



# AGENDA

## Council Meeting

4:00 PM - Thursday, March 12, 2020  
Municipal Office

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## **12. BY-LAW CONFIRMING PROCEEDINGS**

## **13. ADJOURNMENT**



# MINUTES

## Council Meeting

4:00 PM - Thursday, February 27, 2020  
Municipal Office

The Council of the Brooke-Alvinston was called to order on Thursday, February 27, 2020, at 4:00 PM, in the Municipal Office, with the following members present:

**Council Present:** Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Jeannette Douglas, Councillor Jamie Armstrong, and Councillor Wayne Deans

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

**Regrets:**

### 1 CALL TO ORDER

The Mayor called the meeting to order at 4:00 p.m.

### 2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any pecuniary interests be declared at the appropriate time.

### 3 MINUTES

- a) Special Council Meeting Minutes of February 12, 2020

#### RESOLUTION-2020-056

Deputy Mayor Frank Nemcek made a motion that the special meeting minutes of February 12, 2020 be approved as presented with no additions, deletions or amendments. Councillor Jeannette Douglas seconded the motion.

**Carried**

- b) Regular Council Meeting Minutes of February 13, 2020

#### RESOLUTION-2020-057

Councillor Jeannette Douglas made a motion that the regular Council meeting minutes of February 13 be approved as presented with no additions, amendments or deletions. Councillor Jamie Armstrong seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

The Clerk Administrator noted that drawings were obtained for a two bay fire station attached to the Inwood Library and the material pricing obtained was within the draft budgeted amount. Other material pricing is still being sought for comparison.

### 5 DELEGATIONS & TIMED EVENTS

- a) Les Douglas - Arena Pavilion and Washrooms

Mr. Douglas was present at Council on behalf of the Alvinston Optimist Club Building Committee. He noted the current grant applications submitted, funds currently raised through donations and sponsors and in kind donations. He circulated drawings obtained for a 48 x 80 structure incorporating two washrooms and price received from AUBI. The anticipated cost was reviewed

with note that the group would like to submit a subsequent application to the Alix Foundation for additional funding to supplement the project.

Council further discussed obligations to the grant writer, the previous resolution regarding Council support and reevaluation of washrooms, Optimist support for additional funds needed, Ag Society support of project and open houses.

It was suggested a special meeting be held to discuss the project further.

It was further noted during this discussion time that the Optimist Club agreed to donate \$5,000 towards the repair of the spider web at the Community Park.

## 6 CORRESPONDENCE

- a) Information Correspondence

### **RESOLUTION-2020-058**

Councillor Wayne Deans made a motion that the correspondence items presented be received and filed. Councillor Jeannette Douglas seconded the motion.

**Carried**

- b) Municipality of Southwest Middlesex: Request for support Bill 156

### **RESOLUTION-2020-059**

Deputy Mayor Frank Nemcek made a motion that the Municipality of Brooke-Alvinston supports the Municipality of Southwest Middlesex's resolution in regards to Bill 156. Councillor Jeannette Douglas seconded the motion.

**Carried**

## 7 STAFF REPORTS

- a) Treasurer's Report: January 2020 Accounts Summary Report

### **RESOLUTION-2020-060**

Deputy Mayor Frank Nemcek made a motion that the January 2020 accounts be received and filed. Councillor Jeannette Douglas seconded the motion.

**Carried**

- b) Clerk Administrator's Report: Special Occasion Permit: Alvinston Pro Rodeo

### **RESOLUTION-2020-061**

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston declares the Alvinston Pro Rodeo being held June 19-21, 2020 as an event of municipal significance and acknowledges that the Alvinston Agricultural Society will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex at 3310 Walnut Street for the Alvinston Pro Rodeo event. Councillor Wayne Deans seconded the motion.

**Carried**

- c) Clerk Administrator's Report: Ad Hoc Accessibility Committee

### **RESOLUTION-2020-062**

Councillor Jamie Armstrong made a motion that a committee be developed to review the accessibility needs of the Municipality; and that the Committee be comprised of: the Clerk Administrator, Public Works Manager / Parks & Recreation Supervisor, Councillor Douglas and two members of the public. Councillor Wayne Deans seconded the motion.

**Carried**

- d) Clerk Administrator's Report: Building Permit Summary (2014-2019)

**RESOLUTION-2020-063**

Deputy Mayor Frank Nemcek made a motion that the Building Permit comparison report (2015-2019) be received and filed. Councillor Jeannette Douglas seconded the motion.

**Carried**

- e) CLERK ADMINISTRATOR'S REPORT: Alix Foundation Funding Options

The Clerk Administrator reviewed her report with Council. Councillor Armstrong stated that when he was chair of the Building Committee he withdrew the application in 2018 and noted this discrepancy in the staff report. Council discussed various options for submission to the Alix Foundation.

**RESOLUTION-2020-064**

Councillor Wayne Deans made a motion that a special Council meeting be held Monday, March 2, 2020 at 3:45 p.m. with members of the Optimist Club present. Councillor Jeannette Douglas seconded the motion.

**Carried**

- f) Fire Chief's Report

The Fire Chief presented his submitted report. Councillor Nemcek stated he is supportive and would like to keep a fire presence in Inwood; Councillor Douglas stated she had concerns with the budget and would like to hold off on a decision until it gets discussed at budget deliberations; Councillor Armstrong stated staff did not respond to emails for open communication with the IFA and said input was needed from the Inwood community on the Inwood Fire Station. He proposed a public event at the Inwood Firemen's Association Hall as in a facebook poll he had 65 interested people. The following motion was made:

**RESOLUTION-2020-065**

Councillor Jamie Armstrong made a motion that a public meeting be held at the IFA hall to discuss the Inwood Fire Station. Councillor Wayne Deans seconded the motion.

**DEFEATED. 2-2 (opposed: Mayor David Ferguson and Deputy Mayor Frank Nemcek).**

Councillor Nemcek was not in favour of a public meeting as input has been received for 2 years on this topic; Councillor Armstrong clarified it was a meeting to discuss where a hall would be or if plans continue for a hall and offered to be the mediator; Mayor Ferguson clarified the topic was thoroughly discussed at Council meetings which are open to the public. It was noted that the Fire Chief and certain members of Council were banned from the IFA Hall. The Clerk Administrator was not in favour of paying \$200 / hour for use of the IFA hall for a meeting.

## 8 BY-LAWS

## 9 NEW BUSINESS

- a) The Clerk Administrator noted that the OPP will be doing a presentation entitled "Safe Guard" that will be March 24, 2020 at the Alvinston Library at 7:00 p.m.
- b) Council members and those present were reminded on Mary Jo Bryce, Librarian for Alvinston & Inwood will be having a retirement celebration February 28th
- c) The Clerk Administrator requested Council consider a \$25 donation as

requested by the Brooke-Alvinston Skating Club. Council had no objection with the donation for the carnival book.

- d) Mayor Ferguson noted he was unavailable to attend the Interfaith Black history Month event at the Sarnia Muslim Association Mosque on Saturday and asked if any Councillors were available that they please let him know.
- e) Mayor Ferguson noted the SCRCA award presented to Councillor Nemcek for being on the committee for 10 years.
- f) Municipal Dust Suppressant Requirements:

**RESOLUTION-2020-066**

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston acknowledge the verbal report provided by the Public Works Manager regarding the 2020 dust suppressant needs for the Municipality and that the quote received from Den Mar Brines for \$69,000 + tax be accepted and that Council waives the requirements for a competitive process in favour of a negotiated process with Den Mar Brines for the provision of dust suppressant for the Municipality for the reason that the Public Works Manager has worked extensively with this supplier in the past and has obtained a price for the product that is within the draft budgeted amount and is anticipated to be lower than other suppliers. Councillor Jeannette Douglas seconded the motion.

**Carried**

- g) Lorne Street Reconstruction Meeting: The Public Works Manager informed Council that a meeting has been arranged for March 3, 2020 at 10 a.m. to discuss the project.
- h) Councillor Nemcek requested staff to contact Brian MacDougall at the SCRCA in regards to excess amounts of biosolids being stored on municipal properties. It was also requested that a letter be sent to the owner to request them to cover the pile in the meantime. Councillor Armstrong requested a status update on what actions have been done to date.
- i) Councillor Deans inquired on the status of Council meetings being taped and recorded. It was noted that Council gave direction to defer the purchase to the 2020 budget deliberations.

**RESOLUTION-2020-067**

Councillor Wayne Deans made a motion that staff be authorized to purchase the audio/video recording equipment as presented in 2019 prior to the adoption of the 2020 budget. Councillor Jamie Armstrong seconded the motion.

**Carried**

- j) Councillor Douglas informed those present of the Canada Day meeting scheduled for March 3, 2020 at 7 p.m. in the Council Chambers.

**RESOLUTION-2020-068**

Councillor Wayne Deans made a motion that confirming By-law 11 of 2020 be read a first, second and third time and finally approved this 27th day of February 2020. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**10 CLOSED SESSION**

**11 RISE AND REPORT**

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law Number 11 of 2020

**13 ADJOURNMENT**

The meeting was adjourned at 5:58 p.m.

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Clerk-Administrator

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Mayor



# MINUTES

## Council Meeting

3:45 PM - Monday, March 2, 2020  
Municipal Office

The Council of the Brooke-Alvinston was called to order on Monday, March 2, 2020, at 3:45 PM, in the Municipal Office, with the following members present:

**Council Present:** Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Jeannette Douglas, Councillor Jamie Armstrong, and Councillor Wayne Deans

**Staff Present:** Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, and Public Works Manager Randy Hills

**Regrets:**

### 1 CALL TO ORDER

The Mayor called the meeting to order at 3:45 p.m.

### 2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor asked that any pecuniary interests be declared at the appropriate time.

### 3 NEW BUSINESS

Members of the Optimist Club met with Council to discuss the proposed pavilion project (Raise the Roost). Current applications submitted for the project (ICIP for \$190,000), grant writer fees (\$80,000 contributed by the Municipality), in kind donations (\$50,000 - Hayter Foundation), and overruns for the \$290,000 project were discussed.

In addition, there was discussion on funding applications previously submitted (Alix Foundation); Fairboard comments on the location of the proposed pavilion, status of current canteen / washrooms were commented on.

In summary, the Optimist members agreed on resubmitting an application to the Alix Foundation; hosting an open house for the public to view and comment on the proposal and obtain comments from the fairboard on the location of the pavilion.

### 4 OTHER BUSINESS

#### a) Inwood Firemen's Association

Councillor Armstrong noted that he heard the IFA Hall had an assessment done and made the following motion:

#### **RESOLUTION-2020-069**

Councillor Jamie Armstrong made a motion that the Municipality of Brooke-Alvinston make an offer to purchase the IFA hall.

Mayor Ferguson noted that the IFA is to the best of his knowledge defunct in their paperwork as an Association.



The Clerk Administrator noted that the IFA were sent a letter indicating that if they wished to sell the building to the Municipality, they had until February 28, 2020. No offer had been received. She further noted that the budget has not been passed and offers to purchase or making an offer should be discussed in closed session.

Mayor Ferguson noted that if the Municipality were interested in purchasing the property, an appraisal would need to be done as a public building and repairs / improvements needed for a municipality to take ownership.

Councillor Armstrong withdrew his motion.

**5 ADJOURNMENT**

The meeting was adjourned at 4:45 p.m.

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

\_\_\_\_\_  
Mayor



## PUBLIC NOTICE SEVERANCE APPLICATION COMMITTEE OF ADJUSTMENT

APPLICATION NO. B-002/20

**TAKE NOTICE** that an application for consent has been submitted by Everett Thorne for the property located at Concession 13, Part Lot 7, in the Municipality of Brooke-Alvinston and municipally known as 4636 Sutorville Road. The purpose of the application is to sever off a house and 2 sheds (approximate lot area is 2 acres). The retained parcel would be approximately 93 acres in size and would contain a shop and grain bins.

**AND FURTHER TAKE NOTICE** that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed **Tuesday, March 31, 2020 at 9:00 a.m.** for the purpose of a public hearing into this matter, to be held in the Municipality of Brooke-Alvinston Council Chambers, 3236 River Street, Alvinston, Ontario. Signed written submissions regarding the application will be accepted by the Secretary-Treasurer prior to or during the hearing.

If you wish to be notified of the decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance, you must make a written request to the Committee of Adjustment at the address noted below.

If a person or public body that files an appeal of a decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance does not make written submission to the Municipality of Brooke-Alvinston Committee of Adjustment before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal.

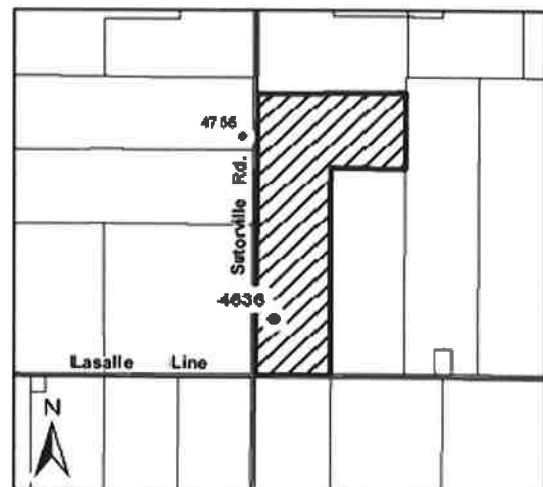
If you are aware of any persons interested or affected by this application who have not received a copy of this notice, it would be appreciated if you would so inform them.

Additional information regarding the application will be available to the public for inspection at the:

Municipality of Brooke-Alvinston  
3236 River Street, PO Box 28, Alvinston, ON  
N0N 1A0  
from 8:30 am to 4:30 pm  
Monday to Friday  
Janet Denkers  
Secretary-Treasurer  
Committee of Adjustment

Email: [jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)  
Phone: 519-898-2173  
Fax: 519-898-5653

Dated: March 10, 2020



 Subject Property



## PUBLIC NOTICE MINOR VARIANCE APPLICATION COMMITTEE OF ADJUSTMENT

<u>APPLICATION NUMBER:</u>	A-003/20 (Chris and Lindsay McLean)
<u>LOCATION OF PROPERTY:</u>	Concession 12, West 1/2 Lot 21 (South side of LaSalle Line, West of White Pine Road)
<u>PURPOSE OF APPLICATION:</u>	Relief from provisions of the Brooke-Alvinston Zoning By-law 9 of 2013 to construct a new dwelling. The By-law requires a Minimum Distance Separation (MDS) of 572 metres between the dwelling and a barn on a separate lot. The proposed dwelling would be located approximately 375 metres from the barn.

TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed **Tuesday, March 31, 2020 at 9:00 a.m.** for the purpose of a public hearing into this matter, to be held in the Brooke-Alvinston Council Chambers, 3236 River Street, PO Box 28, Alvinston, Ontario. Signed, written submissions regarding the application will be accepted by the Secretary-Treasurer prior to or during the hearing. If you wish to be notified of the decision of the Brooke-Alvinston Committee of Adjustment in respect of the proposed minor variance, you must make a written request to the Committee of Adjustment at the address noted below.

If a person or public body that files an appeal of a decision of the Brooke-Alvinston Committee of Adjustment in respect of the proposed minor variance does not make a written submission to the Brooke-Alvinston Committee of Adjustment before it gives or refuses to give a minor variance, the Local Planning Appeal Tribunal may dismiss the appeal.

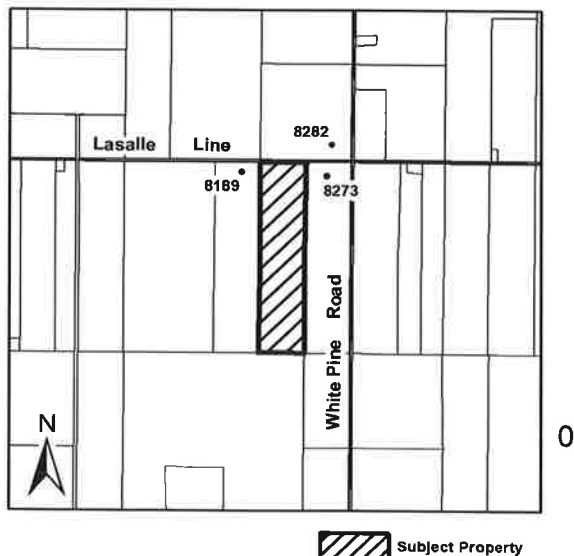
If you are aware of any persons interested or affected by this application who have not received a copy of this notice, it would be appreciated if you would so inform them.

Additional information regarding the application will be available to the public for inspection at the:

Municipality of Brooke-Alvinston  
3236 River Street, PO Box 28, Alvinston,  
ON N0N 1A0  
from 8:30 am to 4:30 pm - Monday to  
Friday

Janet Denkers  
Secretary-Treasurer  
Committee of Adjustment

Email: [jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)  
Phone: 519-898-2173  
Fax: 519-898-5653





**Finance, Facilities and Court Services Division**  
789 Broadway Street, Box 3000  
Wyoming, ON N0N 1T0

Telephone: 519-845-0801  
Toll-free: 1-866-324-6912  
Fax: 519-845-3160

## **NEWS RELEASE**

For Immediate Release

### **2020 Draft County Budget Presented to County Council**

Tuesday, February 25, 2020

**Wyoming, ON** - Lambton County Council will be considering a net increase of 3.42% to the County property tax levy when it meets to discuss the County's 2020 budget early next month.

The Draft 2020 County Budget was presented during a special joint meeting of Committee A.M. and Committee P.M. in Wyoming on Wednesday, February 19, 2020. The draft document calls for \$80.2 million to be raised through local property taxes and total spending of \$220.7 million, allocated as follows:

- General Government/Council activities - \$15.9 million
- Office of the Chief Administrative Officer - \$712,000
- Corporate Services Division - \$6.0 million
- Cultural Services Division - \$11.7 million
- Finance, Facilities and Court Services Division - \$14.5 million
- Infrastructure & Development Services Division - \$29.7 million
- Long-Term Care Division - \$35.3 million
- Public Health Services Division - \$28.5 million
- Social Services Division - \$78.5 million

The proposed 3.42% tax increase is comprised of a base budget increase of 1.30%, a 1.80% increase for investment in infrastructure and 1.37% increase from provincial downloading. This 4.47% increase is reduced to 3.42% because of an assessment growth increase of 1.05% - the highest growth rate we have experienced in the past 5 years.

"The provincial downloading that has taken place in recent months will have a significant impact on this year's budget deliberations," said Lambton County Warden Bill Weber. "The draft budget presented to County Council shows commitment to maintaining core programs, services and investments in infrastructure, while carefully working to balance the changes being felt by communities across the province."

The Draft Budget calls for the allocation of \$12.1 million to various reserves and reserve funds in 2020. The County uses these reserves to finance large, necessary projects that may arise in the future or to pay for unexpected opportunities and emergencies. Following this year's proposed withdrawals, the projected reserve fund balance will be \$49.6 million, an increase of \$400,000 from 2019.

**...More**

Lambton County Council has three items referred to budget deliberations this year:

- Bluewater Health - Requesting \$10,000,000 over the next 10 years, equivalent to \$1,000,000 annually, to assist with the purchasing of capital equipment.
- Victoria Playhouse Petrolia - Requesting \$200,000 annually over the next 5 years to assist in capital improvements, for a total grant request of \$1,000,000.
- Kineto Theatre Forest - Requesting \$75,000 to assist in capital renovations.

If County Council decides to fund these three requests, the County's tax base will need to be increased by \$1.275 million in 2020.

Budget deliberations are scheduled to begin at 9 a.m., Wednesday, March 4, 2020 and if required, will continue at 9 a.m., Thursday, March 26. Deliberations are also scheduled to be streamed live and made available for archival viewing through the County's website, LambtonOnline.ca.

Hard copies of the 2020 Draft County Budget can be requested by contacting the Finance, Facilities and Court Services Division at 519-845-0809 ext. 5321 or by clicking on the "County Budget" tab at [www.lambtononline.ca](http://www.lambtononline.ca).

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**Please contact:**

**Bill Weber**

Warden  
County of Lambton  
519-381-6111  
[bill.weber@county-lambton.on.ca](mailto:bill.weber@county-lambton.on.ca)

**Larry Palarchio**

GM, Finance, Facilities and Court Services  
County of Lambton  
519-845-5417  
[larry.palarchio@county-lambton.on.ca](mailto:larry.palarchio@county-lambton.on.ca)



**Cultural Services Division**  
789 Broadway Street, Box 3000  
Wyoming, ON N0N 1T0

Telephone: 519-845-0801  
Toll-free: 1-866-324-6912  
Fax: 519-845-3872

## **NEWS RELEASE**

For Immediate Release

### **Lambton County Library eliminates overdue fines from children's print materials** Monday, March 2, 2020

**Wyoming, ON** - Lambton County Library has eliminated overdue fines on children's print material effective **March 1, 2020** in an effort to promote childhood literacy and facilitate access to children's books.

The recommendation for change was approved by Lambton County Council's standing committee in November and by full Council in January. While overdue fines will no longer accumulate effective March 1 on children's print materials, replacement fees for library materials that are not returned to the library will continue to be charged. Any late fees accumulated before March 1, 2020 will still be required to be paid.

"Lambton County Library serves an important role in ensuring children have access to library materials at an early age so that they can build early literacy skills that will benefit them for life," says Warden Bill Weber. "The elimination of overdue fines for children's print materials helps to remove a financial barrier so children can continue accessing important community resources that contribute to early learning."

Library cardholders can typically borrow an item for a three-week period and can renew material up to three times, provided another library patron has not placed a hold on the item. All library material that is not renewed or returned after three weeks following the due date is considered lost and cardholders will be charged a replacement fee.

"The library does appreciate the prompt return of all library materials so that other cardholders can have timely access to materials without experiencing long wait times," says Darlene Coke, Manager, Library Services. "Children's materials will still have due dates and cardholders will still receive notices to return the items; however, the financial penalty will simply be removed unless the materials are not returned."

Lambton County Library serves residents through 25 libraries across Lambton County. Library membership is free to anyone who lives, owns property, works or attends school in Lambton County. Cardholders can borrow a variety of materials with their library card, including books, DVDs and snowshoes. Cardholders can also access thousands of electronic books, music, movies and audiobooks available with a variety of mobile apps. For more information about Lambton County Library, visit [www.lclibrary.ca](http://www.lclibrary.ca).

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**Cultural Services Division**  
 Lambton Heritage Museum  
 10035 Museum Road  
 Grand Bend, ON N0M 1T0

Telephone: 519-243-2600  
 Fax: 519-243-2646  
[www.lambtonmuseums.ca](http://www.lambtonmuseums.ca)

## **NEWS RELEASE**

For Immediate Release

### **March Break at Lambton Heritage Museum**

Tuesday, March 3, 2020

**Grand Bend, ON** - Bring your family to Lambton Heritage Museum over March Break!

From March 16 to 20, children will have an opportunity to use tech gadgets at the Museum from the Lambton County Library MakerSpace program. From 10:00 a.m. until 2:00 p.m. daily, school-aged children can create their own buttons or magnets using the button maker and learn to program an Ozobot, a pocket-sized robot!

In addition to the special March Break programming, Museum visitors will be able to explore the tundra swan migration exhibit. Mid-March is usually a good time to spot tundra swans; you can visit [returnoftheswans.com](http://returnoftheswans.com) for daily migration updates, including the number of swans in the area.

Lambton Heritage Museum is open Monday to Friday from 10:00 a.m. until 5:00 p.m. and Saturdays and Sundays from 11:00 a.m. until 5:00 p.m. Museum admission is \$15.00 for families, \$5.00 for adults, \$4.00 for seniors and students, and \$3.00 for children. Children three and under are free. For more information, call the museum at 519-243-2600 or email [heritage.museum@county-lambton.on.ca](mailto:heritage.museum@county-lambton.on.ca).

Lambton Heritage Museum cares for over 25,000 historic artifacts, photographs and documents, preserving the history of Lambton County. In addition to the main exhibition centre, the museum maintains five historic buildings, two exhibition halls, and visitor amenities like the 1 km Woodland Heritage Trail. The museum is located off Highway 21 across from Pinery Provincial Park. Come discover our story and connect with community.

For more information on Lambton Heritage Museum, visit [heritagemuseum.ca](http://heritagemuseum.ca) or follow the museum on Facebook.

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**Please contact:**

**Colleen Inglis**

Educational Program Coordinator, Lambton Heritage Museum

County of Lambton

519-243-2600 ext. 3157

[colleen.inglis@county-lambton.on.ca](mailto:colleen.inglis@county-lambton.on.ca)



**Cultural Services Division**  
 Library Headquarters  
 787 Broadway Street, Box 3100  
 Wyoming, ON N0N 1T0

Telephone: 519-845-3324  
 Toll-free: 1-866-324-6912  
 Fax: 519-845-0700  
[www.lclibrary.ca](http://www.lclibrary.ca)

## **NEWS RELEASE**

For Immediate Release

### **Author Wab Kinew and Dr. Niigaan Sinclair to lead One Book Lambton Discussion in Sarnia** Tuesday, March 3, 2020

**Wyoming, ON** - Wab Kinew, the author of One Book Lambton's featured title selection, *The Reason You Walk*, will visit Lambton County on Friday, April 24, 2020 with Dr. Niigaanwewidam (Niigaan) Sinclair, an Educator and Author.

The two men will share the stage at the Sarnia Library Theatre to participate in a book discussion and examine the themes in Kinew's 2015 book that explores a father-son relationship navigating through grief and reconciliation. More details about the ticketed event will be released in March by visiting [onebooklambton.ca](http://onebooklambton.ca) or by following the library's social media channels.

"Lambton County Library and the One Book Lambton Planning Committee are thrilled to welcome both Wab Kinew and Niigaan Sinclair to Lambton County and have them contribute to our community's discussion about the themes in the book." says Greer Macdonell, Community Library Supervisor. "We are fortunate to have the opportunity to listen to and learn from Wab and Niigaan."

In addition to writing *The Reason You Walk*, Wab Kinew is an award winning musician, producer and media personality, university administrator, and author of the Governor General's Literary Award nominated children's book *Go Show The World*. Most recently, Kinew has started a career in politics and currently serves as the leader of the New Democratic Party in Manitoba and as a Member of the Legislative Assembly in Manitoba where he represents Fort Rouge.

Dr. Niigaan Sinclair is an Associate Professor at the University of Manitoba. He regularly speaks and writes about Indigenous issues for national and international media outlets and his writing appears bi-weekly in the Winnipeg Free Press. He has also published short stories in books like *The Exile Edition of Native Canadian Fiction and Drama* and graphic novels like *This Place: 150 Years Retold*. He is the 2018 recipient of a National Newspaper Award for best Canadian Columnist and was named 2019 Peace Educator of the Year by the Peace and Justice Studies Association at Georgetown University in Washington, DC. Niigaan is co-editor of the award-winning *Manitowapow: Aboriginal Writings from the Land of Water* and *Centering Anishinaabeg Studies: Understanding the World Through Stories* and the editorial director of The Debwe Series (published by HighWater Press).

...More

[www.lambtononline.ca](http://www.lambtononline.ca)





Since February, several libraries have held programs and events with ties to this year's One Book Lambton selection, *The Reason You Walk*. Remaining programs and events for March and April include:

- Book Discussions
  - Various Lambton County Library locations
- Online Facebook Group Book Discussion
  - A discussion question is posted weekly to the Facebook group *One Book Lambton*
- Memoir Writing Workshops with Shannon Maroney
  - Bestselling author and registered Counselling Specialist Shannon Maroney will lead writing workshops on exploring forgiveness and memoir writing.
    - Saturday, April 18, 9:30 a.m. - 12:30 p.m. at the Judith & Norman Alix Art Gallery
    - Saturday, April 18, 2:00 - 5:00 p.m. at the Sarnia Library
- Coping through Loss with St. Joseph's Hospice
  - An educator from St. Joseph's Hospice will lead sessions exploring how to cope through grief and loss.
    - Wednesday, March 4, 7:00 - 8:00 p.m. at the Sarnia Library
    - Thursday, March 26, 3:00 - 4:00 p.m. at the Alvinston Library
    - Wednesday, April 1, 7:00 - 8:00 p.m. at the Wyoming Library
    - Monday, April 6, 1:00 - 2:00 p.m. at the Corunna Library
    - Wednesday, April 15, 2:00 - 3:00 p.m. at the Forest Library
- Film Screening: *Aftershock* with filmmaker Dwayne Cloes
  - Filmmaker Dwayne Cloes will be screening his documentaries *Aftershock* and *We Are Still Here* then discussing them with residential school survivor, Geraldine Robertson.
    - Monday, March 23, 3:00 - 5:00 p.m. at the Mooretown Library
    - Saturday, March 28, 2:00 - 3:30 p.m. at the Sarnia Library Theatre
    - Thursday, April 9, 6:30 - 8:00 p.m. at the Camlachie Theatre
    - Monday, April 20, 6:30 - 8:00 p.m. at L.C.C.V.I., Petrolia

*The Reason You Walk* by Wab Kinew is available for borrowing from Lambton County Library, and electronic copies are available through the library's mobile apps including Libby and cloudLibrary.

-30-

**Please contact:**

**Greer Macdonell**

Community Library Supervisor, Libraries Department  
 Cultural Services Division  
 County of Lambton  
 519-845-3324 ext. 5243  
[greer.macdonell@county-lambton.on.ca](mailto:greer.macdonell@county-lambton.on.ca)



**Finance, Facilities and Court Services Division**  
789 Broadway Street, Box 3000  
Wyoming, ON N0N 1T0

Telephone: 519-845-0801  
Toll-free: 1-866-324-6912  
Fax: 519-845-3160

## **NEWS RELEASE**

For Immediate Release

### **Council Unanimously Approves 2020 County Budget** Wednesday, March 4, 2020

**Wyoming, ON** - Lambton County Council has approved a net levy rate increase of 3.42% to the County property tax levy, finalizing the County's 2020 Budget in Wyoming this morning.

In total, the budget calls for spending \$220.7 million in 2020, \$80.2 million of which will be raised through local property taxes.

"Staff brought forward a budget that is both reasonable and responsible," said Warden Bill Weber. "The 2020 budget allows us to maintain our current levels of service while taking the provincial downloading pressures into account. I'm pleased that County Council fully reviewed the budget and unanimously supported it."

\$12.1 million will be directed to various reserves and reserve funds in 2020, which are used to finance large, necessary projects that may arise in the future or to pay for unexpected opportunities and emergencies.

Spending will be allocated as follows in 2020:

- General Government/Council activities - \$15.9 million
- Office of the Chief Administrative Officer - \$712,000
- Corporate Services Division - \$6.0 million
- Cultural Services Division - \$11.7 million
- Finance, Facilities and Court Services Division - \$14.5 million
- Infrastructure & Development Services Division - \$29.7 million
- Long-Term Care Division - \$35.3 million
- Public Health Services Division - \$28.5 million
- Social Services Division - \$78.5 million

The County of Lambton operates a wide variety of programs and services available to the public such as land ambulance, provincial offences court, three Long-Term Care Homes, 25 library branches and related digital resources, two museums, an art gallery, archives, local roadways, public health services, housing services, social services, building services and planning and development services. The Corporation employs approximately 1,200 employees across over 40 sites.

....More

A final version of the County's 2020 Budget will be available through the County's website, [lambtononline.ca](http://lambtononline.ca). Hard copies can be requested by contacting the Finance, Facilities and Court Services Division at 519-845-0809 ext. 5321.

-30-

**Please contact:**

**Bill Weber**

Warden  
County of Lambton  
519-649-6885  
[bill.weber@county-lambton.on.ca](mailto:bill.weber@county-lambton.on.ca)

**Larry Palarchio**

GM, Finance, Facilities and Court Services  
County of Lambton  
519-845-0801 ext. 5417  
[larry.palarchio@county-lambton.on.ca](mailto:larry.palarchio@county-lambton.on.ca)



**Cultural Services Division**  
 Lambton Heritage Museum  
 10035 Museum Road  
 Grand Bend, ON N0M 1T0

Telephone: 519-243-2600  
 Fax: 519-243-2646  
[www.lambtonmuseums.ca](http://www.lambtonmuseums.ca)

## **NEWS RELEASE**

For Immediate Release

### **"Return of the Swans" at Lambton Heritage Museum**

Thursday, March 5, 2020

**Grand Bend, ON** - The first tundra swans have been spotted on the Thedford Bog behind Lambton Heritage Museum, and numbers are expected to rise!

For many residents of Lambton County, the beginning of spring is associated with the annual stop made by the swans during their 6,000 kilometre migration journey through the area. Depending on the year, there may be as many as 15,000 individual birds resting on the bog behind the Museum. They are attracted to the bog by the melt water of spring and the remnants of the prior year's corn crop.

Visit [returnoftheswans.com](http://returnoftheswans.com) to find daily estimates of the number of swans in the area. You can also call Lambton Heritage Museum at 519-243-2600 for migration updates.

Be sure to stop by Lambton Heritage Museum before driving over to Greenway Road to view the Tundra Swans in person. Visitors can explore the tundra swan migration exhibit and participate in activities to learn more about these birds and their behaviors.

Lambton Heritage Museum is open Monday to Friday from 10:00 a.m. until 5:00 p.m. and on Saturdays and Sundays from 11:00 a.m. until 5:00 p.m.

Museum admission is \$15.00 for families, \$5.00 for adults, \$4.00 for seniors and students, and \$3.00 for children. Children three and under are free. For more information, call the museum at 519-243-2600 or email [heritage.museum@county-lambton.on.ca](mailto:heritage.museum@county-lambton.on.ca).

Lambton Heritage Museum cares for over 25,000 historic artifacts, photographs and documents, preserving the history of Lambton County. In addition to the main exhibition centre, the museum maintains five historic buildings, two display buildings and visitor amenities like the 1 km Woodland Heritage Trail. The museum is located off Highway 21 across from Pinery Provincial Park. Come discover our story and connect with community.

For more information on Lambton Heritage Museum, visit [heritagemuseum.ca](http://heritagemuseum.ca) or follow the museum on Facebook.

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**Please contact:**

**Colleen Inglis**

Educational Program Coordinator, Lambton Heritage Museum  
 County of Lambton  
 519-243-2600 ext. 3157  
[colleen.inglis@county-lambton.on.ca](mailto:colleen.inglis@county-lambton.on.ca)



**Lambton Public Health**  
160 Exmouth Street  
Point Edward, ON N7T 7Z6

Telephone: 519-383-8331  
Toll free: 1-800-667-1839  
Fax: 519-383-7092  
[www.lambtonpublichealth.ca](http://www.lambtonpublichealth.ca)

## **NEWS RELEASE**

For Immediate Release

### **Lambton County COVID-19 Update**

Friday, March 6, 2020

**Point Edward, ON -** Lambton Public Health (LPH) is closely monitoring the novel coronavirus, COVID-19, in Ontario as cases continue to increase. **The COVID-19 outbreak level of risk for residents of Lambton County remains low.**

At this time, the virus is not circulating locally. However, given the global circumstances, Ontario is actively working with municipal and health partners to plan for the potential of local spread.

LPH continues to monitor this situation and encourages residents to stay informed by regularly reviewing credible information sources. Visit [LambtonPublicHealth.ca](http://LambtonPublicHealth.ca) to access local information and resources to learn more about:

- COVID-19
- Travel
- How to protect yourself
- When to see a health care provider

Employers and businesses are encouraged to be ready to implement strategies to protect their workforce from COVID-19 while ensuring continuity of operations. A few prevention measures include:

- Inventory of resources and access points for hand hygiene and disinfectant of surfaces
- Promotion and education of frequent hand hygiene, cough/sneeze etiquette, and social distancing (staying home when sick)

Individuals at work, school, in the community and at home are encouraged to practice these measures to reduce the spread of illness.

Those with COVID-19 may have little to no symptoms. You may not know you have symptoms of COVID-19 because they are similar to a cold or flu. Symptoms may take up to 14 days to appear after exposure to COVID-19.

Symptoms have included:

- fever
- cough
- difficulty breathing
- pneumonia in both lungs

Seek medical attention immediately if you have severe symptoms. Learn more about when to see a health care provider, visit [LambtonPublicHealth.ca](http://LambtonPublicHealth.ca).

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**Please contact:**

**Lori Lucas**

Supervisor, County of Lambton  
519-383-8331 ext. 3574  
[lori.lucas@county-lambton.on.ca](mailto:lori.lucas@county-lambton.on.ca)



**Cultural Services Division**  
Lambton Heritage Museum  
10035 Museum Road  
Grand Bend, ON N0M 1T0

Telephone: 519-243-2600  
Fax: 519-243-2646  
[www.lambtonmuseums.ca](http://www.lambtonmuseums.ca)

## **NEWS RELEASE**

For Immediate Release

### **Paint Ontario returns to Lambton Heritage Museum**

Monday, March 9, 2020

**Grand Bend, ON** - In partnership with the Grand Bend Art Centre, Lambton Heritage Museum is proud to present the 24th annual *Paint Ontario Art Show & Sale*.

From March 28 to April 19, over 200 original paintings will fill the exhibition hall at the Museum. These paintings bring to life the beauty, character and diversity of Ontario. Throughout the show, guests can experience live artist demonstrations and participate in artist workshops and talks. Visit [paintontario.com](http://paintontario.com) for details on these events.

*Paint Ontario* will be open during regular museum hours, Monday to Friday 10:00 a.m. until 5:00 p.m. and weekends and holidays from 11:00 a.m. until 5:00 p.m. The Museum will be extending its hours until 7:00 p.m. on Friday, April 3 and Friday, April 10 for those who would like to visit *Paint Ontario* after regular museum hours.

Admission is \$5.00 for adults, \$4.00 for seniors and students, \$3.00 for children or \$15.00 for families. Children three and under are free.

There are several exciting events taking place during this year's *Paint Ontario* event.

The popular Opening Night Reception will be taking place on Friday, March 27 from 4:00 to 9:00 p.m. The reception includes an awards presentation at 7:00 p.m., free admission and a cash bar.

Guests can enjoy an evening with acclaimed photographer John Rowlands on Friday, April 3 from 7:00 to 9:00 p.m. He has made a lifelong career photographing music royalty, including the The Beatles and Lady Gaga, and has fascinating stories and insights to share. Tickets for this event are \$10 and can be purchased online through [TicketWindow](http://TicketWindow) or at the Museum.

A special feature night called "Pints & Palettes" will be taking place on April 17 from 6:00 to 9:00 p.m. During this event, guests can tour the art gallery, sample locally crafted wine, beer and food and participate in a collaborative art activity. Admission to this event is \$20 and includes two drink tickets. Event tickets can be purchased at the door, or online in advance through [TicketWindow](http://TicketWindow). Additional drink tickets will be available for purchase at the event. This is a 19+ event and no artistic experience is required.

**...More**

With the support of the Grand Bend Art Centre, a team of dedicated volunteers produces *Paint Ontario*. This prestigious show gives artists the opportunity to show and sell their works. Prices range from \$200 to \$4,000 if you wish to buy original art. Additionally, the funds raised through commissions support cultural development within the community. The Grand Bend Art Centre is a non-profit organization that supports music programs for local schools, provides grants to individuals and organizations who contribute to arts in the community, and organizes art camps for children.

Visit [paintontario.com](http://paintontario.com) for more information.

Lambton Heritage Museum cares for over 25,000 historic artifacts, photographs and documents, preserving the history of Lambton County. In addition to the main exhibition centre, the museum maintains five historic buildings, two exhibition halls, and visitor amenities like the 1 km Woodland Heritage Trail. The museum is located off Highway 21 across from Pinery Provincial Park. Come discover our story and connect with community.

For more information on Lambton Heritage Museum, visit [heritagemuseum.ca](http://heritagemuseum.ca) or follow the museum on Facebook.

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**Please contact:**

**Dana Thorne**

Curator/Supervisor, Lambton Heritage Museum  
County of Lambton  
519-243-2600 ext. 3151  
[dana.thorne@county-lambton.on.ca](mailto:dana.thorne@county-lambton.on.ca)

**LAMBTON COUNTY MUNICIPAL ASSOCIATION**

789 Broadway Street, Box 3000

Wyoming, ON N0N 1T0

Telephone: 519-845-0801

Toll-free: 1-866-324-6912

Fax: 519-845-3160

**MEMORANDUM**

March 6, 2020

**TO:** All Municipal Administrators, Clerks & Treasurers**FROM:** Ron Van Horne, Secretary-Treasurer**SUBJECT:** Lambton County Municipal Association  
Annual Meeting and Banquet  
Camlachie Community Centre  
6767 Camlachie Road, Camlachie, ON  
Thursday, April 2, 2020**A. Minutes, Treasurer's Report.**

In preparation for the Annual Meeting, please find attached copies of the following:

- a) April 4, 2019, Annual Meeting Minutes;
- b) January 27, 2020 Executive Meeting Minutes;
- c) December 31, 2019 Financial Statements.

Please post a copy for the benefit of your councillors and staff.

**B. Invitation, Membership Fees, and Ticket Prices:**

1. Invitation for the Annual Meeting - April 2, 2020 is attached.
2. Membership Fees:  
\$200.00 (five tickets included in membership) plus \$25.00 each for extra ticket.  
Form for Membership Fees and Tickets is attached.

Please complete and return the attached Membership Fees and Tickets form by March 25, 2020.

.....page 2



March 6, 2020

Page 2

**C. Door Prizes:**

The LCMA Executive has requested that each municipality obtain **2 door prizes** for the draw this year, and deliver them to the County Building by **March 25, 2020**. If you would prefer to take your prizes to the hall on the evening of the banquet, please advise Melissa Donovan at 519-845-0801 ext. 5302, toll-free 1-866-324-6912, or [melissa.donovan@county-lambton.on.ca](mailto:melissa.donovan@county-lambton.on.ca).

**Please send 2 door prizes by March 25, 2020.**

**D. Deceased Members:**

Please provide us with a **list** of persons from your municipality for whom a moment of silence should be offered.

Please **complete and return** the attached **DECEASED MEMBERS** form by **March 25, 2020**.

**F. Letter to Councils:**

Please present this letter to your Council as soon as possible.

We appreciate your co-operation with the above. If there are any questions, please contact Melissa Donovan at 519-845-0801 ext. 5302, toll-free 1-866-324-6912, or [melissa.donovan@county-lambton.on.ca](mailto:melissa.donovan@county-lambton.on.ca).

Sincerely,



Ron Van Horne  
Secretary-Treasurer

RGV/md

Attachments

LAMBTON COUNTY MUNICIPAL  
ASSOCIATION

CORDIALLY INVITES YOU  
TO ATTEND THE

*Annual  
Meeting &  
Banquet*

**THURSDAY, APRIL 2, 2020**

Social - 5:30 p.m. | Dinner 6:30 p.m.  
Camlachie Community Centre 6767 Camlachie Road, Camlachie

**GUEST SPEAKERS:**

**TAMMY & GARY VANDENHEUVEL**

OWNERS, PREFERRED TOWING & FOUNDERS OF  
OHANA LANDING YOUTH TRANSITIONAL HOUSING

**TICKETS - \$25**

**RSVP BY MARCH 25, 2020**

TO MELISSA DONOVAN AT  
519-845-0801 X.5302 OR  
MELISSA.DONOVAN@COUNTY-LAMBTON.ON.CA

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

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

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



February 28, 2020

Dear Head of Council:

**RE: Provincial Policy Statement, 2020**

---

Earlier today, the government of Ontario released the Provincial Policy Statement (PPS), 2020. The PPS is an important part of Ontario's land use planning system, setting out the provincial land use policy direction that guides municipal decision-making.

Municipalities play a key role in implementing provincial land use policies through local official plans, zoning by-laws and other planning decisions. The Planning Act requires that decisions on land use planning matters be "consistent with" PPS policies.

The PPS, 2020 supports implementation of **More Homes, More Choice: Ontario's Housing Supply Action Plan** and includes key changes to:

- Encourage an increase in the mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater certainty
- Support rural, northern and Indigenous communities
- Support the economy and job creation

The PPS, 2020 works together with other recent changes to the land use planning system – including changes to the Planning Act through Bill 108, More Homes, More Choice Act, 2019 and **A Place to Grow: Growth Plan for the Greater Golden Horseshoe**. Collectively, these changes support key government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt.

The PPS, 2020 policies will take effect on May 1, 2020. It will replace the Provincial Policy Statement, 2014. In accordance with section 3 of the Planning Act, all decisions affecting land use planning matters made after this date shall be consistent with the PPS, 2020. My ministry will be in touch to provide education and training for municipal staff to support implementation of the new policies.

.../2

- 2 -

For more information about the PPS, 2020, please visit [ontario.ca/PPS](http://ontario.ca/PPS) where you will find:

- A digital version of the PPS, 2020
- A link to the decision notice on the Environment Registry of Ontario (ERO #019-0279)

If you have any questions about the Provincial Policy Statement, 2020, please contact the ministry at [provincialplanning@ontario.ca](mailto:provincialplanning@ontario.ca) or by calling 1-877-711-8208.

Sincerely,



Steve Clark  
Minister

c: Planning Head, Planning Board Secretary-Treasurer, and/or Clerks



## LAMBTON GROUP POLICE SERVICES BOARD

DETACHMENT COMMANDER

INSPECTOR Chris AVERY

NOVEMBER / DECEMBER 2019

# LGPSB

# CALLS FOR SERVICE BILLING WORKGROUPS



**Drugs** Includes trafficking, production, and importation of drugs including marihuana, cocaine, heroin, crystal meth or other controlled substances. It also includes occurrences related to indoor/outdoor grow labs.

**Drug Possession** Includes all occurrences where the most serious violation is possession of marihuana, cocaine, heroin, crystal meth or other controlled substance. It also includes other minor drug related offences.

**Operational** Operational calls for service are non-criminal events that police attend to. These include animal complaints, non-criminal domestic disturbances, missing persons, noise complaints, property – lost or found, sudden deaths, and assist public calls.

**Operational 2** Includes false alarms, keep the peace and 911 calls/911 hang-ups. Due to the higher frequency of these calls, they have been separated out from the 'Operational' category and allocated a lower time standard. Traffic incidents are excluded.

**Other Criminal Code Violations** The majority of offences counted in the Other Criminal Code Offences group are criminal offences that are not directed to people or related to property. It is similar to the group that Statistics Canada uses when reporting 'Other Criminal Code'. These include prostitution, offensive weapons, bail violations, counterfeiting, disturb the peace, indecent acts, breach of probation, and bribery.

**Property Crime Violations** This category is similar to the group that Statistics Canada uses when reporting 'Property Crimes'. These include arson, break and enter, theft, possession of stolen goods, mischief, identity theft, and some frauds.

**Statutes & Acts** Includes provincial statutes, primarily the Mental Health Act, Landlord Tenant Act and Trespass to property offences. It also includes custody dispute calls.

**Traffic** Includes motor vehicle collisions of all severities (property damage, personal injury and fatalities) and road rage incidents reported to police.

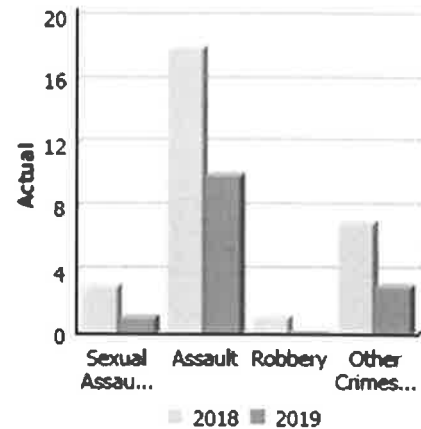
**Violent Crimes** The majority of offences counted in the Violent Crimes group are crimes against persons. This category is similar to the group that Statistics Canada uses when reporting 'Violent Crimes'. These include homicides, attempted murders, assaults, threats and robberies.

## LAMBTON RECORDS MANAGEMENT SYSTEM

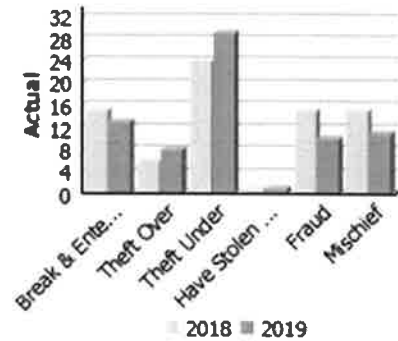
**Police Services Board Report for LAMBTON OPP**  
**Records Management System**  
**November - 2019**

**Violent Crime**

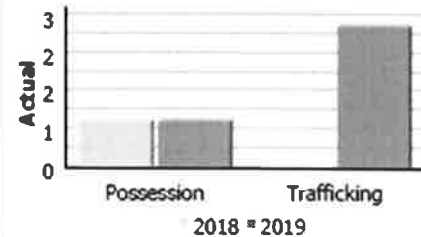
Actual	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	1	1	0.0%
Other Offences Causing Death	0	0	--	0	1	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	3	1	-66.7%	31	28	-9.7%
Assault	18	10	-44.4%	135	128	-5.2%
Abduction	0	0	--	1	4	300.0%
Robbery	1	0	-100.0%	5	6	20.0%
Other Crimes Against a Person	7	3	-57.1%	53	77	45.3%
<b>Total</b>	<b>29</b>	<b>14</b>	<b>-51.7%</b>	<b>226</b>	<b>245</b>	<b>8.4%</b>

**Property Crime**

Actual	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	1	0	-100.0%
Break & Enter	15	13	-13.3%	193	199	3.1%
Theft Over	6	8	33.3%	100	99	-1.0%
Theft Under	24	29	20.8%	313	378	20.8%
Have Stolen Goods	1	1	0.0%	19	11	-42.1%
Fraud	15	10	-33.3%	145	135	-6.9%
Mischief	15	11	-26.7%	138	141	2.2%
<b>Total</b>	<b>76</b>	<b>72</b>	<b>-5.3%</b>	<b>909</b>	<b>963</b>	<b>5.9%</b>

**Drug Crime**

Actual	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Possession	1	1	0.0%	53	21	-60.4%
Trafficking	0	3	--	20	22	10.0%
Importation and Production	0	0	--	1	1	0.0%
<b>Total</b>	<b>1</b>	<b>4</b>	<b>300.0%</b>	<b>74</b>	<b>44</b>	<b>-40.5%</b>



Data source date:  
2020/02/01

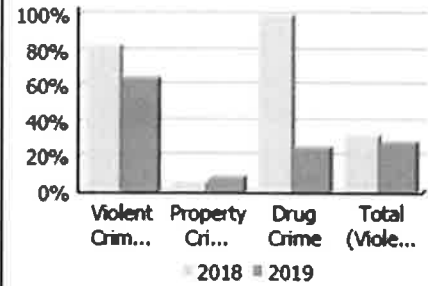
Report Generated on:  
Feb 4, 2020 10:45:26 AM

# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System November - 2019

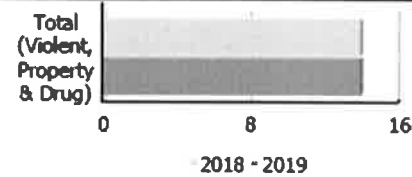
### Clearance Rate

Clearance Rate	November			Year to Date - November		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	82.8%	64.3%	-18.5%	86.3%	72.2%	-14.0%
Property Crime	5.3%	8.3%	3.1%	17.4%	13.5%	-3.9%
Drug Crime	100.0%	25.0%	-75.0%	96.0%	63.6%	-32.3%
<b>Total (Violent, Property &amp; Drug)</b>	<b>31.9%</b>	<b>28.2%</b>	<b>-3.7%</b>	<b>39.2%</b>	<b>30.6%</b>	<b>-8.6%</b>



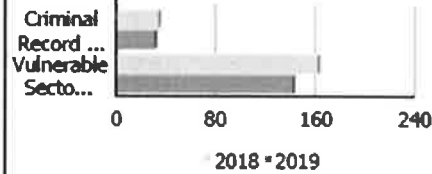
### Unfounded

Unfounded	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	14	14	0.0%	163	137	-16.0%



### Criminal Record and Vulnerable Sector Screening Checks

Actual	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	35	32	-8.6%	560	451	-19.5%
Vulnerable Sector Screening Checks	164	144	-12.2%	1,932	1,979	2.4%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

#### Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Data source date:  
2020/02/01

Report Generated on:  
Feb 4, 2020 10:45:26 AM

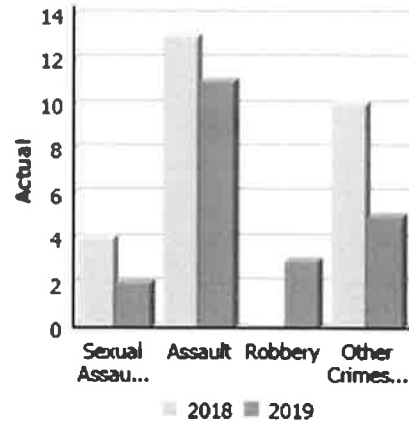


# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System December - 2019

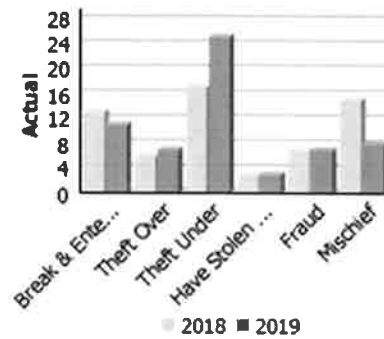
### Violent Crime

Actual	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	1	1	0.0%
Other Offences Causing Death	0	0	--	0	1	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	4	2	-50.0%	35	30	-14.3%
Assault	13	11	-15.4%	148	139	-6.1%
Abduction	0	0	--	1	4	300.0%
Robbery	0	3	--	5	9	80.0%
Other Crimes Against a Person	10	5	-50.0%	63	82	30.2%
<b>Total</b>	<b>27</b>	<b>21</b>	<b>-22.2%</b>	<b>253</b>	<b>266</b>	<b>5.1%</b>



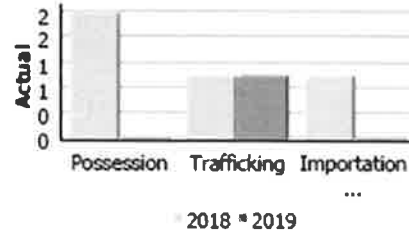
### Property Crime

Actual	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	1	0	-100.0%
Break & Enter	13	11	-15.4%	206	210	1.9%
Theft Over	6	7	16.7%	106	106	0.0%
Theft Under	17	25	47.1%	330	403	22.1%
Have Stolen Goods	3	3	0.0%	22	14	-36.4%
Fraud	7	7	0.0%	152	142	-6.6%
Mischief	15	8	-46.7%	153	149	-2.6%
<b>Total</b>	<b>61</b>	<b>61</b>	<b>0.0%</b>	<b>970</b>	<b>1,024</b>	<b>5.6%</b>



### Drug Crime

Actual	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Possession	2	0	-100.0%	55	21	-61.8%
Trafficking	1	1	0.0%	21	23	9.5%
Importation and Production	1	0	-100.0%	2	1	-50.0%
<b>Total</b>	<b>4</b>	<b>1</b>	<b>-75.0%</b>	<b>78</b>	<b>45</b>	<b>-42.3%</b>



Data source date:  
2020/02/01

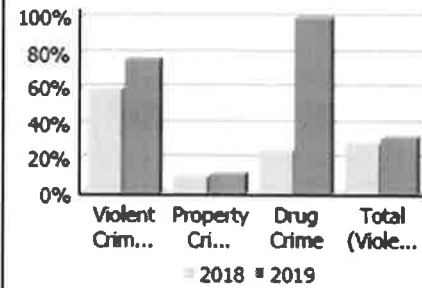
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Feb 4, 2020 2:58:22 PM

## LAMBTON RECORDS MANAGEMENT SYSTEM

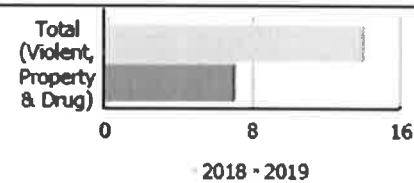
**Police Services Board Report for LAMBTON OPP**  
**Records Management System**  
**December - 2019**

**Clearance Rate**

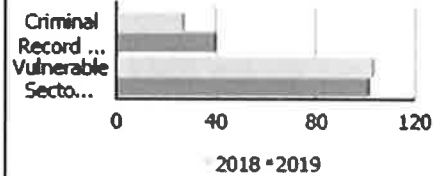
Clearance Rate	December			Year to Date - December		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	59.3%	76.2%	16.9%	83.4%	72.6%	-10.8%
Property Crime	9.8%	11.5%	1.6%	16.9%	13.4%	-3.5%
Drug Crime	25.0%	100.0%	75.0%	92.3%	64.4%	-27.9%
<b>Total (Violent, Property &amp; Drug)</b>	<b>28.9%</b>	<b>32.2%</b>	<b>3.3%</b>	<b>38.5%</b>	<b>30.7%</b>	<b>-7.8%</b>

**Unfounded**

Unfounded	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	14	7	-50.0%	177	144	-18.6%

**Criminal Record and Vulnerable Sector Screening Checks**

Actual	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	27	40	48.1%	587	491	-16.4%
Vulnerable Sector Screening Checks	104	102	-1.9%	2,036	2,081	2.2%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Data source date:  
2020/02/01

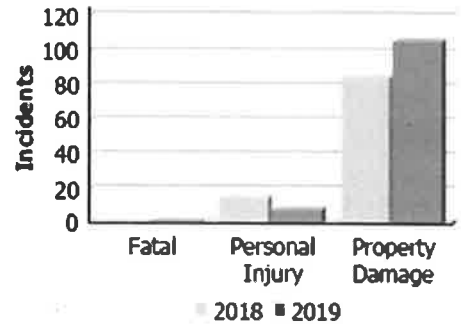
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## LAMBTON COLLISION REPORTING SYSTEM

**Police Services Board Report for LAMBTON OPP**  
**Collision Reporting System**  
**November - 2019**

**Motor Vehicle Collisions by Type**

Incidents	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Fatal	0	1	--	8	9	12.5%
Personal Injury	15	8	-46.7%	87	106	21.8%
Property Damage	85	106	24.7%	603	750	24.4%
<b>Total</b>	<b>100</b>	<b>115</b>	<b>15.0%</b>	<b>698</b>	<b>865</b>	<b>23.9%</b>

**Fatalities in Detachment Area**

Incidents		November			Year to Date - November		
		2018	2019	% Change	2018	2019	% Change
Motor Vehicle Collision	Fatal Incidents	0	1	--	7	9	28.6%
	Alcohol Related	0	0	--	1	3	200.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	1	0	-100.0%
	Alcohol Related	0	0	--	1	0	-100.0%
Persons Killed		November			Year to Date - November		
		2018	2019	% Change	2018	2019	% Change
Motor Vehicle Collision		0	1	--	8	11	37.5%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	1	0	-100.0%

Data source date:  
2020/02/06

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Feb 7, 2020 1:39:43 PM

## LAMBTON COLLISION REPORTING SYSTEM

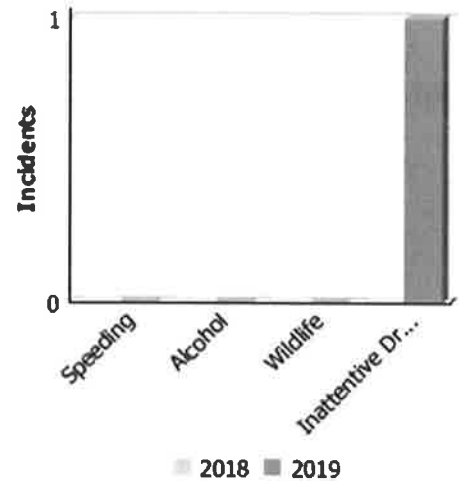
**Police Services Board Report for LAMBTON OPP**  
**Collision Reporting System**  
**November - 2019**

**Primary Causal Factors in Fatal Motor Vehicle Collisions**

Incidents	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Speeding as a contributing factor	0	0	0	1	1	0.00%
Where alcohol is involved	0	0	0	1	1	0.00%
Wildlife as a contributing factor	0	0	0	0	0	0
Inattentive driver as a contributing factor	0	1	0	2	3	50.00%

Persons Killed	November			Year to Date - November		
	2018	2019	% Change	2018	2019	% Change
Seatbelt as a contributing factor	0	0	0	1	3	200.00%

**Data Utilized**

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Data source date:  
2020/02/06

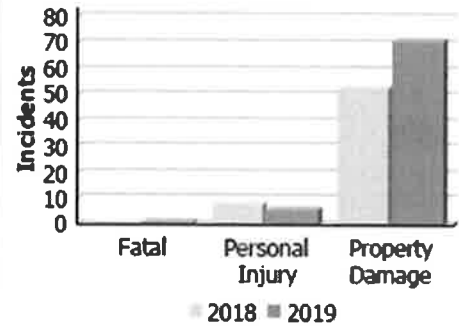
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Feb 7, 2020 1:39:43 PM

## LAMBTON COLLISION REPORTING SYSTEM

**Police Services Board Report for LAMBTON OPP**  
**Collision Reporting System**  
**December - 2019**

**Motor Vehicle Collisions by Type**

Incidents	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Fatal	0	1	--	8	10	25.0%
Personal Injury	8	6	-25.0%	95	112	17.9%
Property Damage	53	71	34.0%	656	821	25.2%
<b>Total</b>	<b>61</b>	<b>78</b>	<b>27.9%</b>	<b>759</b>	<b>943</b>	<b>24.2%</b>

**Fatalities in Detachment Area**

Incidents		December			Year to Date - December		
		2018	2019	% Change	2018	2019	% Change
Motor Vehicle Collision	Fatal Incidents	0	1	--	7	10	42.9%
	Alcohol Related	0	0	--	1	3	200.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	1	0	-100.0%
	Alcohol Related	0	0	--	1	0	-100.0%
Persons Killed		December			Year to Date - December		
		2018	2019	% Change	2018	2019	% Change
Motor Vehicle Collision		0	1	--	8	12	50.0%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	1	0	-100.0%

Data source date:  
2020/02/06

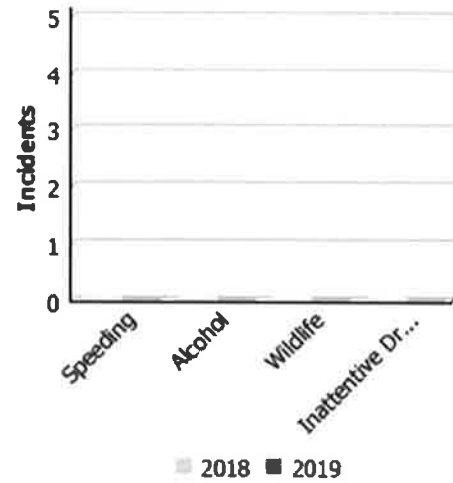
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Feb 7, 2020 1:52:22 PM

## LAMBTON COLLISION REPORTING SYSTEM

**Police Services Board Report for LAMBTON OPP**  
**Collision Reporting System**  
**December - 2019**

**Primary Causal Factors in Fatal Motor Vehicle Collisions**

Incidents	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Speeding as a contributing factor	0	0	0	1	1	0.00%
Where alcohol is involved	0	0	0	1	1	0.00%
Wildlife as a contributing factor	0	0	0	0	0	0
Inattentive driver as a contributing factor	0	0	0	2	3	50.00%
Persons Killed	December			Year to Date - December		
	2018	2019	% Change	2018	2019	% Change
Seatbelt as a contributing factor	0	0	0	1	3	200.00%

**Data Utilized**

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Data source date:  
2020/02/06

Report Generated on:  
Feb 7, 2020 1:52:22 PM

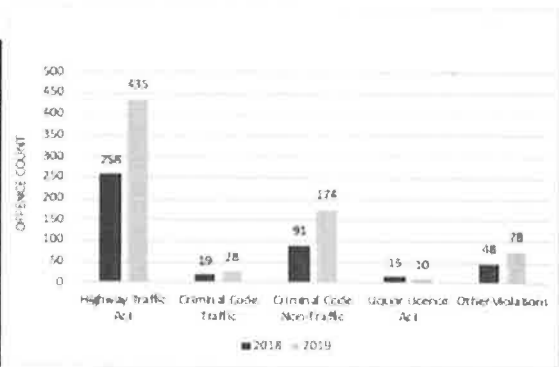
# LAMBTON ICON (Integrated Court Offence Network)

Starting Year 2019  
 Starting Month NOV  
 Ending Month NOV

**LAMBTON OPP**  
**Integrated Court Offence Network**  
**NOV - 2019**

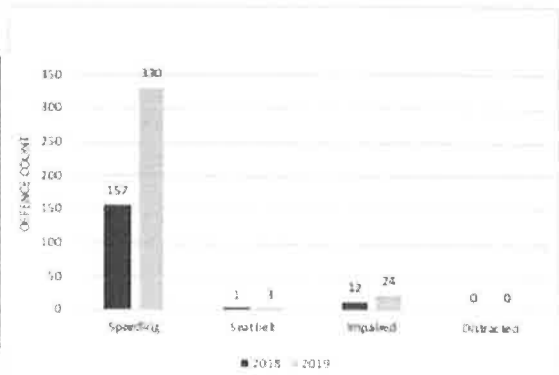
**Criminal Code and Provincial Statutes Charges Laid**

Offence Count	NOV - 2019			Year to Date - NOV		
	2018	2019	% Change	2018	2019	% Change
Highway Traffic Act	258	435	68.6%	5227	4067	-22.2%
Criminal Code Traffic	19	28	47.4%	218	246	12.8%
Criminal Code Non-Tra	91	174	91.2%	1559	1601	2.7%
Liquor Licence Act	15	10	-33.3%	350	384	9.7%
Other Violations	48	78	62.5%	953	684	-28.2%
<b>All violations</b>	<b>431</b>	<b>725</b>	<b>68.2%</b>	<b>8307</b>	<b>6982</b>	<b>-16.0%</b>



**Traffic Related Charges**

Offence Count	NOV - 2019			Year to Date - NOV		
	2018	2019	% Change	2018	2019	% Change
Speeding	157	330	110.2%	3303	2604	-21.2%
Seatbelt	1	3	200.0%	203	164	-19.2%
Impaired	12	24	100.0%	158	173	9.5%
Distracted	0	0		75	41	-45.3%
<b>All violations</b>	<b>170</b>	<b>357</b>	<b>110.0%</b>	<b>3739</b>	<b>2982</b>	<b>-20.2%</b>



Integrated Court Offence Network data is updated on a monthly basis; Data could be as much as a month and a half behind

**Data Utilized**

Ministry of Attorney General, Integrated Court Offence Network  
 Integrated Court Offence Network Business Intelligence Cube



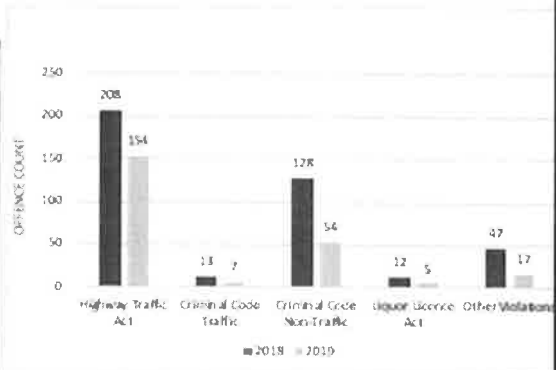
# LAMBTON ICON (Integrated Court Offence Network)

Starting Year 2019  
 Starting Month DEC  
 Ending Month DEC

**LAMBTON OPP**  
**Integrated Court Offence Network**  
**DEC - 2019**

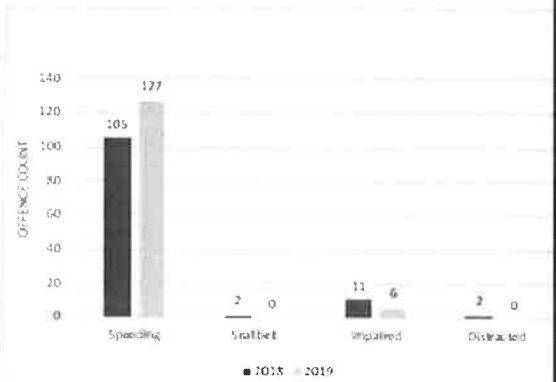
**Criminal Code and Provincial Statutes Charges Laid**

Offence Count	DEC - 2019			Year to Date - DEC		
	2018	2019	% Change	2018	2019	% Change
Highway Traffic Act	208	154	-26.0%	5435	4221	-22.3%
Criminal Code Traffic	13	7	-46.2%	231	253	9.5%
Criminal Code Non-Tra	128	54	-57.8%	1687	1655	-1.9%
Liquor Licence Act	12	5	-58.3%	362	389	7.5%
Other Violations	47	17	-63.8%	1000	701	-29.9%
<b>All violations</b>	<b>408</b>	<b>237</b>	<b>-41.9%</b>	<b>8715</b>	<b>7219</b>	<b>-17.2%</b>



**Traffic Related Charges**

Offence Count	DEC - 2019			Year to Date - DEC		
	2018	2019	% Change	2018	2019	% Change
Speeding	105	127	21.0%	3408	2731	-19.9%
Seatbelt	2	0	-100.0%	205	164	-20.0%
Impaired	11	6	-45.5%	169	179	5.9%
Distracted	2	0	-100.0%	77	41	-46.8%
<b>All violations</b>	<b>120</b>	<b>133</b>	<b>10.8%</b>	<b>3859</b>	<b>3115</b>	<b>-19.3%</b>



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind

**Data Utilized**

Ministry of Attorney General, Integrated Court Offence Network  
 Integrated Court Offence Network Business Intelligence Cube



# LAMBTON CaOC (Public Complaints and Optional Categories)

## Police Services Board Report for LAMBTON OPP 2019/Nov

Public Complaints	
Policy	0
Service	0
Conduct	2

Date information collected from Professional Standards Bureau Commander Reports: 2020-02-06

### Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2019/Nov
Number of Cruiser Patrol Hours	215.75
Number of Motorcycle Patrol Hours	0.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	41.25
Number of School Patrol Hours	46.00

Data source (Daily Activity Reporting System) date: 2020/02/06

Report Generated on:  
Feb 6, 2020 1:17:07 PM

# LAMBTON CaOC (Public Complaints and Optional Categories)

## Police Services Board Report for LAMBTON OPP 2019/Dec

Public Complaints	
Policy	0
Service	0
Conduct	3

Date information collected from Professional Standards Bureau Commander Reports: 2020-02-06

### Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

## Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2019/Dec
Number of Cruiser Patrol Hours	159.00
Number of Motorcycle Patrol Hours	0.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	37.50
Number of School Patrol Hours	58.50

Data source (Daily Activity Reporting System) date: 2020/02/06

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Feb 6, 2020 1:16:32 PM

# DETACHMENT INITIATIVES

## TARGETED MEDIA RELEASES

### Community Safety / Media Relations



## NOVEMBER / DECEMBER

A total of **21 media releases** were distributed for the month of **November**.

A total of **17 media releases** were distributed for the month of **December**.

- The CSO continues to distribute media releases in relation to the BIG4 corporately driven driving behaviours; impaired driving, aggressive driving, distracted driving and lack of seatbelt use.
- The CSO continues to seek community involvement by utilizing media releases with regard to property crimes such as break and enter, theft, mischief, drugs and wanted persons; with proven success.
- The CSO prepared and distributed media releases in relation to major incidents throughout Lambton County.
- The CSO continues to work collaboratively with the Lambton Crime Unit, Community Street Crimes Unit, Operational Analyst and Sarnia-Lambton Crime Stoppers.
- The CSO continues to use social media to help promote upcoming OPP events.
- The CSO continues to work closely with the Auxiliary Unit to assist in any upcoming events.



**MADD Award—PC R. MATHIESON**

## PUBLIC EDUCATION CAMPAIGNS:

- The CSO continues to support the OPP and Circle K Positive Ticketing Campaign (Operation Heat - free hot chocolate for kids conducting good deeds).
- The CSO continues to distribute media releases in relation to monthly corporately driven traffic safety campaigns.



**Safeguard Presentation—Oil Springs**

# DETACHMENT INITIATIVES

## TARGETED MEDIA RELEASES: Con't

### Community Safety / Media Relations



## NOVEMBER / DECEMBER

### In the near future, the CSO has committed to...

- Offer the OPP KIDS program to Lambton County elementary schools for the 2019/2020 school year.
- Person Safety For Immigration presentation at Lambton College.
- Frauds and Scams presentations (Petrolia).
- Code White protocol presentation with Retirement Village.
- Spark and Brownies tour the detachment.
- Personal safety/Meet and Greet with Daycare Centre (Corunna).



"Stuff a Cruiser" Toy Drive—Forest



"Stuff a Cruiser" - Forest



"Stuff a Cruiser" - Petrolia

# DETACHMENT INITIATIVES

## NOVEMBER / DECEMBER

### CRIME CAMPAIGNS / INITIATIVES:

#### Community Street Crime Unit



- During the months of November and December of 2019 Lambton OPP CSCU were involved in 49 incidents.
- The unit wrote 1 warrant and conducted 2 warrant services (Controlled entry).
- Lambton OPP CSCU members laid a total of 48 criminal charges.
- The majority of the criminal offences were in relation to 2 events, on November 1, 2019 Lambton CSCU executed a drug warrant in the town of Forest. 5 parties were arrested, 33 CDSA related charges were laid and over \$23,000 in illicit street drugs were seized.
- The second major occurrence was a public safety warrant executed in Corunna on December 2, 2019. Lambton CSCU seized 9 firearms and 3 prohibited devices. This resulted in 15 charges being laid on 2 individuals.
- The town of Wyoming and the surrounding area were victim to several property crimes. A male party was identified as a strong suspect. Lambton CSCU members conducted a crime abatement residence check on the individual that resulted on Lambton CSCU seizing a stolen motorcycle and laying a charge of being in possession of stolen property on the male party.
- Lambton CSCU continue to offer support to frontline officers by taking samples of seized drugs and sending the samples to Health Canada for analysis. Often time's frontline officers will contact CSCU members for assistance with break and enters as well as CDSA occurrences.
- In total Lambton CSCU recovered/ seized approximately \$19,000 in stolen property/seized guns/ illicit drug during this time period.

#### Crime Abatement

- Statistical results are for the date range of: November 1, 2019 to December 31, 2019.
- Total number of offenders: 8
- Total number of offenders charged: 1
- Total number of charges laid: 9
- Total number offenders not contacted: 5



## DETACHMENT INITIATIVES

### SCHOOL RESOURCE OFFICER:

The Lambton SRO continued foot and vehicle patrols inside and outside of both county secondary schools during November and December. Emphasis was placed on mental health issues and maintaining an open dialog with students.

The School Resource Officer assisted many of the counties primary grade schools as well during this period in regards to youth bullying issues, social media awareness talks. The SRO also began assisting the Community Safety Officer with teaching the "OPP KIDS Program"



### NOVEMBER

- Two male youths were in the Wyoming area and drove a pickup truck in a dangerous manner. The youths were driving in a church parking lot completing several donuts and driving over wet topsoil with freshly planted grass. The youths caused a significant amount of damage. Both youth were diverted and restitution was coordinated with the owners of the property.
- A Petrolia Youth was wanted for 3 outstanding warrants. When the youth was found and arrested by police he was also found to be in possession of illegal drugs. Further charges were laid as a result.
- A 16 year old youth from Petrolia stole a debit card and spent over \$300. The youth has had several previous charges therefore a diversion was not appropriate. The youth was charged with theft.
- A 14 year old youth from Forest was found posting pictures of himself with what appeared to be a handgun. The gun appeared to be very realistic. Police investigated and located the firearm which was determined to be a CO2 air pistol. The firearm/toy was not used in any offence. The firearm was turned over to police to be destroyed. Several youths were involved in the incident and all youths were warned on the potential dangerous outcomes.
- There were 3 occurrences in the month of November with youth and suicidal thoughts and or attempts.

**#LockItOrLoselt**

**In Canada,  
a car is stolen every  
7 MINUTES**

# DETACHMENT INITIATIVES

## SCHOOL RESOURCE OFFICER Cont'd:



### DECEMBER

- A 16 year old youth from Petrolia had 18 Police occurrences during the month of December. The Youth is suspected of stealing three motor vehicles during the month of December and accumulated an additional 11 criminal charges. Police invested a significant amount of resources for this youth including several trips to Hamilton. The youth was arrested and held for bail several times during the month of December, however the youth was released several times and re – offened each time in a relatively short duration. On one particular occurrence in December the youth was released from courts and within 3 hours the youth stole a motor vehicle.
- A 13 year old youth from Petrolia had 13 police occurrences during the month of December. The youth has also accumulated 3 criminal charges.
- There were no occurrences in the month of December involving youth and mental health issues.





## DETACHMENT INITIATIVES

## AUXILIARY:

NOVEMBER / DECEMBER



LAMBTON	ADMIN	COMM. POLICING	COURT	MAJOR EVENT	PATROL	TRAINING	TOTAL
November	53.5	132.25	0	0	85	244	514.75
December	47.5	94	0	0	18	66	225.50

## November &amp; December 2019 - General description of events attended:

NOV	Participation in the Multijurisdictional Training exercise in London
NOV	Community Safety Open House in Oil Springs (SafeGuard) - Unit organized & led
NOV	Remembrance Day events attended across the county
NOV	3 members attended 2 day SafeGuard Ontario Review Officer Training
DEC	Assisted at various Santa Claus Parades throughout the month
DEC	Auxiliary Unit contributed 57 hours to local Food and Toy Drives





# VIOLENT CRIME / BENCHMARK CRIME

## AREA CRIME SERGEANT:

### NOVEMBER

- Members of the Lambton County Crime Unit continue with a Cold Case, unexplained death investigation.
- Lambton Crime Members continue to actively investigate the suspicious death of a two month old baby in St. Clair Township.
- A Crime Member has been assigned as the Coroner's Investigator in the Coroner's inquest involving the death of a 33 year old male in Lambton County.
- A Crime member investigated 1 sexual assault incident in Lambton County this month. This incident was familial in nature and resulted in charges being laid against the accused.
- A Lambton Crime member is overseeing the suspected opioid overdose death of a 48 year old male in St. Clair Township. These deaths are thoroughly investigated in an effort to identify the source of the narcotics and hold the dealer accountable for supplying the product to the deceased.



# VIOLENT CRIME / BENCHMARK CRIME

## AREA CRIME SERGEANT Cont'd:

### DECEMBER

- A Crime Member continues to liaise with Crown counsel in preparation for an upcoming trial involving the 2018 murder of a 29 year old Warwick village male.
- Members of the Lambton County Crime Unit continue with a Cold Case, unexplained death investigation.
- Lambton County crime members investigated 2 sexual assault allegations this month. Both allegations resulted in suspects being identified and charges being laid on three accused persons.
- Lambton Crime Members continue to investigate the suspicious death of a two month old baby in St. Clair Township.
- Crime members are actively investigating two robberies this month. 1 in the south end of the county and 1 in the north. Stolen property has been recovered in both matters and charges are pending on several accused persons.



# TRAFFIC DATA

## COLLISION DATA

NOVEMBER / DECEMBER



Month	Victims			Collisions								
	Total	# of Deceased	# of Injured	Total	# of Fatal	# of PI	# of PD	Alcohol/Drugs Involved			# of CMV	# of Single Vehicle
								Yes	No	U/K		
NOV	16	1	15	104	1	7	96	1	99	4	11	74
DEC	7	1	6	71	1	5	65	2	67	2	7	50
Grand Total	23	2	21	175	2	12	161	3	166	6	18	124

## TRAFFIC CAMPAIGN DATA

FESTIVE RIDE (23 NOVEMBER 2019 - 02 JANUARY 2020)

DETACHMENT	BREAKDOWN		
LAMBTON	# of PERSONS ISSUED WARN RANGE SUSPENSIONS	# of PERSONS CHARGED WITH IMPAIRED, OVER 80 OR REFUSAL	# of RIDE INITIATIVES/ EVENTS
	5	9	163

# STAFFING UPDATES

## NOVEMBER / DECEMBER

- No staffing changes in November.
- No staffing changes in December.



## FALSE ALARMS INCIDENTS

## NOVEMBER

Municipality	Commercial	Residential
Lambton Shores	7	9
ST Clair Township	9	5
Dawn-Euphemia	2	0
Plympton-Wyoming	5	7
Brooke-Alvinston	2	1
Warwick	2	2
Enniskillen	1	0
Petrolia	2	0
Oil Springs	0	0
<b>TOTAL</b>	<b>30</b>	<b>24</b>

## DECEMBER

Municipality	Commercial	Residential
Lambton Shores	4	3
ST Clair Township	5	3
Dawn-Euphemia	1	0
Plympton-Wyoming	0	4
Brooke-Alvinston	0	0
Warwick	2	0
Enniskillen	0	0
Petrolia	2	2
Oil Springs	0	0
<b>TOTAL</b>	<b>14</b>	<b>12</b>

# CANNABIS FACTS

## AGE LIMIT

The legal age to possess and use cannabis is 19



## WHERE TO BUY

Online at the Ontario Cannabis Store is the only legal place to purchase



## POSSESSION QUANTITIES



30g or less can be possessed legally when in public if 19 years of age or older

## WHERE TO CONSUME



- Public places where smoking tobacco is allowed
- Designated hotel and motel rooms
- Residential vehicles/boats



## HOME CULTIVATION

4 plants is the maximum amount per primary residence (indoor or outdoor)

## IMPAIRED DRIVING



- Licence suspension
- Vehicle impoundment
- Financial penalties
- Possible criminal record
- Possible jail time

## ZERO TOLERANCE



Novice, young drivers (under 22) and commercial drivers must not have ANY drugs or alcohol in their system (medical exemptions may apply)

# STAY SHARP KNOW THE FACTS

Visit [opp.ca](http://opp.ca) or [ontario.ca/page/smoke-free-ontario](http://ontario.ca/page/smoke-free-ontario) for more information



# CANNABIS FACTS



## Cannabis - Know the Limits

### Actual Size



**30 GRAMS**

*Adults 19+ can legally possess in public\**

*\*Vehicle restrictions apply*

# STAY SHARP KNOW THE FACTS

Visit [opp.ca](http://opp.ca) for more information





## CANNABIS FACTS

### DON'T DRIVE HIGH

#### **How soon can I drive after consuming cannabis?**

Cannabis varies in potency and affects everyone differently. If you consume cannabis, don't drive. It's dangerous and is a serious criminal offence.

#### **What is a safe amount of cannabis for drivers to have in their system?**

Having any amount of cannabis in your system while driving can be dangerous and can lead to an impaired driving charge. Under Ontario's "zero tolerance" law, novice, young (under 22) and commercial drivers can have no presence of drugs or alcohol in their system while driving (medical exemptions may apply).

#### **How would police even know if a driver only has small amount of cannabis in their system?**

The police have effective tools for detecting drugs in drivers. Consuming even a small amount of cannabis can

result in drivers performing poorly on a Standardized Field Sobriety Test or in an evaluation by a Drug Recognition Expert. Police also have drug screening equipment and can demand an oral fluid sample.

#### **What are the penalties for drug-impaired driving?**

No matter your age or licence class, if you are convicted criminally of impaired driving (by drugs/alcohol), you can face a number of penalties which include fines, a 1-year licence suspension and even jail time.

#### **Can I transport cannabis in my vehicle?**

Yes, but the cannabis must be in its original package that has not been opened, or it can be packaged in baggage that is fastened closed or is not otherwise readily available to any person in the vehicle.

**STAY SHARP  
BEHIND THE WHEEL**

Visit [opp.ca](http://opp.ca) or [mto.gov.on.ca/english/safety/impaired-driving.shtml](http://mto.gov.on.ca/english/safety/impaired-driving.shtml)





# THE BIG FOUR TRAFFIC COMPLAINTS

## SEAT BELTS

Buckling up takes a few seconds. Losing an unbuckled loved one in a crash lasts forever. Wear your seat belt.



## SPEEDING

No one wants to share the road with a speeding driver. Many of them who have, lost their lives through no fault of their own.

## DISTRACTED DRIVING

Texting while driving is just plain dumb and downright dangerous. If you're texting behind the wheel, who's driving?



## IMPAIRED DRIVING

Thinking of driving under the influence of alcohol or drugs? Let someone sober do the thinking and driving for you.



## SAFER ROADS ARE IN YOUR HANDS.



Be an extra set of eyes  
for the police

# WE NEED YOUR HELP.

If you suspect a driver has consumed drugs or alcohol,  
**PLEASE CALL 911 IMMEDIATELY!**

## CITIZEN SELF REPORTING TOOL



# #KnowWhenToCall



The OPP's online Citizen Self Reporting Tool allows you to report non-emergency occurrences under \$5,000, stolen license plates or validation stickers, and driving complaints.

*Using this tool keeps the 9-1-1 lines open for emergencies.*

[www.opp.ca/Reporting](http://www.opp.ca/Reporting)

# LAMBTON CONTACT INFORMATION

## OPP CALLS FOR SERVICE:

When you need to report an incident or wish to speak with an officer, these numbers will connect you to the nearest OPP Communications Centre throughout Ontario.

1-888-310-1122      1-888-310-1133 (TTY)



**9-1-1 EMERGENCY** If you call 9-1-1 for an emergency:

- Give your exact location. Include address and town or city as this will enable call taker to either handle the information or transfer you to the proper 9-1-1 centre.
- Give your telephone number including the area code.
- Advise the nature of your call.
- Listen to the call takers instructions - depending on the location and type of incident, you may be transferred.
- Stay on the line until advised to hang up.

## DETACHMENT HOURS / CONTACT INFO:

Lambton OPP Petrolia Detachment	Main Admin Centre	4224 Oil Heritage Rd. P.O. Box 400 Petrolia, ON N0N 1R0	519-882-1011 519-882-1014 fax	Mon – Fri 8-4 pm
St. Clair Township	(Satellite)	392 Lyndoch Street, Corunna, ON N0N 1G0	519-862-4680 519-862-1544 fax	Mon – Thurs & every other Friday 8-4 pm
Grand Bend	(Summer only)	58 Main Street Grand Bend, ON N0M 1T0	519-238-2345	Summer
Point Edward	(Municipal)	102 St. Clair Street Point Edward, ON N7V 1N7	519-336-8691 519-336-5011 fax	Mon – Thurs & every other Friday 8-4 pm

## CALLING THE DETACHMENT:

- When calling the detachment at the above numbers you will receive an automated greeting.
- **Press 1** if you need to report an incident or speak with an officer.
- **Press 2** if you wish to speak with the administrative personnel during the above noted business hours.

After hours you may leave a non-urgent message that will be followed-up on the next business day.

**OUTSIDE PHONE** \* If you attend an office and the doors are locked or it is after hours – please pick up the phone outside of the detachment and you will be connected directly to the OPP Communications Centre.

## LAMBTON CONTACT INFORMATION cont'd

### **CRIMINAL RECORD CHECKS:**

For a complete list of requirements and information on how to apply for Criminal Record Checks, Police Information Checks and Police Vulnerable Sector Checks click the link below;

[Ontario Provincial Police | Criminal Record Checks](#)

### **CANADIAN ANTI-FRAUD CENTRE:**

The [Canadian Anti-Fraud Centre](#) (CAFC) is the central agency in Canada that collects information and criminal intelligence on such matters as mass marketing fraud (i.e.: telemarketing), advance fee fraud (i.e.: West African letters), Internet fraud and identification theft complaints.

If you wish to report a fraud or require information on a possible fraud contact the Canadian anti-fraud centre;

Phone: 1-888-495-8501 OR E-mail: [info@antifraudcentre.ca](mailto:info@antifraudcentre.ca)

### **CRIME STOPPERS:**

You may contact Crime Stoppers from anywhere in Ontario at 1-800-222-8477, or by leaving an anonymous Web-Tip at [TipSoft - Web Tips Submission](#)

### **CITIZENS SELF REPORTING:**

You have the option to report select occurrences to the OPP from your computer or mobile device using the OPP's [Citizen Self Reporting](#) system.

Use this system to report:

1. Lost/missing property under \$5,000
2. Stolen license plates or validation stickers
3. Theft from a vehicle under \$5,000
4. Mischief/damage to a vehicle under \$5,000
5. Mischief/damage to property (other than a vehicle) under \$5,000
6. Theft under \$5,000
7. Driving Complaint

### **FRONTLINE SUPPORT UNIT (FSU):**

The Frontline Support Unit (FSU) program is a differential response strategy that focuses on call management. This includes responsibility for the OPP's Citizen Self-Reporting (CSR) system which is an online police reporting system for members of the public to report specific occurrences directly to the OPP via the Internet. The FSU model will offer a call handling alternative for select calls for service allowing the deployment of resources to critical incidents or member engagement in proactive police activities. Through the use of technology, the OPP continues to improve our processes and service delivery in support of its vision.

# LAMBTON GROUP POLICE SERVICES BOARD

## MINUTES

**December 18, 2019**

**Session # 6/2019**

**Date:** Wednesday, December 18, 2019

**Time:** 3:00 p.m.

**Place:** Lambton OPP Headquarters  
4224 Oil Heritage Road, Petrolia, ON N0N 1R0

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**Present:** **Murray Jackson, Chair**  
**Leland Martin, Vice Chair**  
**Steve Miller**  
**Doug Cook**  
**Shirley Durance**

**Dela Horley, Secretary**

**O.P.P. Representative:** **Inspector Chris Avery**  
**Staff Sgt. Ryan Olmstead**  
**Acting Staff Sgt. Ross Stewart**

### CALL TO ORDER

Chair Murray Jackson called the meeting to order at 3:06 p.m.

### SWEARING IN OF PROVINCIAL APPOINTEE

Shirley Durance, new Provincial Appointee to the Lambton Group Police Services Board was sworn in by Board Secretary Dela Horley. Introductions were made and Shirley was welcomed to the Board.

### DECLARATION OF CONFLICT OF INTEREST

None declared.

### ADOPTION OF PREVIOUS MINUTES

**Moved by L. Martin, Seconded by D. Cook, THAT** the minutes of Session 5/2019, October 16, 2019 be adopted as submitted.

Carried.

## BUSINESS ARISING FROM MINUTES

There was no business arising from the previous meeting minutes.

## DETACHMENT REPORT

July and August 2019 -

- Violent Crime is down
- Fatalities and Property Crimes are up
- Charges laid in triple fatality in the County in October; driver was speeding and the victims were not wearing seat belts.
  
- Impaired charges are up
- RIDE team created for New Year's Eve
- Break and Enters in Camlachie – 80% of goods recovered; 40 charges laid.
- Death of 2 month old child still under investigation
  
- No increase in collisions on Highway 402 since speed limit increased
- Lambton has 2<sup>nd</sup> highest seat belt charges in Western Region
- Suggestions made to Ministry of Transportation for Hwy 402 bridge approach following recent fatal truck collision

Moved by D. Cook, seconded by S. Miller, THAT the Detachment Commander's Report be accepted.

Carried.

*Additional/statistical information available in OPP Monthly Report (forwarded electronically to municipal partners and posted to LGPSB website).*

## MEMBER'S REPORT

- Chair M. Jackson advised that he will arrange training for our new member.
  
- D. Cook advised:  
The recent public meeting re- drugs in Lambton Shores was very well received (150 people). Great job by Officer Justin;
  
- Friday the 13<sup>th</sup> event held at the Ipperwash Beach Club has caused an increase to their insurance rates;

Attempted suicide in Lambton Shores – would like to see dispatch provide more information to first responders going into an unknown situation.

**CORRESPONDENCE**

- a) Interest Reports to October 2019 (sent electronically)
- b) Financial Reports to October 2019 (sent electronically)

**Moved by L. Martin, seconded by D. Cook, THAT** the Correspondence items as listed be received.

**ACCOUNTS**

a) Policing Contract – <i>October 2019</i>	\$ 725,203.00
b) Policing Contract – <i>November 2019</i>	\$ 725,202.00
c) JC Cleaning – <i>December 2019</i>	\$ 1,469.00
d) JC Cleaning – <i>January 2020</i>	\$ 1,469.00
e) Eastlink – <i>Forest ES Office – October 2019</i>	\$ 262.07
f) Eastlink – <i>Forest ES Office – November 2019</i>	\$ 262.35
g) M. Jackson – <i>Honorarium 2019</i>	\$ 1,273.33
h) D. Cook – <i>Honorarium 2019</i>	\$ 960.75
i) D. Horley – <i>Honorarium 2019</i>	\$ 1,279.08
j) S. Miller – <i>Honorarium 2019</i>	\$ 1,070.96
k) County of Lambton – <i>Administration Fee (July-Sept 2019)</i>	\$ 695.81
l) Trauma-Tech Inc. – <i>Bio Decontamination of 3 Cells</i>	\$ 282.50
m) Trauma-Tech Inc. – <i>Bio Decontamination of 1 Cell and SUV</i>	\$ 339.00

**Moved by S. Miller, seconded by S. Durance, THAT** the accounts as listed be approved for payment.

Carried.

**PUBLIC INPUT**

None

**OTHER BUSINESS**

Update on Policing Contract Agreements – Inspector Avery and Chair Jackson attended meetings of Petrolia, Wyoming and Lambton Shores Council – all have agreed to renew with the Lambton Group.

Chair M. Jackson advised that a meeting regarding the Community Health and Safety Plan was held last week; hoping to have one plan in place for the area. County of Lambton consultant may be asked to draft a plan. L. Martin will attend the second meeting being held January 28, 2020.

Staff Sgt. Olmstead advised that there is no further information regarding the additional space at the Corunna Policing Office for the Community Street Crimes Unit.

Staff Sgt. Olmstead will submit a list of cleaning duties at the Corunna Policing Office for the Request for Proposals.

**ADJOURNMENT**

Moved by D. Cook, seconded by L. Martin, THAT the October 16, 2019 meeting of the Lambton Group Police Services Board be adjourned.

Carried.

The meeting adjourned at 4:00 p.m.

**Next meeting:** Wednesday, February 19, 2020 at 3:00 p.m. at the Lambton OPP Detachment in Petrolia, or at the call of the Chair.

\_\_\_\_\_  
Murray Jackson, Chair

\_\_\_\_\_  
Dela Horley, Secretary





St. Clair Region Conservation Authority  
 205 Mill Pond Cres., Strathroy, ON, N7G 3P9  
 (519) 245-3710 (519) 245-3348 FAX  
 E-Mail: [stclair@scrca.on.ca](mailto:stclair@scrca.on.ca)  
 Website: [www.scrca.on.ca](http://www.scrca.on.ca)

**Member  
Municipalities**

March 9, 2020

Township of  
Adelaide-Metcalfe

Municipality of  
Brooke-Alvinston

Municipality of  
Chatham-Kent

Township of  
Dawn-Euphemia

Township of  
Enniskillen

Municipality of  
Lambton Shores

Municipality of  
Middlesex Centre

Village of  
Newbury

Village of  
Oil Springs

Town of  
Petrolia

Town of  
Plympton-Wyoming

Village of  
Point Edward

City of  
Sarnia

Municipality of  
Southwest Middlesex

Township of  
St. Clair

Municipality of  
Strathroy-Caradoc

Township of  
Warwick

**MEMORANDUM:**

**To: Mayors of Member Municipalities**  
**Re: 48<sup>th</sup> Annual Sydenham River Canoe and Kayak Race**

Once again, it is time for the ever-popular Sydenham River Canoe and Kayak Race.

We invite you, members of council and staff to participate in the V.I.P. race on Sunday, April 19, 2020. It is a relatively short course (all downstream) and there are no dangerous rapids. Everyone who participates really enjoy themselves.

The race is a fund-raiser for Conservation For Kids, a program that brings school children out to Conservation Areas to experience nature and conservation first-hand. We were very pleased to raise approximately \$3,000 in 2017. Participation through gaining sponsorships, however, is totally voluntary and is not a prerequisite to join in the fun.

We have included a digital version of the flyer for your information and hope you will forward it to your council and staff and also arrange for posting in your municipal office. A digital version is available online at [www.scrca.on.ca](http://www.scrca.on.ca) under events. If you have any questions regarding the race please contact Sharon Nethercott at 519-882-2399.

We hope you plan to participate in this fun event.

Yours truly,

**Brian McDougall**  
**General Manager**

Encl

# Sydenham River Canoe and Kayak Race

## Supporting Outdoor Education

**Sunday, April 19, 2020**

**Registration 10:00am to 11:00am**

**Races start at 11:20am**

### Race Info

- Registration \$10.00 per person
- All canoes must have a whistle, bailer, 50 feet of rope, and approved PFDs for each paddler
- A shuttle service is available between the race start and end locations
- To get a copy of the sponsor sheet and for further information visit our website at [scrca.on.ca/events](http://scrca.on.ca/events)
- Funds raised support conservation education
- Race recognized by the Ontario Marathon Canoe and Kayak Racing Association



**Get your Sydenham T-Shirt for \$15**



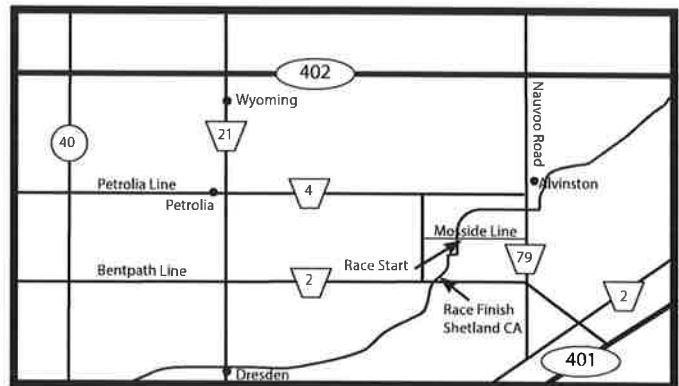
### Race Classes and Lengths

**7 km:** Recreation; Lazy River Class; VIP; Touring (over 50 y/o); Kayak

**12 km:** Rec Tandem Men; Rec Tandem Mixed; Kayak

**16 km:** Pro C2 Men; Pro C2 Mixed; Kayak

Trophies for 1st Place winners and the team with most money raised!



**Race Start:** Mossie Line (Euphemia Sideroad 30-31)  
(42 44' 00.80" N, 81 55' 50.15" W)

**Race Finish:** Shetland Conservation Area  
(42 42' 34.72" N, 81 58' 26.40" W)

### For more information, contact:

Sharon Nethercott, Race Coordinator  
Lorne C. Henderson Conservation Area  
o. 519-882-2399  
[snethercott@scrca.on.ca](mailto:snethercott@scrca.on.ca)

# Sydenham Canoe and Kayak Race

## PLEDGE FORM

Supporting Outdoor Education

Name of Canoeist:	
Address of Canoeist:	
Postal Code:	Phone No:

**INSTRUCTIONS:** On the day of the race, if your pledges are collected, please bring them with your pledge forms to the "pledge desk". If not, inform the pledge desk of the amount you have raised, then, please collect them as soon as possible and send a cheque or money order with your pledge forms to:

**St. Clair Region Conservation Foundation**  
**205 Mill Pond Crescent, Strathroy, ON N7G 3P9 (Do not mail cash)**

Sponsor's Name	Sponsor's Address	Postal Code	Phone	Amount Pledged	Cheque when paid

Total Pledge: \_\_\_\_\_

Amount Remitted: \_\_\_\_\_

Please make cheques payable to:  
**St. Clair Region Conservation Foundation**  
 Receipts for income tax purposes are issued for pledges of \$10.00 or more

*Copy this page to allow for more sponsors*



**TREASURER  
STAFF REPORT  
Open Report**

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Report to: Mayor Ferguson and Members of Council  
From: Stephen Ikert, Treasurer  
SUBJECT: Accounts Payable Listing  
Presented to Council: March 12, 2020

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**RECOMMENDATION:**

**That Council Receive and File the Accounts Payable Listing for February 2020.**

**BACKGROUND:**

The Accounts Payable Listing is provided for information purposes only. Any questions should be directed to the treasurer or appropriate department head. In most cases the goods or services have already been provided and the Municipality is already legally obligated to make the payment(s) with a preference to pay on time to avoid late payment charges.

**ATTACHMENT (S):**

Accounts Payable Listing

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>ASSETS &amp; LIABILITIES</b>					
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	feb2020 SUNLIFE BENEFITS	02-03-20	02-03-20	4.34
01-0000-0609	002573 TRICKEY ET AL TAX TEAM INC.	14150 TAX SALE NOTICES	02-03-20	02-03-20	56.50
01-0000-0609	002573 TRICKEY ET AL TAX TEAM INC.	14151 TAX SALE NOTICES	02-03-20	02-03-20	56.50
01-0000-0609	002573 TRICKEY ET AL TAX TEAM INC.	14152 TAX SALE NOTICES	02-03-20	02-03-20	56.50
		Account Total			169.50
01-0000-0629	002133 BROOKE CENTRAL SCHOOL	FEB2020 REFUND OF DAMAGE DEPOSIT	02-03-20	02-03-20	475.00
01-0000-2241	000044 TOWNSHIP OF ENNISKILLEN	JAN2020 ENNISKILLEN WATER CHARGES	02-03-20	02-03-20	431.39
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	JAN2020 DEDUCTIONS	02-17-20	02-17-20	29,483.31
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	JAN2020 WSIB PREMIUM	02-17-20	02-17-20	4,069.08
01-0000-2292	000370 MINISTER OF FINANCE -EHT	JAN2020 EMPLOYER HEALTH TAX	02-17-20	02-17-20	2,045.91
		Account Total			6,114.99
01-0000-2293	000011 BMO INVESTMENTS INC.	JAN2020 EMPLOYEE RSP	02-12-20	02-12-20	1,123.94
01-0000-2293	000085 EQUITY ASSOCIATES	JAN2020 EMPLOYEE RSP	02-12-20	02-12-20	1,261.50
01-0000-2293	000087 BMO NESBITT BURNS	JAN2020 EMPLOYEE RSP	02-12-20	02-12-20	2,320.48
		Account Total			4,705.92
		Department Total			41,384.45
<b>LICENCES, PERMITS, RENTS</b>					
01-0050-1435	002636 BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	-425.00
		Department Total			-425.00
<b>GOVERNANCE</b>					
01-0240-7325	000279 BMO BANK OF MONTREAL	0502677-2002-1 OGRA	02-11-20	02-11-20	1,480.30
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2002-1 DOOR PRIZE	02-11-20	02-11-20	22.59

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>Department Total</b>						<b>1,502.89</b>
<b>COUNCIL SUPPORT</b>						
01-0241-7117	002302	SUN LIFE ASSURANCE COMPANY OF CANADA	feb2020 SUNLIFE BENEFITS	02-03-20	02-03-20	917.07
01-0241-7150	000279	BMO BANK OF MONTREAL	0502677-2002-1 JHSC TRAINING	02-11-20	02-11-20	270.07
01-0241-7303	002636	BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	69.39
01-0241-7320	000279	BMO BANK OF MONTREAL	0502677-2002-1 AMCTO MEMBERSHIP	02-11-20	02-11-20	457.65
01-0241-7350	000279	BMO BANK OF MONTREAL	0502677-2002-1 ROOM DEPOSIT	02-11-20	02-11-20	137.16
01-0241-7350	002572	JANET DENKERS	FEB2020 EXPENSES	02-26-20	02-26-20	168.48
01-0241-7350	002572	JANET DENKERS	JAN2020 MILEAGE	02-11-20	02-11-20	62.15
<b>Account Total</b>						<b>367.79</b>
<b>Department Total</b>						<b>2,081.97</b>
<b>CORPORATE MANAGEMENT</b>						
01-0250-7117	002302	SUN LIFE ASSURANCE COMPANY OF CANADA	feb2020 SUNLIFE BENEFITS	02-03-20	02-03-20	1,273.78
01-0250-7301	000279	BMO BANK OF MONTREAL	0502677-2002-3 PRINTER TONER	02-11-20	02-11-20	257.61
01-0250-7301	000165	MANLEY'S BASICS	1077438 OFFICE SUPPLIES	02-11-20	02-11-20	35.30
01-0250-7301	003052	CHERYL BEAUGRAND	FEB2020 OFFICE SUPPLIES	02-12-20	02-12-20	20.33
<b>Account Total</b>						<b>313.24</b>
01-0250-7303	002636	BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	57.07
01-0250-7304	002187	INTEGRATED DIGITAL SOLUTIONS	AR273958 COPIER MAINTENANCE CONTRACT	02-11-20	02-11-20	176.91
01-0250-7305	003217	MUN OF BROOKE-ALVINSTON - EFT	TR221377 EXTRA POSTAGE TAX BILLS	02-11-20	02-11-20	43.73
01-0250-7306	003032	WATER ISLAND CANADA INC.	07101 WATER	02-11-20	02-11-20	22.00

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17074 IT SUPPORT	02-11-20	02-11-20	203.40
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17109 IT SUPPORT & LICENSING	02-11-20	02-11-20	455.33
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17146 IT BACKUP SOFTWARE RENEWAL	02-26-20	02-26-20	1,564.23
01-0250-7310	003264 REDCHAIR	3256 WEBSITE HOSTING	02-26-20	02-26-20	56.50
Account Total					2,279.46
01-0250-7320	000279 BMO BANK OF MONTREAL	0502677-2002-3 MFOA MEMBERSHIP	02-11-20	02-11-20	282.50
01-0250-7340	002312 JIM MIHALIK FLOORING & INSTALLATION	01098A STAIRWAY TREADS	02-11-20	02-11-20	3,003.54
01-0250-7340	000112 NUTECH PEST SERVICES	9587 PEST CONTROL	02-03-20	02-03-20	47.46
Account Total					3,051.00
01-0250-7405	000195 KATHRYN SMITH	496754 OFFICE CLEANING	02-11-20	02-11-20	250.00
01-0250-7510	000279 BMO BANK OF MONTREAL	0502677-2002-3 ANNUAL FEE	02-11-20	02-11-20	25.00
Department Total					7,774.69
<b><u>FIRE SERVICES</u></b>					
01-0410-7116	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	feb2020 SUNLIFE BENEFITS	02-03-20	02-03-20	356.18
01-0410-7301	000279 BMO BANK OF MONTREAL	0502677-2002-1 BUSINESS CARDS	02-11-20	02-11-20	18.08
Department Total					374.26
<b><u>FIRE STATION - ALVINSTON</u></b>					
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2002-1 FIRE LUNCH	02-11-20	02-11-20	65.83
01-0411-7303	002636 BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	114.57
01-0411-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	TR2215560 SHIPPING	02-11-20	02-11-20	45.73
01-0411-7320	002940 FIRE SERVICE WOMEN ONTARIO	19-242 FSWO MEMBERSHIP	02-06-20	02-06-20	22.60

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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7340	000170 HAYTER PLUMBING & HEATING LTD	188871 AFS FURNACE REPAIR	02-19-20	02-19-20	754.84
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	273461 SCBA BATTERIES	02-06-20	02-06-20	38.40
01-0411-7351	002016 RON MCCABE	02-2020 CHIEFS MTG-3 MEALS	02-17-20	02-17-20	40.00
01-0411-7351	002016 RON MCCABE	JAN2020 MUTUAL AID TRAINER MEETING	02-06-20	02-06-20	32.77
01-0411-7351	002016 RON MCCABE	feb2020 FIRE CHIEFS MEETING	02-17-20	02-17-20	69.55
		Account Total			142.32
01-0411-7371	002892 SANI GEAR INC.	3799 BUNKER GEAR CLEANING & TESTING	02-06-20	02-06-20	160.69
01-0411-7371	002892 SANI GEAR INC.	3809 BUNKER GEAR CLEANING & TESTING	02-06-20	02-06-20	347.81
		Account Total			508.50
01-0411-7372	000214 KARL'S TRUCK SERVICE	0000431798 R1/T2 LIGHTS	02-06-20	02-06-20	30.51
		Department Total			1,723.30
<b><u>FIRE STATION - INWOOD</u></b>					
01-0412-7150	000279 BMO BANK OF MONTREAL	0502677-2002-1 FIRE LUNCH	02-11-20	02-11-20	32.91
01-0412-7303	002636 BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	76.38
01-0412-7342	003076 DOWLER KARN	1009705 MTO HEAT	02-06-20	02-06-20	443.21
01-0412-7342	003076 DOWLER KARN	1013061 MTO HEAT	02-06-20	02-06-20	363.66
		Account Total			806.87
01-0412-7351	002016 RON MCCABE	02-2020 CHIEFS MTG-3 MEALS	02-17-20	02-17-20	20.00
01-0412-7371	003217 MUN OF BROOKE-ALVINSTON - EFT	TR220818 GEAR SHIPPING	02-06-20	02-06-20	43.95
		Department Total			980.11
<b><u>POLICE</u></b>					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2035 MONTHLY POLICING	02-11-20	02-11-20	34,018.84



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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>Department Total</b>					<b>34,018.84</b>
<b>CONSERVATION AUTHORITY</b>					
01-0430-7620	000106 ST. CLAIR REGION CONSERVATION AUTH.	IN0016482 2020 LEVY	02-11-20	02-11-20	18,662.00
<b>Department Total</b>					<b>18,662.00</b>
<b>PROTECTIVE INSPECTION &amp; CONTROL</b>					
01-0440-7470	002223 COUNTY OF LAMBTON	33014 BUILDING PERMIT CHARGES	02-19-20	02-19-20	1,007.50
01-0440-7470	002223 COUNTY OF LAMBTON	33014 BUILDING PERMIT CHARGES	02-19-20	02-19-20	234.27
<b>Account Total</b>					<b>1,241.77</b>
01-0440-7472	000175 VICKI KYLE	FEB2020 ANIMAL CONTROL SERVICES	02-03-20	02-03-20	885.72
01-0440-7476	002223 COUNTY OF LAMBTON	33015 PROPERTY STANDARDS CHARGES	02-19-20	02-19-20	617.50
01-0440-7476	002223 COUNTY OF LAMBTON	33015 PROPERTY STANDARDS CHARGES	02-19-20	02-19-20	116.85
01-0440-7476	002223 COUNTY OF LAMBTON	33016 PROPERTY STANDARDS	02-19-20	02-19-20	101.40
<b>Account Total</b>					<b>835.75</b>
<b>Department Total</b>					<b>2,963.24</b>
<b>RT&amp;M - LITTER/GARBAGE PICKUP</b>					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0378544-0676-8 BIN RENTAL	02-11-20	02-11-20	102.60
<b>Department Total</b>					<b>102.60</b>
<b>RT&amp;M - SIGNS</b>					
01-0550-7301	000048 WATFORD HOME HARDWARE / CARIS HARDV	758234 POST	02-20-20	02-20-20	462.33
<b>Department Total</b>					<b>462.33</b>
<b>RT&amp;M - INTERSECTION LIGHTING</b>					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0220 HYDRO	02-11-20	02-11-20	17.87
<b>Department Total</b>					<b>17.87</b>
<b>OVERHEAD</b>					
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	feb2020 SUNLIFE BENEFITS	02-03-20	02-03-20	2,807.92

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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7125	002396 FASTENAL CANADA	ONST171464 SAFETY HATS	02-20-20	02-20-20	90.02
01-0560-7150	000279 BMO BANK OF MONTREAL	0502677-2002-2 ANNUAL FEE	02-11-20	02-11-20	25.00
01-0560-7150	000279 BMO BANK OF MONTREAL	0502677-2002-2 ROAD & SURVEY SCHOOL	02-11-20	02-11-20	2,955.82
Account Total					2,980.82
01-0560-7301	000018 CLOVER MART	JAN2020 COFFEE SUPPLIES	02-03-20	02-03-20	69.30
01-0560-7303	002636 BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	146.29
01-0560-7304	000279 BMO BANK OF MONTREAL	0502677-2002-2 HWIN FEES	02-11-20	02-11-20	55.00
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	124697 HANDLES, SHOVELS, LAMPS	02-20-20	02-20-20	170.53
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	125693 BRUSHES	02-20-20	02-20-20	20.86
01-0560-7304	000265 KROWN RUST CONTROL SARNIA	180-60698 OIL	02-11-20	02-11-20	70.51
01-0560-7304	003184 INVENTORY EXPRESS INC.	20-28333 DEF & BRAKE CLEANER	02-11-20	02-11-20	150.69
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	58611 TREE PRUNER	02-20-20	02-20-20	141.24
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	58657 PLUMBING	02-20-20	02-20-20	-6.42
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	758296 PLUMBING & PAINT	02-20-20	02-20-20	222.01
01-0560-7304	000076 PRAXAIR DISTRIBUTION	94271154 ACETYLENE	02-11-20	02-11-20	212.62
01-0560-7304	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT36767 FILTERS, OIL	02-11-20	02-11-20	69.05
Account Total					1,106.09
01-0560-7306	003032 WATER ISLAND CANADA INC.	07101 WATER	02-11-20	02-11-20	22.00
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0120 HYDRO	02-11-20	02-11-20	307.75
Account Total					329.75
01-0560-7310	000131 BEARCOM CANADA CORP	49773226 GPS	02-20-20	02-20-20	433.14
01-0560-7320	002057 RECEIVER GENERAL FOR CANADA	20200031524 RADIO LICENCE RENEWAL	02-11-20	02-11-20	317.84

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7320	000154 ASSOCIATION OF ONTARIO ROAD SUPERVISI	277 MEMBERSHIP	02-11-20	02-11-20	175.15
Account Total					492.99
01-0560-7325	000279 BMO BANK OF MONTREAL	0502677-2002-1 OGRA	02-11-20	02-11-20	740.15
01-0560-7340	000112 NUTECH PEST SERVICES	9589 PEST CONTROL	02-11-20	02-11-20	47.46
01-0560-7405	000195 KATHRYN SMITH	496754 OFFICE CLEANING	02-11-20	02-11-20	250.00
Department Total					9,493.93
<b>06 STERLING PSD</b>					
01-0601-7370	000074 MACKENZIE OIL LIMITED	787265 CLEAR	02-20-20	02-20-20	1,482.24
01-0601-7372	000168 WATFORD AUTO PARTS	5329-190446 BULBS	02-11-20	02-11-20	31.59
Department Total					1,513.83
<b>00 STERLING PSD</b>					
01-0602-7370	003184 INVENTORY EXPRESS INC.	20-28333 DEF & BRAKE CLEANER	02-11-20	02-11-20	67.00
01-0602-7370	000074 MACKENZIE OIL LIMITED	787265 CLEAR	02-20-20	02-20-20	1,482.25
Account Total					1,549.25
01-0602-7372	000168 WATFORD AUTO PARTS	5329-190446 BULBS	02-11-20	02-11-20	31.59
Department Total					1,580.84
<b>11 INTERNATIONAL</b>					
01-0603-7370	000074 MACKENZIE OIL LIMITED	787265 CLEAR	02-20-20	02-20-20	1,482.25
01-0603-7372	000168 WATFORD AUTO PARTS	5329-190446 BULBS	02-11-20	02-11-20	31.60
01-0603-7372	000194 VALLEY BLADES LIMITED	S022134 BLADE REPAIR	02-11-20	02-11-20	387.59
Account Total					419.19
Department Total					1,901.44
<b>97 CAT GRADER</b>					
01-0610-7370	000074 MACKENZIE OIL LIMITED	787265 COLOURED	02-20-20	02-20-20	1,810.53

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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>Department Total</b>					1,810.53
<b>93 CAT GRADER</b>					
01-0611-7370	000074 MACKENZIE OIL LIMITED	787265 COLOURED	02-20-20	02-20-20	1,810.52
<b>Department Total</b>					1,810.52
<b>11 GMC PICKUP</b>					
01-0621-7370	000074 MACKENZIE OIL LIMITED	787265 GAS	02-20-20	02-20-20	666.81
<b>Department Total</b>					666.81
<b>19 FORD 4x4 PICKUP</b>					
01-0622-7370	003184 INVENTORY EXPRESS INC.	20-28333 DEF & BRAKE CLEANER	02-11-20	02-11-20	67.00
01-0622-7370	000074 MACKENZIE OIL LIMITED	787265 GAS	02-20-20	02-20-20	666.81
<b>Account Total</b>					733.81
<b>Department Total</b>					733.81
<b>DEERE TRACTOR LOADER</b>					
01-0630-7370	000074 MACKENZIE OIL LIMITED	787265 COLOURED	02-20-20	02-20-20	452.63
<b>Department Total</b>					452.63
<b>CASE BACKHOE</b>					
01-0631-7370	000074 MACKENZIE OIL LIMITED	787265 COLOURED	02-20-20	02-20-20	452.63
01-0631-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT36767 FILTERS, OIL	02-11-20	02-11-20	907.21
<b>Department Total</b>					1,359.84
<b>MASSEY LOADER 50C</b>					
01-0632-7372	000042 ADVANTAGE FARM EQUIPMENT LTD.	J74945 SWITCH	02-11-20	02-11-20	113.41
<b>Department Total</b>					113.41
<b>SMALL ENGINE EQUIPMENT</b>					
01-0634-7372	000136 PODOLINSKY EQUIPMENT LTD	172085 POLE SAW	02-20-20	02-20-20	450.80
<b>Department Total</b>					450.80
<b>SAND AND SALT</b>					

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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0671-7301	000264 COMPASS MINERALS CANADA CORP.	580070 HIGHWAY COARSE SALT	02-11-20	02-11-20	6,643.20
Department Total					6,643.20
<b>SNOW PLOWING</b>					
01-0672-7401	002135 MCNALLY EXCAVATING LTD	197 SNOW REMOVAL	02-20-20	02-20-20	1,220.40
Department Total					1,220.40
<b>STREET LIGHTING - ALVINSTON</b>					
01-0751-7345	002991 BLUEWATER POWER SERVICES CORP	90051535 STREET LIGHT MAINTENANCE	02-11-20	02-11-20	381.60
Department Total					381.60
<b>STREET LIGHTING - INWOOD</b>					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0220 HYDRO	02-11-20	02-11-20	520.36
Department Total					520.36
<b>SANITARY SEWER SYSTEM</b>					
01-0810-7347	002932 EVOQUA WATER TECHNOLOGIES LTD.	60375 Bioxide Trail	02-11-20	02-11-20	3,118.80
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000204774 SLUDGE REMOVAL	02-11-20	02-11-20	437.31
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000000229 OPERATIONS CONTRACT	02-10-20	02-10-20	9,081.93
Department Total					12,638.04
<b>INWOOD SEWER SYSTEM</b>					
01-0811-7432	003004 TOM PARKS	200125A SEWER FITTING	02-11-20	02-11-20	316.40
Department Total					316.40
<b>WATERWORKS SYSTEM</b>					
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-0120 HYDRO	02-01-20	02-03-20	113.36
01-0830-7432	003140 ACCESS FASTENERS & SUPPLY LTD	0000131811 SS THREADED ROD	02-11-20	02-11-20	438.88
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000000229 OPERATIONS CONTRACT	02-10-20	02-10-20	8,094.28
Department Total					8,646.52

**WASTE COLLECTION**

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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	24742 CO-COLLECTION FEB 2020	02-11-20	02-11-20	6,169.73
Department Total					6,169.73
<b>ALVINSTON COMMUNITY CENTRE</b>					
01-1635-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	feb2020 SUNLIFE BENEFITS	02-03-20	02-03-20	1,468.52
01-1635-7303	002636 BROOKE TELECOM CELL PHONES	10604479-0220 CELL PHONES	02-12-20	02-12-20	119.60
01-1635-7340	002214 GERBER ELECTRIC LTD	00022425 HEATER	02-11-20	02-11-20	1,816.98
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	1092 DUMPSTER	02-11-20	02-11-20	311.32
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	124677 WIPES, LEVER, BRUSH	02-20-20	02-20-20	40.25
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	124729 URINAL REPAIR	02-20-20	02-20-20	134.02
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	124824 PLUMBING PARTS, REPAIRS	02-20-20	02-20-20	20.00
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	124919 WINDOW WASHER	02-20-20	02-20-20	17.27
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	125141 BATTERIES, SCREWS	02-20-20	02-20-20	53.75
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	125794 SCREWS, MOP, SHOVEL	02-20-20	02-20-20	95.13
01-1635-7340	000170 HAYTER PLUMBING & HEATING LTD	189163 P TRAP	02-20-20	02-20-20	34.44
01-1635-7340	000010 THE CLEANING HOUSE	3000150452 MAINTENANCE SUPPLIES	02-11-20	02-11-20	802.69
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	350175 WIPES, CEMENT	02-20-20	02-20-20	23.24
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	450594 WASHER SOAP, WIPES	02-20-20	02-20-20	27.51
01-1635-7340	000112 NUTECH PEST SERVICES	9588 PEST CONTROL	02-11-20	02-11-20	47.46
Account Total					3,424.06
01-1635-7372	002206 HARDY SERVICE	00032427 OLYMPIA REPAIR	02-11-20	02-11-20	861.58
01-1635-7372	000048 WATFORD HOME HARDWARE / CARIS HARDV	124824 PLUMBING PARTS, REPAIRS	02-20-20	02-20-20	64.43
01-1635-7372	000362 STATE CHEMICAL LTD	901339694 CONTROLLER	02-11-20	02-11-20	339.00
01-1635-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT38173 BLOCK HEATER	02-11-20	02-11-20	188.46

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Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total					1,453.47
01-1635-7381	000010 THE CLEANING HOUSE	3000150452 MAINTENANCE SUPPLIES	02-11-20	02-11-20	312.26
01-1635-7384	000048 WATFORD HOME HARDWARE / CARIS HARDV	450594 WASHER SOAP, WIPES	02-20-20	02-20-20	112.99
01-1635-7384	003267 CONNY FLYNN	FEB2020 COOKING CLASS SUPPLIES	02-19-20	02-19-20	372.16
Account Total					485.15
Department Total					7,263.06
<b>INWOOD COMMUNITY CENTER</b>					
01-1639-7306	000044 TOWNSHIP OF ENNISKILLEN	FFEB2020 WATER	02-12-20	02-12-20	45.60
Department Total					45.60
<b>INWOOD LIBRARY</b>					
01-1642-7306	000044 TOWNSHIP OF ENNISKILLEN	02-2020 WATER	02-12-20	02-12-20	47.35
Department Total					47.35
<b>PLANNING &amp; ZONING</b>					
01-1810-7307	000279 BMO BANK OF MONTREAL	0502677-2002-1 COA-ADVERTISE	02-11-20	02-11-20	92.55
Department Total					92.55
<b>AGRICULTURE &amp; REFORESTATION</b>					
01-1840-7398	003217 MUN OF BROOKE-ALVINSTON - EFT	TR221404 TREE ORDER FORM	02-11-20	02-11-20	205.47
01-1840-7455	000113 R DOBBIN ENGINEERING INC	11.20 DRAINAGE SUPERINTENDANT	02-19-20	02-19-20	2,222.65
Department Total					2,428.12
<b>TILE DRAINAGE</b>					
01-1850-7210	002515 MINISTRY OF FINANCE (TILE LOANS)	1-120773052-2 TILE DRAIN LOAN 2018-03	02-11-20	02-11-20	1,330.75
01-1850-7710	002515 MINISTRY OF FINANCE (TILE LOANS)	1-120773052-2 TILE DRAIN LOAN 2018-03	02-11-20	02-11-20	1,930.08
Department Total					3,260.83
<b>MUNICIPAL DRAINS - MAINTENANCE</b>					
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	451 WATT CRAN DRAIN	02-11-20	02-11-20	5,159.24

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total					5,159.24
Department Total					5,159.24
Total Paid Invoices					166,864.40
Total Unpaid Invoices					21,480.54
Total Invoices					188,344.94



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

01-0000	ASSETS & LIABILITIES	41,384.45
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	1,502.89
01-0241	COUNCIL SUPPORT	2,081.97
01-0250	CORPORATE MANAGEMENT	7,774.69
01-0410	FIRE SERVICES	374.26
01-0411	FIRE STATION - ALVINSTON	1,723.30
01-0412	FIRE STATION - INWOOD	980.11
01-0420	POLICE	34,018.84
01-0430	CONSERVATION AUTHORITY	18,662.00
01-0440	PROTECTIVE INSPECTION & CONTROL	2,963.24
01-0549	RT&M - LITTER/GARBAGE PICKUP	102.60
01-0550	RT&M - SIGNS	462.33
01-0551	RT&M - INTERSECTION LIGHTING	17.87
01-0560	OVERHEAD	9,493.93
01-0601	06 STERLING PSD	1,513.83
01-0602	00 STERLING PSD	1,580.84
01-0603	11 INTERNATIONAL	1,901.44
01-0610	97 CAT GRADER	1,810.53
01-0611	93 CAT GRADER	1,810.52
01-0621	11 GMC PICKUP	666.81
01-0622	19 FORD 4x4 PICKUP	733.81
01-0630	DEERE TRACTOR LOADER	452.63
01-0631	CASE BACKHOE	1,359.84
01-0632	MASSEY LOADER 50C	113.41
01-0634	SMALL ENGINE EQUIPMENT	450.80
01-0671	SAND AND SALT	6,643.20
01-0672	SNOW PLOWING	1,220.40
01-0751	STREET LIGHTING - ALVINSTON	381.60
01-0752	STREET LIGHTING - INWOOD	520.36
01-0810	SANITARY SEWER SYSTEM	12,638.04
01-0811	INWOOD SEWER SYSTEM	316.40
01-0830	WATERWORKS SYSTEM	8,646.52
01-0840	WASTE COLLECTION	6,169.73
01-1635	ALVINSTON COMMUNITY CENTRE	7,263.06
01-1639	INWOOD COMMUNITY CENTER	45.60
01-1642	INWOOD LIBRARY	47.35
01-1810	PLANNING & ZONING	92.55
01-1840	AGRICULTURE & REFORESTATION	2,428.12
01-1850	TILE DRAINAGE	3,260.83
20-2900	MUNICIPAL DRAINS - MAINTENANCE	5,159.24

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 02-01-20 to 02-29-20 Paid Invoices Cheque Date 02-01-20 to 02-29-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
				Report Total	188,344.94



**TREASURER  
STAFF REPORT  
Open Report**

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Report to: Mayor Ferguson and Members of Council  
 From: Stephen Ikert, Treasurer  
 SUBJECT: 2020 Proposed Budget - update  
 Presented to Council: March 12, 2020

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**Recommendations:**

1. That the Council of the Municipality of Brooke-Alvinston approve in principle 2020 Proposed Budgets:
  - a. General Taxation Budgets,
    - i. Operating
    - ii. Capital Water
  - b. Water & Sewer Budgets
    - i. Operating
    - ii. Capital Water
  - c. Reserves and Reserve Fund Budgets
2. In order to improve and move up the budget process for future years, that Council approve that a new Budget Surplus Reserve Account be created and that any Surplus or Deficit be transferred to this Reserve and used to either reduce the tax rate for the following Budget year calculations or be Allocated to General Reserves, at Council's discretion.

**Background:**

The Revised Draft 2020 Budget

A 4.9% tax increase; or approximately \$138,000 more taxes raised than 2019

- This translates into approximately a 2.4% Tax Rate decrease.
- The Lorne Street Storm Sewer/Road Project was deferred from 2019 to 2020

Enclosed are schedules showing:

- Updated 2019 year-to-date results
- Minor fine-tuning in 2020 budgeted amounts
- Updated Capital Proposals – with minor adjustments for new information
- Updated Reserves Schedule

**RELATIONSHIP TO STRATEGIC PLAN:**

The Proposed Budget supports our Strategic Plan in that it “Exercises Fiscal Responsibility” and “Invests in our Infrastructure”.

Stephen Ikert  
 Stephen Ikert, Treasurer

March 12, 2020  
 Date

**BROOKE-ALVINSTON COMBINED**

**OPERATIONS**

**CAPITAL**

**TOTAL BUDGET**

CLASSIFICATION	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 to 2020 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
<b>2020 GENERAL BUDGET EXPENDITURES</b>																
<b>GENERAL GOVERNMENT</b>																
1 COUNCIL	66,400	46,287	(20,113)	58,660				-			66,400	46,287	(20,113)	58,660		(7,740)
2 COUNCIL SUPPORT	161,000	157,344	(3,656)	170,250				-			161,000	157,344	(3,656)	170,250		9,250
3 ADMINISTRATION	347,840	304,971	(42,869)	328,123		15,000	19,885	4,885	38,000		362,840	324,855	(37,985)	366,123		3,283
	<b>575,240</b>	<b>508,601</b>	<b>(66,639)</b>	<b>557,033</b>		<b>15,000</b>	<b>19,885</b>	<b>4,885</b>	<b>38,000</b>		<b>590,240</b>	<b>528,486</b>	<b>(61,754)</b>	<b>595,033</b>		<b>4,793</b>
<b>PROTECTION</b>																
4 FIRE - ALVINSTON	202,508	208,024	5,516	210,124		31,500	25,151	(6,349)	32,000		234,008	233,175	(833)	242,124		8,116
5 FIRE - INWOOD	131,667	121,933	(9,734)	103,575		16,000	15,783	(217)	15,500		147,667	137,716	(9,951)	119,075		(28,592)
6 FIRE - WATFORD	4,467	4,031	(436)	4,627				-			4,467	4,031	(436)	4,627		160
7 FIRE - ADMINISTRATION	69,150	56,155	(12,995)	66,250				-			69,150	56,155	(12,995)	66,250		(2,900)
8 POLICE	399,119	385,501	(13,618)	408,226				-			399,119	385,501	(13,618)	408,226		9,107
9 CONSERVATION AUTHORITY	15,385	19,914	4,529	23,191				-			15,385	19,914	4,529	23,191		7,806
10 INSPECTIONS & CONTROL	29,000	78,164	49,164	47,825				-			29,000	78,164	49,164	47,825		18,825
11 EMERGENCY MEASURES	2,150	655	(1,495)	2,100				-			2,150	655	(1,495)	2,100		(50)
	<b>853,446</b>	<b>874,377</b>	<b>20,931</b>	<b>865,918</b>		<b>47,500</b>	<b>40,935</b>	<b>(6,565)</b>	<b>47,500</b>		<b>900,946</b>	<b>915,311</b>	<b>14,365</b>	<b>913,418</b>		<b>12,472</b>
<b>TRANSPORTATION SERVICES</b>																
12 ROADS - MATERIALS & SERVICES	863,000	792,876	(70,124)	636,750		808,000	109,298	(698,702)	1,126,000		1,671,000	902,174	(768,826)	1,762,750		91,750
13 PUBLIC WORKS OVERHEAD	551,625	529,024	(22,601)	581,759				-			551,625	529,024	(22,601)	581,759		30,134
14 VEHICLES & EQUIP	179,450	132,249	(47,201)	163,450		45,000	46,874	1,874	375,000		224,450	179,123	(45,327)	538,450		314,000
15 SNOW REMOVAL	35,000	33,813	(1,187)	35,000		-		-			35,000	33,813	(1,187)	35,000		-
16 STREET LIGHTS - ALVINSTON	14,500	10,652	(3,848)	14,500				-			14,500	10,652	(3,848)	14,500		-
17 STREET LIGHTS - INWOOD	6,750	5,495	(1,255)	6,750				-			6,750	5,495	(1,255)	6,750		-
	<b>1,650,325</b>	<b>1,504,109</b>	<b>(146,216)</b>	<b>1,438,209</b>		<b>853,000</b>	<b>156,172</b>	<b>(696,828)</b>	<b>1,501,000</b>		<b>2,503,325</b>	<b>1,660,281</b>	<b>(843,044)</b>	<b>2,939,209</b>		<b>435,884</b>
<b>ENVIRONMENTAL</b>																
18 STORM SEWER	68,252	68,252	-	68,252							68,252	68,252	-	68,252		-
19 WASTE COLLECTION/DISPOSAL	78,800	80,229	1,429	81,537		-	-	-	-		78,800	80,229	1,429	81,537		2,737
20 RECYCLING	69,240	69,240	(0)	77,999		-	-	-	-		69,240	69,240	(0)	77,999		8,759
	<b>216,292</b>	<b>217,722</b>	<b>1,429</b>	<b>227,788</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>216,292</b>	<b>217,722</b>	<b>1,429</b>	<b>227,788</b>		<b>11,496</b>
<b>HEALTH</b>																
21 HOSPITAL/CEMETERIES - DONATIONS	5,850	5,450	(400)	850				-			5,850	5,450	(400)	850		(5,000)
22 CEMETERY OPERATIONS	83,124	73,839	(9,285)	85,393		-	2,143	2,143	-		83,124	75,982	(7,142)	85,393		2,269

**BROOKE-ALVINSTON COMBINED**

**OPERATIONS**

**CAPITAL**

**TOTAL BUDGET**

CLASSIFICATION	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 to 2020 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
	88,974	79,289	(9,685)	86,243		-	2,143	2,143	-		88,974	81,432	(7,542)	86,243		(2,731)
<b>RECREATION AND CULTURAL</b>																
23 CANADA DAY	20,750	17,957	(2,793)	18,250		-	-	-	-		20,750	17,957	(2,793)	18,250		(2,500)
24 COMMUNITY CENTER -ARENA	421,088	433,641	12,553	464,133		118,500	192,421	73,921	255,000		539,588	626,062	86,474	719,133		179,545
25 CC - CONCESSION/VENDING	4,500	1,643	(2,857)	4,500		-	-	-	-		4,500	1,643	(2,857)	4,500		-
26 INWOOD REC	6,218	5,221	(997)	6,106		-	-	-	-		6,218	5,221	(997)	6,106		(112)
27 LIBRARY - ALVINSTON	7,359	5,852	(1,507)	7,315		12,000	11,580	(420)	-		19,359	17,432	(1,927)	7,315		(12,044)
28 LIBRARY - INWOOD	5,222	4,083	(1,139)	5,273		-	-	-	-		5,222	4,083	(1,139)	5,273		51
	465,137	468,396	3,259	505,577		130,500	204,001	73,501	255,000		595,637	672,397	76,760	760,577		164,940
<b>PLANNING AND DEVELOPMENT</b>																
29 PLANNING & ZONING	5,250	5,212	(38)	5,750		-	-	-	-		5,250	5,212	(38)	5,750		500
30 COMMERCIAL INDUSTRIAL	12,500	5,364	(7,136)	12,500		-	35,941	35,941	-		12,500	41,305	28,805	12,500		-
31 POST OFFICE	50,000	46,983	(3,017)	46,200				-			50,000	46,983	(3,017)	46,200		(3,800)
32 AGRICULTURE & REFORESTATION	22,800	15,593	(7,207)	21,300				-			22,800	15,593	(7,207)	21,300		(1,500)
33 MUNICIPAL DRAIN LOANS	1,250	857	(393)	1,250				-			1,250	857	(393)	1,250		-
34 MUNICIPAL DRAIN WORK	755,000	267,241	(487,759)	640,000							755,000	267,241	(487,759)	640,000		(115,000)
35 TILE DRAIN LOANS	12,000	12,552	552	12,000				-			12,000	12,552	552	12,000		-
	858,800	353,802	(504,998)	739,000		-	35,941	35,941	-		858,800	389,743	(469,057)	739,000		(119,800)
<b>OTHER/RESERVES</b>																
36 RESERVES	153,000	1,073,000	920,000	203,000			-	-			153,000	1,073,000	920,000	203,000		50,000
37 RESERVE FUNDS		-	-	-				-			-	-	-	-		-
	153,000	1,073,000	920,000	203,000		-	-	-	-		153,000	1,073,000	920,000	203,000		50,000
<b>38 TOTAL EXPENDITURES</b>	<b>4,861,214</b>	<b>5,079,295</b>	<b>218,081</b>	<b>4,622,768</b>		<b>1,046,000</b>	<b>459,076</b>	<b>(586,924)</b>	<b>1,841,500</b>		<b>5,907,214</b>	<b>5,538,371</b>	<b>(368,843)</b>	<b>6,464,268</b>		<b>557,054</b>
<b>REVENUES</b>																
<b>FEEES AND CHARGES</b>																
39 GENERAL GOVERNMENT	8,400	14,426	6,026	15,650				-			8,400	14,426	6,026	15,650		7,250
40 INSPECTIONS & CONTROL	27,500	78,963	51,463	43,000				-			27,500	78,963	51,463	43,000		15,500
41 TRANSPORTATION	1,500	7,386	5,886	2,500				-			1,500	7,386	5,886	2,500		1,000
42 WASTE COLLECTION & RECYCLING	-	-	-	-				-			-	-	-	-		-
43 CEMETERY	83,124	73,839	(9,285)	85,393			2,143	2,143			83,124	75,982	(7,142)	85,393		2,269
44 COMMUNITY CENTER - ALVINSTON	188,500	203,445	14,945	190,500				-			188,500	203,445	14,945	190,500		2,000

**BROOKE-ALVINSTON COMBINED**

**OPERATIONS**

**CAPITAL**

**TOTAL BUDGET**

CLASSIFICATION	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 to 2020 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
45 CC - CONCESSION/VENDING	3,100	1,851	(1,249)	2,600				-			3,100	1,851	(1,249)	2,600		(500)
46 COMMUNITY CENTER - INWOOD	250	558	308	500				-			250	558	308	500		250
47 CANADA DAY	20,750	17,846	(2,904)	18,250				-			20,750	17,846	(2,904)	18,250		(2,500)
48 PLANNING FEES	5,500	15,365	9,865	7,250				-			5,500	15,365	9,865	7,250		1,750
49 HANGING BASKETS/COMMUNITY GROUP	2,400	2,640	240	2,520				-			2,400	2,640	240	2,520		120
50 POST OFFICE	65,000	60,971	(4,029)	60,000				-			65,000	60,971	(4,029)	60,000		(5,000)
51 TREE PROGRAM	5,000	3,669	(1,331)	3,500				-			5,000	3,669	(1,331)	3,500		(1,500)
52 MUNICIPAL DRAIN BILLINGS	560,000	195,128	(364,872)	450,000				-			560,000	195,128	(364,872)	450,000		(110,000)
53 TILE DRAIN LOANS	12,000	12,468	468	12,000				-			12,000	12,468	468	12,000		-
	<b>983,024</b>	<b>688,555</b>	<b>(294,469)</b>	<b>893,663</b>		<b>-</b>	<b>2,143</b>	<b>2,143</b>	<b>-</b>		<b>983,024</b>	<b>690,698</b>	<b>(292,326)</b>	<b>893,663</b>		<b>(89,361)</b>
<b>MUNICIPAL</b>																
54 ALVINSTON FIRE	35,560	53,368	17,808	45,140		5,828	7,455	1,627	5,920		41,388	60,823	19,435	51,060		9,672
55 INWOOD FIRE	13,083	10,554	(2,529)	12,362		960	1,924	964	1,860		14,043	12,479	(1,564)	14,222		179
56 COUNTY POLICING GRANT, etc	11,910	11,910	-	11,910		-	-	-	-		11,910	11,910	-	11,910		-
57 DONATIONS	-	2,250	2,250	-		-	-	-	15,000		-	2,250	2,250	15,000		15,000
	<b>60,553</b>	<b>78,083</b>	<b>17,530</b>	<b>69,412</b>		<b>6,788</b>	<b>9,379</b>	<b>2,591</b>	<b>22,780</b>		<b>67,341</b>	<b>87,461</b>	<b>20,120</b>	<b>92,192</b>		<b>24,851</b>
<b>ONTARIO</b>																
58 OCIF - GRANT	-	-	-	-		136,547	-	(136,547)	273,968		136,547	-	(136,547)	273,968		137,421
59 EFFICIENCY FUNDING	-	-	-	-		-	119,039	119,039	105,000		-	119,039	119,039	105,000		105,000
60 MAIN STREET FUND	-	-	-	-		29,778	29,778	-	-		29,778	29,778	-	-		(29,778)
61 CANNABIS GRANT	-	15,000	15,000	-							-	15,000	15,000	-		-
62 OMRFA DRAIN SUPERINTENDENT GRANT	7,500	5,342	(2,158)	7,500				-	-		7,500	5,342	(2,158)	7,500		-
63 OMAFRA - DRAIN SUBSIDY GRANTS	195,000	72,113	(122,887)	190,000							195,000	72,113	(122,887)	190,000		(5,000)
64 OMPF - GRANT	772,300	772,300	-	678,100				-	-		772,300	772,300	-	678,100		(94,200)
	<b>974,800</b>	<b>864,755</b>	<b>(110,045)</b>	<b>875,600</b>		<b>166,325</b>	<b>148,817</b>	<b>(17,508)</b>	<b>378,968</b>		<b>1,141,125</b>	<b>1,013,572</b>	<b>(127,554)</b>	<b>1,254,568</b>		<b>113,443</b>
<b>CANADA</b>																
65 CANADA BFC			-			-	-	-	-		-	-	-	-		-
66 FEDERAL - ACCESSABLITY						9,392	-	(9,392)	9,392		9,392	-	(9,392)	9,392		-
67 FEDERAL GAS TAX			-			73,141	-	(73,141)	228,949		73,141	-	(73,141)	228,949		155,809
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>82,533</b>	<b>-</b>	<b>(82,533)</b>	<b>238,341</b>		<b>82,533</b>	<b>-</b>	<b>(82,533)</b>	<b>238,341</b>		<b>155,809</b>
<b>OTHER</b>																
68 LICENCES, PERMITS, RENTS	16,520	15,756	(764)	16,083				-			16,520	15,756	(764)	16,083		(437)
69 FINES AND PENALTIES	55,000	63,031	8,031	55,000				-			55,000	63,031	8,031	55,000		-

**BROOKE-ALVINSTON COMBINED**

**OPERATIONS**

**CAPITAL**

**TOTAL BUDGET**

CLASSIFICATION	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 to 2020 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
70 OTHER REVENUES	45,000	79,514	34,514	55,500				-			45,000	79,514	34,514	55,500		10,500
<b>AREA RATINGS</b>																
71 ALVINSTON AREA RATING	46,422	46,033	(390)	44,202				-			46,422	46,033	(390)	44,202		(2,220)
72 INWOOD AREA RATING	16,750	16,547	(203)	14,474				-			16,750	16,547	(203)	14,474		(2,276)
	63,172	62,580	(592)	58,676		-	-	-	-		63,172	62,580	(592)	58,676		(4,496)
<b>RESERVES/RESERVE FUNDS/FINANCING</b>																
73 RESERVES	5,000	5,000	-	-		-	-	-	880,000		5,000	5,000	-	880,000		875,000
74 OTHER			-			-	86,519	86,519	-		-	86,519	86,519	-		-
75 FINANCING			-			-	-	-	-		-	-	-	-		-
	5,000	5,000	-	-		-	86,519	86,519	880,000		5,000	91,519	86,519	880,000		875,000
<b>TAXATION</b>																
76 ADJUSTMENTS/WRITE-OFFS	(31,000)	(45,628)	(14,628)	(50,500)				-			(31,000)	(45,628)	(14,628)	(50,500)		(19,500)
77 SUPPLEMENTAL	5,000	5,014	14	5,000				-			5,000	5,014	14	5,000		-
78 UTILITY TRANSMISSION	14,500	14,856	356	14,500				-			14,500	14,856	356	14,500		-
	(11,500)	(25,758)	(14,258)	(31,000)		-	-	-	-		(11,500)	(25,758)	(14,258)	(31,000)		(19,500)
79 TOTAL REVENUES	2,191,569	1,831,515	(360,055)	1,992,934		255,646	246,858	(8,788)	1,520,089		2,447,216	2,078,373	(368,843)	3,513,024		1,065,808
80 NET EXPENDITURES OVER REVENUE	(2,669,645)	(3,247,780)	(578,135)	(2,629,834)		(790,354)	(212,218)	578,136	(321,411)		(3,459,999)	(3,459,999)	0	(2,951,245)		508,754
81 PRIOR YEAR SURPLUS / (DEFICIT)				-							651,240					
82 ADJUSTMENTS																
Remove Cemetry Operations (self supporting)											(4,665)			(0)		
83 NET ADJUSTMENTS											(4,665)			(0)		
84 TO BE RAISED BY TAXES											2,813,424			2,951,245		

137,821  
4.90%

**BROOKE-ALVINSTON COMBINED**

**OPERATIONS**

**CAPITAL**

**TOTAL BUDGET**

CLASSIFICATION	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER)	2020 BUDGET	!	2019 to 2020 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
<b>2020 WATER &amp; SEWER BUDGET</b>																
<b>WATER &amp; SEWER REVENUE</b>																
1	ONTARIO - Grants			-		-	8,599	8,599	75,116		-	8,599	8,599	75,116		75,116
2	FEDERAL - Grants			-		-	-	-	-		-	-	-	-		-
3	RESERVES			-		-	-	-	-		-	-	-	-		-
4	RESERVE FUND	-	-	-	-	82,100	-	(82,100)	72,577		82,100	-	(82,100)	72,577		(9,523)
5	WASTE WATER - ALVINSTON	202,500	205,525	3,025	202,500			-			202,500	205,525	3,025	202,500		-
6	ALVINSTON OTHER SEWER CHGS	5,933	6,213	280	5,933			-			5,933	6,213	280	5,933		-
7	WASTE WATER - INWOOD	58,950	61,956	3,006	58,950			-			58,950	61,956	3,006	58,950		-
8	INWOOD SEWER CAPITAL & CONNECTION	65,338	80,482	15,144	62,974			-			65,338	80,482	15,144	62,974		(2,364)
9	WATER - ALVINSTON	332,380	350,841	18,461	332,380			-			332,380	350,841	18,461	332,380		-
10	WATER - ALVINSTON - OTHER CHGS	-	-	-	-			-			-	-	-	-		-
<b>TOTAL WATER &amp; SEWER REVENUES</b>																
		665,101	705,017	39,916	662,737		82,100	8,599	(73,501)	147,693		747,201	713,616	(33,585)	810,430	63,229
<b>WATER &amp; SEWER EXPENDITURES</b>																
11	WASTE WATER - ALVINSTON	172,634	156,439	(16,194)	170,832		150,000	40,631	(109,369)	110,000		322,634	197,070	(125,564)	280,832	(41,802)
12	WASTE WATER - INWOOD	121,860	116,053	(5,806)	119,386		-	-	-		121,860	116,053	(5,806)	119,386		(2,474)
13	WATER - ALVINSTON	302,708	365,707	62,999	305,949			8,599	75,116		302,708	374,306	71,598	381,065		78,357
14	RESERVE FUND	-	-	-	29,148			-	-		-	-	-	29,148		29,148
<b>TOTAL WATER &amp; SEWER EXPENDITURES</b>																
		597,201	638,200	40,999	625,315		150,000	49,229	(100,771)	185,116		747,201	687,429	(59,772)	810,430	63,229
<b>NET WATER &amp; SEWER EXPENDITURES (SURPLUS)</b>																
		67,900	66,817	(1,083)	37,423		(67,900)	(40,631)	27,269	(37,423)		(0)	26,186	26,187	-	0



## Tax Rate - Whole Municipality

### BROOKE-ALVINSTON - 2020 TAX RATE CALCULATIONS - OWN PURPOSE

PROPERTY CLASS	CODE	AMOUNT TO BE RAISED				2020 MUNICIPAL	
		2020 ASSESSMENT	TAX RATIO	% OF FULL RATE	WEIGHTED ASSESSMENT	TAX RATE *	TAX LEVY
Residential & Farm	RT	173,192,600	1.000000	100%	173,192,600	0.00730673	1,265,472
Multi-Residential	MT	2,073,000	2.000000	100%	4,146,000	0.01461346	30,294
Commercial (occupied)	CT	6,394,100	1.627101	100%	10,403,847	0.01188879	76,018
Commercial New Construction Taxable Full	XT	1,670,600	1.627101	100%	2,718,235	0.01188879	19,861
Commercial Vacant Units Excess Land	CU	133,000	1.627101	70%	151,483	0.00832215	1,107
Commercial New Construction Taxable Excess Land	XU	4,900	1.627101	70%	5,581	0.00832215	41
Commercial Vacant Land	CX	121,600	1.091161	100%	132,685	0.00797282	969
Commercial Taxable Full, Shared PIL	CH	32,000	1.627101	100%	52,067	0.01188879	380
Commercial - On Farm Business	C7	16,600	0.406775	100%	6,752	0.00297220	49
Industrial Occupied	IT	134,500	2.047572	100%	275,398	0.01496106	2,012
Industrial New Construction Taxable Full	JT	956,100	2.047572	100%	1,957,684	0.01496106	14,304
Industrial Vacant Units Excess Land	IU	22,300	2.047572	65%	29,680	0.00972469	217
Industrial Taxable Full, Shared PIL	IH	14,900	2.047572	100%	30,509	0.01496106	223
Industrial - On Farm Business	I7	33,400	0.511893	100%	17,097	0.00374026	125
Pipelines	PT	57,386,000	1.342355	100%	77,032,384	0.00980823	562,855
Farmland	FT	591,631,900	0.226000	100%	133,708,809	0.00165132	976,974
Managed Forests	TT	188,100	0.250000	100%	47,025	0.00182668	344
		<b>834,005,600</b>			<b>403,907,836</b>	<b>2,951,245</b>	
EXEMPT		10,425,700			0.00730673	0	
COMMERCIAL PIL - FULL		746,600			2019 amount raised		2,813,424
COMMERCIAL TAXABLE - FULL, SHARED PIL		above			Increase (Decrease)		137,821
INDUSTRIAL TAXABLE FULL, SHARED PIL		above					4.90%
		<b>845,177,900</b>					
TOTAL PER MPAC		<b>845,177,900</b>					
		<b>0</b>					

**2020 RESERVE CONTRIBUTION/WITHDRAWAL PROPOSALS**

	<b>2018</b>	<b>-----2019 Budgeted-----</b>		<b>-----2019 Actual-----</b>		<b>-----2020 Budgeted-----</b>			
	<b>CLOSING</b>	<b>Contributions</b>	<b>Withdrawals</b>	<b>CLOSING</b>	<b>Adjustments</b>	<b>CLOSING</b>	<b>Contributions</b>	<b>Withdrawals</b>	<b>CLOSING</b>
<b>RESERVES</b>									
BUDGET SURPLUS	-	-	-	-	405,000	405,000		(405,000)	-
WORKING CAPITAL	874,612	-	-	874,612		874,612			874,612
ELECTION	-	3,000	-	3,000		3,000	3,000		6,000
GENERAL	430,000	-	-	430,000		430,000	-		430,000
MUNICIPAL BUILDING	40,000	-	-	40,000		40,000	-		40,000
BROOKE FIRE RESCUE	10,000	-	-	10,000		10,000	200,000		210,000
ROADS	564,282	150,000	-	714,282	500,000	1,214,282	-	(375,000)	839,282
COMMUNITY CENTER	175,000	-	-	175,000		175,000	-	(100,000)	75,000
CANNABIS IMPLEMENTATION	-	-	-	-	15,000	15,000	-	-	15,000
HOSPITAL/CEMETERY	8,150	-	(5,000)	3,150		3,150	-		3,150
ALVINSTON LIGHTING	5,000	-	-	5,000	-	5,000	-	-	5,000
<b>TOTAL RESERVES</b>	<b><u>2,107,044</u></b>	<b><u>153,000</u></b>	<b><u>(5,000)</u></b>	<b><u>2,255,044</u></b>	<b><u>920,000</u></b>	<b><u>3,175,044</u></b>	<b><u>203,000</u></b>	<b><u>(880,000)</u></b>	<b><u>2,498,044</u></b>
		Bluewater					Bluewater		
		Power -Est. Int.					Power -Est. Int.		
		& Div.					& Div.		
<b>RESERVE FUND</b>									
ALVINSTON GENERAL	92,647	24,410	(82,100)	34,957	82,100	117,057	20,000	(72,577)	64,480
<b>TOTAL</b>	<b><u>2,199,691</u></b>	<b><u>177,410</u></b>	<b><u>(87,100)</u></b>	<b><u>2,290,001</u></b>	<b><u>1,002,100</u></b>	<b><u>3,292,101</u></b>	<b><u>223,000</u></b>	<b><u>(952,577)</u></b>	<b><u>2,562,524</u></b>

**2020 - CAPITAL - PROPOSALS - DETAIL by DEPARTMENT**

<u>DEPARTMENT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
<b>GENERAL GOVERNMENT</b>	MUNICIPAL BLDG	23,000	Front steps - railing and sealing quote 17,600 plus hst plus epoxy
	EQUIPMENT	15,000	Copier, chairs, ipads, TV for council presentations, etc
		<u>38,000</u>	
<b>BFR - ALVINSTON STN</b>	BUNKER GEAR	10,000	4 sets
	AIR PACKS	7,000	1 set
	AIR CONDITIONER	5,000	Air conditioner
	EQUIPMENT	10,000	tools, nozzles, etc
	<u>32,000</u>		
<b>BFR - INWOOD STN</b>	BUILDING	-	New Building
	BUNKER GEAR	2,500	1 set
	AIR PACKS	3,000	share 1 set with Alvinston
	VEHICLE	-	Sell Rescue and replace with 4x4 pickup rescue
	EQUIPMENT	5,000	tools, nozzles, etc
	EQUIPMENT	5,000	Propane Heater
	<u>15,500</u>		
<b>PUBLIC WORKS</b>	BUILDING IMPROVEMENTS	50,000	Repair salt shed - \$25k; Roll up doors shop - \$25k
	GUARD RAILS	16,000	Guard Rails
	MAJOR CULVERTS	100,000	Hilly Road
	MAJOR CULVERTS	50,000	Sutorville @ Campbell
	MAJOR CULVERTS	50,000	Rokeyby @ Boyds
	MAJOR CULVERTS	35,000	Shiloh @ Sutorville
	ROAD IMPROVEMENTS	170,000	Petrolia Line - Tar and Chip
	TOWN CONSTRUCTION	625,000	Lorne St, Storms & Rd
	ENGINEERING	15,000	Engineer Railroad St. Drain
	CONSTRUCTION MATERIAL	15,000	Sidewalks
	GRADER	375,000	Grader 435,000, less 60,000 trade
	<u>1,501,000</u>		
<b>RECREATION &amp; CULTURE</b>	PLAYGROUND EQUIPMENT	30,000	Playground Climber or Alternative
	BUILDING UPGRADES	80,000	Contribution to washrooms (grant writer)
	FENCING	5,000	Fencing, not completed in 2019
	LIGHTING	10,000	Lobby & Dressing Room Lighting
	FURNACE/BOILER	10,000	Hot Water System
	BUILDING UPGRADES	12,000	Entrance to Olympia Room & bldg Doors
	AUD/ARENA UPGRADES	75,000	Auditorium upgrades
	ARENA SOUND SYS	25,000	Arena sound system
	EQUIPMENT	8,000	Scubber
	<u>255,000</u>		
<b>TOTAL CAPITAL - TAXATION BUDGET</b>		<u><b>1,841,500</b></u>	

**CAPITAL - WATER & SEWER**

ALVINSTON SEWER	PLANT EQUIPMENT	110,000	UV Sys ~ \$150k total
WATER	EQUIPMENT	9,197	Water reader equip & software
WATER	WATER PLANT	65,918	Decommission clear well
<b>TOTAL CAPITAL - WATER AND SEWER</b>		<u><b>185,116</b></u>	



**TREASURER  
STAFF REPORT  
Open Report**

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Report to: Mayor Ferguson and Members of Council  
 From: Stephen Ikert, Treasurer  
 SUBJECT: Community Improvement Plan - Grant Application  
 Presented to Council: March 12, 2020

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**RECOMMENDATION:**

That Council approve the Grant Application from Rielam Services Inc. for façade improvements to 3221 River Street, Alvinston and enter into an agreement to provide Rielam Services Inc. with the maximum Grants as provided under program on condition that Rielam Services Inc. complies with the requirements of the program.

**BACKGROUND:**

In 2011 the municipality developed a Community Improvement Plan for the “Downtown” commercial corridors of Alvinston and Inwood.

The purpose of the plan was to:

1. Encourage the restoration and rehabilitation of buildings and properties in the specified areas;
2. Maintain and enhance the architectural heritage and character of the specified areas;
3. Encourage investment in Alvinston and Inwood to improve the pedestrian and shopper attractiveness and economic viability of the area and to contribute to the broader community’s economic viability.

To facilitate the above objectives, the plan includes:

1. A Façade Improvement Grant Program comprised of:
  - a grant of up to 50% of the cost of front façade renewal to a maximum of \$2,500;
  - a grant of up to 50% for side and back facades up to a maximum of \$2,000;
  - a grant of up to 50% to replace façade signs & street awnings up to a max of \$2,000.
2. A Tax Incentive Increment Grant Program comprised of:
  - tax relief from the municipal portion of taxes resulting from an increased assessment from redevelopment initiatives;
  - the grant reduces the owner’s municipal tax requirements as a result of the redevelopment so that the increased municipal tax is phased in over 5 years as follows:

- 
- Year 1 – grant = 100% of incremental municipal tax
  - Year 2 – grant = 80% of incremental municipal tax
  - Year 3 – grant = 60% of incremental municipal tax
  - Year 4 – grant = 40% of incremental municipal tax
  - Year 5 – grant = 20% of incremental municipal tax
  - Year 6 – grant = 0% of incremental municipal tax

## DISCUSSION

The Municipality has received an application from Rielam Services Inc. for both the Façade Improvement Grant and the Tax Incentive Grant. Points to consider (eligibility requirements):

1. The property lies within the area covered by the Community Improvement Plan.
2. Rielam Services Inc. is the registered owner of the property.
3. The property is not in tax arrears, etc.
4. Rielam Services Inc. intends to carry out façade and building improvements.
5. It is the Council's prerogative whether or not to fund any particular project.
6. There is currently \$5,000 budgeted for the improvements portion and \$1,000 budgeted for the tax incentive portion of the CIP program for the current year.
7. Rielam has already carried out significant rehabilitation to the rear of the building.
8. The maximum Rielam Services Inc. would be eligible for is \$2,500 for the Front and \$2,000 for side/back facades. No mention of any signage or street awning improvements in quote so they would not be eligible for the \$2,000 for that. Any Tax incentive will be determined once MPAC assesses the improvements to the property.
9. May need to revise budget should council anticipate any further requests for the year.



## CLERK ADMINISTRATOR STAFF REPORT

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Report to: Mayor Ferguson and Members of Council  
 From: Janet Denkers, Clerk Administrator  
 Date: March 12, 2020

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**Recommendation: That the agreement with the Ministry of Municipal Affairs & Housing be authorized**

**Background:**

The Ministry of Municipal Affairs & Housing recently announced the approvals of the Municipal Modernization Program. Brooke-Alvinston has been approved for \$17,299 for an Efficiency Review of Brooke-Alvinston's Municipal Fire Service. (see attached letter).

The scope of the project will entail:

- Fire Station locations and response areas
- Fire Station facility conditions
- Previous reports and recommendations on fire services
- Equipment needs before and maintenance procedures
- Response
- Contracts and agreements

Previous reviews focussed on levels of service and response, retention & recognition, officer development, policies & SOG's, communication, compensation, health & safety and leadership. Although there will be some duplication in respect to response times, the remainder of the proposed review will focus on the vitality of the fire service moving forward.

Staff have discussed the approval with the Firehouse 33 Consulting who provided the quote for the funding application. The firm is prepared to start work immediately pending Council approval of the attached agreement with a timeline of June 15, 2020 for an estimated submission of the final report. It was requested that monthly updates be provided to advise Council of the status of the report.

Although the timing of the report can delay the Council direction for an Inwood Fire Station, the report will provide a third party, non biased review. The report's recommendations can be reviewed by staff and council to better inform our path forward.

**Budget Consideration:**

The review under the Modernization Program is at no cost to the Municipality and is fully funded through the Province.

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

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

**Ministère des Affaires  
municipales et du  
Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél.: 416 585-7000



MIN-234-2020-510

March 2, 2020

Your Worship  
Mayor David Ferguson  
Municipality of Brooke-Alvinston  
mayor@brookealvinston.com

Dear Mayor Ferguson,

Thank you for your municipality's submission to the Municipal Modernization Program and for your commitment to find smarter, more efficient ways to operate. I am pleased to advise that the Government of Ontario has approved funding of up to \$17,299.00 towards your project *Efficiency Review of Brooke-Alvinston's Municipal Fire Services* for the cost of an independent third-party reviewer to deliver a final report by September 18, 2020 (extended from June 30, 2020).

The Municipal Modernization Program is an important part of our government's plan to help municipalities lower costs and improve services for local residents and businesses over the long term. The review project being undertaken by your municipality is an important step toward achieving Ontario's goal of helping municipalities deliver efficient, effective, modern services that meet the evolving needs of our communities.

A transfer payment agreement is required to provide funding for the project. Ministry staff will be in touch with your staff shortly to finalize the transfer payment agreement and work through details of funding implementation. Should you have any questions, please feel free to contact your Municipal Services Office, or the ministry at [municipal.programs@ontario.ca](mailto:municipal.programs@ontario.ca).

Congratulations on this funding approval. I extend my best wishes as we work together to modernize service delivery and focus spending on vital programs and services.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark".

Steve Clark  
Minister

c. Janet Denkers, Clerk-Administrator, Municipality of Brooke-Alvinston  
The Honourable Monte McNaughton, MPP, Lambton—Kent—Middlesex



**CLERK ADMINISTRATOR  
STAFF REPORT  
Open Report**

---

Report to:	Mayor Ferguson and Members of Council
From:	Janet Denkers, Clerk Administrator
SUBJECT:	Water Report
Presented to Council:	March 12, 2020

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**RECOMMENDATION: That Council receive and file the attached Annual Summary Report for the Alvinston Water Distribution System for 2019.**

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**BACKGROUND:**

In accordance with O. Reg. 170/03, Schedule 22 (attached) must be presented to Council and is mandated to be reviewed and acknowledged to have been read.

Once the report is reviewed by Council, it is made publically available and posted on the municipal website and bulletin board for inspection.

A sign off sheet is available for Council to sign which acknowledges that they have read the summary.







OCWA Southwest Region  
9210 Graham Road  
West Lorne, ON N0L 2P0  
Tel: 519-768-9925

February 28, 2020

Janet Denkers  
Corporation of the Municipality of Brooke-Alvinston  
3236 River St.  
P.O Box 28  
Alvinston, ON N0N 1A0

**Re: Requirement under the Safe Drinking Water Act for a Summary Report**

Dear Janet Denkers;

Attached is the 2019 Summary Report for the Alvinston Distribution System for January 1<sup>st</sup> to December 31<sup>st</sup>, 2019. This report is completed in accordance with Schedule 22 of O. Reg. 170/03, under the Safe Drinking Water Act.

This Summary Report is to be provided to the members of Council. Please ensure this distribution by March 31<sup>st</sup>, 2020.

Attached is also a copy of the 2019 Annual Report for the Alvinston Distribution System required under Section 11 of O. Reg. 170/03. Section 12 of O. Reg. 170/03, requires both the Summary Report and the Annual Report be made available for inspection members of the public during normal business hours, without charge. The reports should be made available for inspection at the office of the municipality, or at a location that is reasonably convenient to the users of the water system.

Please feel free to contact me should you require any additional information regarding these reports. I can be reached at 519-312-0847.

Sincerely,

A handwritten signature in black ink, appearing to be "TLT", written over a faint circular stamp.

Terri-Lynn Thomson  
Process and Compliance Technician

cc. Dale LeBritton, Regional Hub Manager  
Sam Smith, Senior Operations Manager  
Cindy Sigurdson, Safety, Process and Compliance Manager  
Stephen Ikert, Brooke- Alvinston



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

## **Annual Summary Report**

# **Alvinston Water Distribution System**

**2019**

**Prepared for the Municipality of Brooke-Alvinston**

**By the Ontario Clean Water Agency**

**Table of Contents**

Section Number	Contents	Page Number
1	<b>Overview of System</b>	1
<b>Compliance with Regulations</b>		
2	Schedule 22-2 (2)(a) List the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report	1
<b>Corrective Actions</b>		
3	Schedule 22-2 (2)(b) For each requirement referred to in section 2 that was not met, specify the duration of the failure and the measures that were taken to correct the failure.	1
<b>Flow Summary</b>		
4	Schedule 22-2 (3) 1. A summary of the quantities and flow rates of the water supplied during the period covered by the report 2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement.	2
<b>APPENDICES</b>		
APPENDIX A	Distribution flows for January 1, 2019 to December 31, 2019	
APPENDIX B	LAWSS flows for January 1, 2019 to December 31, 2019	

### **SECTION 1: Overview**

This report is a summary of water quality information for the Alvinston Water Distribution System and published in accordance with Schedule 22 of Ontario's Safe Drinking Water Act, Ontario Regulation 170/03 for the reporting period of January 1, 2019 to December 31, 2019. The Alvinston Water Distribution System is categorized as a Large Municipal Residential Drinking Water System.

The Alvinston Distribution System operated in accordance with the Municipal Drinking Water License 240-101 and Drinking Water Works Permit 240-201.

This report was prepared by the Ontario Clean Water Agency on behalf of the Municipality of Brooke-Alvinston.

### **SECTION 2: Compliance**

The Alvinston Water Distribution System was operated and maintained in such a manner that the water supplied to the consumers serviced by the system satisfied all the requirements in the Safe Drinking Water Act, the Regulations, the Drinking Water Works Permit Number: 240-201, and the Municipal Drinking Water Licence Number: 240-101.

An announced MECP inspection was conducted on May 17, 2019 by Paul Tersteege.

The MECP Inspections have an Inspection Rating Record, which evaluates the system to provide information for the owner/operator on areas that need to be improved. The particular areas that were evaluated for the Alvinston Distribution System were: treatment process, distribution system, operations manuals, logbooks, certification and training, water quality monitoring, reporting and corrective actions and treatment process monitoring. This system received 0 out of 306 non-compliance ratings and as such received 100% for the Final Inspection Rating.

Due to adverse weather on November 12<sup>th</sup> the microbiological samples were not picked up by Purolator resulting in missed samples for the week of November 12<sup>th</sup>.

### **SECTION 3: Corrective Action**

The missed samples due to adverse weather conditions were reported to the MECP. Operators are now checking the Purolator vault the morning after shipment to ensure samples were shipped to the lab.

**SECTION 4: Summary and discussion of quantity of water supplied**

In accordance with Schedule 22-2 (3) the following is a summary and discussion of the quantity of water supplied throughout the system during the reporting period. There are no rated capacities specified in the MDWL or DWWP.

The Alvinston Distribution System is supplied by the Lambton Area Water Supply System (LAWSS). The flow is metered at the Old Water metering station as it enters the Alvinston Distribution system. The volume supplied in 2019 was 137,252.05m<sup>3</sup>. This is a 36.5% increase from total flows in 2018. This increase is attributed to a leak found on a watermain, which required intensive investigation to locate. Repairs have since been made and flows have returned to normal. Refer to Appendix A.

The water supplied by LAWSS enters a clearwell at the Alvinston Water Pumping Station before being directed to consumers. The flow is metered on the outlet of the pumping station. The volume supplied from the Alvinston Water Pumping Station in 2019 was 69,601.80m<sup>3</sup>. Refer to Appendix B.

## APPENDIX A

## Monthly flow meter volumes from the Lambton Area Water Supply System

	2018 Old Walnut Metering Station (m <sup>3</sup> )	2019 Old Walnut Metering Station (m <sup>3</sup> )	% Difference from 2019 to 2018
<b>January</b>	10,247.1	7,159.2	-30.13
<b>February</b>	6,506.3	6,828.0	4.94
<b>March</b>	7,326.7	10,409.7	42.08
<b>April</b>	7,334.8	12,225.3	66.68
<b>May</b>	7,681.7	16,446.2	114.10
<b>June</b>	7,463.3	18,307.4	145.30
<b>July</b>	7,917.6	15,413.3	94.67
<b>August</b>	5,998.4	10,962.5	82.76
<b>September</b>	6,317.5	8,476.9	34.18
<b>October</b>	6,526.5	9,292.7	42.38
<b>November</b>	6,453.8	10,916.1	69.14
<b>December</b>	7,371.9	10,814.7	46.70
<b>Total</b>	<b>87,145.5</b>	<b>137,252.1</b>	<b>36.51</b>

## APPENDIX B

## Monthly flow meter volumes in the distribution system

	2018 Alvinston Water Pumping Station	2019 Alvinston Water Pumping Station	2018 Alvinston Water Pumping Station	2019 Alvinston Water Pumping Station	% difference 2019 to 2018	2018 Alvinston Water Pumping Station	2019 Alvinston Water Pumping Station
	(m <sup>3</sup> )	(m <sup>3</sup> )	Avg Day Flow (m <sup>3</sup> /d)	Avg Day Flow (m <sup>3</sup> /d)		Max Day Flow (m <sup>3</sup> )	Max Day Flow (m <sup>3</sup> )
January	1,603.1	5,918.8	51.71	190.93	269.23	237.9	298.2
February	5,057.4	5,154.4	180.62	184.08	1.92	231.6	243.3
March	5,208.6	5,621.3	168.02	181.33	7.92	216.8	231.9
April	4,968.0	5,324.0	165.6	177.47	7.17	231.2	240.6
May	6,487.6	5,868.1	209.28	189.29	-9.55	293.0	251.6
June	6,421.4	6,965.1	214.05	224.68	4.97	291.3	417.5
July	6,442.1	6,248.7	207.81	201.57	-3.00	298.4	384.4
August	5,368.2	6,060.5	173.17	195.5	12.89	236.2	277.2
September	5,554.0	5,550.5	185.13	185.02	-0.06	246.8	321.9
October	5,469.7	5,690.4	176.44	183.56	4.04	243.7	234.8
November	5,547.7	5,533.2	184.92	184.44	-0.26	237.1	231.2
December	6,278.4	5,666.8	202.53	182.8	-9.74	232.5	292.6
<b>Total</b>	<b>64,406.2</b>	<b>69,601.8</b>					
<b>Avg</b>	<b>5,367.2</b>	<b>5,800.2</b>	<b>176.6</b>	<b>190.1</b>	<b>7.62</b>		
<b>Max</b>						<b>298.4</b>	<b>417.5</b>







# Ontario Drinking-Water Systems Regulation O. Reg. 170/03

## ANNUAL REPORT

<b>Drinking-Water System Number:</b>	260040170
<b>Drinking-Water System Name:</b>	Alvinston Distribution System
<b>Drinking-Water System Owner:</b>	The Corporation of the Municipality of Brooke-Alvinston
<b>Drinking-Water System Category:</b>	Large Municipal Residential System
<b>Period being reported:</b>	January 1 <sup>st</sup> to December 31 <sup>st</sup> , 2019

<p><b><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></b></p> <p><b>Does your Drinking-Water System serve more than 10,000 people? Yes [ ] No [X]</b></p> <p><b>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No [ ]</b></p> <p><b>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</b></p> <div style="border: 1px solid black; padding: 5px;"> <p>The Municipality of Brooke-Alvinston Municipal Office 3236 River St. P.O. Box 28 Alvinston, ON N0N 1A0</p> </div>	<p><b><u>Complete for all other Categories.</u></b></p> <p><b>Number of Designated Facilities served:</b></p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;">N/A</div> <p><b>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [ ] No [ ] N/A [✓]</b></p> <p><b>Number of Interested Authorities you report to:</b></p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 5px auto;">N/A</div> <p><b>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [ ] No [ ] N/A [✓]</b></p>
---	---

**List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:**

Drinking Water System Name	Drinking Water System Number
N/A	N/A

**Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?**

Yes [ ] No [ ] N/A [✓]



# Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Indicate how you notified system users that your annual report is available, and is free of charge.

Public access/notice via the web

Public access/notice via Government Office

Public access/notice via a newspaper

Public access/notice via Public Request

Public access/notice via a Public Library

Public access/notice via other method \_\_\_\_\_

## Describe your Drinking-Water System

The Alvinston Drinking Water System is supplied with potable water via a 250mm diameter PVC watermain from the Lambton Area Water Supply System (LAWSS). The supply meter chamber is located on the southeast corner of Old Walnut Rd. and Churchill Line. The Old Walnut meter chamber is equipped with a flowmeter. The potable watermain feeds the Alvinston Water Pumping Station where the incoming water is continuously monitored for free chlorine. Rechlorination takes place at the clearwell, and is continuously monitored and alarmed for free chlorine as it is pumped to the distribution system. The distribution system consists of a standpipe with a maximum capacity of 1544m<sup>3</sup> (equipped with a continuous on-line chlorine analyzer and alarmed), 11 air valve chambers, approximately 70 hydrants and 110 shut off valves, two water service meter chambers and piping of various sizes.

Standby power is available in the event of a power failure/outage.

## List all water treatment chemicals used over this reporting period

Sodium Hypochlorite 12%

## Were any significant expenses incurred to?

Install required equipment

Repair required equipment

Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

Watermain Repair
------------------

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
n/a	n/a	n/a	n/a	n/a	n/a

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	No. of Samples Collected for period being reported	Range of E.Coli Results		Range of Total Coliform Results		Number of HPC Samples	Range of HPC Results	
		Minimum #	Maximum #	Minimum #	Maximum #		Minimum #	Maximum #
Distribution	156	0	0	0	0	52	1	40

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min)-(max)	Units of Measure
Free Chlorine (Distribution grab)	363	0.68-1.84	mg/L

*NOTE: For continuous monitors use 8760 as the number of samples.*

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
n/a	n/a	n/a	n/a	n/a

Summary of Inorganic parameters tested during this reporting period or the most recent sample results

Parameter	Date Sampled	Result	Unit of Measure
n/a	n/a	n/a	n/a

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
		Minimum	Maximum		
Distribution - Lead Results (ug/L)	0	n/a	n/a	10	n/a
Distribution - Alkalinity (mg/L)	4	78	81	n/a	n/a
Distribution - pH	4	7.10	8.09	n/a	n/a

Summary of Organic parameters sampled during this reporting period or the most recent sample results

DISTRIBUTION WATER	Sample Date (mm/dd/yyyy)	Sample Result (ug/L)	MAC	Number of Exceedances	
				MAC	1/2 MAC
Trihalomethane: Total (ug/L)	Running Average	41	100.00	No	No
Haloacetic Acid: Total (ug/L)	Running Average	22.35	n/a	n/a	n/a

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample
n/a	n/a	n/a	n/a



## CLERK ADMINISTRATOR STAFF REPORT

### Road Closure – 2020 Car Show

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Report to: Mayor Ferguson and Members of Council  
From: Janet Denkers, Clerk Administrator  
Date: March 12, 2020

#### **Background:**

The annual car show will be held on July 5, 2020. The car show is generally well attended (86 cars registered in 2019) and a significant event in the community and area for car enthusiasts. The event is free to the public. The Royal Canadian Legion Br. 249 organizes the event on behalf of the Canada Day Committee and also hosts a BBQ for attendees.

#### **Comments:**

The car show is held on River Street in Alvinston from Railroad Street to Centre Street.

#### **Relation to the Municipal Strategic Plan**

The Car show aligns with the Municipal Strategic Plan in supporting community groups and cohesiveness.

**Financial Implications:** N/A.

#### **Recommendation:**

Be it resolved that Council of the Municipality of Brooke-Alvinston authorize the closure of River Street in Alvinston between Railroad Street and Centre Street between the hours of 9:00 a.m and 4:00 p.m. and that the Clerk advise the Fire Department, Road Authority and EMS of the closure.



## MUNICIPALITY OF BROOKE-ALVINSTON

### STAFF REPORT WICKING PROGRAM FOR 2020

Report to: Mayor Ferguson and Members of Council  
 From: Ray Dobbin, Drainage Superintendent  
 Date: March 12, 2020

#### **Recommendation:**

This report is for information only.

#### BACKGROUND

Each year the Municipality undertakes a Council directed “Wicking Program”. At the discretion of the Drainage Superintendent, various drains are identified to be wicked in the coming year. :

The following drains have been identified and are located primarily between Forest Road to the west, Old Walnut Road to the east, Courtright Line to the north and Aberfeldy Line to the south.

The drains identified to be wicked are:

- 6/7 Sideroad Drain along Sutorville Road in vicinity of Oil Springs Line
- White Drain from Sutorville Road east to end
- 9/10 Sideroad Drain along Little Ireland Road south to a point north of Oil Spring Line where it leaves road to east
- 4/5 Concession Drain along Courtright Line from Sutorville Road to Little Ireland Drain
- Orange Drain No. 1 along Courtright Line from Inwood Road east to Sutorville Road
- Campbell Leitch Drain from Maple Ridge Line to Sexton Road

#### FINANCIAL CONSIDERATIONS:

The wicking is billed to the property owners of the drain. Applicable farmland is eligible for one third (1/3) grant through the Municipal Drain Maintenance Grants.



**PUBLIC WORKS MANAGER  
STAFF REPORT**

**Lorne Street Storm Sewer & Street Reconstruction**

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Report to: Mayor Ferguson and Members of Council  
 From: Randy Hills, Public Works Manager  
 Date: March 12, 2020

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**Recommendation:**

***This report is an update only; no action required***

**Background:**

The Lorne Street storm sewer and street reconstruction project was tendered and is to begin shortly

The contract was awarded to HE Construction in the amount of \$553,904.16.

The project is being done for the purpose of improving drainage for Lorne Street and Walnut Street for the future improvements of Walnut and improvements of Lorne.

Contact has been made with two affected property owners where a municipal easement is located. In all attempts, trees and vegetation will not be affected. A letter was received after contact was made and is addressed to Council – please see attached.

When project commences we will provide notice accordingly with project information and contact information.

R. Dobbin Engineering Inc will supply inspection services for the project. Loaded trucks will access the site from Nauvoo Road and will avoid using all other north-south streets including Walnut, Henry and Lovell. Empty trucks may enter / exit via River Street. Lorne Street will be closed with access provided for local traffic only.

A geotechnical consultant will be secured to take a ground sample along the west side of Nauvoo prior to construction to confirm there is no ground contamination.



RECEIVED

MAR 06 2020

Mar 5, 2020

To the Mayor and Council  
Municipality of Brook-Elmston.

Dear Council Members: Re: Proposed Larne Street Drain Outlet

I am writing this letter as a record of my concerns with regard to the trees along the south boundary of my property. The construction and excavation for the proposed drain will result in cutting through the root system of these mature trees. This will definitely affect the integrity of the trees and no doubt cause pre-mature death of my trees.

This drain is of no benefit to me, therefore I can not understand why my trees are being sacrificed to benefit someone else.

Sincerely

MARCH 07/20

Robt Hainston



## FIRE CHIEF STAFF REPORT Open Report

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Report to: Mayor Ferguson and Members of Council  
 From: Jeff McArthur, Fire Chief  
 SUBJECT: Monthly Fire Report – February 2020  
 Presented to Council: March 12, 2020

### **Departmental Summary:**

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#### *Equipment/Stations*

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Repairs/Maintenance: SCBA Compressor Sensor Repair

Purchases: Boots & helmets as per PPE replacement schedule

Financial Implications: Budgeted funds

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#### *Training*

---

#### BFR Topics:

- First Responder Course/Medical Presentations
- SCBA

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#### *Call Response*

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#### Alvinston Station Area

- 2 calls
  - MVC
  - Alarm sounding

#### Inwood Station Area

- 0 calls

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx OF 2020

**Being a By-law to authorize a funding agreement under the Municipal Modernization Fund with her Majesty the Queen in right of Ontario as represented by the Minister of Municipal Affairs & Housing**

WHEREAS the Corporation of the Municipality of Brooke-Alvinston is eligible to receive monies from the Municipal Modernization Fund

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston deems it appropriate to enter into an agreement;

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

- 1. That the said Agreement attached as Schedule "A" to this By-law be hereby accepted.
- 2. That the Mayor and Clerk Administrator be authorized to sign the agreement on behalf of the Municipality.
- 3. That this by-law shall take effect on the passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 12<sup>th</sup> DAY OF MARCH, 2020

\_\_\_\_\_  
David Ferguson, Mayor

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

## ONTARIO TRANSFER PAYMENT AGREEMENT

The Agreement is effective as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

### B E T W E E N

**Her Majesty the Queen in right of Ontario  
as represented by the Minister of Municipal Affairs and Housing**

(the "Province")

- and -

**Corporation of the Municipality of Brooke-Alvinston**

(the "Recipient")

### CONSIDERATION

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

#### 1.0 ENTIRE AGREEMENT

1.1 The agreement, together with:

- Schedule "A" - General Terms and Conditions
- Schedule "B" - Project Specific Information and Additional Provisions
- Schedule "C" - Project Summary
- Schedule "D" - Budget
- Schedule "E" - Payment Plan
- Schedule "F" - Reports

any amending agreement entered into as provided for in section 4.1

constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

## 2.0 CONFLICT OR INCONSISTENCY

2.1 **Conflict or Inconsistency.** In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

## 3.0 COUNTERPARTS

3.1 The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

## 4.0 AMENDING THE AGREEMENT

4.1 The Agreement may only be amended by a written agreement duly executed by the Parties.

## 5.0 ACKNOWLEDGEMENT

5.1 The Recipient acknowledges that:

- (a) by receiving Funds, it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including *the Broader Public Sector Accountability Act, 2010 (Ontario)*, *the Public Sector Salary Disclosure Act, 1996 (Ontario)*, and *the Auditor General Act (Ontario)*;
- (b) Her Majesty the Queen in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010 (Ontario)*;
- (c) the Funds are:
  - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
  - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996 (Ontario)*;
- (d) the Province is not responsible for carrying out the Project; and

- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO  
as represented by the Minister of Municipal Affairs  
and Housing**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name: The Honourable Steve Clark  
Title: Minister of Municipal Affairs and Housing

**Corporation of the Municipality of Brooke-  
Alvinston**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

I have authority to bind the Recipient.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

I have authority to bind the Recipient.

**SCHEDULE "A"**  
**GENERAL TERMS AND CONDITIONS**

---

**A1.0 INTERPRETATION AND DEFINITIONS**

**A1.1 Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

**A1.2 Definitions.** In the Agreement, the following terms will have the following meanings:

**"Additional Provisions"** means the terms and conditions set out in Schedule "B".

**"Agreement"** means this agreement entered into between the Province and the Recipient, all the schedules listed in section 1.1, and any amending agreement entered pursuant to section 4.1.

**"Budget"** means the budget attached to the Agreement as Schedule "D".

**"Business Day"** means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

**"Effective Date"** means the date set out at the top of the Agreement.

**"Event of Default"** has the meaning ascribed to it in section A13.1.

**"Expiry Date"** means the expiry date set out in Schedule "B".

**"Funding Year"** means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and

- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

**"Funds"** means the money the Province provides to the Recipient pursuant to the Agreement.

**"Indemnified Parties"** means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees, and employees.

**"Maximum Funds"** means the maximum Funds set out in Schedule "B".

**"Notice"** means any communication given or required to be given pursuant to the Agreement.

**"Notice Period"** means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A13.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with section A13.4.

**"Parties"** means the Province and the Recipient.

**"Party"** means either the Province or the Recipient.

**"Project"** means the undertaking described in Schedule "C".

**"Reports"** means the reports described in Schedule "F".

## **A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS**

**A2.1 General.** The Recipient represents, warrants, and covenants that:

- (a) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (b) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

**A2.2 Execution of Agreement.** The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and



- (b) taken all necessary actions to authorize the execution of the Agreement, including passing a municipal by-law authorizing the Recipient to enter into the Agreement.

A2.3 **Governance.** The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) procedures to enable the Recipient to manage Funds prudently and effectively;
- (b) procedures to enable the Recipient to complete the Project successfully;
- (c) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (d) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (e) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 **Supporting Proof.** Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

### A3.0 TERM OF THE AGREEMENT

A3.1 **Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0, Article A12.0, or Article A13.0.

### A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 **Funds Provided.** The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E"; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

**A4.2 Limitation on Payment of Funds.** Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides evidence satisfactory to the Province that the Recipient's council has authorized the execution of this Agreement by the Recipient by municipal by-law;
- (b) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof as the Province may request pursuant to section A10.2;
- (c) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
- (d) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.1; or
- (e) if, pursuant to the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
  - (i) reduce the amount of Funds and, in consultation with the Recipient, change the Project; or
  - (ii) terminate the Agreement pursuant to section A12.1.

**A4.3 Use of Funds and Carry Out the Project.** The Recipient will do all the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

**A4.4 Interest Bearing Account.** If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

**A4.5 Interest.** If the Recipient earns any interest on the Funds, the Province may:

- (a) deduct an amount equal to the interest from any further instalments of Funds;

or

(b) demand from the Recipient the payment of an amount equal to the interest.

**A4.6 Rebates, Credits, and Refunds.** The Ministry will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

**A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS**

**A5.1 Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

**A5.2 Disposal.** The Recipient will not, without the Province's prior written consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as provided for in Schedule "B" at the time of purchase.

**A6.0 CONFLICT OF INTEREST**

**A6.1 No Conflict of Interest.** The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest.

**A6.2 Conflict of Interest Includes.** For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

(a) the Recipient; or

(b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

**A6.3 Disclosure to Province.** The Recipient will:

(a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and

(b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

**A7.0 REPORTS, ACCOUNTING, AND REVIEW**

**A7.1 Preparation and Submission.** The Recipient will:

- (a) submit to the Province at the address referred to in section A17.1, all Reports in accordance with the timelines and content requirements as provided for in Schedule "F", or in a form as specified by the Province from time to time;
- (b) submit to the Province at the address referred to in section A17.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
- (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
- (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

**A7.2 Record Maintenance.** The Recipient will keep and maintain:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

**A7.3 Inspection.** The Province, any authorized representative, or any independent auditor identified by the Province may, at the Province's expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's allocation and expenditure of the Funds and, for these purposes, the Province, any authorized representative, or any independent auditor identified by the Province may take one or more of the following actions:

- (a) inspect and copy the records and documents referred to in section A7.2;
- (b) remove any copies made pursuant to section A7.3(a) from the Recipient's premises; and
- (c) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds, the Project, or both.

**A7.4 Disclosure.** To assist in respect of the rights provided for in section A7.3, the Recipient will disclose any information requested by the Province, any authorized representatives, or any independent auditor identified by the Province, and will do so in the form requested by the Province, any authorized representative, or any independent auditor identified by the Province, as the case may be.

**A7.5 No Control of Records.** No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.6 **Auditor General.** The Province's rights under Article A7.0 are in addition to any **rights** provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

## A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient will:

- (a) acknowledge the support of the Province for the Project; and
- (b) ensure that the acknowledgement referred to in section A8.1(a) is in a form and manner as directed by the Province.

A8.2 **Publication.** The Recipient will indicate, in any of its Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## A9.0 INDEMNITY

A9.1 **Indemnification.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages, and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

## A10.0 INSURANCE

A10.1 **Recipient's Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount provided for in Schedule "B" per occurrence. The insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and

(d) a 30-day written notice of cancellation.

**A10.2 Proof of Insurance.** The Recipient will:

(a) provide to the Province, either:

- (i) certificates of insurance that confirm the insurance coverage as provided for in section A10.1; or
- (ii) other proof that confirms the insurance coverage as provided for in section A10.1; and

(b) upon the request of the Province, provide to the Province a copy of any insurance policy.

### **A11.0 TERMINATION ON NOTICE**

**A11.1 Termination on Notice.** The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.

**A11.2 Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
  - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
  - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

### **A12.0 TERMINATION WHERE NO APPROPRIATION**

**A12.1 Termination Where No Appropriation.** If, as provided for in section A4.2(d), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately without liability, penalty, or costs by giving Notice to the Recipient.

**A12.2 Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to section A12.1, the Province may take

one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section A12.2(b).

**A12.3 No Additional Funds.** If, pursuant to section A12.2(c), the Province determines that the costs to wind down the Project exceed the Funds remaining in the possession or under the control of the Recipient, the Province will not provide additional Funds to the Recipient.

### **A13.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

**A13.1 Events of Default.** Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
  - (i) carry out the Project;
  - (ii) use or spend Funds; or
  - (iii) provide, in accordance with section A7.1, Reports or such other reports as may have been requested pursuant to section A7.1(b);
- (b) the Recipient's operations, its financial condition, or its organizational structure, changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or
- (d) the Recipient ceases to operate.

**A13.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A13.3 **Opportunity to Remedy.** If, in accordance with section A13.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A13.4 **Recipient not Remediating.** If the Province provided the Recipient with an opportunity to remedy the Event of Default pursuant to section A13.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or

the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province, the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A13.2(a), (c), (d), (e), (f), (g), (h), and (i).

A13.5 **When Termination Effective.** Termination under Article will take effect as provided for in the Notice.

#### **A14.0 FUNDS AT THE END OF A FUNDING YEAR**



A14.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article A13.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

#### **A15.0 FUNDS UPON EXPIRY**

A15.1 **Funds Upon Expiry.** The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession or under its control.

#### **A16.0 DEBT DUE AND PAYMENT**

A16.1 **Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province

A16.2 **Debt Due.** If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not the Province has demanded their payment,

such Funds or other amount will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay the amount to the Province immediately, unless the Province directs otherwise.

A16.3 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

A16.4 **Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province as provided for in Schedule "B".

A16.5 **Fails to Pay.** Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing

under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

#### **A17.0 NOTICE**

**A17.1 Notice in Writing and Addressed.** Notice will be in writing and will be delivered by email, postage-prepaid mail, personal delivery, or fax, and will be addressed to the Province and the Recipient respectively as provided for Schedule "B", or as either Party later designates to the other by Notice.

**A17.2 Notice Given.** Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email, personal delivery, or fax, one Business Day after the Notice is delivered.

**A17.3 Postal Disruption.** Despite section A17.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, or fax.

#### **A18.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

**A18.1 Consent.** When the Province provides its consent pursuant to the Agreement it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

#### **A19.0 SEVERABILITY OF PROVISIONS**

**A19.1 Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision will be deemed to be severed.

#### **A20.0 WAIVER**

**A20.1 Waiver Request.** Either Party may, in accordance with the Notice provision set out in Article A17.0, ask the other Party to waive an obligation under the Agreement.

**A20.2 Waiver Applies.** Any waiver a Party grants in response to a request made pursuant to section A20.1 will:

- (a) be valid only if the Party granting the waiver provides it in writing; and

(b) apply only to the specific obligation referred to in the waiver.

#### **A21.0 INDEPENDENT PARTIES**

A21.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

#### **A22.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

A22.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A22.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

#### **A23.0 GOVERNING LAW**

A23.1 **Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

#### **A24.0 FURTHER ASSURANCES**

A24.1 **Agreement into Effect.** The Recipient will provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

#### **A25.0 JOINT AND SEVERAL LIABILITY**

A25.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

#### **A26.0 RIGHTS AND REMEDIES CUMULATIVE**

A26.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

#### **A27.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

**A27.1 Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a "**Failure**");
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

**A28.0 SURVIVAL**

**A28.1 Survival.** The following Articles and sections, and all applicable cross-referenced sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 3.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.2(e), A4.5, section A5.2, section A7.1 (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province), sections A7.2, A7.3, A7.4, A7.5, A7.6, Article A8.0, Article A9.0, section A11.2, sections A12.2, A12.3, sections A13.1, A13.2(d), (e), (f), (g) and (h), Article A15.0, Article A16.0, Article A17.0, Article A19.0, section A22.2, Article A23.0, Article A25.0, Article A26.0, Article A27.0 and Article A28.0.

**- END OF GENERAL TERMS AND CONDITIONS -**

**SCHEDULE "B"**  
**PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS**

<b>Maximum Funds</b>	\$17,299.00
<b>Expiry Date</b>	December 31, 2020
<b>Amount for the purposes of section A5.2 (Disposal) of Schedule "A"</b>	\$5,000.00
<b>Insurance</b>	\$2,000,000.00
<b>Contact information for the purposes of Notice to the Province</b>	<p><b>Name:</b> Helen Collins</p> <p><b>Position:</b> Manager, Municipal Programs and Outreach Unit</p> <p><b>Address:</b> 777 Bay Street, Toronto, Ontario M7A 2J3, 16<sup>th</sup> Floor</p> <p><b>Fax:</b> 416-585-7292</p> <p><b>Email:</b> helen.collins@ontario.ca</p>
<b>Contact information for the purposes of Notice to the Recipient</b>	<p><b>Name:</b></p> <p><b>Position:</b></p> <p><b>Address:</b></p> <p><b>Fax:</b></p> <p><b>Email:</b></p>
<b>Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement</b>	<p><b>Name:</b></p> <p><b>Position:</b></p> <p><b>Address:</b></p> <p><b>Fax:</b></p> <p><b>Email:</b></p>

**Additional Provisions:**

**B1 Section 4.3 of Schedule "A" is amended by adding the following subsection:**

(e) use the Funds only for the purpose of reimbursement for the actual amount

paid to the independent third-party reviewer in accordance with the Project;  
and,

- (f) Not use the Funds for the purpose of paying the salaries of the Recipient's employees.

**SCHEDULE "C"**  
**PROJECT SUMMARY**

<b>Objectives</b>
The objective of the Project is to review the Recipient's fire services with the goal of determining best practices that will provide the community with efficient service delivery and cost-savings.
<b>Description</b>
<p>The Recipient will retain an independent third-party to conduct a service delivery and modernization review of its fire services.</p> <p>The scope of the review will include reviewing:</p> <ul style="list-style-type: none"> <li>• Fire Station locations and response areas;</li> <li>• Fire Station facility conditions;</li> <li>• Previous reports and recommendations on fire services;</li> <li>• Equipment and maintenance procedures;</li> <li>• Responses; and,</li> <li>• Contracts and agreements.</li> </ul> <p><u>Independent Third-Party Reviewer's Report</u></p> <p>The Recipient will retain the independent third-party reviewer to compile the findings and recommendations in the Independent Third-Party Reviewer's Report.</p> <p>The Recipient will submit a draft of the Independent Third-Party Reviewer's Report to the Province by August 31, 2020. The draft will summarize the reviewer's preliminary findings and recommendations for cost savings and improved efficiencies.</p> <p>The Recipient will submit the Independent Third-Party Reviewer's Report to the Province and publish the report on their publicly accessible website by September 18, 2020.</p> <p>The report will summarize the reviewer's findings and identify specific, actionable recommendations based on the analysis and findings that aim to identify cost savings and improved efficiencies.</p>

**SCHEDULE "D"**  
**BUDGET**

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<b>ITEM</b>	<b>AMOUNT</b>
Reimbursement for payments to independent third-party reviewer	Up to \$17,299.00



**SCHEDULE "E"**  
**PAYMENT PLAN**

<b>Milestone</b>	<b>Scheduled Payment</b>
<ul style="list-style-type: none"> <li>• Execution of the Agreement</li> </ul>	<p>Initial payment of \$12,974.25 made to Recipient no more than thirty (30) days after the execution of the Agreement</p>
<ul style="list-style-type: none"> <li>• Submission of Interim Progress Report to the Province</li> <li>• Submission of draft Independent Third-Party Reviewer's Report to the Province</li> <li>• Submission of Independent Third-Party Reviewer's Report to the Province</li> <li>• Publishing of Independent Third-Party Reviewer's Report on the Recipient's publicly accessible website</li> <li>• Submission of Final Report to the Province</li> </ul>	<p>Final payment of up to \$4,324.75 made to Recipient no more than thirty (30) days after the Province's approval of the Final Report</p>

**SCHEDULE "F"  
REPORTS**

Name of Report	Reporting Due Date
1. Interim Progress Report	June 15 <sup>th</sup> , 2020
2. Final Report	September 18 <sup>th</sup> , 2020

**Report Details**

**1. Interim Progress Report**

The Recipient will submit an Interim Progress Report to the Province by June 15<sup>th</sup>, 2020 using the reporting template provided by the Province. The Interim Progress Report will include:

- An update to the estimated cost of the Project, and
- A statement indicating whether the Recipient has retained the independent third-party reviewer.

**2. Final Report**

The Recipient will submit a Final Report to the Province by September 18<sup>th</sup>, 2020 using the reporting template provided by the Province. The Final Report will include:

- A hyperlink to the Independent Third-Party Reviewer's Report on the Recipient's publicly accessible website,
- A 250-word abstract of the Project and its findings,
- The actual amount paid by the Recipient to the independent third-party reviewer in accordance with the Project with supporting documentation, such as invoices or receipts, showing actual costs incurred, and
- A statement indicating the percentage of the total amount of service delivery expenditures reviewed that are identified as potential cost savings in the Independent Third-Party Reviewer's Report, which will be the performance measure for the Project.

# RATING BY-LAW

*Tile Drainage Act, R.S.O. 1990, c. T.8, s.8*

THE CORPORATION OF THE  
Municipality of BROOKE-ALVINSTON  
BY-LAW NUMBER 13 OF 2020

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of \$29,400.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

- 1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2020-Mar-12  
yyyy/mm/dd

Second Reading 2020-Mar-12  
yyyy/mm/dd

Provisionally adopted this 12 day of March, 2020

DAVID FERGUSON \_\_\_\_\_  
Name of Head of Council Signature

JANET DENKERS \_\_\_\_\_  
Name of Clerk Signature

Third Reading 2020-Mar-12

Enacted this 12 day of March, 2020

DAVID FERGUSON \_\_\_\_\_  
Name of Head of Council Signature

Corporate Seal

JANET DENKERS \_\_\_\_\_  
Name of Clerk Signature

I, JANET DENKERS, clerk of the Corporation of the Municipality of BROOKE-ALVINSTON certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

JANET DENKERS \_\_\_\_\_  
Name of Clerk Signature