item. It is worth noting that there has been only one issue raised by the public to date regarding the start time of meetings and staff were able to schedule the delegation at a later time in the meeting. In this manner, should a delegation not be able to promptly be at the meeting for 4 p.m., a later scheduled time could occur (e.g. 5 p.m. since meetings are generally 1-1.5 hours in length).

Council approved the technology enhancements of iCompass which is the first phase to move towards electronic agendas and minutes as well as potential recording equipment (set for discussion at the 2020 budget deliberations) which will allow for more transparency of agenda documents and meetings for the public.

Should Council wish to change the schedule, amendments to the Procedure By-law will be required.

**FINANCIAL CONSIDERATIONS:**

Efficiencies in adopting a three week meeting schedule will be realized with an approximate \$5,315 savings / year in Council pay and time in lieu accumulated for staff in attendance.

22 meetings/ year (status quo)  
\$1,063 / meeting  
\$23,386 / year (excluding special meetings)

Holding a meeting every three weeks regular meetings only:

17 meetings / year (meetings held every three weeks)  
\$1,063 / meeting  
\$18,071 / year (excluding special meetings)

**RECOMMENDATION:**

That Council approve a three week Council meeting schedule with a start time of 4:00 p.m.; that the procedural by-law be amended to reflect the meeting frequency change; and that the schedule of meetings be posted on the website for 2020.

3 Week Schedule

# 2020

January							February							March							April						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4						1	1	2	3	4	5	6	7				1	2	3	4	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31	23	24	25	26	27	28	29	29	30	31	26	27	28	29	30							

May							June							July							August							
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
				1	2		1	2	3	4	5	6			1	2	3	4					1					
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	26	27	28	29	30	31	23	24	25	26	27	28	29
31																					30	31						

September							October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5	
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
27	28	29	30	25	26	27	28	29	30	31	29	30	27	28	29	30	31										

<https://www.vertex42.com/calendars/printable-calendars.html>

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Status Quo

# 2020

January							February							March							April						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4						1	1	2	3	4	5	6	7				1	2	3	4	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31	23	24	25	26	27	28	29	29	30	31	26	27	28	29	30							

May							June							July							August							
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
				1	2		1	2	3	4	5	6			1	2	3	4					1					
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	26	27	28	29	30	31	23	24	25	26	27	28	29
31																					30	31						

September							October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5	
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
27	28	29	30	25	26	27	28	29	30	31	29	30	27	28	29	30	31										

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ROMA - Jan 18-21  
 OGRA - Feb 23-26  
 AMO - Aug 16-19



## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>ASSETS &amp; LIABILITIES</b>					
01-0000-0495	003073 AON REED STENHOUSE INC.	3640000033260 VFIS ANNUAL	11-13-19	11-13-19	3,767.04
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANAD.	NOV2019 SUNLIFE BENEFITS	11-01-19	11-01-19	316.96
01-0000-0610	000185 DON MCGUGAN	NOV2019 TAX OVERPAYMENT	11-04-19	11-04-19	2,001.00
01-0000-0610	003281 JEAN CARR	NOV2019 REFUND ON TAX ACCOUNT	11-06-19	11-06-19	668.18
01-0000-0610	003282 SANDRA HUCKLE	NOV2019 REFUND ON TAX ACCT	11-12-19	11-12-19	548.00
		Account Total			3,217.18
01-0000-1051	003073 AON REED STENHOUSE INC.	3640000033260 VFIS ANNUAL	11-13-19	11-13-19	4,193.10
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	OCT2019 DEDUCTIONS	11-12-19	11-12-19	15,486.05
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	OCT2019 WSIB PREMIUM	11-12-19	11-12-19	2,846.57
01-0000-2292	000370 MINISTER OF FINANCE -EHT	OCT2019 EMPLOYER HEALTH TAX	11-12-19	11-12-19	1,280.64
		Account Total			4,127.21
01-0000-2293	000011 BMO INVESTMENTS INC.	OCT2019 EMPLOYEE RSP	11-12-19	11-12-19	706.32
01-0000-2293	000085 EQUITY ASSOCIATES	OCT2019 EMPLOYEE RSP	11-12-19	11-12-19	831.96
01-0000-2293	000087 BMO NESBITT BURNS	OCT2019 EMPLOYEE RSP	11-12-19	11-12-19	1,522.00
		Account Total			3,060.28
01-0000-2425	002798 CALVIN SCHOUTEN	NOV2019 REFUND OF BLDG PERMIT-17-010	11-15-19	11-15-19	209.89
		Department Total			34,377.71
<b>GOVERNANCE</b>					
01-0240-7399	002734 THE INDEPENDENT	10313 REMEMBRANCE DAY AD	11-12-19	11-12-19	56.50
01-0240-7399	000279 BMO BANK OF MONTREAL	OCT2019 REMEMBRANCE AD	11-04-19	11-04-19	63.28
01-0240-7399	000279 BMO BANK OF MONTREAL	OCT2019 COUNCIL JOURNALS	11-04-19	11-04-19	22.59
		Account Total			142.37

### Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0240-7610	000225 ROYAL CANADIAN LEGION, BR. 249	2019 - POPPY DONATION - POPPY FUND	11-15-19	11-15-19	50.00
Department Total					192.37
<b>COUNCIL SUPPORT</b>					
01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD.	NOV2019 SUNLIFE BENEFITS	11-01-19	11-01-19	855.27
01-0241-7301	000279 BMO BANK OF MONTREAL	OCT2019 OFFICE PRINTER	11-04-19	11-04-19	146.89
01-0241-7350	000279 BMO BANK OF MONTREAL	OCT2019 ROOM CREDIT	11-04-19	11-04-19	-40.11
Department Total					962.05
<b>CORPORATE MANAGEMENT</b>					
01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD.	NOV2019 SUNLIFE BENEFITS	11-01-19	11-01-19	1,241.05
01-0250-7301	000165 MANLEY'S BASICS	1072136 OFFICE SUPPLIES	11-06-19	11-06-19	40.66
01-0250-7301	000165 MANLEY'S BASICS	1072471 OFFICE SUPPLIES	11-12-19	11-12-19	63.27
Account Total					103.93
01-0250-7304	002652 RCAP LEASING	NOV2019 COPIER LEASE	11-01-19	11-01-19	225.95
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	ar268194 PHOTOCOPIER MAINTENANCE CONTRA	11-04-19	11-04-19	85.94
Account Total					311.89
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063436 WATER & SEWER	11-06-19	11-06-19	162.00
01-0250-7306	003032 WATER ISLAND CANADA INC.	06897 WATER	11-13-19	11-13-19	36.00
Account Total					198.00
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	16723 IT SUPPORT	11-04-19	11-04-19	203.40
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	16804 IT SUPPORT & LICENCING	11-12-19	11-12-19	455.33
Account Total					658.73
01-0250-7340	002214 GERBER ELECTRIC LTD	00023547 REPLACE LIGHT	11-12-19	11-12-19	326.12



## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	87569 MATS	11-12-19	11-12-19	29.27
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	87571 MATS	11-12-19	11-12-19	57.63
Account Total					413.02
01-0250-7399	000279 BMO BANK OF MONTREAL	OCT2019 TAX DAY	11-04-19	11-04-19	54.06
01-0250-7405	000195 KATHRYN SMITH	496751 CLEANING	11-12-19	11-12-19	250.00
01-0250-7450	003264 REDCHAIR	3188 WEBSITE HOSTING/UPDATES	11-15-19	11-15-19	56.50
Department Total					3,287.18
<b><u>FIRE SERVICES</u></b>					
01-0410-7116	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	NOV2019 SUNLIFE BENEFITS	11-01-19	11-01-19	300.70
Department Total					300.70
<b><u>FIRE STATION - ALVINSTON</u></b>					
01-0411-7117	003073 AON REED STENHOUSE INC.	3640000033260 VFIS ANNUAL	11-13-19	11-13-19	670.90
01-0411-7120	000375 FISHER'S REGALIA	44357 UNIFORM CAPS AND BELTS	11-04-19	11-04-19	246.66
01-0411-7120	002873 UNIFORMS UNIFORMS	50166 DRESS UNIFORMS	11-04-19	11-04-19	1,500.08
Account Total					1,746.74
01-0411-7125	003082 SENTRY FIRE PROTECTION SERVICES	S127207 SCBA FIT TESTING	11-04-19	11-04-19	376.67
01-0411-7125	003082 SENTRY FIRE PROTECTION SERVICES	S127446 SCBA FIT TESTING	11-12-19	11-12-19	200.00
Account Total					576.67
01-0411-7150	003283 LMAC COMMUNITY CPR	NOV2019 RED CROSS INSTRUCTOR RECERT	11-12-19	11-12-19	150.67
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063348 WATER & SEWER	11-06-19	11-06-19	183.81
01-0411-7310	003177 INGENIOUS SOFTWARE	7057 FIREPRO SERVICE CONTRACT	11-04-19	11-04-19	1,251.29
01-0411-7330	002043 HAYTER - WALDEN PUBLICATIONS	1000061011 FPW AD	11-04-19	11-04-19	42.19

### Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7340	002250 CPE SERVICES	13912 PLUG REPAIR	11-04-19	11-04-19	122.76
01-0411-7345	002834 DEPENDABLE EMERGENCY VEHICLES	FS06324 SCBA FLOW TEST/COMPRESSOR MAIN	11-04-19	11-04-19	5,920.91
01-0411-7351	000163 STEVE KNIGHT	11-19 LUNCH WHILE ON COURSE	11-12-19	11-12-19	12.34
01-0411-7351	000163 STEVE KNIGHT	NOV2019 RED CROSS INST CERT	11-12-19	11-12-19	89.88
Account Total					102.22
01-0411-7372	002462 CARRIER TRUCK CENTERS INC.	05S503304 P3 TANK WATER LEVEL GUAGE	11-04-19	11-04-19	3,486.32
01-0411-7372	002340 FLEET READY LTD.	13369 P3 REPAIR/P1 LIGHTS	11-04-19	11-04-19	1,978.63
Account Total					5,464.95
Department Total					16,233.11
<b>FIRE STATION - INWOOD</b>					
01-0412-7117	003073 AON REED STENHOUSE INC.	3640000033260 VFIS ANNUAL	11-13-19	11-13-19	167.72
01-0412-7125	003082 SENTRY FIRE PROTECTION SERVICES	S127207 SCBA FIT TESTING	11-04-19	11-04-19	188.33
01-0412-7125	003082 SENTRY FIRE PROTECTION SERVICES	S127446 SCBA FIT TESTING	11-12-19	11-12-19	144.42
Account Total					332.75
01-0412-7150	003283 LMAC COMMUNITY CPR	NOV2019 RED CROSS INSTRUCTOR RECERT	11-12-19	11-12-19	75.33
01-0412-7310	003177 INGENIOUS SOFTWARE	7057 FIREPRO SERVICE CONTRACT	11-04-19	11-04-19	625.64
01-0412-7330	002043 HAYTER - WALDEN PUBLICATIONS	1000061011 FPW AD	11-04-19	11-04-19	21.09
01-0412-7345	002834 DEPENDABLE EMERGENCY VEHICLES	FS06324 SCBA FLOW TEST/COMPRESSOR MAIN	11-04-19	11-04-19	2,960.46
Department Total					4,182.99
<b>POLICE</b>					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD 2008	MONTHLY POLICING	11-04-19	11-04-19	31,411.00
Department Total					31,411.00

**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>PROTECTIVE INSPECTION &amp; CONTROL</b>					
01-0440-7470	002223 COUNTY OF LAMBTON	32592 BUILDING INSPECTIONS	11-15-19	11-15-19	2,377.50
01-0440-7470	002223 COUNTY OF LAMBTON	32592 BUILDING INSPECTIONS	11-15-19	11-15-19	403.56
Account Total					2,781.06
01-0440-7472	000175 VICKI KYLE	NOV2019 ANIMAL CONTROL SERVICES	11-06-19	11-06-19	868.42
01-0440-7476	002223 COUNTY OF LAMBTON	32593 PROPERTY STANDARDS CHARGES	11-15-19	11-15-19	617.50
01-0440-7476	002223 COUNTY OF LAMBTON	32593 PROPERTY STANDARDS CHARGES	11-15-19	11-15-19	121.98
Account Total					739.48
Department Total					4,388.96
<b>RUP - GRAVEL PATCH</b>					
01-0516-7301	003000 J & B CARIS FARMS TRUCKING	4817 GRAVEL	11-12-19	11-12-19	895.81
Department Total					895.81
<b>RT&amp;M - LITTER/GARBAGE PICKUP</b>					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0374463-0676-5 BIN RENTAL	11-12-19	11-12-19	101.49
Department Total					101.49
<b>RT&amp;M - INTERSECTION LIGHTING</b>					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-1119 HYDRO	11-07-19	11-07-19	19.16
Department Total					19.16
<b>OVERHEAD</b>					
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD.	NOV2019 SUNLIFE BENEFITS	11-01-19	11-01-19	2,768.98
01-0560-7304	003136 NAPA GLENCOE	130-440002 HANDLES	11-12-19	11-12-19	76.12
01-0560-7304	003136 NAPA GLENCOE	130-442037 BATTRIES CREDIT	11-12-19	11-12-19	-350.30
01-0560-7304	000168 WATFORD AUTO PARTS	5329-185054 CUT OFF WHEELS	11-12-19	11-12-19	43.39
01-0560-7304	000168 WATFORD AUTO PARTS	5329-185840 ROOF LIGHT	11-12-19	11-12-19	193.06
01-0560-7304	000168 WATFORD AUTO PARTS	5329-185841 TIRE INFLATOR	11-12-19	11-12-19	49.90

### Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7304	003219 FASTSIGNS	684-53840 DOOR DECALS	11-12-19	11-12-19	315.81
01-0560-7304	002396 FASTENAL CANADA	ONST169704 SNOW FENCE, FLAGS, TAPE, PAINT	11-12-19	11-12-19	287.25
Account Total					615.23
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063102 WATER	11-06-19	11-06-19	93.00
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063302 WATER & SEWER	11-06-19	11-06-19	162.00
01-0560-7306	003032 WATER ISLAND CANADA INC.	06897 WATER	11-13-19	11-13-19	24.00
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-1119 HYDRO	11-15-19	11-15-19	351.88
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-1019 HYDRO	11-12-19	11-12-19	56.26
Account Total					687.14
01-0560-7320	000331 ONTARIO GOOD ROADS ASSOCIATION	53863 2020 MEMBERSHIP	11-12-19	11-12-19	744.36
01-0560-7340	003189 THE STOOL BUS	4731 PUMPOUT SEPTIC	11-12-19	11-12-19	282.50
01-0560-7340	000112 NUTECH PEST SERVICES	9480 PEST CONTROL	11-12-19	11-12-19	47.46
Account Total					329.96
01-0560-7350	000279 BMO BANK OF MONTREAL	OCT2019 ROOM/ SEMINAR	11-04-19	11-04-19	143.88
01-0560-7350	000279 BMO BANK OF MONTREAL	OCT2019 EMPLOYMENT AD	11-04-19	11-04-19	536.75
Account Total					680.63
01-0560-7405	000195 KATHRYN SMITH	496751 CLEANING	11-12-19	11-12-19	250.00
Department Total					6,076.30
<b>06 STERLING PSD</b>					
01-0601-7372	003087 BAKER AUTO BODY	26826 FRAME REPAIR	11-12-19	11-12-19	1,751.50
01-0601-7372	002008 VIKING CIVES	2686817 WING PARTS	11-12-19	11-12-19	1,018.48
Account Total					2,769.98
01-0601-7397	000279 BMO BANK OF MONTREAL	OCT2019 LICENCES	11-04-19	11-04-19	1,917.50
Department Total					4,687.48

**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>00 STERLING PSD</b>					
01-0602-7397	000279 BMO BANK OF MONTREAL	OCT2019 LICENCES	11-04-19	11-04-19	947.50
Department Total					947.50
<b>11 INTERNATIONAL</b>					
01-0603-7397	000279 BMO BANK OF MONTREAL	OCT2019 LICENCES	11-04-19	11-04-19	1,917.50
Department Total					1,917.50
<b>18 WESTERN STAR</b>					
01-0604-7397	000279 BMO BANK OF MONTREAL	OCT2019 LICENCES	11-04-19	11-04-19	1,917.50
Department Total					1,917.50
<b>97 CAT GRADER</b>					
01-0610-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	3724 CIRCLE REPAIRS	11-12-19	11-12-19	1,033.84
01-0610-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	3777 ENGINE LEAK	11-12-19	11-12-19	343.00
01-0610-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	4210 CIRCLE REPAIR	11-12-19	11-12-19	429.40
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS170780923 SEALS	11-12-19	11-12-19	152.93
Account Total					1,959.17
Department Total					1,959.17
<b>93 CAT GRADER</b>					
01-0611-7372	003136 NAPA GLENCOE	130-442044 LIGHTS	11-12-19	11-12-19	279.97
01-0611-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	3736 HYDRALIC LINES	11-12-19	11-12-19	896.64
Account Total					1,176.61
Department Total					1,176.61
<b>09 FORD PICKUP</b>					
01-0622-7397	000279 BMO BANK OF MONTREAL	OCT2019 LICENCES	11-04-19	11-04-19	120.00
Department Total					120.00
<b>CASE BACKHOE</b>					
01-0631-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	ct34181 FILTERS,FITTING	11-12-19	11-12-19	81.47
Department Total					81.47

### Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>STREET LIGHTING - ALVINSTON</b>					
01-0751-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000336324 ELECTRICITY CHARGES	11-12-19	11-12-19	963.23
Department Total					963.23
<b>STREET LIGHTING - INWOOD</b>					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-1119 HYDRO	11-07-19	11-07-19	535.61
Department Total					535.61
<b>SANITARY SEWER SYSTEM</b>					
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LI	0000202907 SLUDGE REMOVAL	11-12-19	11-12-19	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LI	0000203051 SLUDGE REMOVAL	11-12-19	11-12-19	437.31
01-0810-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV0001127143 INWOOD POWER FAILURE, CALLOUT	11-12-19	11-12-19	2,524.00
Account Total					3,398.62
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV000117379 OPERATION CONTRACT	11-08-19	11-08-19	8,817.41
Department Total					12,216.03
<b>INWOOD SEWER SYSTEM</b>					
01-0811-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV0001127143 INWOOD POWER FAILURE, CALLOUT	11-12-19	11-12-19	2,929.56
Department Total					2,929.56
<b>WATERWORKS SYSTEM</b>					
01-0830-7312	000289 LAMBTON AREA WATER SUPPLY SYSTEM	856 WATER USAGE (JULY-SEP 2019)	11-13-19	11-13-19	40,811.12
01-0830-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV000116789 LEAK DETECTION	11-12-19	11-12-19	2,747.00
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV000117379 OPERATION CONTRACT	11-08-19	11-08-19	7,858.53
Department Total					51,416.65
<b>WASTE COLLECTION</b>					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	24567 CO-COLLECTION	11-15-19	11-15-19	6,066.59
Department Total					6,066.59

**ALVINSTON COMMUNITY CENTRE**

### Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	NOV2019 SUNLIFE BENEFITS	11-01-19	11-01-19	833.81
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063509 WATER & SEWER	11-06-19	11-06-19	2,396.10
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063510 WATER & SEWER	11-06-19	11-06-19	637.83
01-1635-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004403544 ELECTRICITY CHARGES	11-07-19	11-07-19	3,629.52
Account Total					6,663.45
01-1635-7307	000279 BMO BANK OF MONTREAL	OCT2019 EMPLOYMENT AD	11-04-19	11-04-19	142.38
01-1635-7340	002214 GERBER ELECTRIC LTD	00023574 BULBS, PROPANE	11-12-19	11-12-19	152.55
01-1635-7340	000132 A-1 SECURITY SYSTEMS	129188 MONITORING	11-12-19	11-12-19	541.72
01-1635-7340	000010 THE CLEANING HOUSE	3000141801 CLEANING SUPPLIES	11-12-19	11-12-19	345.27
01-1635-7340	000362 STATE CHEMICAL LTD	901236181 URINAL MATS	11-12-19	11-12-19	259.90
01-1635-7340	000112 NUTECH PEST SERVICES	9479 PEST CONTROL	11-12-19	11-12-19	47.46
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	oct2019 DUMPSTER	11-12-19	11-12-19	302.56
Account Total					1,649.46
01-1635-7372	002214 GERBER ELECTRIC LTD	00023574 BULBS, PROPANE	11-12-19	11-12-19	25.00
01-1635-7372	000347 RESURFICE CORP	89650 PUMP, IMPELLER	11-12-19	11-12-19	571.50
01-1635-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	ct34181 FILTERS, FITTING	11-12-19	11-12-19	19.29
Account Total					615.79
Department Total					9,904.89
<b>CONCESSION / BOOTH &amp; VENDING</b>					
01-1637-7382	000082 THE PEPSI BOTTLING GROUP (CANADA)	803895503 POP	11-12-19	11-12-19	600.82
Department Total					600.82
<b>ALVINSTON LIBRARY</b>					
01-1641-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	063444 WATER & SEWER	11-06-19	11-06-19	162.00
Department Total					162.00

### Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>COMMERCIAL &amp; INDUSTRIAL</b>					
01-1820-7399	003217 MUN OF BROOKE-ALVINSTON - EFT	NOV2019 NOV/DEC CALENDARS	11-04-19	11-04-19	201.85
Department Total					201.85
<b>AGRICULTURE &amp; REFORESTATION</b>					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	221.19 DRAINAGE SUPERINTENDANT	11-07-19	11-07-19	409.51
Department Total					409.51
<b>ROAD VEHICLE / EQUIPMENT</b>					
20-0600-8020	000168 WATFORD AUTO PARTS	5329-185840 ROOF LIGHT	11-12-19	11-12-19	515.68
20-0600-8020	000168 WATFORD AUTO PARTS	5329-185936 BACK RACK	11-12-19	11-12-19	483.61
Account Total					999.29
Department Total					999.29
<b>SEWAGE TREATMENT PLANT</b>					
20-0811-8050	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV000116784 UV SYSTEM ENG	11-12-19	11-12-19	30,520.26
Department Total					30,520.26
<b>COMMUNITY CENTRE</b>					
20-1635-8011	003081 RUSSELL HENDRIX FOODSERVICE EQUIPME	1536641 COFFEE URNS	11-12-19	11-12-19	591.15
20-1635-8012	000167 BLACK & MCDONALD LIMITED	43-1038075 ADDED AMMONIA	11-12-19	11-12-19	491.78
20-1635-8012	000167 BLACK & MCDONALD LIMITED	43-1041247 COMPRESSOR	11-12-19	11-12-19	59,835.76
20-1635-8012	000167 BLACK & MCDONALD LIMITED	43-1041248 BASE FABRICATION	11-12-19	11-12-19	3,361.75
Account Total					63,689.29
Department Total					64,280.44
Total Paid Invoices					296,442.79
Total Unpaid Invoices					0.00
Total Invoices					296,442.79



# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 11-01-19 to 11-30-19 Paid Invoices Cheque Date 11-01-19 to 11-30-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
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Department Summary

01-0000	ASSETS & LIABILITIES	34,377.71
01-0240	GOVERNANCE	192.37
01-0241	COUNCIL SUPPORT	962.05
01-0250	CORPORATE MANAGEMENT	3,287.18
01-0410	FIRE SERVICES	300.70
01-0411	FIRE STATION - ALVINSTON	16,233.11
01-0412	FIRE STATION - INWOOD	4,182.99
01-0420	POLICE	31,411.00
01-0440	PROTECTIVE INSPECTION & CONTROL	4,388.96
01-0516	RUP - GRAVEL PATCH	895.81
01-0549	RT&M - LITTER/GARBAGE PICKUP	101.49
01-0551	RT&M - INTERSECTION LIGHTING	19.16
01-0560	OVERHEAD	6,076.30
01-0601	06 STERLING PSD	4,687.48
01-0602	00 STERLING PSD	947.50
01-0603	11 INTERNATIONAL	1,917.50
01-0604	18 WESTERN STAR	1,917.50
01-0610	97 CAT GRADER	1,959.17
01-0611	93 CAT GRADER	1,176.61
01-0622	09 FORD PICKUP	120.00
01-0631	CASE BACKHOE	81.47
01-0751	STREET LIGHTING - ALVINSTON	963.23
01-0752	STREET LIGHTING - INWOOD	535.61
01-0810	SANITARY SEWER SYSTEM	12,216.03
01-0811	INWOOD SEWER SYSTEM	2,929.56
01-0830	WATERWORKS SYSTEM	51,416.65
01-0840	WASTE COLLECTION	6,066.59
01-1635	ALVINSTON COMMUNITY CENTRE	9,904.89
01-1637	CONCESSION / BOOTH & VENDING	600.82
01-1641	ALVINSTON LIBRARY	162.00
01-1820	COMMERCIAL & INDUSTRIAL	201.85
01-1840	AGRICULTURE & REFORESTATION	409.51
20-0600	ROAD VEHICLE / EQUIPMENT	999.29
20-0811	SEWAGE TREATMENT PLANT	30,520.26
20-1635	COMMUNITY CENTRE	64,280.44
Report Total		296,442.79



December 5, 2019

Municipality of Brooke-Alvinston  
3236 River Street  
Alvinston, Ontario  
Attention: Mr. Randy Hills, Public Works Manager

**Re: Lorne Street Storm Sewer & Street Reconstruction**

Dear Sir:

On Thursday, December 5th, 2019 at 12:00pm, tenders closed at the offices of the Municipality of Brooke-Alvinston for the Lorne Street Reconstruction project. Eight (8) bids were received and the results are as follows and do not include HST:

1. HE Construction	\$553,904. <sup>16</sup>
2. Cope Construction	\$595,616. <sup>55</sup>
3. Van Bree Drainage	\$600,526. <sup>10</sup>
4. Clarke Construction	\$632,000. <sup>00</sup>
5. All Season Excavating	\$640,265. <sup>49</sup>
6. Mills Excavating	\$655,486. <sup>50*</sup>
7. Bre-Ex Construction	\$727,506. <sup>00</sup>
8. Henry Heyink Construction	\$752,660. <sup>00*</sup>

\* Represents corrected total.

The engineer's estimate for this work was \$570,000 plus HST.

We have reviewed the bids, which were all complete and with the exception of 2 minor addition errors, the totals were correct.

We have worked with HE Construction in the past and would not hesitate to recommend them for the work.

Yours truly,



Ken Graham, P. Eng.





## PUBLIC NOTICE TO THE RESIDENTS OF ALVINSTON AND THE SURROUNDING AREA:

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Brooke Fire Rescue's Alvinston Station recently had a fully restored air raid siren installed. These sirens had been installed across Canada back in the 1950s as part of the Federal Government's cold war effort in preparation of air raids. Most of the sirens were removed by the Department of National Defence in the 1970s, but some of the sirens flew under the Department's radar and were left. Alvinston's siren is one of them. It was located in Brooke-Alvinston and carefully restored by Alvinston Firefighter Charlie Cutler.

The siren is fully operational, and the following procedure has been put in place for its uses:

- A Tornado Warning is in place by Environment Canada for the Eastern part of Lambton County that includes Alvinston.
- An Evacuation Order or Shelter-In-Place has been issued for part of, or all of Alvinston, by the Municipality of Brooke-Alvinston, Brooke Fire Rescue, the Ontario Provincial Police or other official agencies.
- A Special Event in the community where the siren use would be appropriate.

The siren will also be tested quarterly, throughout the year.

Any use of the siren will be communicated through Brooke Fire Rescue's and/or the Municipality of Brooke-Alvinston's Facebook page/website.

**On Wednesday, December 18 at 8pm, there is a scheduled siren test.**









THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx of 2019

**BEING A BY-LAW FOR PAYING REMUNERATION AND FOR PAYING IN WHOLE OR IN PART SUCH EXPENSES TO MEMBERS OF COUNCIL.**

WHEREAS, section 283 of the Municipal Act, S.O. 2001, c. 25, provides that the Council of a municipality may pass by-laws for paying remuneration and for paying in whole or in part such expenses to the members of Council;

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston deems it expedient to pass a by-law to establish said remuneration and expenses to be paid;

NOW THEREFORE, the Council of the Municipality of Brooke-Alvinston hereby enacts as follows:

1. That the Mayor shall be paid the following:

Regular Council Meetings	\$263.00 per meeting
Special Council Meetings	\$85.00 per meeting
Committee Meetings	\$50.00 per meeting
Conferences/Seminars	\$263.00 per diem

2. That the Councillors shall be paid the following:

Regular Council Meetings	\$200.00 per meeting
Special Council Meetings	\$75.00 per meeting
Committee Meetings	\$50.00 per meeting
Conferences/Seminars	\$200.00 per diem

3. That the Mayor & Councillors shall be allotted the following training / conference allowance:

Mayor	\$2,500.00 / year
Councillor	\$2,000.00 / year

The convention allowance includes: per diem, accommodation, transportation and other related expenses.

Each member is to be reimbursed upon return, with amounts included on monthly remuneration claim form with supporting receipts attached.

Accommodation or other expenses paid by cheque in advance or charged to Municipal credit card(s) shall be deducted from convention allowance first.

Registration fees shall not be included as part of convention allowance. Registration fees shall be paid directly by Municipal cheque or credit card. The Municipality shall reimburse any registration fees paid by Mayor and/or Councillor upon submission of receipt.

4. That mileage be reimbursed at current rate as established from time to time by resolution of Council.
5. That Council members shall submit claim forms to the Clerk's office on a regular basis prior to any payments being approved.
6. That this By-law shall take effect January 1, 2020, and that By-law Number 5 of 2011 is hereby repealed.

Read a first, second and third time and finally passed this xx day of December 2019

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk Administrator



**THE CORPORATION OF THE  
MUNICIPALITY OF BROOKE-ALVINSTON  
ZONING BY-LAW NUMBER xx OF 2019**

**(Being a By-law to amend By-law 9 of 2013)**

**WHEREAS** the former Council's of the Corporations of the Municipality of Brooke Alvinston passed a comprehensive Zoning By-law 9 of 2013 on the 28<sup>th</sup> day of February 2013; under section 34 of the Planning Act, R.S.O 1990 as amended.

**AND WHEREAS** the Council of the Corporation of the Municipality of Brooke-Alvinston deems it desirable to amend the said By-law;

**NOW THEREFORE**, the Council of the Corporation of the Municipality of Brooke-Alvinston enacts as follows:

1. Schedule "A", attached, is hereby declared to form part of this By-law.
2. Schedule "A" to By-law 9 of 2013 is hereby amended by changing the zone symbol that applies to those lands as indicated on Schedule "A" to this By-law from "Agriculture 1 (A1)" to "Rural Commercial (C3)".
3. Section 12 of By-law 9 of 2013 is hereby amended by adding the following:

**"12.4 7162 LaSALLE LINE**

The storage and/or selling of biosolids is prohibited on property located at 7162 LaSalle Line, including the area added to the property by the approval of Consent Application B-02/19."

4. This By-law shall come into force and effect pursuant to Section 34 (21) or (30) of the Planning Act R.S.O. 1990.

READ A FIRST AND SECOND TIME THIS 25<sup>th</sup> DAY OF JULY 2019

**READ A THIRD TIME AND FINALLY PASSED THIS 25<sup>h</sup> DAY OF JULY, 2019.**

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**MAYOR**

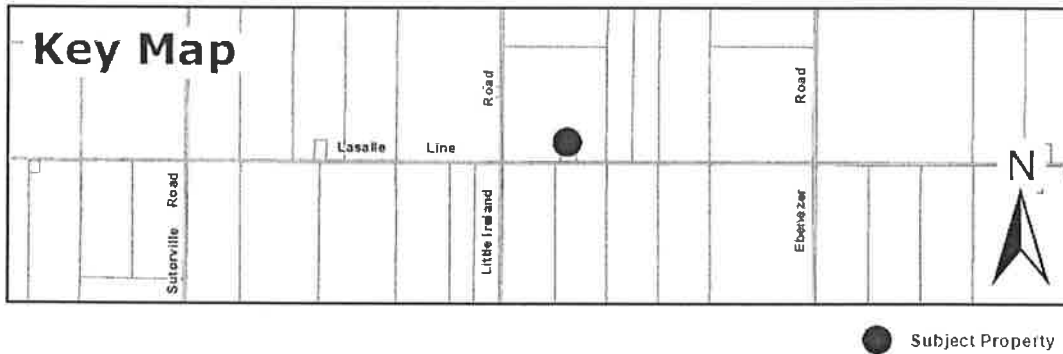
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**CLERK**

**THE CORPORATION OF THE  
MUNICIPALITY OF BROOKE-ALVINSTON  
ZONING BY-LAW NUMBER xx OF 2019**

**Explanatory Note**

The purpose of this Zoning By-law Amendment is to amend the Municipality of Brooke-Alvinston Comprehensive Zoning By-law 9 of 2013 by changing the zoning on land adjacent to a property municipally known as 7162 LaSalle Line. The applicant obtained approval from the Municipality of Brooke-Alvinston Committee of Adjustment to sever approximately 2.85 acres from an adjacent farm and merge the land with an existing property known as 7162 LaSalle Line. This zoning by-law amendment was a condition of the Committee of Adjustment's approval. The rezoning of the subject lands from "Agriculture 1 (A1)" to "Rural Commercial (C3)" will allow them to be used for the same purposes as those currently allowed at 7162 LaSalle Line. The Amendment includes a site-specific regulation that prohibits the storage and/or selling of bio-solids on the expanded property known as 7162 LaSalle Line.



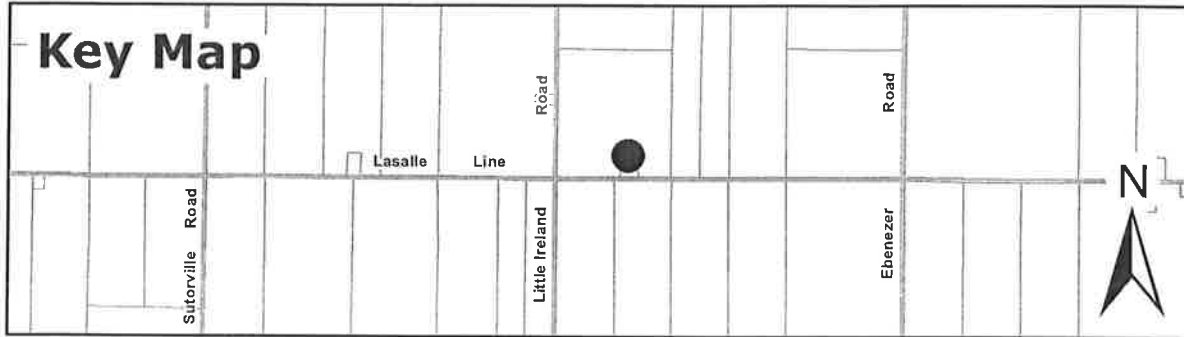
Municipality of Brooke-Alvinston  
SCHEDULE "A"

to By-law No. \_\_\_\_\_

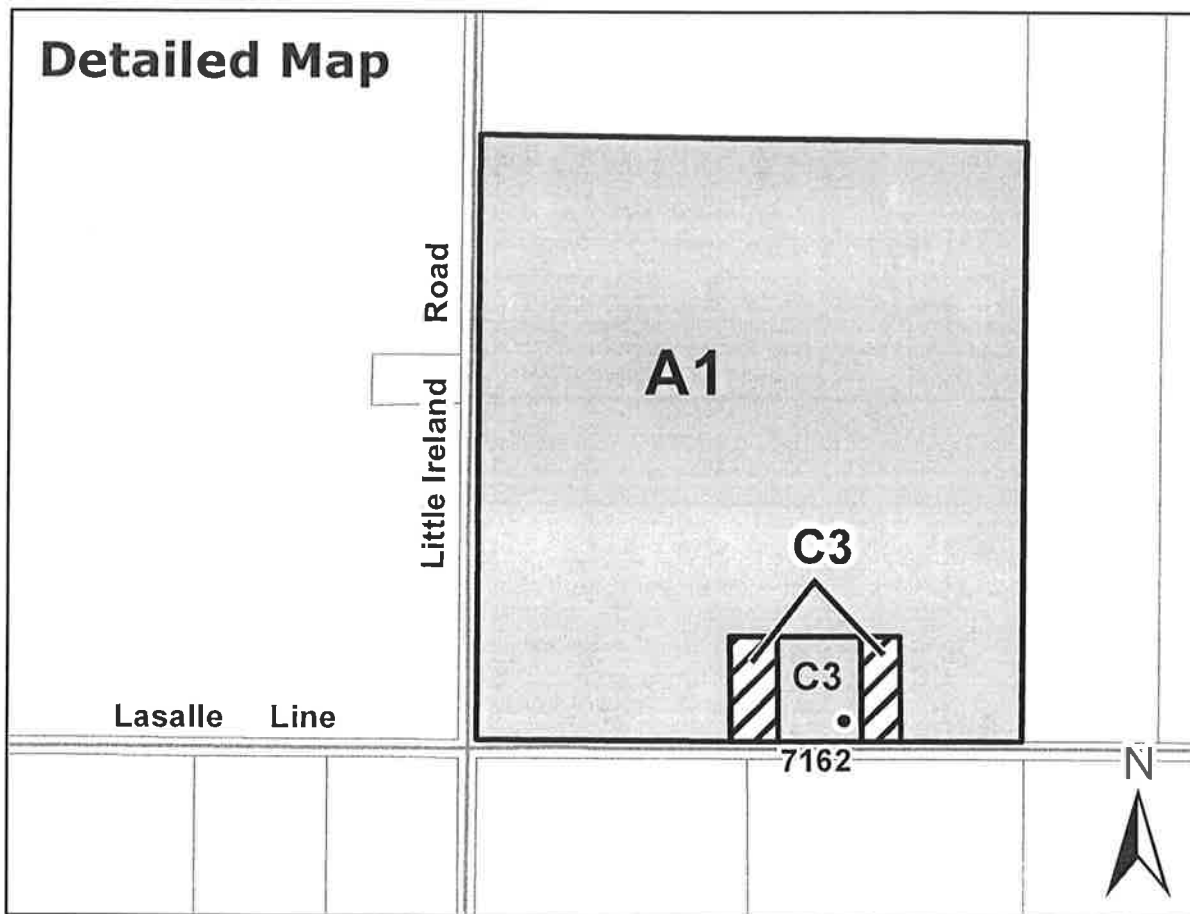
Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2019

Signed: \_\_\_\_\_  
David Ferguson, Mayor

\_\_\_\_\_   
Janet Denkers, Clerk-Administrator



● Subject Property



Applicant: Municipality of Brooke-Alvinston  
Location: CON 13 S PT LOT 10 RP 25R4506 PART 1  
geographic Township of Brooke  
7162 Lasalle Line, Brooke-Alvinston  
File:



# The Corporation of the Municipality of Brooke-Alvinston

## By-law Number xx of 2019

### Being a by-law to regulate Parking and Vehicle Movement on any road, street or bridge in the Municipality of Brooke-Alvinston

The Municipal Council of the Corporation of the Municipality of Brooke-Alvinston enacts as follows:

#### PART 1 – DEFINITIONS

- 1.1 **“Boulevard”** means that portion of the street allowance of the Municipality which lies between the curb or edge of the traveled portion of the roadway and the property line, or may hereafter be so improved either by the Corporation or any owner of land in front of whose property such improvements may be made with the consent of Council of the Municipality of Brooke-Alvinston.
- 1.2 **“By-law Enforcement Officer/Provincial Offenses Officer”** means a person duly appointed by the Corporation of the Municipality of Brooke-Alvinston for the purpose of enforcing or carrying out the provisions of Municipal By-laws.
- 1.3 **“Commercial Motor Vehicle”** means the motor vehicle having permanently attached thereto a truck or delivery body and indicates an ambulance, hearse, casket wagon, fire apparatus or motor bus and tractors used for hauling purposes on the highway.
- 1.4 **“Corner”** means the point of intersection of curbs or edges of the portion of the highway used for vehicular traffic.
- 1.5 **“Curb”** means the edge of the traveled portion of the highway.
- 1.6 **“Accessible Parking Permit” vehicle** – included motor vehicle, traction engine, trailer and any vehicle, drawn, propelled or driven by any kind of power, including muscular power, providing it has an accessible parking permit displayed.
- 1.7 **“Emergency Vehicle”** – means ambulance, fire department or police force vehicles, public utility emergency vehicles and public works department vehicles.
- 1.8 **“Gross Weight”** – means the combined weight of the vehicle and load.
- 1.9 **“Highway” or “Road” or “Street”** – are used interchangeably and shall include a common and public highway, street, avenue, boulevard, bridge, parkway, driveway, shoulder or the like any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.
- 1.10 **“Highway Traffic Act”** – the definitions set forth in section 1 of the *Highway Traffic Act*, R.S.O. 1990, c H. and amendments thereto, shall be deemed to be part of this section as if set forth in full herein.
- 1.11 **Inoperable** – means a motor vehicle that is not operable because of mechanical problems or does not have a current license or validation sticker.
- 1.12 **“Intersection”** means the area embraced in the prolongation or connection of the lateral curb lines or, if none, then that of the lateral boundary lines of two or more highways that join one another at an angle, whether or not one highway crosses the other.
- 1.13 **“Loading Zone”** means the part of the highway next to the sidewalk or curb and marked or indicated for loading or unloading merchandise or for taking on or letting off passengers.
- 1.14 **“Official Sign”** means a sign approved by the Ministry of Transportation and Communications.

- 1.15 **“Operator”** means a person who operates a motor vehicle on a highway.
- 1.16 **“Park or parking”** when prohibited, means the standing of a vehicle whether occupied or not, except when standing temporarily, for the purpose of and while actually engaged in loading or unloading merchandise or passengers.
- 1.17 **“Peace Officer”** includes a mayor, warden, sheriff, deputy-sheriff, sheriff’s officer, justice of the peace, police officer, constable, police cadet, or other persons employed for the preservation and maintenance of the public peace or any officer including a provincial offences officer appointed for the enforcing or carrying out the provisions of this by-law.
- 1.18 **“Person”** includes a firm or company.
- 1.19 **“Private Property”** means property that has been clearly marked as such by fences or on which a legible sign or signs have been erected by the owner, occupant or an agent for either, forbidding trespassing or parking on a private road or driveway.
- 1.20 **“Public Lane”** means a passageway between buildings or properties which belongs to the Municipality of Brooke-Alvinston or is a public thoroughfare.
- 1.21 **“Public Place”** means any place to which the public has or is permitted to have access.
- 1.22 **“Roadway”** means the part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all of the roadways collectively.
- 1.23 **“Road Superintendent”** – means the person appointed by the Council to the position of Road Superintendent, and any employee of the Municipality who acts at the direction of the Road Superintendent.
- 1.24 **“Sidewalk”** means a walk of raised path between the lateral lines of a highway and the adjacent property lines intended for use by pedestrians.
- 1.25 **“Singular-plural-masculine-feminine”** in this by-law, unless the context otherwise requires, the singular number includes the plural, the plural number includes the singular, the masculine gender included the feminine.
- 1.26 **“Street” or “Highway” or “Road”** – are used interchangeable and shall include a common and public highway, street, avenue, boulevard, bridge, parkway, driveway, shoulder or the like, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.
- 1.27 **“Unattended Motor Vehicle”** – means any motor vehicle parked or left unattended for a period contrary to provisions of Municipal By-laws and may include vehicles that are inoperable or does not have a current license.
- 1.28 **“Vehicle”** includes motor vehicle, motorized snow vehicle, traction engine, farm tractor, farm combine and/or farm equipment drawn, trailer and any vehicle, drawn, propelled or driven by any kind of power, including muscular power.

## **PART 2 – GENERAL PROVISIONS**

- 2.1 **Time – standard – daylight saving**  
Where any expression of time occur or where any hour or other period is stated, the time referred shall be standard time except in periods of when daylight saving time is in effect, in which periods, it shall be daylight saving time.
- 2.2 **Enforcement** – peace officer, by-law officer, provincial offenses officer, or a member of the Ontario Provincial Police shall enforce the provisions of this by-law.



- 2.3 Speed**  
No person shall drive a vehicle at a greater rate of speed than is prescribed in the Highway Traffic Act RSO.
- 2.4 Materials – other – on sidewalk**  
No person shall cause any merchandise or building material or other material to be placed on any highway, sidewalk or public place unless he has obtained permission from the Municipality to do so.
- 2.5 Fire route – fire hydrant – obstruction – prohibited**  
No person shall stop, park or stand a vehicle so as to obstruct a fire hydrant or designated fire route.
- 2.6 Barrier – obeyed – removal – destroyed – prohibited**  
No person shall drive a vehicle over, under, around or past any barrier on a street or public place unless permitted by a peace officer. No person shall remove, destroy or tamper with any barrier or sign erected temporarily or permanently by the Municipality of Brooke-Alvinston.
- 2.7 Emergency Vehicles – exemption**  
The provisions of this by-law respecting parking and stopping of vehicles shall not apply to any emergency vehicle or operator.
- 2.8 Owner – liable – contravention – exception**  
The owner of a vehicle shall incur the penalties provided for any contravention of this by-law, unless at the time of the contravention, the vehicle was in the possession of some person other than the owner or his chauffeur without the owner's consent and the driver or operator of a vehicle not being the owner shall also incur the penalties provided in this By-law for any such contravention.
- 2.9 Moving – building – large object – approval required**  
No person shall move any building, large or heavy objects likely to obstruct traffic along or across any highway, except in accordance with prior authorization from the Council of the Municipality of Brooke-Alvinston or in accordance with municipal by-laws.
- 2:10 Notice of Violation – motor vehicle – parked – unattended**  
Where a motor vehicle has been left unattended and is in violation of this By-law, the Municipal By-law Enforcement Officer, Police Officer or Road Superintendent may post on the motor vehicle, a notice requiring immediate steps taken to remove the vehicle.
- 2.11 Vehicle – removed – stored – for contravention**  
Any peace officer is authorized to remove or cause to be removed, any vehicle he finds parked in a prohibited area or in contravention otherwise of this by-law or of any regulation hereunder, and the owner or person responsible for such parking, shall be liable for the expense of removing and storing such vehicle, in addition to any penalty for such illegal parking. Any motor vehicle towed and impounded shall not be released to its owner until payment of all costs incurred in such removal or impounding.
- 2.12 Driver – owner – liability**  
The driver of a vehicle, not being the owner, is liable to any penalty provided under this by-law and the owner of the vehicle is also liable to any such penalty unless, at the time of the offence was committed, the vehicle was in the possession of some person other than the owner or his chauffeur without the owner's consent.
- 2.13 Parking Area – Required – Location**
- 2.13.1 The required Parking Area shall not form a part of any Street or Lane. The required Parking Area shall be provided on the Lot occupied by the Building, Structure or Use for which said Parking Area is required, except in the case of a non-residential Use, the required parking area may be provided on another Lot if such Parking Area is not more than 150 metres from the Building, Structure or Use requiring the Parking Area.

- 2.13.2 Notwithstanding the provisions of 2.13.1, temporary street parking for business associated with a non-residential use shall be permitted with conducting said business.

### **PART 3 – PROHIBITED MATTERS**

No person shall (either by himself or by permitting others or by any means) without lawful authority:

- 3.1 Motor Vehicle – unattended – inoperable – extended period**  
No person shall park or leave unattended a motor vehicle on any street or bridge in the Municipality of Brooke-Alvinston for a period of time greater than 24 hours.
- 3.2 Motor Vehicle – unattended**  
No person shall park or leave unattended a motor vehicle on any street or bridge in the Municipality of Brooke-Alvinston during the period December 1<sup>st</sup> through March 31<sup>st</sup> between the hours 2 a.m. and 7 a.m. for snow removal and winter road maintenance.
- 3.3 Obstruction – traffic – prohibited**  
No person shall stand or park a vehicle in such a way as to obstruct traffic or the free passage of traffic on a highway.
- 3.4 Fire Hydrant – distance from – standing – parking**  
No person shall stand or be parked within three metres of a fire hydrant, measured from a line at a right angle from the curb to the hydrant.
- 3.5 Driveway – in front of – standing – parking – prohibited**  
No person shall park or stand a vehicle in front of a public or private driveway.
- 3.6 Intersections – distance from – parking**  
No person shall stand or park a vehicle within nine metres of the corner of the intersection of a highway.
- 3.7 Sidewalk – parking – standing – over – on – prohibited**  
No person shall stand or park a vehicle on or over any sidewalk in the Municipality of Brooke-Alvinston.
- 3.8 Duration – limitation – twenty-four hours**  
No person shall park or stand a vehicle on any highway or public place within the Municipality of Brooke-Alvinston for a period of more than twenty-four (24) consecutive hours.
- 3.9 Prevention – movement – parked vehicle – prohibited**  
No person shall stand or park a vehicle in such a position as to prevent the convenient movement of another vehicle which is already parked.
- 3.10 Right side – direction of travel – distance from curb**  
No person shall park a vehicle or permit a vehicle to stand on any highway unless on the right hand side of the street having regard for the direction in which the vehicle had been proceeding and unless the right front and right rear wheels or runners of the vehicle are parallel to and distant from respectively, not more than fifteen centimeters from the edge of the roadway.
- 3.11 Signs – permanent – temporary – posted**  
No person shall stand or park a vehicle on any section of highway or public lands where permanent or temporary signs have been erected.
- 3.12 Accessible Parking** - no person shall park in a parking space designated for use of a person with a disability unless they have a Permit to parking in set space (Highway traffic act)

## **PART 4 – PRIVATE – PUBLIC PLACE**

### **4.1 Parking – without authority – prohibited**

No person shall park or leave any vehicle on private property or public place without authority from the owner or occupant of such property.

4.1.1 Notwithstanding 4.1, parking prohibited on a public place shall be designated by signs reading "Parking Prohibited under authority of By-law No. xx of 2019" or similar wording to portray the message that parking is prohibited in such location.

### **4.2 Complaint – vehicle – ticketed – removed – stored**

The occupant or any adult resident of the property may complain to a peace officer that a vehicle has been left or parked contrary to the provisions of this Part and the peace officer, upon discovery of any vehicle parked or left in contravention of this Part, may cause it to be ticketed, moved or taken to and placed or stored in a suitable place, and all costs and charges for removing, care and storage thereof, if any, shall be a lien upon the vehicle which may be enforced in a manner provided by the *Repair and Storage Liens Act*.

### **4.3 Complaint – in writing – required – before enforcement**

The driver or owner of a vehicle parked or left on private property shall not be liable to a penalty or to have the vehicle removed from such property for impounded under this Part except upon the written complaint of the occupant or any adult resident of the property.

## **PART 5 – PEDESTRIANS**

### **5.1 Obstruction – sidewalks – street corners – roadways prohibited**

Pedestrians shall not obstruct sidewalks or street corners or roadways. Obstruction may include, but not limited to "street hockey".

### **5.2 Walking – on road – prohibited – sidewalks provided**

Where sidewalks are provided, no person shall walk along or upon an adjacent roadway.

### **5.3 Walking – on road – toward traffic – no sidewalks**

Where sidewalks are not provided on a highway, a pedestrian walking along or upon the roadway when practicable, shall walk on the left side of the roadway as close to the edge as possible, facing traffic which may approach from the opposite direction.

## **PART 6 – COMMERCIAL VEHICLES**

### **6.1 Park, Stop or Stand – maximum – two hours**

No person shall cause or permit a commercial vehicle to park, stop or stand on any highway for a period exceeding two hours.

## **PART 7 – TICKETS – ISSUE**

7.1 Where a person or vehicle is found in contravention of the provisions of this Chapter, a peace officer, so finding the person or vehicle, may issue and/or attach to the vehicle or person a violation ticket or parking infraction notice.

### **7.2 Voluntary payment – within three days – information**

A parking violation ticket or parking infraction notice shall state that the person or owner or operator may report to the Brooke-Alvinston Municipal Office within three days, after the ticket is attached, and make a voluntary payment of the penalty.

### **7.3 Non-payment – enforcement – information**

A parking violation ticket or parking infraction notice shall state that in the event of a failure to make a voluntary payment within seven days or the said fine, within fifteen days, the provincial offences officer shall proceed with the enforcement of this Part pursuant to the provisions of the *Provincial Offences Act*.

**PART 8 – ENFORCEMENT**

**8.1 Fine – for contravention**

Every person who contravenes any of the provisions of the By-law is guilty of an offence and upon conviction is liable to a fine or penalty as provided for in the *Provincial Offences Act*.

**PART 9 – REPEAL – ENACTMENT**

**9.1 The following by-laws are hereby repealed.**

By-law 41 of 2006

By-law 25 of 2007

**9.2 This by-law comes into force upon final passing.**

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS xx  
DAY OF DECEMBER, 2019

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David Ferguson, Mayor

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Janet Denkers, Clerk Administrator

**MUNICIPALITY OF BROOKE-ALVINSTON  
SET FINE SCHEDULE "A" of  
BY-LAW No. xx of 2019**

**PART 1 – PROVINCIAL OFFENCES ACT**

**TITLE: To Regulate Parking and Vehicle Movement on Roads, Streets or Bridges**

Item	Column 1 Short Form Wording	Column 2 Offence Creating Provision or Offence	Column 4 Set Fine
1.	Place Materials on Sidewalks	2.4	\$25.00
2.	Pedestrians – obstruct Sidewalks – Road ways	5.1	\$25.00
3.	Walk on Road way where Sidewalks exist	5.2	\$25.00
4.	Drive around barrier Remove /destroy barrier	2.6 2.6	\$105.00 \$105.00
5.	Move building – large object – obstruct traffic	2.9	\$105.00

**NOTE:** The Penalty provision for the offences indicated above is Part 8 (8.1) of By-law No. xx of 2019, a certified copy of which has been filed.

**Municipality of Brooke-Alvinston Set Fine Schedule "B" of  
By-law No. xx of 2019**

**PART 2 – PROVINCIAL OFFENCES ACT**

**TITLE: To Regulate Parking and Vehicle Movement on Roads, Streets or Bridges**

Item:	Column 1 Short Form Wording	Column 2 Offence Creating Provision Or Offence	Column 3 Set Fines
1.	Park, stop or stand vehicle – obstruct fire route/hydrant	2.5	\$45.00
2.	Stand or park – obstruct traffic	3.3	\$25.00
3.	Stand or park within 3m of fire hydrant	3.4	\$45.00
4.	Parking in front of driveway	3.5	\$25.00
5.	Parking within 9 metres of intersection	3.6	\$25.00
6.	Parking on Sidewalk	3.7	\$25.00
7.	Stand of park – prevent the convenient movement of another vehicle	3.9	\$25.00
8.	Parking on wrong side of Road	3.10	\$25.00
9.	Parking where permanent or Temporary Signs Prohibit	3.11	\$25.00
10.	Parking on Private Property without authority	4.1	\$25.00
11.	Park motor vehicle more than 48 hours	3.1	\$45.00
12.	Motor Vehicle – parked over night between hours 1 a.m. to 6 a.m.	3.2	\$25.00
13.	Park more than 48 hours	3.8	\$45.00
14.	Park, stop or stand commercial vehicle – more than 2 hours	6.1	\$45.00
15.	Park in Disabled Parking Space	3.12	\$305.00
16.	Park in unauthorized public place	4.1	\$45.00

**NOTE:** The Penalty provision for the offences indicated above is Part 8 (8.1) of By-law No. xx of 2019, a certified copy of which has been filed.



December 2, 2019

3236 River St. P.O. Box 28  
Alvinston, ON N0N 1A0

Phone: 519.898.2173  
Fax: 519.898.5653



Inwood Firemen's Association  
C/O Ruth Bell  
6483 Weidman Line  
Inwood, ON N0N 1K0

Emailed: [bellrp@brktel.on.ca](mailto:bellrp@brktel.on.ca)

Dear Inwood Firemen's Association Members:

As you are aware, Council discussed the proposed lease submitted by the IFA at the November 28, 2019 meeting. It was noted in public session that the IFA rejected the offer submitted on November 25, 2019 for a one year exclusive lease agreement of the new bay only for the year 2020 at the price of \$20,063 while the Municipality explores options.

After much discussion at the November 28<sup>th</sup> meeting, a similar motion was made:

Be it resolved that the Council of the Municipality of Brooke-Alvinston request a one year lease for exclusive use of the new bay for \$20,063 from the IFA while a study is done on the future needs of the equipment needed for Brooke Fire Rescue in order to be cost effective for the ratepayers.

Carried

The Municipality will be submitting an Expression of Interest, to be considered by the Province to review the current apparatus needs of Brooke Fire Rescue (BFR)- Alvinston and Inwood Stations. The review would be conducted by a third party. The results of the review will assist Council in determining the apparatus needs of BFR moving forward.

Council is committed in maintaining a fire presence in Inwood and should the Association reject this offer, the fire apparatus will be moved from the IFA hall at the end of 2019 while other options are pursued to maintain a fire presence in Inwood.

The municipality will further assume the cost of the municipal lawyer in developing an agreement for the one bay exclusive lease of the IFA hall if approved by the Association.

A response to this motion is requested by December 12, 2019 at 12 noon. Please contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Janet Denkers".

Janet Denkers  
Clerk Administrator

c. December 12, 2019 Council Package (public version)

