



AGENDA

Council Meeting

4:00 PM - Thursday, January 9, 2020

Municipal Office

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1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST

3. MINUTES

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4. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS & TIMED EVENTS

- 5.1. Frank Cowan Company Insurance Proposal 2020 12
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9. NEW BUSINESS

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



The Corporation of the Municipality of Brooke-Alvinston

MINUTES – December 12, 2019
Regular Session

The Council of the Municipality of Brooke-Alvinston met in regular session on Thursday, December 12, 2019 at 4:00 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 4:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

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

3. MINUTES

i) Special Meeting Minutes of November 28, 2019

Motion # 2019-383

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the special Council meeting minutes of November 28, 2019 be approved as presented.

Carried

ii) Regular Meeting Minutes of November 28, 2019

Motion # 2019-384

Moved by Councillor Deans / Seconded by Councillor Nemcek

Be it resolved that the regular Council meeting minutes of November 28, 2019 be approved as presented.

Carried

4. **BUSINESS ARISING FROM MINUTES**

5. **DELEGATIONS & TIMED EVENTS**

5.1 Service Award Presentation

Mayor Ferguson presented Randy Hills, Public Works Manager with a token of appreciation for 30 years with the Municipality. Wayne McPhail was acknowledged for 10 years of service to the Municipality but was unable to attend the meeting.

5.2 Cheque Presentation

Jane Anema, Executive Director of the Sarnia Community Foundation was in attendance at Council to present a \$500 to Council for the Cooking classes taught by Conny Flynn.

5.3 Zoning Amendment Application

Motion # 2019-385

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that zoning amendment Z003/19 to rezone lands municipally known as 7162 LaSalle Line from the Agriculture 1 (A1) zone to Rural Commercial (C3) zone be approved and that the by-law be passed accordingly.

Carried

5.4 Site Plan Amendment

Motion # 2019-386

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the site plan presented be approved in principle with the authorizing by-law presented at the January 9, 2020 meeting for formal approval.

Carried

6. **CORRESPONDENCE**

Motion # 2019-387

Moved by Councillor Nemcek / Seconded by Councillor Armstrong

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

Carried

ii-a Alvinston Regional Silver Stick: Request for Donation

Motion # 2019-388

Moved by Councillor Deans / Seconded by Councillor Armstrong

Be it resolved that the Council of the Municipality of Brooke Alvinston supports the Alvinston Regional Silver Stick Tournament December 27-30, 2019 with a banner sponsor of \$135; BAICCC ad for \$25 and a ¼ page municipal ad for \$50 in the program book.

Carried

ii-b Watford Silver Stick

Motion # 2019-389

Moved by Councillor Nemcek / Seconded by Councillor Armstrong

Be it resolved that the Council of the Municipality of Brooke-Alvinston sponsor half of a game for \$40 during the Watford Silver Stick tournament.

Carried

ii-c Meadowview Villa Auxillary

Motion # 2019-390

Moved by Councillor Douglas / Seconded by Councillor Armstrong

Be it resolved that the Council of the Municipality of Brooke-Alvinston sponsor a monthly card party at Meadowview Villa on January 14, 2020.

Carried

7. STAFF REPORTS

7.1 Clerk-Administrator's Report

i) Lambton OPP Contract

Motion # 2019-391

Moved by Councillor Armstrong / Seconded by Councillor Nemcek

Be it resolved that Council of the Municipality of Brooke-Alvinston approve a four year contract with the Lambton OPP.

Carried

ii) Committee of Adjustment Vacancy – three year term

Motion # 2019-392

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston approve advertising for the vacant position on the Committee of Adjustment (Feb. 1, 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 presented to Council in January 2020.

Carried

iii) 2020 Meeting Schedule

Motion # 2019-393

Moved by Councillor Douglas / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston approve a three week Council meeting schedule with a start time of 4:00 p.m.; and 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.

Motion lost

Motion # 2019-394

Moved by Councillor Deans / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston approve a Council meeting start time of 4:00 p.m for regular Council meetings and that the procedural by-law be amended and that notice be provided on the website.

Carried

7.2 Treasurer's Report

i) November Accounts Summary

The November summary of accounts was reviewed by Council

ii) Special Meeting Date for 2020 Budget

A meeting date of January 16, 2020 at 4:00 p.m. was scheduled to begin discussions on the 2020 budget.

Carried

7.3 Public Works Manager's Report

i) Lorne Street Storm Sewer & Street Reconstruction

Motion # 2019-395

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston accept the tender received from HE Construction in the amount of \$553,904.16 for the Lorne Street reconstruction project.

Carried

It was noted that the top coat was not included in this price and the topcoat will be placed in the 2020 budget.

7.4 Fire Chief's Report

i) Public Notice Siren Alerts

The Fire Chief provided a brief verbal report which accompanied his submitted report on the use of the newly refurbished siren.

ii) Monthly Summary Report

The Fire Chief verbally reported on his monthly summary report including fire calls and training completed in 2019.

7.5 Drainage Superintendent Report

i) Edgar Drain Maintenance Request

The Request for Maintenance on the Edgar Drain was reviewed and noted it was forwarded to the Drainage Superintendent for review.

8. **BY-LAWS**

i) Remuneration to Council

Motion # 2019-396

Moved by Councillor Douglas / Seconded by Councillor Armstrong

Be it resolved that By-law Number 56 of 2019, being a By-law of the Corporation of the Municipality of Brooke Alvinston to authorize an increase in the conference expenditures of Council members

Carried

ii) Zoning By-law Amendment (Buurma)

Motion # 2019-397

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that By-law Number 57 of 2019, being a By-law of the Corporation of the Municipality of Brooke Alvinston to authorize a zoning by-law amendment.

Carried

iii) Overnight Parking

Motion # 2019-398

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that By-law Number 58 of 2019, being a By-law of the Corporation of the Municipality of Brooke Alvinston to amend the overnight parking hours in the winter.

Carried

iv) OPP Contract

Motion # 2019-399

Moved by Councillor Armstrong / Seconded by Councillor Deans

Be it resolved that By-law Number 59 of 2019, being a By-law of the Corporation of the Municipality of Brooke Alvinston to authorize an agreement with the Lambton County OPP.

Carried

9. **NEW BUSINESS**

9.1 Letter to the Inwood Firemen's Association

The Clerk Administrator advised that a response was not received from the letter sent to the IFA requesting a one year exclusive lease for one bay in the amount of \$20,063.

The Mayor advised that should the IFA wish to discuss the offer, Council is willing.

Councillor Deans indicated a new IFA negotiating committee has been established

Motion # 2019-400

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston direct staff to proceed with making the necessary arrangements for the movement of trucks out of the IFA hall by year end including, storage, transportation, mutual aid and communication with neighbouring communities.

Carried

Motion # 2019-401

Moved by Councillor Deans / Seconded by Councillor Armstrong

Be it resolved that the Council of the Municipality of Brooke-Alvinston keep an open line of communication between the IFA, Council and lease committee moving forward.

Carried

9.2 Silver Stick – request to reconsider fee rental

Motion # 2019-402

Moved by Councillor Deans / Seconded by Councillor Armstrong

Be it resolved that the Silverstick Committee be invoiced the winter fitness program hour rate for the use of the auditorium for 2019 during the Silverstick tournament.

9.3 Parks & Recreation Staffing

Motion # 2019-403

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston accept the resignation of Riley Bryce with regret and that staff proceed with the filling of the vacancy.

Carried

Councillor Nemcek noted the Optimist parade being held December 14th in Alvinston

Councillor Douglas reminded Council, staff and those present of the community dinner at Guthrie Presbyterian Church on December 26th – all welcome

Councillor Deans inquired if a letter or fee reduction was provided to the facility user who submitted a letter to Council.

Councillor Armstrong inquired when the fire apparatus would be moved from the Inwood Hall with consideration to the firefighters tasked with moving the apparatus during the holiday season.

10. **CLOSED SESSION**

There was no closed session at this meeting.

11. **RISE & REPORT**

12. **BY-LAWS CONFIRMING PROCEEDINGS**

Motion # 2019-404

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that By-law Number 60 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 December 12, 2019 be taken as read a first, second and third time and finally passed this 12th day of December, 2019.

Carried

12. **ADJOURNMENT**

Motion # 2019-405

Moved by Councillor Douglas/ Seconded by Councillor

Be it resolved that this meeting be adjourned at 5:05 p.m. to meet again on January 9, 2020 at 4:00 p.m. or at the call of the chair.

Carried

Mayor
David Ferguson

Clerk Administrator
Janet Denkers

Cost Analysis

	Expiring Program Term	Renewal Program Term
Casualty		
General Liability	\$ 71,217	\$ 89,021
Errors and Omissions Liability	11,743	11,743
Non-Owned Automobile Liability	200	200
Environmental Liability	2,354	2,354
Crime	750	750
Board Members Accident	1,035	1,035
Volunteers' Accident	500	500
Conflict of Interest	300	300
Legal Expense	900	900
Property		
Property	26,885	28,926
Equipment Breakdown	4,299	3,869
Automobile		
Owned Automobile	17,678	19,799
Excess		
Follow Form	1,000	1,053
Total Annual Premium	\$ 138,861	\$ 160,450
(Excluding Taxes Payable)		



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NEWS RELEASE

For Immediate Release

Lambton's Creative County Committee Awards 2020 Funding

Tuesday, December 17, 2019

Wyoming, ON - Lambton's Creative County Grant Program has approved 21 projects for the 2020 program year, representing an investment of \$71,880 in funding.

The grant program will support new cultural initiatives across Lambton County that contribute to quality of life and promote a sense of cultural identity. At a recent meeting, the Creative County Committee approved the following:

- \$3,000 to Lambton County's Plowmen's Association to support the Plowing Match 100th Anniversary.
- \$700 to Lambton Concert Band for a retrospective look at the history of concert bands in Lambton County.
- \$4,500 to Daytripping Magazine for the production of a mural commemorating the work of local artist Barbara Perrin.
- \$2,350 for 'Me, You, & Us', an art workshop focused on youth, followed by a celebration of publicly exhibited portraits.
- \$3,125 to Jazz and Blues in the Village for a free, Saturday afternoon matinee aimed at getting the community together for a family-focused afternoon of local music.
- \$6,875 to Phil Egan for the production of the historical publication 'Keeping the Peace: 160 Years of Policing the Imperial City'.
- \$3,750 to the Optimist Club of Forest for the Junior Lambton Film & Food Festival Camp, an annual summer food camp at the Optimist Hall in Forest open to local youth ages 13 to 19 and taught by local chefs, using local farms, and preparing local dishes.
- \$4,000 to The Friends of Pinery Park for 'Art in The Park', a program providing visitors the opportunity to explore the relationship between art and nature.

More...

- \$2,000 to the Plympton-Wyoming Historical Society for the implementation of historical murals throughout the municipality.
- \$750 to the West Coast Lions Club of Grand Bend for Wednesdays' Familiar Favourites - Grand Bend beach concerts.
- \$1,400 for the Lambton Memorial Fiddle Contest.
- \$7,850 to the Petrolia Discovery Foundation for renewed displays, way-finding and interpretive signage and new lighting and audio equipment at the Petrolia Discovery.
- \$7,500 to Fairbank Oil Fields for the TICCIH - International Industrial Heritage Conference in Lambton's Oil Heritage Conservation District.
- \$2,350 to Focus on Ability for 'Learning to Grow & Growing to Learn', a horticultural therapy program.
- \$10,000 to Moore Agricultural Society to support the 'Music - The Universal Language' program.
- \$2,000 to Moore Museum for the 'Outdoor Art Creating Awareness of Community Heritage, Part 2' program, to include the creation of 3 outdoor murals on the street-side façade of one of Moore Museum's buildings.
- \$2,880 to the Municipality of Brooke-Alvinston for the development of a professional cooking program.
- \$1,000 to Municipality of Brooke-Alvinston for the promotion of the Fall Fair Ambassador Program & 10 year anniversary.
- \$3,000 to The Village of Oil Springs for Family Fun Fest 2020
- \$1,500 to the Township of St. Clair and Heritage St. Clair for the installation of signage marking the early hamlets and villages of St. Clair Township.
- \$1,350 to the Alvinston Arts & Music Festival for additional programming

It is estimated that this funding will leverage a total of \$295,237 in local cultural investment by applicant organizations and their respective partners in 2020, based on the total estimated project costs submitted by applicants.

More...

The Creative County Grant Program was launched in 2013 to support innovative projects that build cultural capacity, strengthen the creative community, define the County's unique identity and enrich the quality of life of all residents. The program provides up to 50% of total project costs for new arts, culture and heritage initiatives across the County.

The next application intake is scheduled for the fall of 2020, and will support initiatives taking place during the year 2021. For more information about Lambton's Creative County Grant Program, visit www.lambtononline.ca.

-30-

Please contact:

Jackie Rombouts, Committee Chair

Mayor, Township of Warwick

519-464-3634

Jackie_Rombouts@hotmail.com

Andrew Meyer

General Manager, Cultural Services Division

County of Lambton

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AMO watchfile



December 12, 2019

In This Issue

- Main Streets Project completion date approaching.
- A barrier-free web solution for AMO members.
- Exhibit Hall registration is open for AMO's 2020 Conference.
- Almost time to book your accommodation for AMO's 2020 Conference!
- Social media webinar series.
- Reduce your operating costs with LED upgrades!
- Budget savings through group buying.
- ONE Investment - Holiday transaction schedule.
- Municipal health and safety compliance.
- Save 15% off Deluxe Canada products.
- Careers with Ministry of Transportation, Tay Township and AMO.

AMO Matters

Main Street Revitalization Initiative projects must be complete by March 31, 2020. When projects are complete, please submit your [Annual Report](#), no later than May 15, 2020. Contact [Adam Garcia](#) for questions.

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 - 4 pm EST, for a free webinar where we will introduce our latest partner.

Eye on Events

Early Bird registration for the exhibit hall is now open and available until January 31. Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? For AMO and municipal industry partners, this Conference is an unparalleled opportunity to make and solidify relationships with the municipal sector. Showcase your products or services at the AMO Conference in Ottawa, from August 16-19, 2020. [Reserve your booth today!](#)

The 2020 AMO Conference will be held in Ottawa from August 16-19, 2020. AMO has arranged hotel accommodation for delegates at various hotels in downtown Ottawa. Guest rooms can only be booked as of 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 accommodation.

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

Upgrading your building lighting to LED is a sure way to reduce your operating costs. IESO incentives are still available. Consider the popular turn-key [LAS Facility Lighting Service](#). Contact [Christian Tham](#)

for a free budget proposal.

LAS Blog: Group Buying can result in big savings for your municipality. [Check out the LAS Blog](#) to learn more about the benefits and how buying groups can work for you.

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*

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, Provincial Highways Management - Ministry of Transportation](#). Location: Toronto, Ontario. Duration: Permanent. Please apply online, only, by Sunday, December 22, 2019, by visiting [Ontario Public Service Careers](#). Please follow the instructions to submit your application. Faxes are not being accepted at this time.

[Chief Administrative Officer - Township of Tay](#). A complete job description is available on the [Township website](#) or by contacting the Hiring Committee. Applicants having the required qualifications are requested to submit a detailed resume in confidence to the following by 4:00 p.m. January 6, 2020: Attention: Hiring Committee, Township of Tay, 450 Park Street, P.O. Box 100, Victoria Harbour, Ontario L0K 2A0; email: hr@tay.ca.

[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 by Friday, January 3, 2020 at 12 noon.

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

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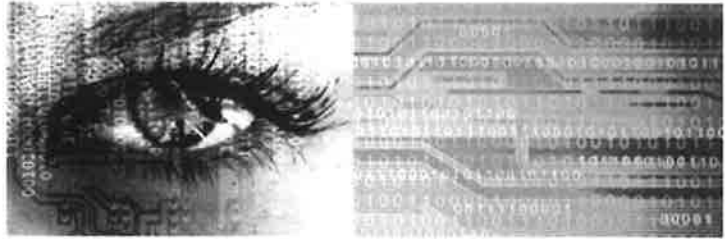
[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#) Tel: 416.729.5425

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

AMO watchfile



December 19, 2019

Everyone at AMO wishes you, your friends and family, and your community a happy and safe holiday season!

In This Issue

- AMO office closure during the holidays.
- Main Streets Project completion date approaching.
- AMO-eSolutionsGroup Partnership - webinar recording.
- OSUM 2020 - Location and dates confirmed!
- Exhibit Hall registration is open for AMO's 2020 Conference.
- Almost time to book your accommodation for AMO's 2020 Conference!
- LAS Blog: A Year in Review at LAS.
- AMO's Social Media webinar series is back by popular demand!
- Fuel Management System Webinar: Municipal Group Buying Program.
- ONE Investment - Holiday transaction schedule.
- Municipal health and safety compliance.
- Save 15% off Deluxe Canada products.
- Careers with Amherstburg and AMO.

AMO Matters

The AMO Office will be closed from December 25, 2019 to January 1, 2020 and will re-open on January 2, 2020. The next issue of the WatchFile will be on January 9, 2020.

Main Street Revitalization Initiative projects must be completed by March 31, 2020. When projects are completed, please submit your Annual Report, no later than May 15, 2020. Contact Adam Garcia for questions.

On December 12, AMO and eSolutionsGroup introduced the partnership and services offered to update or build barrier-free websites at preferred member pricing. Members will benefit from i:Create, a content management system that allows you to add and edit accessible content directly from your web browser. Visit our webpage for more information.

Eye on Events

The County of Brant is pleased to confirm it will be hosting the Ontario Small Urban Municipalities (OSUM) 67th Conference and Trade Show. Scheduled for April 29th through to May 1st, the 2020 OSUM Conference will be another must attend event.

Program and registration details will be available soon on the [OSUM website](#).

Early Bird registration for the exhibit hall is now open and available until January 31. Are you a municipal supplier or vendor? Do you have a product or service that would benefit the municipal sector? For AMO and municipal industry partners, this Conference is an unparalleled opportunity to make and solidify relationships with the municipal sector. Showcase your products or services at the AMO Conference in Ottawa, from August 16-19, 2020. [Reserve your booth today!](#)

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LAS

2019 was an exciting year for LAS, and we're eager to continue that momentum into the new year. [Check out the LAS Blog](#) for our year-end message from Judy Dezell, Director AMO Enterprise Centre, Business Partnerships, LAS & ONE.

LAS' [Municipal Group Buying Program](#) has a wide variety of products and services available. [Register for our webinar](#) on January 15 @ 10am to learn more about the Gasboy Fuel Management System. This technology is designed to eliminate fuelling waste with integrated controls, monitoring and security.

The LAS [Road and Sidewalk Assessment Service](#) has seen many enhancements since its launch in 2017. Join us on January 16 @ 10am to learn about our new assessment vehicles and to see a demonstration of the StreetLogix 2.0 software. [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.

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they can support your health and safety program for 2020 and beyond.

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Careers

Planner (Full Time) - Town of Amherstburg. Reports to: Manager of Planning Services. Please visit the Town's website for a detailed job description. Applicants are invited to submit a resume no later than Monday, January 6, 2020 at 4:30 p.m. to: Town of Amherstburg, Human Resources Department, 271 Sandwich St. S., Amherstburg, ON N9V 2A5. Email: resumes@amherstburg.ca.

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 by Friday, January 3, 2020 at 12 noon.

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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

December 16, 2019

Queen's Park Update

Cannabis

On December 12th, the government amended Ontario Regulation 478/18 under the *Cannabis License Act, 2018*. This opens Ontario's cannabis retail market in 2020. Retail applications begin on January 6, 2020 and the new changes in the regulation include:

- Ceasing the lottery for retail licenses
- Eliminating pre-qualification requirements for retailers
- Allowing licensed producers to open retail store connected to a production facility

On March 2, 2020, the restrictions on the total number of store authorizations permitted in the province will be revoked. Licensed operators will be allowed to have up to 10 stores until September 2020, up to 30 stores until September 2021 and up to 75 stores afterwards. Store applications will only be eligible in municipalities that have opted-in to sell cannabis.

For more information, visit www.agco.ca.

End of the Fall Legislative Session

The Legislative Assembly of Ontario ended its 2019 legislative session on December 12th and is adjourned until February 18, 2020. Here are some short summaries of Bills of municipal interest that have received Royal Assent.

Bill 132, *Better for People, Smarter for Business Act, 2019* – Received Royal Assent on Dec. 10th.

The legislative changes in Bill 132 of most municipal concern are to the *Aggregates Act*. While it is an improvement that a change will require an application process for below water table extraction, rather than just an amendment to a licence, it still allows the province to issue licences for below water table extraction while the *Safe Drinking Water Act*, Section 19 stipulates that owners of municipal drinking water sources are guilty of an offence if they fail to exercise care over a drinking water system, like a

well. As aquifers are connected, a decision of the province to allow below water table extraction could lead to contamination of municipal drinking water sources.

Given the conflict between these two Acts, AMO had asked for a concurrent amendment to the *Safe Drinking Water Act* to indemnify Council members for decisions on *Aggregates Act* applications that the province makes. This amendment was not made to the legislation that now has Royal Assent. We believe this will result in municipal councils appealing all provincial decisions on below water table extraction to the Local Planning Appeal Tribunal (LPAT) to show appropriate due diligence.

As well through Bill 132, the *Highway Traffic Act* was amended to allow municipal governments to pass by-laws that will allow some off-road vehicles to be driven on municipal highways.

For more information on this omnibus bill, please refer to AMO's [Bill 132 submission](#).

Bill 138, Plan to Build Ontario Together Act, 2019 – Received Royal Assent on December 10th.

This omnibus Bill accompanied the 2019 Fall Economic Statement and affected 40 statutes. This included:

- Section 26.1 of the *Development Charges Act* is amended and will remove industrial development and commercial development from eligible development types that can be charged.
- Subsection 329 (2) of the *Municipal Act, 2001* and section 291 (2) of the *City of Toronto Act, 2006* has been amended regarding calculating property taxes when the permitted uses of land change.
- The *Supply Chain Management Act* specifies how the broader public sector may carry out supply chain management and procurement. AMO has confirmed that these provisions will not apply to municipalities.
- Section 37 of the *Planning Act* has been amended to set out a process for a person or public body to appeal a community benefits charge by-law to the Local Planning Appeal Tribunal.
- Section 40 (1) of the *Liquor Licence and Control Act* permits municipal councils to designate a recreational area under its jurisdiction to prohibit the possession of liquor.

Bill 136, Provincial Animal Welfare Services Act, 2019 – Received Royal Assent on December 5th.

This bill creates an animal welfare framework. Under the Act, in the event of a conflict between a municipal by-law and the *Provincial Animal Welfare Services Act*, the provision that affords the greater protection to animals will prevail. The legislation

requires an implementation of a full provincial government-based animal welfare enforcement model.

The province has confirmed that all enforcement mechanisms will be performed by them.

Bill 124, *Protecting a Sustainable Public Sector for Future Generations Act*, 2019

– Received Royal Assent on November 7th.

Under Bill 124, broader public sector employee salary increases will be limited to 1% for the next three years. AMO has been assured that this Act does not apply to employers that are a municipality, a local board as defined in the *Municipal Act*, and persons and organizations that are appointed or chosen under the authority of a municipality.

AMO Contact:

You can contact AMO's Policy Team at policy@amo.on.ca or 416-971-9856.

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MEPCO
Municipal Employer Pension Centre Ontario

AMO Association of
Municipalities Ontario

LAS | AMO
Business
Services

December 18, 2019

AMO is your organization. It's a highly influential policy development and advocacy organization, but it's also much more. Through our Local Authority Services ([LAS](#)) – AMO Business Services organization, there are many programs and services designed to support municipalities. We also advance municipal employer interests in OMERS as your sponsor representative through the Municipal Employer Pension Centre of Ontario (MEPCO). In 2019, AMO delivered approximately \$1.3 billion of federal gas tax funding to Ontario municipalities, including an extra \$12 million in accumulated administrative savings.

Please take a moment to look at this [video](#) that captures our many roles. In the meantime, let me highlight a few of the benefits as I ask you to renew your AMO membership for 2020.

Our work with the Government of Ontario since the 2018 provincial election has been productive. The Premier and 26 Cabinet Ministers attended the 2019 AMO Conference - where they are directly accountable to AMO's members. We helped reshape some of the announcements that came out of the 2019 Budget and secured a meaningful consultation process on potential changes in public health and municipal emergency medical services – led by Hasting County CAO Jim Pine. Responding to years of AMO advocacy, the government announced that blue box costs will be transferred to industry with long-term savings for municipalities of an estimated \$130 million a year. And we are currently working on files related to planning, development charges, housing, broadband and much more.

Your membership in AMO gives the sector a seat at the provincial table. It gives us the ability to coordinate municipal governments and tap the expertise and front-line knowledge of members on any number of topics. As the provincial government reaches mid-term, 2020 will be a critically important, with an opportunity for AMO to influence the shape of things to come, including the 2020 Provincial Budget. We are a constant and influential voice at Queen's Park when it is needed most. Please renew your AMO membership for 2020.

OMERS is also a significant policy area if you are an OMERS employer. Take a look at your employer pension contributions – which average 10.7%. It is a significant budget line for your municipality. Even with some solid investment returns, the \$97 billion OMERS plan remains in deficit from the last recession. In addition, the future is

going to be more challenging for plan sustainability. OMERS estimates that by the year 2030, the ratio of contributing members to retirees will be 1:1. MEPCO is the municipal employers' pension voice. Its work is critical to protecting municipal employer interests. Without MEPCO, work on pension issues would be weakened and municipal influence would decline. MEPCO ensures that OMERS governors and administrators are fully informed of the priorities of municipal employers.

I promise that we will continue our hard work on your behalf in 2020. To do that, we need your membership in AMO and MEPCO. The related membership invoices have been mailed to your treasury department for payment. Municipal governments are the frontline of governments. Let us work together in 2020 to ensure the collective voice of municipal government in Ontario is heard loud and clear.

Best wishes to you, your friends and family, and your community for a happy, safe and festive holiday season.

AMO President, Jamie McGarvey

A handwritten signature in black ink, appearing to read 'J. McGarvey', with a long horizontal line extending to the right.

*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.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2019-63

Dear Head of Council,

As you know, on September 24, 2019, my ministry launched a public consultation on potential changes to the delivery of building code services and released a discussion paper: *Transforming and Modernizing the Delivery of Ontario's Building Code Services*.

The building sector is a \$38 billion industry and key driver of Ontario's economy. It is essential that the people working in this sector have the support they need to keep Ontario's economy growing. Historically, the ministry has delivered a suite of building code services, however, over time the delivery of these services has not kept pace with the needs of the sector, making this model unsustainable. For years, building sector stakeholders have been asking for better, more modern and timely services and resources to support their ability to enforce the technical and complex building code requirements. We need to make sure that building sector and municipalities have the support they need to ensure Ontario's economy continues to grow, while protecting public health and safety.

To support this key sector, the ministry is consulting on the creation of a proposed new administrative authority to deliver a suite of enhanced and new user-driven services. The proposed administrative authority would support a more modern and responsive service delivery by having the ability to quickly scale and deliver services more nimbly, provide resources to enable a more consistent approach to building code interpretation and application, and deliver streamlined services across Ontario.

Details on how the proposed administrative authority would be funded will be guided by further consultation with municipalities and other building stakeholders. Our objective is to have the enhanced and new services provided by the administrative authority be paid for through a combination of user fees and regulatory charges associated with service delivery in the new model. No new tax is proposed.

.../2

-2-

Transforming and modernizing the delivery of Ontario's building code services will take time and we are just beginning the conversation. I look forward to your continued engagement in this important transformation initiative.

Sincerely,

A handwritten signature in cursive script that reads "Steve Clark".

Steve Clark
Minister

**Ministry of Children,
Community and Social
Services**

Minister's Office

438 University Avenue
7th Floor
Toronto, Ontario
M7A 1N3

Tel.: (416) 325-5225
Fax: (416) 325-5240

**Ministère des Services à
l'enfance et des Services
sociaux et communautaires**

Bureau du Ministre

438, avenue University
7^e étage
Toronto, Ontario
M7A 1N3

Tél. : (416) 325-5225
Télec. : (416) 325-5240



127-2019-9359

December 16, 2019

Dear Municipal Partner:

I am writing to let you know that the Ministry of Children, Community and Social Services, in collaboration with other ministries across government, is currently assessing Ontario's Poverty Reduction Strategy and is launching consultations to inform the development of a new five-year strategy, in accordance with the Poverty Reduction Act, 2009.

Our government believes that the people of Ontario are the province's greatest asset, and when they succeed, our economy and province succeed. However, we know that one in seven Ontario residents live in poverty.

Empowering people and supporting them during challenging times is a priority for our government. We also know that we cannot do this work alone. We are committed to listening and working with individuals, communities, organizations, businesses, Indigenous partners and all levels of government. It is our shared responsibility to create the conditions for success. To do so, we need organizations across the province to share their ideas and feedback about how we can work together to tackle poverty.

Our goal is to drive progress and identify solutions to reduce poverty. To inform our new Poverty Reduction Strategy, we will be asking Ontario residents how we can encourage job creation and connect people to employment opportunities; provide people with the right supports and services; and lower the cost of living and make life more affordable.

An online survey will be posted in January 2020 for a period of approximately 60 days. I hope that you will respond to the survey and encourage members of your community, including those who have experience living in poverty, to participate. We will share more information about the survey in the new year.

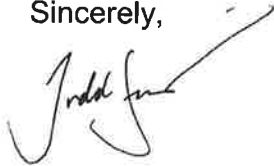
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We are also accepting written submissions and any recommendations for the next strategy as well as feedback on the previous 2014–19 Poverty Reduction Strategy, by e-mail at prso@ontario.ca or by mail at Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how identifying information included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at prso@ontario.ca or by telephone at (647) 308-9963.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping horizontal stroke extending to the right.

Todd Smith
Minister

From: Water, Drinking (MECP) <Drinking.Water@ontario.ca>
Sent: Friday, December 20, 2019 3:02 PM
To: Janet Denkers <jdenkers@brookealvinston.com>
Subject: 2018-2019 Chief Drinking Water Inspector Annual Report and Minister's Annual Report on Drinking Water 2019 now available / Le rapport annuel de 2018-2019 de l'inspectrice en chef de l'eau potable est maintenant disponible

Ontario's government is taking action to protect the province's drinking water and water resources as part of its draft Made-in-Ontario Environment Plan to keep Ontarians safe and pass on a cleaner environment to future generations.

Today, the Ministry of the Environment, Conservation and Parks released the [Minister's Annual Report on Drinking Water 2019](#) and the [2018-2019 Chief Drinking Water Inspector Annual Report](#).

The Minister's Annual Report on Drinking Water 2019 showcases the work Ontario is doing to protect our drinking water and water resources. The Chief Drinking Water Inspector's Annual Report provides an overview of the ministry's progress during 2018-19 and includes in-depth information on the performance of Ontario's drinking water systems and licensed and eligible laboratories.

The reports showcase the province's strong monitoring, reporting and enforcement activities and programs and how these actions help ensure Ontario's drinking water is among the best protected in the world.

This includes reporting on the tests results for lead in drinking water. Ontario's Chief Medical Officer of Health has not received any reports of lead toxicity in Ontario children that have been linked primarily to drinking water in the last 10 years. At the same time, blood lead levels of Canadians have also declined by over 70 per cent in the past 40 years due to ongoing actions to reduce lead exposure from all sources.

Visit Ontario's Data Catalogue to see the supporting [Drinking Water Quality and Enforcement](#) data. For more information on the drinking water quality and enforcement data, please call the drinking water help line at 1-866-793-2588 between the hours of 9 a.m. to 5 p.m. from Monday to Friday or email waterforms@ontario.ca

December 11, 2019

Lambton Group Police Services Board
 Ms. Dela Horley, Secretary
dhorley@live.com

RE: OPP Contract and Proposal

Dear Ms. Horley,

During our regular meeting of Council held on December 9, 2019 we were pleased to have Commander Inspector Avery and Mr. Murray Jackson in attendance regarding the proposed OPP contract renewal, through discussion the following resolution was brought forward and passed;

MOVED: Grant Purdy

SECONDED: Joel Field

THAT the Council of the Town of Petrolia support in principal, the Draft contract proposal, and request the Clerk be provided follow up information from the Orillia presentation;

AND THAT Council direct staff to prepare information from the Orillia presentation, for Councils information and a by-law for consideration of adoption of the contract at the January meeting of Council;

AND THAT Council direct the Clerk/Operations Clerk to prepare correspondence to the Lambton Group Police Services Board and Lambton OPP, requesting that in future contract years Council's in Lambton receive the draft proposal a minimum of three (3) months prior to the request for endorsement, this correspondence also to be forwarded to the County of Lambton and Lambton Municipalities;

Carried

Please extend our sincere gratitude to Comm. Insp. Avery and Mr. Jackson for their availability that evening and the informative discussion. If the LGPSB could please extend the resolution of Council to the appropriate members at the Lambton Detachment and Orillia Headquarters for consideration for the next contract, it would be appreciated.

It was also noted that possibly, during the next contract discussions, a joint presentation could be held at the County Building where the Orillia representative and

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411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



the Lambton representatives of the OPP, could present the proposed contract in advance and be available for questions and comments from our group municipalities.

Yours truly,



Mandi Pearson
Clerk/Operations Clerk

cc: County of Lambton
Dawn-Euphemia
Lambton Shores
Brooke Alvinston
Warwick
St. Clair
Plympton-Wyoming
Enniskillen
Pt. Edward
Oil Springs

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December 11, 2019

Township of Enniskillen
 Mr. Duncan McTavish
dmctavish@enniskillen.ca

RE: Cannabis minimum distance

Dear Mr. McTavish,

During our regular meeting of Council held on December 9, 2019 correspondence received from Enniskillen's resolution regarding Provincial minimum distance policies for cannabis was brought forward with the following motion passed;

MOVED: Don Welten

SECONDED: Wade Deighton

THAT the Council of the Town of Petrolia support item 12 h) regarding Enniskillen Township's request for Provincial minimum distance policies;

AND THAT a copy of this support motion be forwarded to OMAFRA, MPP Bailey, MPP McNaughton, the County of Lambton and all municipalities in the County of Lambton.;

Carried

Yours truly,



Mandi Pearson
 Clerk/Operations Clerk

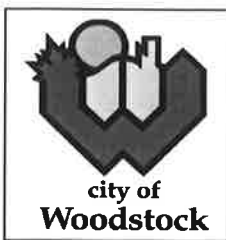
cc: Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
 Mr. Bob Bailey, MPP Sarnia Lambton
 Mr. Monte McNaughton, MPP Lambton Kent Middlesex
 County of Lambton
 Municipalities of Lambton

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Office of the City Clerk
 Woodstock City Hall
 P.O. Box 1539
 500 Dundas Street
 Woodstock, ON N4S 0A7
 Telephone (519) 539-1291

December 18, 2019

The Honourable Jeff Yurek,
 Minister of Environment, Conservation and Parks
 College Park 5th Flr, 777 Bay St,
 Toronto, ON M7A 2J3

Re: Ban of Single-Use Plastic Handled Shopping Bags

Please be advised that the Council of the Corporation of the City of Woodstock passed the following resolution at its regular Council meeting held on December 12, 2019:

“That Woodstock City Council continue to support the single-use plastic handled shopping bag ban in principle but defer a decision regarding implementation until the Provincial and/or Federal governments have announced their decision and plans for a ban;

And further that Woodstock City Council supports a harmonized ban of single-use plastic shopping bags across the Province of Ontario;

And further that staff be directed to participate in the consultations with the Minister of Environment, Conservation and Parks with respect to the new producer responsibility model for the Blue Box Program, including discussing solutions with respect to single-use plastic shopping bags;

And further that Council pre-approve \$5,000 in the 2020 revenue fund budget in order for the Woodstock Environment Advisory Committee to undertake a public education campaign to educate and encourage Woodstock residents to reduce the use and consumption of single-use plastic shopping bags;

And further that this resolution be circulated to the Minister of Environment, Conservation and Parks and all Ontario municipalities.”

Yours Truly,

Amelia Humphries, B. Math, M.P.A.
 City Clerk

c: All Ontario municipalities



December 24, 2019

Re: Transition of the Blue Box Program to Full Producer Responsibility

Dear Mayor and Council:

You have been asked by AMO to endorse a certain resolution with regards to the transition of the blue box program to full producer responsibility. On behalf of the Bluewater Recycling Association, I would like you to consider the following before making your final decision.

As you should know, the Province has enacted new legislation which has recently begun the process to transition the Blue Box Program to Full Producer Responsibility. The actual transition is scheduled to occur between January 1, 2023 and December 31, 2025. You should have received a request from the AMO President to provide some direction on your intentions.

The Bluewater Recycling Association was created by and for communities like yours 30 years ago to manage the Blue Box Program on behalf of, and in cooperation with, the member municipalities. We have accomplished a lot together and this transition has to potential to do even more, if done right.

Your current commitments with the Association allow for a transition to occur at any time in the three-year window as members can leave the Association at any time by giving notice by June 30 of any year for departure anytime the following year. Other commitments related to waste collection may apply but they will not prevent you from transitioning if you wish to do so.

At this time, while we expect to recommend our members to transition, we cannot categorically do so in full conscience until the regulation is written so that we can fully comprehend the impact of such regulation. As they say: "the pudding is in the details."

In choosing a transition date, you have the flexibility to choose any date you wish. As tempting as it might be to be first to transition in January 2023 and shed that cost off your financial statements, let us remind you that a Provincial election is scheduled for June 2, 2022 which may bring about last minute changes and you will be busy introducing the newly elected councils from the October 24, 2022 Municipal election.

Generally, we would advise against a January 1 transition date in any year as it is historically the busiest time of the year in terms of recycling volume. It is also the worst time of the year for the variable weather conditions that have the potential to bring

about collection cancellations. As such, January is the worst time to possibly change service provider and/or service delivery details.

Normally we would recommend a spring or fall transition as the volumes are reasonable, the weather is not a factor, the staff is available, and the residents are not on vacation. The best dates appear to be May 1, 2023, April 1, 2024, or September 1, 2025. There is one more date that falls outside this advice and it is July 1, 2024. It is the midpoint in the transition, and it allows the service provider to reach seasonal residents, but it is at the expense of those permanent residents who may be on vacation.

Our members have collaborated and invested together since 1989. All of your achievements have been the results of a combined effort. Our systems are highly integrated as you share programs, equipment, and staffs that are all interdependent. The transition will bring about change. What the changes will be remains unknown until the regulation is written and the producers determine how they wish to meet their obligations. Regardless of the final details, we would highly recommend that all members transition at the same time. In order to plan and accommodate such a transparent transition we believe the best time for everyone to transition will be April 1, 2024.

The Association intends to continue to provide Blue Box Program services into and after the Transition to Full Producer Responsibility assuming mutually agreeable commercial terms with the Producers. You may want the Association to continue providing the services to:

- 1) Maintain services for those who may be excluded from the new regulations. At this time it is expected that institutional, commercial, and industrial locations will be excluded from the system. This means arenas, libraries, municipal buildings, hospitals, police station, places of worship, retirement homes, campgrounds, downtown businesses, and larger industries will need to find alternate service providers.
- 2) Maintain the current waste collection discounted rates resulting from the efficiency of co-collecting waste and recyclables in the same truck at the same time as currently done in over 91% of our member households.
- 3) Know that new wheelie bins will always be in inventory to delivery to new homes along with the parts and service available to repair any defective ones.
- 4) Continue to have access to Other Diversion Services
- 5) Depend on reliable reachable local service talking to people you know and they know you and your residents as you have for that last three decades.
- 6) Maximize and utilize in the \$30 Million in assets you have built over the years to guarantee the uninterrupted service you have become accustomed to.



- 7) Know that your residents are serviced using the cleanest fleet in the industry powered by Natural Gas and positioned to convert to electricity when it is ready and available.
- 8) Keep jobs locally that benefit the local economy recycling tax dollars.

The members have benefitted from superior award winning recycling services for decades because they have worked together using a unique cooperative model to maximize economies of scale that would not be possible individually. As such, we would recommend that all members consider making the transition together.

Consider the enclosed alternate resolution when responding to AMO and the Ministry of the Environment.

Yours truly,

In this cleaner environment.

Francis Veilleux
President



Resolution on Transition to Full Producer Responsibility

WHEREAS the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing area of public concern;

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly;

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

WHEREAS the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome;

WHEREAS the municipality is a member of the Bluewater Recycling Association which has been providing the Blue Box program for the last 30 years to its member municipalities;

WHEREAS the Blue Box program is one of many resource management services that is part of an integrated system that the Association provides the municipality;

WHEREAS the Municipality of X is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products;

AND WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

THEREFORE BE IT RESOLVED:

THAT the Municipality of X would like to transition their Blue Box program to full producer responsibility April 1, 2024, preferably at the same time as all the other Bluewater Recycling Association.

AND THAT this decision is based on the following rationale:

1. 2023 is too close to the Provincial and Municipal election to plan a seamless transition.
2. January of any year is our busiest time of the year in terms of volume and the weather is not always cooperative making it the worst time of the year to transition.
3. April 1, 2024 date is more suitable if a new service provider is taking over as it removes the uncertainties associated with weather events and our busiest holiday season (January) and our seasonal residents are captive.
4. The recycling service is integrated (co-collection) with the waste collection service in most areas serviced with the same truck at the same time which may be substantially impacted by the transition.
5. The Municipality is part of a cooperative which has invested substantial capital resources that need to be optimized and considered as part of any new system.

AND THAT the Municipality of X through the Bluewater Recycling Association would be interested in providing collection, processing, marketing, and other services to Producers should we be able to arrive at mutually agreeable commercial terms.

AND FURTHER THAT any questions regarding this resolution can be directed to Jane Doe, City Manager at xxx-xxx-xxxx or jane.doe@municipalityx.ca and Francis Veilleux, President of the Bluewater Recycling Association at 519-228-6678 or francis@bra.org

AND FURTHER THAT the resolution be forwarded to the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.



**CLERK ADMINISTRATOR
STAFF REPORT
Open Report**

Report to: Mayor Ferguson and Members of Council
 From: Janet Denkers, Clerk Administrator
 SUBJECT: Cost of Living Allowance 2019
 Presented to Council: January 10, 2019

Recommendation: That the municipal wage grid be adjusted yearly in accordance with the average inflation rate / CPI in Ontario for the term of Council.

BACKGROUND:

Council adopted a compensation grid that requires a review by Council each year with consideration to annual adjustments to the salary grid. Information is gathered from local municipalities of similar size and the average inflation rate / CPI in Ontario to compare with.

The municipalities that have been contacted with similar populations are:

The Township of Dawn-Euphemia	1.7%
Township of Enniskillen	1.5%
Warwick Township	2.0%
Township of Adelaide Metcalfe	Not available
Township of Southwest Middlesex	2%

Based on the Consumer Price Index, the inflation rate for 2019 for the Province of Ontario was 1.9 %

Financial Implications:

	<u>2019 Budget</u>	<u>2019 Actual (before y/e adj)</u>	<u>2020 Preliminary Budget - no COLA increase</u>	<u>2020 Preliminary Budget - 1.9% inflation increase</u>
Council Support	157,300	154,900	157,200	159,900
Administration & Fire Chief	280,300	260,900	276,300	280,600
Public Works	455,000	442,900	455,700	463,600
Recreation/Community Center	<u>227,900</u>	<u>216,600</u>	<u>245,700</u>	<u>249,600</u>
	<u>1,120,500</u>	<u>1,075,300</u>	<u>1,134,900</u>	<u>1,153,700</u>
Change per 2019 budget		-45,200 -4.03%	+14,400 +1.29%	+33,200 +2.96%

Relationship to Strategic Plan: none

In summary, having regard to both local area municipal projections and the Consumer Price Index, it is recommended that the salary grid be adjusted by 1.9% for 2020.

Janet Denkers, Clerk Administrator

Date



CLERK ADMINISTRATOR STAFF REPORT

Report to: Mayor Ferguson and Members of Council
From: Janet Denkers, Clerk Administrator
Date: January 9, 2020

Recommendation: That the municipal mileage rate be increased to \$0.57 / km for 2020.

Background:

Municipal employees and elected officials can claim mileage and be reimbursed for necessary travel during the course of ordinary work. This includes mileage to training or conferences.

The current municipal mileage rate is \$0.535 / km. In accordance with the Canada Revenue Agency, the current government mileage rate is \$0.58 / km. The rate is adjusted yearly.

The County of Lambton mileage rate is \$0.57 / km. It is recommended to be in comparison with the County of Lambton for the mileage rate.



**CLERK ADMINISTRATOR
STAFF REPORT
Open Report**

Report to: Mayor Ferguson and Members of Council
 From: Janet Denkers, Clerk Administrator
 SUBJECT: Large Item Day & Rabies Clinic
 Presented to Council: January 9, 2020

Recommendation: That the Council of the Municipality of Brooke-Alvinston approve of one Municipal Large Item Day to be held on April 18, 2020 and that staff arrange for a Rabies Clinic to be held in April 2020.

BACKGROUND:

Large item day is generally held the third Saturday in April. In 2020, this would fall on April 18, 2020 between the hours of 7:30 a.m. – 12 noon. This day has been commented as being valuable to the residents of Brooke-Alvinston in disposing of household wastes. In previous years there were an annual spring and fall pick up day. The Fall pick up day was eliminated in previous years in attempts to save costs.

FINANCIAL CONSIDERATION: The expenses to hold the Large Item Day in 2018 were approximately \$8,500 in 2018 and in 2019 \$7,500. Fees include labour, dumpster and tipping fees and miscellaneous costs including tire repairs

RECOMMENDATION: That the Municipality approve one large item day on April 18, 2020.

Rabies Clinic:

The Rabies Clinic is generally held the third week of April pending the veterinarian availability. It was previously held in the town shop on the corner of Lorne and Centre Street. Being that the town shop has sold, it is recommended that 3310 Walnut Street be the new location in the Olympia room. The Rabies Clinic is well attended by locals and neighbouring municipalities.

New this year, the Municipality would like to incorporate the selling of dog tags at the clinic. The tags are generally sold via mail in the late Spring.

Financial Implications: The Municipality is reimbursed through the health unit for any flyers sent out; veterinarians generally bring their own helpers for the day. Staff would be responsible for selling the tags at the clinic.

RECOMMENDATION: That a rabies clinic be arranged for April 18, 2020 pending veterinarian availability and time preference and should the date not work, the veterinarians choose their preferred date.



**CLERK ADMINISTRATOR
STAFF REPORT
Open Report**

Report to: Mayor Ferguson and Members of Council
 From: Janet Denkers, Clerk Administrator
 SUBJECT: Municipal Health & Safety Policy 2020
 Presented to Council: January 9, 2020

Recommendation: That the Council of the Municipality of Brooke-Alvinston approve the Health & Safety Statement for 2020.

BACKGROUND:

According to the *Occupational Health & Safety Act*, employers must prepare and review at least annually a written occupational health and safety policy. The policy statement is reviewed annually.

Representatives from each department are appointed as Safety Representatives and are responsible for conducting monthly inspections. The monthly inspection sheets are then submitted to the Clerk Administrator for review with the department head to remedy any violations. The Committee strives to meet quarterly and to conduct joint investigations.

The representatives on the committee are:

Administration Office – Darlene Paolucci	Road Department – Scott Leitch	Arena Complex – Leonard Mitchell	Alvinston Fire Hall -Bill Oke
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The Policy Statement is attached.

Janet Denkers, Clerk Administrator

Date

The Policy Statement is:

Municipality of Brooke-Alvinston- Health & Safety Policy – 2020

Management of the Corporation of the Municipality of Brooke-Alvinston is vitally interested in the health and safety of its employees. Protection of the employees from injury or occupational disease is a major continuing objective. The Corporation of the Municipality of Brooke-Alvinston will make every effort to provide a safe and healthy work environment. All supervisors and workers must be dedicated to the continuing objective of reducing risk of injury. The Corporation of the Municipality of Brooke-Alvinston as an employer is ultimately responsible for worker health and safety.

As Council of the Corporation of the Municipality of Brooke-Alvinston, we give you our personal promise that every reasonable precaution will be taken for the protection of workers.

Supervisors will be held accountable for the health and safety of workers under their supervision. Supervisors are responsible to ensure that machinery and equipment are safe and that workers work in compliance with established safe work practices and procedures. Workers must receive adequate training in their specific work tasks to protect their health and safety.

Every worker must protect his or her own health and safety by working in compliance with the law and with safe work practices and procedures established by the company. It is in the best interest of all parties to consider health and safety in every activity. Commitment to health and safety must form an integral part of this organization, from the Mayor to the workers.



CLERK ADMINISTRATOR STAFF REPORT

Report to: Mayor Ferguson and Members of Council
From: Janet Denkers, Clerk Administrator
Date: January 9, 2020

Recommendation: *That the Chief Building Official be directed to proceed with all the applicable charges under the Building Code Act for the property municipality known as 3239-3241 River Street owned by Level Contracting INC and its Agent/Owner - Jose Pinheiro and further that the Chief Building Official keep the Council apprised of such undertakings.*

Background:

The demolition of 3239 -3241 River Street had been commenced in early November of 2019. The demolition was initially proposed for February 2019. The owner was provided every opportunity to improve the building to standards yet opted for demolition. The progress has been stalled after numerous attempts from the County of Lambton Building Department to receive progress reports and updates.

The site is an eyesore in its current state and during inclement weather has proven to cause disturbances along River Street with debris flying. The Municipality and County have been trying to work with the owner to remedy the site with no success. The recommendation is being sought as a last alternative.

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Invoice Entry Date 12-01-19 to 12-31-19 Paid Invoices Cheque Date 12-01-19 to 12-31-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	003286 JANELLE LEITCH	DEC2019 REFUND ON ACCOUNT	12-11-19	12-11-19	29.80
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2019 SUNLIFE BENEFITS	12-01-19	12-01-19	56.58
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	NOV 2019 DEDUCTIONS	12-11-19	12-11-19	37,752.67
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	NOV 2019 WSIB PREMIUM	12-11-19	12-11-19	2,817.82
01-0000-2292	000370 MINISTER OF FINANCE -EHT	Nov2019 EMPLOYER HEALTH TAX	12-11-19	12-11-19	1,262.85
		Account Total			4,080.67
01-0000-2293	000011 BMO INVESTMENTS INC.	NOV2019 EMPLOYEE RSP	12-11-19	12-11-19	706.32
01-0000-2293	000085 EQUITY ASSOCIATES	NOV2019 EMPLOYEE RSP	12-11-19	12-11-19	831.96
01-0000-2293	000087 BMO NESBITT BURNS	NOV2019 EMPLOYEE RSP	12-11-19	12-11-19	1,522.00
		Account Total			3,060.28
01-0000-2426	002800 KIM LEE	DEC2019 FOODBANK PURCHASE	12-12-19	12-12-19	35.94
01-0000-2426	002810 MELISSA MCLACHLIN	DEC2019 FOOD BANK EXPENSES	12-20-19	12-20-19	97.30
		Account Total			133.24
		Department Total			45,113.24
LICENCES, PERMITS, RENTS					
01-0050-1435	002636 BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	-425.00
		Department Total			-425.00
GOVERNANCE					
01-0240-7306	002223 COUNTY OF LAMBTON	32685 TRAINING-COUNTY OF LAMBTON	12-10-19	12-10-19	817.76
01-0240-7306	000279 BMO BANK OF MONTREAL	DEC2019 ROMA ACCOMODATIONS	12-10-19	12-10-19	519.44
		Account Total			1,337.20
01-0240-7399	002224 ALL SEASONS TROPHIES	46668 BLUEWATER POWER PLAQUE	12-05-19	12-05-19	122.04
01-0240-7399	000279 BMO BANK OF MONTREAL	DEC2019 LAMBTON HISTORICAL SOCIETY	12-10-19	12-10-19	25.43

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0240-7399	000222 WATFORD SILVERSTICK COMMITTEE	DEC2019 WATFORD SS SPONSORSHIP	12-18-19	12-18-19	40.00
01-0240-7399	000263 ALVINSTON SILVER STICK	DEC2019 SILVERSTICK SPONSORSHIP	12-18-19	12-18-19	210.00
01-0240-7399	003289 MEADOWVIEW VILLA AUXILLIARY	JAN2020 MEADOWVIEW CARD PARTY	12-18-19	12-18-19	150.00
01-0240-7399	000093 ALVINSTON CEMETERY BOARD	dec2019 PLACCARD FOR T REDICK	12-18-19	12-18-19	50.00
Account Total					597.47
Department Total					1,934.67

COUNCIL SUPPORT

01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2019 SUNLIFE BENEFITS	12-01-19	12-01-19	978.87
01-0241-7301	002867 MINISTER OF FINANCE- OFFICE OF REGISTE	DEC2019 MARRIAGE LICENCES	12-18-19	12-18-19	240.00
01-0241-7303	002636 BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	72.90
01-0241-7350	000279 BMO BANK OF MONTREAL	DEC2019 CAO MEETING	12-10-19	12-10-19	17.60
01-0241-7350	002572 JANET DENKERS	DEC2019 TRAVEL	12-10-19	12-10-19	40.66
Account Total					58.26
Department Total					1,350.03

CORPORATE MANAGEMENT

01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2019 SUNLIFE BENEFITS	12-01-19	12-01-19	1,306.51
01-0250-7301	000165 MANLEY'S BASICS	1073822 OFFICE SUPPLIES	12-01-19	12-01-19	150.43
01-0250-7303	002636 BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	56.83
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1219 PHONE & INTERNET SERVICE	12-10-19	12-10-19	251.46
Account Total					308.29
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR270217 COPIER MAINTENANCE CONTRACT	12-05-19	12-05-19	162.53
01-0250-7306	003032 WATER ISLAND CANADA INC.	06927 WATER	12-11-19	12-11-19	21.00

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474504 ELECTRICITY CHARGES	12-18-19	12-18-19	398.59
		Account Total			419.59
01-0250-7309	000002 UNION GAS LIMITED	7348-1219 NATURAL GAS HEATING	12-11-19	12-11-19	314.76
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	16886 IT SUPPORT	12-10-19	12-10-19	67.80
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	16907 IT LICENCING & SUPPORT	12-10-19	12-10-19	455.33
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	16945 IT CLOUD SECURITY ASSESSMENT	12-12-19	12-12-19	2,825.00
		Account Total			3,348.13
01-0250-7340	000132 A-1 SECURITY SYSTEMS	131365 ELEVATOR ALARM MONITORING	12-18-19	12-18-19	271.20
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	87985 MATS	12-11-19	12-11-19	29.27
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	879889 MATS	12-11-19	12-11-19	38.99
01-0250-7340	000112 NUTECH PEST SERVICES	9546 PEST CONTROL	12-20-19	12-20-19	47.46
		Account Total			386.92
01-0250-7399	000279 BMO BANK OF MONTREAL	DEC2019 EMPLOYEE APPRECIATION	12-10-19	12-10-19	978.64
01-0250-7405	000195 KATHRYN SMITH	496752 OFFICE CLEANING	12-05-19	12-05-19	250.00
		Department Total			7,625.80
<u>FIRE SERVICES</u>					
01-0410-7116	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2019 SUNLIFE BENEFITS	12-01-19	12-01-19	411.66
01-0410-7340	003040 JEFF MCARTHUR	NOV2019 SAFETY FOOTWEAR	12-10-19	12-10-19	91.52
01-0410-7350	003040 JEFF MCARTHUR	NOV2019 MILEAGE	12-10-19	12-10-19	59.93
		Department Total			563.11
<u>FIRE STATION - ALVINSTON</u>					
01-0411-7175	003040 JEFF MCARTHUR	NOV2019 APPRECIATION DINNER	12-10-19	12-10-19	222.58

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01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10601690-1219 PHONE	12-10-19	12-10-19	67.77
01-0411-7303	002636 BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	102.05
Account Total					169.82
01-0411-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	DEC2019 SHIPPING	12-11-19	12-11-19	27.65
01-0411-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474500 ELECTRICITY CHARGES	12-18-19	12-18-19	165.62
01-0411-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474501 ELECTRICITY CHARGES	12-18-19	12-18-19	8.37
Account Total					173.99
01-0411-7309	000002 UNION GAS LIMITED	7133-1219 NATURAL GAS HEATING	12-11-19	12-11-19	208.70
01-0411-7351	002016 RON MCCABE	DEC2019 FIRE CHIEFS MEETING	12-01-19	12-01-19	68.48
01-0411-7351	002572 JANET DENKERS	DEC2019 TRAVEL	12-10-19	12-10-19	12.21
Account Total					80.69
01-0411-7460	002223 COUNTY OF LAMBTON	32644 TOWER LEASE/OPERATING COSTS	12-05-19	12-05-19	2,107.80
01-0411-7460	002223 COUNTY OF LAMBTON	32745 CREDITON TOWER LEASE	12-20-19	12-20-19	-135.04
Account Total					1,972.76
Department Total					2,856.19

FIRE STATION - INWOOD

01-0412-7175	003040 JEFF MCARTHUR	NOV2019 APPRECIATION DINNER	12-10-19	12-10-19	111.29
01-0412-7303	002636 BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	68.03
01-0412-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	DEC2019 SHIPPING	12-11-19	12-11-19	13.83
01-0412-7330	003040 JEFF MCARTHUR	NOV2019 INWOOD FIRE PREVENTION	12-10-19	12-10-19	82.24
01-0412-7351	002572 JANET DENKERS	DEC2019 TRAVEL	12-10-19	12-10-19	6.10

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01-0412-7441	002355 LERNERS LLP	40005627 IFA LEASE COMMENTS	12-10-19	12-10-19	2,065.80
01-0412-7460	002223 COUNTY OF LAMBTON	32644 TOWER LEASE/OPERATING COSTS	12-05-19	12-05-19	2,107.80
01-0412-7460	002223 COUNTY OF LAMBTON	32745 CREDITON TOWER LEASE	12-20-19	12-20-19	-135.04
Account Total					1,972.76
Department Total					4,320.05

POLICE

01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD 2017	MONTHLY POLICING	12-05-19	12-05-19	33,378.00
Department Total					33,378.00

PROTECTIVE INSPECTION & CONTROL

01-0440-7470	002223 COUNTY OF LAMBTON	32713 BUILDING INSPECTIONS	12-10-19	12-10-19	2,340.00
01-0440-7470	002223 COUNTY OF LAMBTON	32713 BUILDING INSPECTIONS	12-10-19	12-10-19	472.53
Account Total					2,812.53
01-0440-7472	000175 VICKI KYLE	DEC2019 ANIMAL CONTROL SERVICES	12-05-19	12-05-19	868.42
01-0440-7475	003217 MUN OF BROOKE-ALVINSTON - EFT	DECEMBER2019 MAILING	12-18-19	12-18-19	10.74
01-0440-7476	002223 COUNTY OF LAMBTON	32714 PROPERTY STANDARDS	12-10-19	12-10-19	325.00
01-0440-7476	002223 COUNTY OF LAMBTON	32714 PROPERTY STANDARDS	12-10-19	12-10-19	41.04
01-0440-7476	003217 MUN OF BROOKE-ALVINSTON - EFT	DEC4/19 POSTAGE	12-10-19	12-10-19	14.26
Account Total					380.30
Department Total					4,071.99

RUP - GRAVEL PATCH

01-0516-7301	000104 JOHNSTON BROS. (BOTHWELL) LTD.	119825 GRAVEL	12-16-19	12-16-19	13,747.55
01-0516-7301	000104 JOHNSTON BROS. (BOTHWELL) LTD.	40819 GRAVEL	12-16-19	12-16-19	229.96
01-0516-7301	000104 JOHNSTON BROS. (BOTHWELL) LTD.	41163 GRAVEL	12-16-19	12-16-19	229.96
01-0516-7301	000104 JOHNSTON BROS. (BOTHWELL) LTD.	41281 GRAVEL	12-16-19	12-16-19	236.17

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0516-7301	000104 JOHNSTON BROS. (BOTHWELL) LTD.	41600 GRAVEL	12-16-19	12-16-19	233.06
				Account Total	14,676.70
				Department Total	14,676.70
RB/C - BRIDGES R & M					
01-0532-7501	000101 B.M. ROSS AND ASSOCIATES LIMITED	17620 BRIDGE SAFETY INSPECTION	12-16-19	12-16-19	4,838.10
				Department Total	4,838.10
RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0375627-0676-4 BIN RENTAL	12-18-19	12-18-19	102.23
01-0549-7401	003211 1528564 ONTARIO LTD	633439 DUMPSTER	12-16-19	12-16-19	779.93
				Account Total	882.16
				Department Total	882.16
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-1219 HYDRO	12-10-19	12-10-19	17.95
				Department Total	17.95
OVERHEAD					
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD.	DEC2019 SUNLIFE BENEFITS	12-01-19	12-01-19	2,832.98
01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	87967 COVERALLS	12-18-19	12-18-19	130.80
01-0560-7301	000018 CLOVER MART	37B COFFEE	12-16-19	12-16-19	64.01
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10601772-1219 PHONE & INTERNET SERVICE	12-10-19	12-10-19	197.80
01-0560-7303	002636 BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	156.64
				Account Total	354.44
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARD	123016 TUBE	12-18-19	12-18-19	88.38
01-0560-7304	000168 WATFORD AUTO PARTS	5329-184304 TORCH, FILTERS, EARPLUGS	12-18-19	12-18-19	333.35
01-0560-7304	000168 WATFORD AUTO PARTS	5329-186636 FILTERS, REETURNS	12-18-19	12-18-19	-13.52

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01-0560-7304	000168 WATFORD AUTO PARTS	5329-186637 WINDSHIELD WASHER	12-18-19	12-18-19	27.03
01-0560-7304	000168 WATFORD AUTO PARTS	5329-187840 TIE STRAPS	12-18-19	12-18-19	111.45
01-0560-7304	000168 WATFORD AUTO PARTS	5329-187893 TIE STRAPS	12-18-19	12-18-19	18.63
01-0560-7304	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT34937 FITTINGS	12-16-19	12-16-19	331.09
01-0560-7304	002345 WAYNE MCPHAIL	DFEC2019 LICENCE	12-20-19	12-20-19	23.75
01-0560-7304	002396 FASTENAL CANADA	ONST170255 BOLTS	12-16-19	12-16-19	70.38
01-0560-7304	000194 VALLEY BLADES LTD	S018629 PL;OW PARTS	12-18-19	12-18-19	73.57
Account Total					1,064.11
01-0560-7306	003032 WATER ISLAND CANADA INC.	06927 WATER	12-11-19	12-11-19	9.00
01-0560-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000338383 ELECTRICITY CHARGES	12-12-19	12-12-19	39.63
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-1219 HYDRO	12-12-19	12-12-19	444.79
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-1119 HYDRO	12-16-19	12-16-19	53.28
Account Total					546.70
01-0560-7309	000002 UNION GAS LIMITED	4615-1219 NATURAL GAS HEATING	12-18-19	12-18-19	323.00
01-0560-7309	000002 UNION GAS LIMITED	7237-1219 NATURAL GAS HEATING	12-11-19	12-11-19	58.19
Account Total					381.19
01-0560-7310	000131 BEARCOM CANADA CORP	4937732 GPS	12-16-19	12-16-19	433.14
01-0560-7399	000279 BMO BANK OF MONTREAL	DEC2019 SERVICE AWARDS	12-10-19	12-10-19	62.06
01-0560-7405	000195 KATHRYN SMITH	496752 OFFICE CLEANING	12-05-19	12-05-19	250.00
Department Total					6,119.43
06 STERLING PSD					
01-0601-7372	000068 KAL TIRE	873083636 TIRES	12-16-19	12-16-19	2,286.46
01-0601-7372	000194 VALLEY BLADES LTD	S018629 PL;OW PARTS	12-18-19	12-18-19	739.83

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total					3,026.29
Department Total					3,026.29
11 INTERNATIONAL					
01-0603-7372	000068 KAL TIRE	873083789 CHANGE OVER	12-16-19	12-16-19	171.76
01-0603-7372	000350 MICHELIN NORTH AMERICA CANADA INC	NA083749 TIRES	12-16-19	12-16-19	1,399.44
01-0603-7372	000194 VALLEY BLADES LTD	S018629 PL;OW PARTS	12-18-19	12-18-19	1,024.03
Account Total					2,595.23
Department Total					2,595.23
18 WESTERN STAR					
01-0604-7372	000194 VALLEY BLADES LTD	S018629 PL;OW PARTS	12-18-19	12-18-19	739.83
Department Total					739.83
97 CAT GRADER					
01-0610-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	4278 CLEANER	12-16-19	12-16-19	700.96
01-0610-7372	000168 WATFORD AUTO PARTS	5329-183861 AIR FILTER	12-18-19	12-18-19	94.16
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071314603 OIL SAMPLE KIT	12-20-19	12-20-19	110.18
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071314710 PARTS	12-20-19	12-20-19	89.20
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071314711 PARTS	12-20-19	12-20-19	2,137.94
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071314889 PARTS	12-20-19	12-20-19	1,356.24
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071314890 PARTS	12-20-19	12-20-19	316.43
01-0610-7372	000194 VALLEY BLADES LTD	S018629 PL;OW PARTS	12-18-19	12-18-19	1,898.40
Account Total					6,703.51
Department Total					6,703.51
93 CAT GRADER					
01-0611-7372	000069 TOROMONT INDUSTRIES LTD	PS071314603 OIL SAMPLE KIT	12-20-19	12-20-19	110.17
Department Total					110.17
17 FORD 4X4					

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01-0620-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	31060 SAFETY	12-18-19	12-18-19	200.30
Department Total					200.30
19 FORD 4x4 PICKUP					
01-0622-7372	000168 WATFORD AUTO PARTS	5329-186636 FILTERS, REETURNS	12-18-19	12-18-19	-18.01
01-0622-7372	000168 WATFORD AUTO PARTS	5329-186636 FILTERS, REETURNS	12-18-19	12-18-19	20.16
Account Total					2.15
Department Total					2.15
CASE BACKHOE					
01-0631-7372	000168 WATFORD AUTO PARTS	5329-188141 LIGHT	12-20-19	12-20-19	7.89
Department Total					7.89
PACKER					
01-0636-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	3941 HOSE	12-18-19	12-18-19	83.07
01-0636-7372	000168 WATFORD AUTO PARTS	5329-186257 TOGGLE SWITCH	12-18-19	12-18-19	20.66
Account Total					103.73
Department Total					103.73
TRAILER					
01-0638-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	31061 SAFETY	12-18-19	12-18-19	599.74
Department Total					599.74
SAND AND SALT					
01-0671-7301	000264 COMPASS MINERALS CANADA CORP.	545888 HIGHWAY COARSE SALT	12-16-19	12-16-19	3,389.33
01-0671-7301	000264 COMPASS MINERALS CANADA CORP.	547915 HIGHWAY COARSE SALT	12-20-19	12-20-19	6,662.80
Account Total					10,052.13
Department Total					10,052.13
SNOW PLOWING					
01-0672-7401	002135 MCNALLY EXCAVATING LTD	183 SNOW REMOVAL	12-16-19	12-16-19	406.80
Department Total					406.80
STREET LIGHTING - INWOOD					

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Invoice Entry Date 12-01-19 to 12-31-19 Paid Invoices Cheque Date 12-01-19 to 12-31-19

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-1219 HYDRO	12-10-19	12-10-19	519.47
Department Total					519.47
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10600237-1219 PHONE	12-10-19	12-10-19	52.91
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1219 PHONE & INTERNET SERVICE	12-10-19	12-10-19	100.58
Account Total					153.49
01-0810-7306	000002 UNION GAS LIMITED	0619-1219 NATURAL GAS HEATING	12-18-19	12-18-19	25.11
01-0810-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000338761 ELECTRICITY CHARGES	12-18-19	12-18-19	2,353.09
01-0810-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474506 ELECTRICITY CHARGES	12-18-19	12-18-19	135.09
01-0810-7306	000002 UNION GAS LIMITED	9380-1219 NATURAL GAS HEATING	12-11-19	12-11-19	25.11
Account Total					2,538.40
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LI	0000204023 SLUDGE REMOVAL	12-16-19	12-16-19	437.31
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	92784211 ALUMINUM SULPHATE	12-16-19	12-16-19	1,395.81
Account Total					1,833.12
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV000118253 OPERATIONS CONTRACT	12-10-19	12-10-19	8,817.41
Department Total					13,342.42
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10604067-1219 PHONE	12-10-19	12-10-19	52.91
01-0811-7306	000014 HYDRO ONE NETWORKS INC.	7692-1219 HYDRO	12-18-19	12-18-19	255.46
Department Total					308.37
WATERWORKS SYSTEM					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605819-1219 PHONE	12-10-19	12-10-19	52.91
01-0830-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474503 ELECTRICITY CHARGES	12-18-19	12-18-19	105.97
01-0830-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004475218 ELECTRICITY CHARGES	12-18-19	12-18-19	1,331.14

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Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total						1,437.11
01-0830-7432	000124	ONTARIO CLEAN WATER AGENCY - EFT	INV000114047 CALL OUT AND QMI	12-18-19	12-18-19	910.12
01-0830-7455	003240	ONTARIO CLEAN WATER AGENCY - PAP	INV000118253 OPERATIONS CONTRACT	12-10-19	12-10-19	7,858.53
Department Total						10,258.67
WASTE COLLECTION						
01-0840-7480	000026	BLUEWATER RECYCLING ASSOC.	24617 CO-COLLECTION	12-18-19	12-18-19	6,066.59
Department Total						6,066.59
ALVINSTON COMMUNITY CENTRE						
01-1635-7117	002302	SUN LIFE ASSURANCE COMPANY OF CANAD.	DEC2019 SUNLIFE BENEFITS	12-01-19	12-01-19	962.97
01-1635-7125	000036	VIVIAN UNIFORM RENTAL LTD.	87951 UNIFORMS	12-18-19	12-18-19	202.28
01-1635-7150	002035	RON HENDERSON	DEC2019 WORKBOOTS	12-20-19	12-20-19	56.47
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10603142-1219 PHONE & INTERNET SERVICE	12-10-19	12-10-19	132.50
01-1635-7303	002636	BROOKE TELECOM CELL PHONES	10604479-1219 CELL PHONES	12-10-19	12-10-19	125.50
Account Total						258.00
01-1635-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250004475219 ELECTRICITY CHARGES	12-18-19	12-18-19	91.15
01-1635-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250004475220 ELECTRICITY CHARGES	12-18-19	12-18-19	37.29
Account Total						128.44
01-1635-7309	000002	UNION GAS LIMITED	7205-1219 NATURAL GAS HEATING	12-11-19	12-11-19	1,940.19
01-1635-7310	000279	BMO BANK OF MONTREAL	DEC2019 AUDIO REPAIRS	12-10-19	12-10-19	79.05
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARD	122773 CLEANER	12-18-19	12-18-19	112.99
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARD	123015 ANTIFREEZE	12-18-19	12-18-19	11.04
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARD	123120 TOILET PARTS	12-18-19	12-18-19	66.04

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	266342 REPAIR KITS	12-20-19	12-20-19	78.07
01-1635-7340	000010 THE CLEANING HOUSE	30000146313 MAINTENANCE SUPPLIES	12-18-19	12-18-19	851.61
01-1635-7340	000362 STATE CHEMICAL LTD	901283085 DRAIN CLEANER,MATS	12-18-19	12-18-19	484.77
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	DEC2019 DUMPSTER	12-16-19	12-16-19	302.56
Account Total					1,907.08
01-1635-7372	000132 A-1 SECURITY SYSTEMS	129189 FIRE MONITORING	12-16-19	12-16-19	542.40
01-1635-7372	003184 INVENTORY EXPRESS INC.	19-27893 OIL	12-16-19	12-16-19	71.40
01-1635-7372	000177 NELLA CUTLERY	2389236 BLADE SHARPENING	12-16-19	12-16-19	67.80
01-1635-7372	003128 SEXAUER LTD	526516646 FILTER	12-20-19	12-20-19	141.56
01-1635-7372	000362 STATE CHEMICAL LTD	901269424 CHEMICAL	12-18-19	12-18-19	658.79
Account Total					1,481.95
01-1635-7381	000082 THE PEPSI BOTTLING GROUP (CANADA)	48380214 POP	12-20-19	12-20-19	294.49
01-1635-7383	002841 KERN WATER SYSTEMS INC.	124220 ICE	12-16-19	12-16-19	59.20
Department Total					7,370.12
<u>CONCESSION / BOOTH & VENDING</u>					
01-1637-7382	000082 THE PEPSI BOTTLING GROUP (CANADA)	48242452 POP	12-20-19	12-20-19	397.32
Department Total					397.32
<u>INWOOD COMMUNITY CENTER</u>					
01-1639-7306	000014 HYDRO ONE NETWORKS INC.	9863-1219 HYDRO	12-18-19	12-18-19	27.87
Department Total					27.87
<u>ALVINSTON LIBRARY</u>					
01-1641-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474505 ELECTRICITY CHARGES	12-18-19	12-18-19	181.59
01-1641-7309	000002 UNION GAS LIMITED	7481-1219 NATURAL GAS HEATING	12-11-19	12-11-19	138.52
Department Total					320.11

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
INWOOD LIBRARY					
01-1642-7306	000014 HYDRO ONE NETWORKS INC.	3530-1219 HYDRO	12-18-19	12-18-19	88.08
01-1642-7309	000002 UNION GAS LIMITED	8300-1219 NATURAL GAS HEATING	12-18-19	12-18-19	80.19
Department Total					168.27
PLANNING & ZONING					
01-1810-7101	002996 NANCY FAFLAK	DEC2019 WALNUT ACRES CONSENT	12-10-19	12-10-19	50.00
01-1810-7430	000113 R DOBBIN ENGINEERING INC	238.19 DRAINAGE APPORTIONMENT-THORNE	12-05-19	12-05-19	671.22
01-1810-7430	000113 R DOBBIN ENGINEERING INC	242-19 DRAINAGE APPORTIONMENT-BUURMA	12-05-19	12-05-19	942.42
Account Total					1,613.64
Department Total					1,663.64
COMMERCIAL & INDUSTRIAL					
01-1820-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250004474507 ELECTRICITY CHARGES	12-18-19	12-18-19	116.34
Department Total					116.34
AGRICULTURE & REFORESTATION					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	245.19 DRAINAGE SUPERINTENDANT	12-12-19	12-12-19	875.75
Department Total					875.75
TILE DRAINAGE					
01-1850-7210	002515 MINISTRY OF FINANCE (TILE LOANS)	1-119606034-4 TILE DRAIN LOAN-2016-01	12-10-19	12-10-19	1,952.29
01-1850-7710	002515 MINISTRY OF FINANCE (TILE LOANS)	1-119606034-4 TILE DRAIN LOAN-2016-01	12-10-19	12-10-19	3,876.45
Department Total					5,828.74
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	DEC2019 4 TH QUARTER LEVY	12-12-19	12-12-19	384,612.62
Department Total					384,612.62
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	DEC2019 4TH QUARTER LEVY	12-12-19	12-12-19	210,345.80
Department Total					210,345.80

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	DEC2019 4 TH QUARTER LEVY	12-12-19	12-12-19	1,552.43
Department Total					1,552.43
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	DEC2019 4 TH QUARTER LEVY	12-12-19	12-12-19	59,500.60
Department Total					59,500.60
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	DEC2019 4TH QUARTER LEVY	12-12-19	12-12-19	7,560.88
Department Total					7,560.88
GUARD RAILS					
20-0508-7401	000064 SYLVESTER CONSTRUCTION	1447 GUIDE RAILS	12-18-19	12-18-19	14,582.09
Department Total					14,582.09
ALVINSTON					
20-0540-7431	000113 R DOBBIN ENGINEERING INC	244.19 ENGINEERING	12-18-19	12-18-19	20,695.05
Department Total					20,695.05
SEWAGE TREATMENT PLANT					
20-0811-8050	003288 FLOWMETRIX TECHNICAL SERVICES	2601043 FLOW METER	12-18-19	12-18-19	7,007.34
Department Total					7,007.34
COMMUNITY CENTRE					
20-1635-8010	003239 GRANT LANGSTAFF & SONS CONSTRUCTION	1013 POLE SHED	12-16-19	12-16-19	40,962.50
Department Total					40,962.50
COMMERCIAL / INDUSTRIAL					
20-1820-7405	000364 ADVANCED BUILDING MATERIALS INC	0000190620 GEO GRID	12-16-19	12-16-19	694.95
20-1820-7405	000364 ADVANCED BUILDING MATERIALS INC	0000190705 GEO GRID	12-16-19	12-16-19	361.60
20-1820-7405	002080 SEV CON PAVING	23204 PAVING	12-18-19	12-18-19	27,649.18
20-1820-7405	002823 KT EXCAVATING	237 ROLLER RENTAL	12-16-19	12-16-19	113.00

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Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total						28,818.73
Department Total						28,818.73
<u>MUNICIPAL DRAINS - MAINTENANCE</u>						
20-2900-7401	002135	MCNALLY EXCAVATING LTD	178 6-7 SIDEROAD DRAIN	12-12-19	12-12-19	15,226.75
20-2900-7401	000323	KEN ALDERMAN	4043 GRAY DRAIN	12-12-19	12-12-19	186.45
20-2900-7401	000323	KEN ALDERMAN	4044 BLACK DRAIN	12-12-19	12-12-19	1,017.68
20-2900-7401	002840	JLH EXCAVATING INC.	E7524 HOLBROOK DRAIN BR # 2	12-12-19	12-12-19	1,062.20
20-2900-7401	002840	JLH EXCAVATING INC.	E7552 HUME-THORNE DRAIN	12-12-19	12-12-19	3,209.20
20-2900-7401	002840	JLH EXCAVATING INC.	E7553 HUME-THORNE DRAIN	12-12-19	12-12-19	1,915.35
20-2900-7401	002840	JLH EXCAVATING INC.	E7554 HUME-THORNE DRAIN	12-12-19	12-12-19	979.71
20-2900-7401	000044	TOWNSHIP OF ENNISKILLEN	IVC03580 CAMERON DRAIN	12-05-19	12-05-19	263.98
Account Total						23,861.32
Department Total						23,861.32
Total Paid Invoices						998,798.01
Total Unpaid Invoices						-164.78
Total Invoices						998,633.23

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Department Summary

01-0000	ASSETS & LIABILITIES	45,113.24
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	1,934.67
01-0241	COUNCIL SUPPORT	1,350.03
01-0250	CORPORATE MANAGEMENT	7,625.80
01-0410	FIRE SERVICES	563.11
01-0411	FIRE STATION - ALVINSTON	2,856.19
01-0412	FIRE STATION - INWOOD	4,320.05
01-0420	POLICE	33,378.00
01-0440	PROTECTIVE INSPECTION & CONTROL	4,071.99
01-0516	RUP - GRAVEL PATCH	14,676.70
01-0532	RB/C - BRIDGES R & M	4,838.10
01-0549	RT&M - LITTER/GARBAGE PICKUP	882.16
01-0551	RT&M - INTERSECTION LIGHTING	17.95
01-0560	OVERHEAD	6,119.43
01-0601	06 STERLING PSD	3,026.29
01-0603	11 INTERNATIONAL	2,595.23
01-0604	18 WESTERN STAR	739.83
01-0610	97 CAT GRADER	6,703.51
01-0611	93 CAT GRADER	110.17
01-0620	17 FORD 4X4	200.30
01-0622	19 FORD 4x4 PICKUP	2.15
01-0631	CASE BACKHOE	7.89
01-0636	PACKER	103.73
01-0638	TRAILER	599.74
01-0671	SAND AND SALT	10,052.13
01-0672	SNOW PLOWING	406.80
01-0752	STREET LIGHTING - INWOOD	519.47
01-0810	SANITARY SEWER SYSTEM	13,342.42
01-0811	INWOOD SEWER SYSTEM	308.37
01-0830	WATERWORKS SYSTEM	10,258.67
01-0840	WASTE COLLECTION	6,066.59
01-1635	ALVINSTON COMMUNITY CENTRE	7,370.12
01-1637	CONCESSION / BOOTH & VENDING	397.32
01-1639	INWOOD COMMUNITY CENTER	27.87
01-1641	ALVINSTON LIBRARY	320.11
01-1642	INWOOD LIBRARY	168.27
01-1810	PLANNING & ZONING	1,663.64
01-1820	COMMERCIAL & INDUSTRIAL	116.34
01-1840	AGRICULTURE & REFORESTATION	875.75
01-1850	TILE DRAINAGE	5,828.74
01-9400	COUNTY OF LAMBTON TAXATION	384,612.62

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		01-9500 EDUCATION ENGLISH PUBLIC			210,345.80
		01-9510 EDUCATION FRENCH PUBLIC			1,552.43
		01-9520 EDUCATION ENGLISH SEPARATE			59,500.60
		01-9530 EDUCATION FRENCH SEPARATE			7,560.88
		20-0508 GUARD RAILS			14,582.09
		20-0540 ALVINSTON			20,695.05
		20-0811 SEWAGE TREATMENT PLANT			7,007.34
		20-1635 COMMUNITY CENTRE			40,962.50
		20-1820 COMMERCIAL / INDUSTRIAL			28,818.73
		20-2900 MUNICIPAL DRAINS - MAINTENANCE			23,861.32
				Report Total	998,633.23

SITE PLAN AGREEMENT

THIS AGREEMENT made in quintuplicate this day of _____, 2019.

BETWEEN: ROGER BUURMA

HEREINAFTER CALLED THE
"OWNER" OF THE FIRST PART

AND: THE CORPORATION OF THE
MUNICIPALITY OF BROOKE-
ALVINSTON

HEREINAFTER CALLED THE
"MUNICIPALITY" OF THE
SECOND PART

WHEREAS the Municipality has enacted a Site Plan Control By-law pursuant to the provisions of Section 41 of the Planning Act, 1990;

AND WHEREAS: Section 41 of the Planning Act requires the Owner to:

a: submit development plans to the Municipality for approval under Section 41(4) of the Act,

and

b: authorizes the Municipality to require the Owner to enter into an agreement respecting the provision of the services and the approval of the plans and drawings under Section 41 (7) of the Act;

AND WHEREAS the Owner represents and warrants that it intends to develop lands described in Schedule 'A' to this agreement (hereinafter called the "said lands");

AND WHEREAS the Owner of the said lands has submitted plans to the Municipality for approval in accordance with subsection (4) of the said Section 41;

NOW THEREFORE the parties hereto agree as follows:

1. The following Schedules are hereby declared to form part of this agreement and are attached hereto:

<u>Schedule</u>	<u>Description</u>
"A"	- being a legal description of the lands affected (the said lands).
"B"	- being the Site Plan, showing the location of the existing entrances, structures and facilities on the said lands and showing new facilities, works and matters to be provided on the said lands.

2. The attached Schedule "B" are hereby approved by the Municipality subject to the following conditions:

a) The Owner hereby agrees that the development shall be carried out and completed in accordance with the attached Schedule "B". Any item or feature which is not specifically shown on Schedule "B" or described in this agreement shall be deemed to be prohibited and will only be permitted through an amendment to this agreement.

- b) The following facilities, works or matters shall be provided by the Owner to the satisfaction of and at no expense to the Municipality:

Parking

- i) All parking spaces shall be provided and maintained on the said lands as shown on Schedule "B".
- ii) Access to the site shall be provided by the existing driveways shown on Schedule "B". Any future driveways and/or changes to existing driveways are subject to any necessary permits being obtained from the appropriate approval authorities prior to installation. Amendment of this agreement may also be required.
- iii) All fire routes shall be capable of accommodating and supporting firefighting equipment weighing fifteen (15) tonnes during all weather conditions.

Signage

- iv) Signs shall be permitted in compliance with applicable Municipal and County by-laws and permit requirements.

Storage

- v) Facilities for the storage of waste materials and recyclables shall be provided as shown on Schedule "B" and shall be easily accessible at all times by the Municipality.
- vi) The Owner hereby agrees that there will be no open storage carried out on the said lands unless it is within an area specifically designated for such purposes and shown on Schedule "B". Only agricultural equipment will be stored within the areas designated for open storage.
- vii) No open storage of bio-fertilizer or biosolids is permitted anywhere on the property. A limited amount of pre-packaged non-organic fertilizer that includes no human or animal biosolids will be allowed to be stored in the "new shed area" shown on Schedule "B". No storage or sales of biosolids or bio-fertilizer is allowed.
- viii) The storage of pre-packaged non-organic fertilizer can occupy no more than 830 square feet (10%) of the "new shed area".

Lighting

- ix) Lighting shall be provided as required to ensure the security of the public and property. Lighting shall be directed away from roads and dwellings.

Maintenance

- x) The Owner shall provide regular removal of snow and ice from walkways and parking areas and sufficient snow storage areas on the lands. Required parking spaces shall not be used for the stockpiling of snow.
- xi) The owner will maintain lawns and landscaping and provide for weed control on the said lands to the satisfaction of the Municipality.

Drainage

- xii) Surface drainage shall be accommodated on the property. The post-development rate of surface run-off to adjacent properties and road allowances shall not exceed pre-development rates.
- xiii) The Owner shall indemnify and save harmless the Municipality from any liability for excess run-off as a result of construction or development on the lands.
- xiv) Any required extensions or expansions to storm, sanitary and/or water services on the site shall be installed at the expense of the Owner to the satisfaction of the Municipality.
- xv) The property shall be adequately drained to the satisfaction of the Municipality so that:
 - The flow of water resulting from any grading and drainage facilities shall not create an erosion problem nor aggravate an existing problem;
 - The flow of water shall not cause a drainage problem on the site or on abutting lands.
- xvi) The Owner will implement and monitor on-site sediment and erosion control measures, during construction, to the satisfaction of the Municipality and will allow the Municipality and its agents, in perpetuity, access to the lands to inspect the roof drains and storm water management facilities.

Landscaping

- xvii) Areas of the site not occupied by buildings or parking areas shall be planted with grass and maintained as a landscaped area, as shown on Schedule "B".
- xviii) The existing open storage area, located to the south of the new shed, shall be planted with grass.

- xix) The Owner will provide for weed control on the said lands to the satisfaction of the Municipality.
 - c) The Owner hereby agrees to maintain to the satisfaction of the Municipality and at the sole risk and expense of the Owner those facilities, works or matters required to be provided under subclause b) of clause 2 herein.
 - d) The approval of the attached Schedules by the Municipality shall lapse if development of the said lands is not carried out and completed in accordance with the said Schedule "B" within two (2) years of the date of execution of this agreement unless an extension has been agreed to in writing by the Municipality.
3. The Owner hereby acknowledges and agrees that:
 - a) Pursuant to subsection (10) of Section 41 of the Planning Act, 1990, the Municipality will require the Owner to register this agreement against the said lands to which it applies and the Municipality is entitled to enforce the provisions hereof against the Owner, and subject to the provisions of the Registry Act and the Land Titles Act, any and all subsequent Owners of the land. Registration of this agreement is required prior to the issuance of any building permit on the said lands.
 - b) Pursuant to subsection (11) of Section 41 of the Planning Act, 1990, Section 427 of the Municipal Act applies to any requirements made under subclause (a), (b), (c) and (d) of clause 2 hereof and to any other requirements made under this agreement.
 4. Upon registration of this agreement, this agreement replaces all previous agreements applicable to the said lands under Section 41 of the Planning Act.
 5. Notwithstanding any of the provisions of this agreement, the Owner shall be subject to all of the by-laws of the Municipality and shall construct all work in accordance with the requirements of the Municipality, the County of Lambton and the Province of Ontario.
 6. The Owner agrees that all activities and use of the said lands shall be in compliance with the permitted uses of the Zoning By-law.
 7. The Owner agrees to pay all arrears of taxes outstanding against the said lands before the execution of this Agreement by the Municipality.
 8. The Owner agrees to pay all costs, legal or otherwise, of the registration of this agreement.
 9. This agreement may be amended at anytime with the consent, in writing, of the Municipality and the registered Owner of the said lands at the time of such amendment.
 10. The provisions hereof shall ensure to the benefit of the parties hereto and their heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their signatures and Corporate Seals attested to by the hands of their proper officers, duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED

THE CORPORATION OF THE
MUNICIPALITY OF BROOKE-ALVINSTON

(SEAL)

Mayor

Clerk-Administrator

Owner

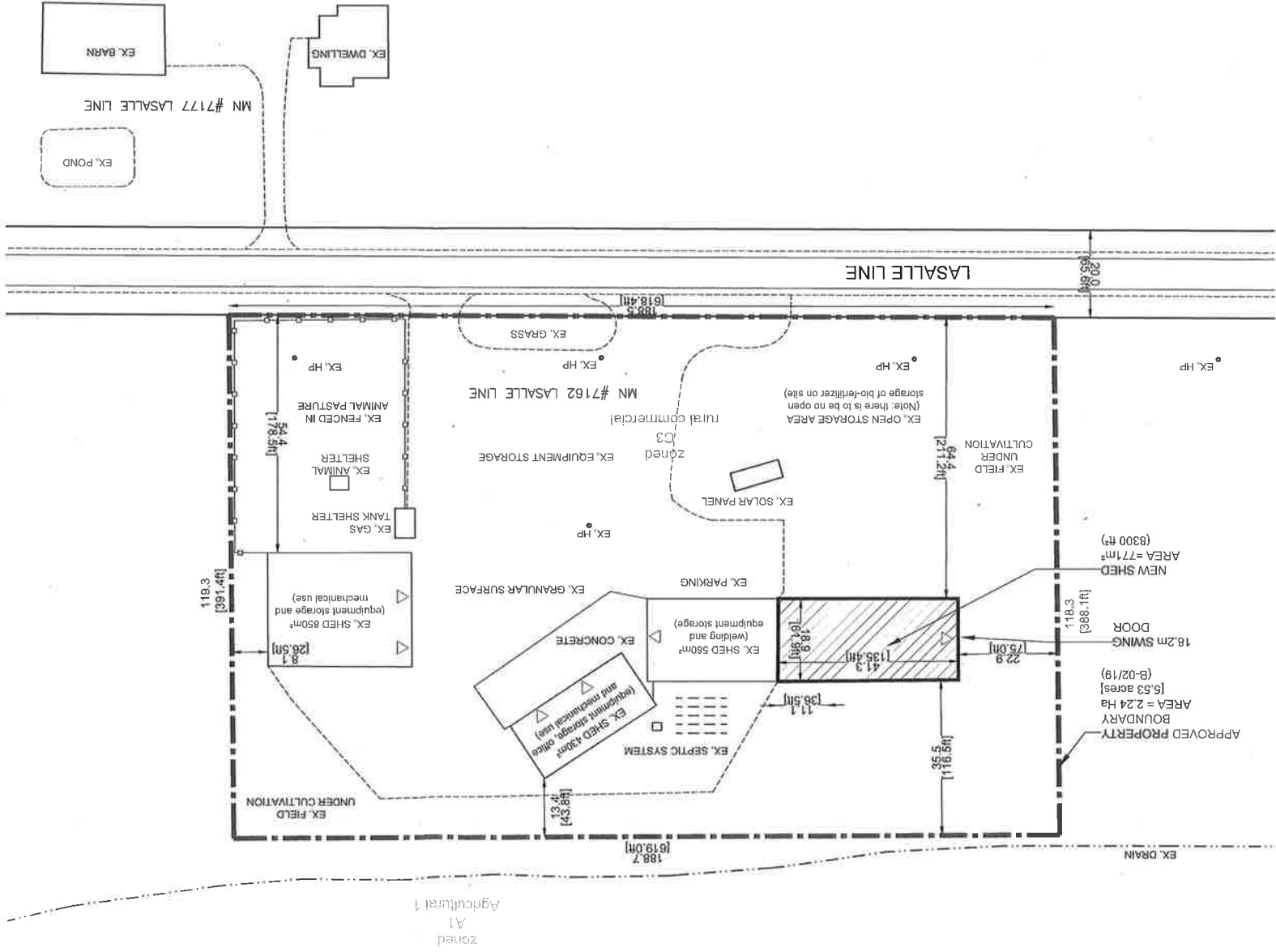
Owner

SCHEDULE "A"
LEGAL DESCRIPTION OF THE LANDS AFFECTED BY THIS AGREEMENT

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Municipality of Brooke-Alvinston, in the County of Lambton, and the Province of Ontario, and being composed of Part of Lot 10, Concession 13, Part 1, RP 25R4506. Known municipally as 7162 & 7164 Lasalle Line.

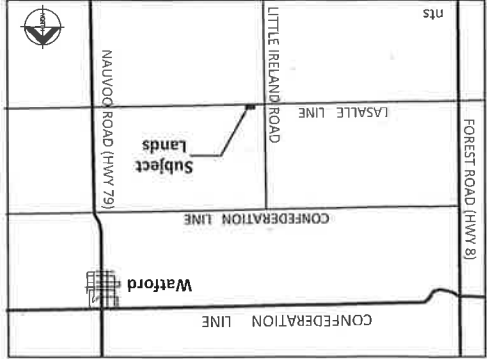
SCHEDULE "B"
SITE PLAN

SITE PLAN
7162 LASALLE LINE
MUNICIPALITY OF BROOKE-ALVINSTON
DON 13 SOUTH PART LOT 10 RE 25P-4506 PART 1



Site Data Table

By-LAW	Required	Proposed
Lot Area (min.)	1850m ²	2.24 Ha
Lot Frontage (min.)	30m	188.5m
Front Yard (min.)	7.5m	54.4m
Interior Yard (min.)	7.5m	8.1m
Rear Yard (min.)	7.5m	11.8m
Exterior Side Yard (min.)	7.5m	N/A
Landscape Open Space (min.)	10%	78%
Height (max.)	12m	10m
Lot Coverage (max.)	30%	12%



THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx OF 2020

BEING A BY-LAW TO PROVIDE FOR MUNICIPAL BORROWING FOR CURRENT OPERATIONS

WHEREAS the Council of the Corporation of the Municipality of Brooke-Alvinston deems it necessary to borrow for current purposes the sum of two million dollars (\$2,000,000) to meet, until the taxes are collected, the current expenditures of the Corporation for the year;

AND WHEREAS the total of amounts previously borrowed under Section 407 of the *Municipal Act*, as amended from time to time, (the "Act"), that have not been repaid are \$ 0.00 dollars.

AND WHEREAS, the amount of the estimated revenues (as defined and interpreted in the Act) of the Corporation as set out in the estimates adopted for the current year and not yet collected (or, is the same have not yet been adopted, the amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year) is more than five million dollars (\$5,000,000.00);

AND WHEREAS the amount to be borrowed under this by-law and the amounts of borrowings that have not been repaid does not in the aggregate exceed from January 1st to September 30th of the year, 50% of the total, and from October 1st to December 31st, 25% of the total of the estimated revenues of the Corporation as set out above.

BE IT THEREFORE ENACTED by the said Council as follows:

- (1) The Head and the Treasurer of the Corporation are hereby authorized on behalf of the Corporation to borrow from time to time, by way of promissory note or bankers' acceptance, from Bank of Montreal, a sum or sums not exceeding in the aggregate two million dollars (\$2,000,000) to meet, until taxes are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in subsection (1) of the said Section 407, as amended from time to time, and to give, on behalf of the Corporation, to the Bank a promissory note or notes, sealed with the corporate seal and signed by them for the moneys so borrowed, and such other documentation as may be requested by the Bank therefore, with interest at a rate not exceeding prime per centum per annum, which may be paid in advance or otherwise.
- (2) All sums borrowed from the said Bank, for any or all of the purposes mentioned in the said Section 187 as amended from time to time, shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.
- (3) The Treasurer is hereby authorized and directed to apply in payment all sums borrowed pursuant to the authority of this By-law, as well as all the other sums borrowed in this year and any previous years, from the said Bank for any or all of the purposes mentioned in the said Section 407, as amended from time to time, together with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and preceding years and all of the moneys collected or received from any other source, which may lawfully be applied for such purpose.

READ A FIRST AND SECOND TIME THIS 9th DAY OF JANUARY, 2020.

READ A THIRD TIME AND FINALLY PASSED THIS 9th DAY OF JANUARY, 2020.

Dave Ferguson, Mayor

Janet Denkers, Clerk Administrator

THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx OF 2020

**BEING A BY-LAW TO PROVIDE FOR INTERIM TAX LEVIES FOR THE
YEAR 2020 FOR THE MUNICIPALITY OF BROOKE-ALVINSTON**

WHEREAS Section 317 (1) of the *Municipal Act, 2001* provides that the Council of a local municipality, before the adoption of estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

AND WHEREAS, Section 317 (2) of the *Municipal Act, 2001* provides that a by-law under Section 317 (1) may be passed in November or December of the previous year if it provides that it does not come into force until a specified day in the following year;

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston deems it appropriate to provide for such interim levy on the assessment property of this municipality;

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

In this By-law, the following words shall be defined as:

“Treasurer” shall mean the Treasurer for the Municipality of Brooke-Alvinston;

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:
 - 1.1 For the Residential, Pipeline, Farmland and Managed Forest property classes, there shall be imposed and collected, an interim levy of:
 - (a) the percentage prescribed by the Minister under the *Municipal Act*; or
 - (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied in the year 2019 (including local improvement charges).
 - 1.2 For the Multi-Residential, Commercial and Industrial property classes, there shall be imposed and collected, an interim levy of:
 - (a) the percentage prescribed by the Minister under the *Municipal Act*; or
 - (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied in the year 2018 (including local improvement charges).
2. For the purpose of calculating the total amount of taxes for the year 2020, under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2019 because assessment was added to the collectors roll during 2019, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
3. The provisions of this By-law apply in the event that assessment is added for the year 2020 to the collectors roll after the date this By-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this By-law shall be payable to the Corporation in accordance with the provisions of this By-law.
5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the instalment due dates set out below. The penalty shall be one and one-quarter percent (1.25%) of the amount in default on the first day and on the first day of each calendar month during which the default continues, but not after the end of 2020.
6. The interim tax levy imposed by this By-law shall be paid in two instalments due on the following dates:
 - (1) One half (50%) thereof on the 28th day of February, 2020.
 - (2) One half (50%) thereof on the 30th day of April, 2020.
7. The Treasurer may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this By-law, a notice specifying the amount of taxes payable.
8. The notice to be mailed under this By-law shall contain the particulars provided in this By-law and the information required to be entered in the collectors roll under Section 343 of the *Municipal Act*.
9. The subsequent levy for the year 2020 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this By-law.
10. The provisions of Section 317 of the *Municipal Act* as amended apply to this By-law with necessary modifications.
11. The Treasurer shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 7 of this By-law in respect of non-payment or late payment of any taxes or any instalment of taxes.
12. Nothing in this By-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
13. In the event of any conflict between the provisions of this By-law and other by-laws, the provisions of this By-law shall prevail.
14. This By-law shall come into force and take effect on the day of final passing thereof.

READ A FIRST AND SECOND TIME THIS 9th DAY OF JANUARY, 2020.

READ A THIRD TIME AND FINALLY PASSED THIS 9th DAY OF JANUARY, 2020.

Dave Ferguson, Mayor

Janet Denkers, Clerk Administrator

THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx OF 2020

A BY-LAW TO ESTABLISH A PENALTY CHARGE FOR NON-PAYMENT OF CURRENT TAXES AND TO PROVIDE FOR INTEREST TO BE ADDED TO TAX ARREARS IN 2020

WHEREAS Section 345(1-9) c458 of the Municipal Act, 2001, provides that a local Municipality may, in accordance with this section, pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date;

AND WHEREAS the Council of the Corporation of the Municipality of Brooke-Alvinston hereby enacts as follows:

1. Overdue taxes are those that are levied in 2020 and are not paid on or before the day payment is due.
2. Tax arrears are taxes that are due and unpaid after December 31st of the year in which they are levied.
3. The penalty charge to be added to overdue taxes and the interest charge to be added to tax arrears shall be 15% per annum added at the rate of 1.25% per month calculated on the outstanding balance.
4. The percentage charge as a penalty for non-payment of current taxes shall be imposed on the first day of default and on the first day of each calendar month thereafter in which default continues.
5. The Treasurer shall add to the amount of all tax arrears due and unpaid, interest as specified in Section 3 of this By-Law at the rate of 1.25% per month for each month or fraction thereof from the day the By-Law takes effect.
6. This By-Law shall be deemed to have come into force and effect on the 1st day of January 2020.
7. All By-Laws and motions of Council found to be inconsistent with the provisions found in this By-Law shall be and are Hereby Repealed.

READ A FIRST AND SECOND TIME THIS 9th DAY OF JANUARY, 2020.

READ A THIRD TIME AND FINALLY PASSED THIS 9th DAY OF JANUARY, 2020.

Dave Ferguson, Mayor

Janet Denkers, Clerk Administrator