



AGENDA

Council Meeting

4:00 PM - Thursday, April 9, 2020
Municipal Office

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11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

- 12.1. Confirming By-law

13. ADJOURNMENT



MINUTES

Council Meeting

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

The Council of the Brooke-Alvinston was called to order on Thursday, March 12, 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, and Fire Chief Jeff McArthur

Regrets:

1 CALL TO ORDER

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

The Mayor commented on recent training he attended in parliamentary procedures and noted he would like to adhere to the procedural by-law going forward for Council meetings.

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of February 27, 2020

The Public Works Manager requested the dust suppressant motion be amended to reflect \$188.55 /flake tonne rather than price.

RESOLUTION-2020-070

Councillor Wayne Deans made a motion that the regular Council meeting minutes of February 27, 2020 be adopted as amended. Deputy Mayor Frank Nemcek seconded the motion.

Carried

b) Special Council Meeting Minutes of March 2, 2020

RESOLUTION-2020-071

Councillor Wayne Deans made a motion that the special Council meeting minutes of March 2, 2020 be approved as presented. Councillor Jeannette Douglas seconded the motion.

Carried

RESOLUTION-2020-072

Deputy Mayor Frank Nemcek made a motion that the correspondence items presented be received and filed. Councillor Jeannette Douglas seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

5 DELEGATIONS & TIMED EVENTS

There were no scheduled delegations.

6 CORRESPONDENCE

RESOLUTION-2020-073

Deputy Mayor Frank Nemcek made a motion that correspondence items presented be received and filed. Councillor Jeannette Douglas seconded the motion.

Carried

7 STAFF REPORTS

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

RESOLUTION-2020-074

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

Carried

- b) Treasurer's Report: Preliminary Budget 2020

RESOLUTION-2020-075

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston approve in principle the presented 2020 budget; and 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. Councillor Jeannette Douglas seconded the motion.

Carried

- c) Treasurer's Report: CIP application

RESOLUTION-2020-076

Councillor Jamie Armstrong made a motion That Council approve the grant application from Rielam Services Inc. for facade improvements to 3221 River Street, Alvinston and enter into an agreement to provide Rielam Services Inc. with the maximum grants as provided under the program on condition that Rielam Services Inc. complies with the requirements of the program. Councillor Wayne Deans seconded the motion.

Carried

- d) Clerk Administrator's Report: Municipal Modernization Program

RESOLUTION-2020-077

Deputy Mayor Frank Nemcek made a motion that the agreement issued by the Ministry of Municipal Affairs and Housing in reference to the Municipal Modernization Program for an efficiency review of the Brooke-Alvinston Fire Service be signed by the Mayor and Clerk under the authorizing by-law. Councillor Jeannette Douglas seconded the motion.

Carried

- e) Clerk Administrator's Report: 2019 Summary Report - Alvinston Distribution System

RESOLUTION-2020-078

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston receive and file the attached Annual Summary Report for the Alvinston Water Distribution System for 2019 Councillor Wayne Deans seconded the motion.

Carried

- f) Clerk Administrator's Report: 2020 Car Show Road Closure

Councillor Armstrong declared a conflict of interest as he owns a business that benefits from the car show; he did not vote on the matter.

RESOLUTION-2020-079

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston authorize the closure of River Street in Alvinston from Railroad Street and Centre Street between the hours of 9:00 a.m. and 4:00 p.m. and that the Clerk Administrator advise Brooke Fire Rescue, the Road Authority and EMS of the closure Councillor Jeannette Douglas seconded the motion.

Carried

- g) Drainage Superintendent's Report: 2020 Wicking Program

RESOLUTION-2020-080

Councillor Wayne Deans made a motion that the 2020 wicking report be received and filed. Councillor Jeannette Douglas seconded the motion.

Carried

- h) Public Works Manager's Report: Lorne Street Reconstruction Project

The Public Works Manager provided a status update on the Lorne Street project.

- i) Fire Chief's Report: Monthly Summary

RESOLUTION-2020-081

Deputy Mayor Frank Nemcek made a motion that the submitted report from the Fire Chief be received and filed. Councillor Jeannette Douglas seconded the motion.

Carried

8 BY-LAWS

- a) Kelly Drain - third and final reading of By-law 49 of 2019

RESOLUTION-2020-082

Councillor Wayne Deans made a motion That the Kelly Drain receive third and final reading Councillor Jamie Armstrong seconded the motion.

Carried

- b) Proposed By-law 12 of 2020 Municipal Modernization Program

RESOLUTION-2020-083

Deputy Mayor Frank Nemcek made a motion that By-law 12 of 2020 be read a first, second and third time and finally passed this 12th day of March, 2020. Councillor Jeannette Douglas seconded the motion.

Carried

- c) Proposed By-law 13 of 2020 - Approval of Tile Loan

RESOLUTION-2020-084

that By-law 13 of 2020 be taken as read a first, second and third time and finally passed this 12th day of March 2020

9 NEW BUSINESS**a) Municipal Functions**

The Clerk Administrator noted the upcoming events and requested Councillors to rsvp their attendance at the earliest convenience:

Lambton County Municipal Association: April 2, 2020

Lambton County Rural Game Protective Association: April 30, 2020

b) Draft 2019 Council Remuneration

The Clerk Administrator requested Council members to review the draft remuneration report included in their agenda packages and should they have questions to please contact the office prior to the next meeting.

c) Inwood Fire Station

Councillor Nemcek reaffirmed his stance to have a fire presence in Inwood.

d) Shiloh Grant Rehabilitation

The Mayor advised that he received an email from the Minister of Infrastructure that the Shiloh Line Rehabilitation Project submitted under the Investing in Canada Infrastructure Program (ICIP).

10 CLOSED SESSION**a) Litigation or potential litigation, including matters before administrative tribunals affecting the municipality****RESOLUTION-2020-085**

Councillor Wayne Deans made a motion that Council move into a closed session meeting in accordance with section 239(2) of the Municipal Act to discuss a litigation or potential litigation matter. Councillor Jamie Armstrong seconded the motion.

Carried

11 RISE AND REPORT

The Clerk Administrator was asked to rise and report from the closed session meeting. She reported that a closed session was held to discuss a litigation or potential litigation matter. She advised that staff were directed to obtain legal council for the hearing held under the Normal Farm Practices Board and proceed as directed in closed session.

12 BY-LAW CONFIRMING PROCEEDINGS**a) Confirming By-law****RESOLUTION-2020-086**

Councillor Wayne Deans made a motion that the confirming by-law be read a first, second and third time and finally passed this 12th day of March 2020. Councillor Jamie Armstrong seconded the motion.

13 ADJOURNMENT

The meeting adjourned at 5:10 p.m.

Clerk-Administrator

Mayor

To: Brooke- Alvinston Council

From: Chad Hayter – Hayter Ventures Ltd.

P.O. Box 220, Alvinston ON N0N 1A0

519-490-5393

Date: March 30, 2020

Re: Potential residential development

Elgin Street North, Municipality of Brooke-Alvinston

I currently have a written offer by a local resident to purchase one of two undeveloped residential building lots on the East side of Elgin St. beyond where the current roadway ends (on the North towards the Optimist Ball Park). The two lots which are currently zoned for single detached residential homes are already serviced with sanitary sewer and water - essentially ready to be developed.

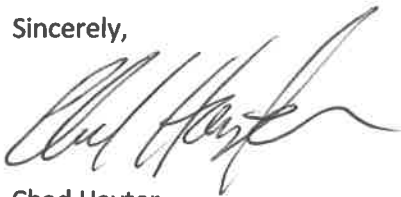
I did inquire about the road extension during the last council, however after the site meeting with the council it was determined that the costs to prepare, construct and furnish a large turn around area to allow snow plow and garbage trucks to safely turn around in, simply outweighed the value of the properties themselves.

I met with Randy Hills on site in February 2020, to review what needed to be done to meet the safety and water drainage needs of the municipality. Randy was preparing a cost estimate to complete the work as recommended from the past council.

Although I do require the road in order to sell the property, the road extension and turn around area has the greatest benefit to the municipality in safety, drainage, increased property taxes from homes and a positive boost to the community overall.

I'm asking for a fair agreement that would benefit all parties involved and keep costs minimized in order to see development take place in 2020.

Sincerely,



Chad Hayter

Hayter Ventures Ltd.



PUBLIC WORKS MANAGER STAFF REPORT

Elgin Street Redevelopment

Report to: Mayor Ferguson and Members of Council
 From: Randy Hills, Public Works Manager
 Janet Denkers, Clerk Administrator
 Date: April 9, 2020

Recommendation:

That the Municipality offer the following for the development of Elgin Street: granular M material in 2020 for the laneway and turnaround; spread and delivery of the granular material; half of the asphalt cost.

Background:

At the June 14, 2018 session of Council, the following motion was made:

Be it resolved that the Council of the Municipality of Brooke-Alvinston has no objections to the extension of Elgin Street to incorporate a proposed new dwelling(s) subject to the costs associated with the development be assumed by the landowner.

In keeping the intent of the current resolution passed, the Municipality is able to contribute the following at minimal cost to the municipality which would benefit the two undeveloped lots. Only one lot development is being proposed at this time.

- 1) Granular M material that is currently on site at the PW Garage
- 2) Spread and delivery of material
- 3) Half the cost of asphalt (to be budgeted for in 2021)

Consideration:

The Public Works Department is working on the following projects for the continuation of 2020:

- Redevelopment of Shiloh Line as per recent grant announcement
- Remainder of Ditching from 2019 and 2020 identified ones
- Reconstruction / Resurfacing of parking lot beside municipal office / funeral home
- Hilly Road repair
- Three multi plates on roadways

Council can reconsider the current motion should they desire; if the Public Works Department is directed to do the work, it should be after the designated and approved projects are complete.

Council should also keep in mind with the precedence set should direction be given to complete the development, further requests could be made by landowners.

Financial Consideration:

Granular Material Cost: \$5,345.60; Half of Asphalt Cost: \$7,900. Total contribution: **\$13,245.60**
 The estimated value of the full road extension is \$29,000.



BROOKE-ALVINSTON COMMITTEE OF ADJUSTMENT

PROVISIONAL CONSENT
 (Ont. Regulation 197/96)

DECISION

FILE NO. B-001 / 20

In the case of an application for consent from Carolynne and Amanda Griffith made under Section 53 of the Planning Act, as it affects the property legally described as Conc. 10 South Part lot 17, in the Municipality of Brooke-Alvinston, in the County of Lambton as described in the application and shown on a sketch and municipally known as 4091 Nauvoo Road.

DECISION: GRANTED WITH CONDITIONS

CONDITIONS:

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and property geo referenced to the NAD83 UTM Zone 17 Coordinate System and also in a form suitable for registration;
2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;
3. That all conditions be fulfilled within one year of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within one year of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, **each applicant is responsible for ensuring that the Provisional Consent does not lapse.** If the Provisional Consent does lapse (meaning the deeds have not been stamped within one year of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*
4. That the applicant(s) enter into an agreement with the municipality for the apportionment of drainage assessments on the involved properties;
5. That a minor variance is to be obtained to recognize the agricultural lot's reduced size;
6. A minor variance is to be obtained to recognize that the residential lot will be greater than 1.0 hectare in size.
7. A 0.15 metre (six inch) wide strip of land from the front of the lot is to be conveyed to the County of Lambton. The strip of land must extend from the southeast corner of the existing residential lot to the northeast corner of the severed lands. The reference plan that is prepared for the subject property must show 0.15 metres (six inch) wide strip of land and the reference plan must be provided for the review and approval by the County's Public Works Department prior to it being registered.

8. The severed land is to be merged with the abutting residential lot and Section 50(3) of the Planning Act applies to any future transaction involving the severed land.

Members concurring in the above ruling:

Doug Smith Nancy Faflak Christa Sawyer Frank Nemcek Wayne Deans

*** CERTIFICATION ***

I, Janet Denkers, Secretary-Treasurer for this meeting of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded herein which was brought before the Committee on March 10, 2020 with the Notice of Decision being mailed March 13, 2020

Janet Denkers, Secretary-Treasurer
Municipality of Brooke-Alvinston Committee of Adjustment



The Municipality of Brooke-Alvinston PUBLIC NOTICE

Emergency Management and Civil Protection Act ONTARIO REGULATION 73/20 ORDER UNDER SUBSECTION 7.1 (2) OF THE ACT

Whereas an emergency has been declared pursuant to Order in Council 518/2020 (Ontario Regulation 50/20) on March 17, 2020 at 7:30 a.m. Toronto time pursuant to section 7.0.1 of the *Emergency Management and Civil Protection Act* (the "Act");

And Whereas the criteria set out in subsection 7.1 (2) of the Act have been satisfied;

Now Therefore, an Order is made pursuant to subsection 7.1 (2) of the Act, the terms of which Order are the following:

1. Any provision of any statute, regulation, rule, by-law or order of the Government of Ontario establishing any limitation period shall be suspended for the duration of the emergency, and the suspension shall be retroactive to Monday, March 16, 2020.
2. Any provision of any statute, regulation, rule, by-law or order of the Government of Ontario establishing any period of time within which any step must be taken in any proceeding in Ontario, including any intended proceeding, shall, subject to the discretion of the court, tribunal or other decision-maker responsible for the proceeding, be suspended for the duration of the emergency, and the suspension shall be retroactive to Monday, March 16, 2020.

Items under the *Planning Act*

At this time under direction of the above noted regulation in consideration that *Planning Act* matters are subject to an appeal period, all *Planning Act* matters currently before the municipality are suspended. This includes, but is not limited to Zone Amendments, Official Plan Amendment, Minor Variance and Consent to Sever.

- **Current applications** 1. B002/2020 4636 Sutorville Road, 2. A003/2020 Concession 12 West ½ Lot 21 in the process of public meeting scheduled for Tuesday, March 31, 2020 have been postponed. Once a re-schedule date has been able to be determined, public notification will occur.
- **Pre-Liminary applications**, will continue to be draft reviewed. These applications will proceed to a public meeting once regulations permit. If you are in the process of a draft application for a *Planning Act* related item, please contact Rob Nesbitt at rob.nesbitt@county-lambton.on.ca to submit an electronic copy of the application.

During this ever fluid time of change, we understand your concerns and possible frustrations. It continues to be our goal to provide the best service possible to our residents, developers and business' alike as we navigate these waters together. Rest assured, that when permissible, we will work in helping you to achieve your compliances, and progress your projects.

We thank you for your continued patience and understanding.

Dated at Alvinston, this 30th day of March, 2020.

Janet Denkers
Clerk Administrator



TOWNSHIP OF ENNISKILLEN
 4465 Rokeby Line
 RR# 1, Petrolia, Ontario N0N 1R0
 Phone (519) 882-2490 Fax (519) 882-3335

Duncan McTavish,
 Administrator-Clerk/Treasurer
Mike Cumming,
 Road Superintendent

March 17 2020

TO: Township of Brooke-Alvinston
 County of Lambton, Matt Deline
 Water Customers in project area

NOTICE OF WATERLINE PROJECT AND WATER SERVICE INTERRUPTION

The Township of Enniskillen will be installing a new water line along the west side of Nauvoo Road between Petrolia Line and LaSalle Line starting on March 19 2020.

Preparation work on the new and existing lines will take place on March 19 2020. Please be prepared for intermittent water service interruptions throughout the day.

The Township will provide an update on the project the week of March 23. Once all water testing is completed a date will be provided for connection of the new waterline. On that date there will be additional water service interruptions.

Please call Jake Van Damme (519)331-9538 or the Township office (519)882-2490 if you have any questions or concerns.



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

Free Wi-Fi Made Available Outside Most Lambton County Libraries

Thursday, March 26, 2020

Wyoming, ON - Residents without access to internet are invited to access the free wireless internet available outside of most Lambton County Library locations.

While libraries remain closed until further notice due to efforts to limit the spread of COVID-19, the Library's Wi-Fi extends beyond the walls of several of its buildings, providing public access in many facilities' parking lot areas. The free Wi-Fi access is available from 8:30 a.m. until 10:30 p.m.; however, please note that Wi-Fi signals may not be accessible at certain locations where parking spaces are at a significant distance from the library. For a full list of Lambton County Library locations, visit lclibrary.ca.

"Residents rely on our libraries for access to a number of services, including free wireless internet, that they may not otherwise have," said Lambton County Warden Bill Weber. "This is critical in rural areas of the County where access is limited, and particularly at a time when children are being encouraged to keep up on their school studies from home. We need to make available every resource that we have to provide for our community during these challenging times, including those without internet access."

The free Wi-Fi is available near most library buildings (proximity varies by location). The library's open Wi-Fi is named "COL Public" and does not require a password. A library card is not required to access the free wireless internet.

For those traveling to libraries by car, the County asks that you remain in your vehicle while using the internet to maintain a physical distance of 2 metres (6 feet) from others. The same recommendations on distance apply if you are walking, biking or using any other method of transportation to get to the library.

Learn more about social and physical distancing and the steps we can take to help prevent the community spread of COVID-19 on the Lambton Public Health website.

...More

In addition to free Wi-Fi, Lambton County Library has digital resources, virtual programs/services and more available to library cardholders to better accommodate patrons during library closures. Online services are available at lclibrary.ca, where residents can access eBooks, eAudiobooks, movies and more. For technical assistance with Lambton County Library's eServices please call 519-845-3324 ext. 5266, email librarytechhelp@county-lambton.on.ca or connect with the library on [Facebook](#) or [Twitter](#).

For the most up to date information regarding COVID-19, please visit the [Lambton Public Health website](#) and the [Province of Ontario website](#).

-30-

Please contact:

Andrew Meyer

General Manager, Cultural Services Division
County of Lambton
Tel: 519-845-0809 ext. 5236
Cell: 519-381-9999
andrew.meyer@county-lambton.on.ca

Bill Weber

Warden
County of Lambton
519-645-6885
bill.weber@county-lambton.on.ca



Office of the County Warden
789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0

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

March 27, 2020

Good Afternoon,

This week we heard of the first seven confirmed cases of COVID-19 in Lambton County. For weeks now, we have been warned by our Health Officials that the virus is present and circulating in our community. The confirmation of these cases reinforces that claim. I know many of you have already been following the advice of our experts, but for those who have not been, NOW is the time to get onboard.

I must add my voice to those of the Prime Minister and Premier and advise everyone to listen to and abide by the recommendations provided by our Health Officials. This includes keeping a 2m (6 ft) "social distance" from one another, washing our hands regularly, self-isolating when necessary and staying home when you're feeling unwell.

I fully support the orders from our Prime Minister and Premier directing those who have travelled outside the country to self-isolate for a period of 14 days upon return to Canada. I cannot stress enough how important this is. You are **required** to self-isolate.

A province-wide alert was sent out today regarding this order. Do not go to the grocery store on your way home. Do not stop at the gas station. Do not visit family and friends. Go straight home and self-isolate. Ask a friend, neighbour or family member to pick up anything you may need and drop it off on your porch. Our community is coming together to help each other during this situation like we've never seen before, and someone will be more than happy to help you.

In times like this, it is heartwarming to hear of the positive stories in our communities. Neighbours are looking out for one another, volunteers are working with local businesses to provide services and acts of kindness are happening every day.

To each and every one of you following recommendations, working to keep our community safe and being kind to one another, I say thank you. You are what makes Lambton County a wonderful place to live.

Our front line healthcare and emergency services workers have been doing an incredible job during this situation, as have our Public Health staff. These teams are working around the clock to keep our community safe and informed. I thank them for their hard work and perseverance in this unprecedented, rapidly changing situation.

I once again encourage all of you to take the proper precautions by washing your hands, practicing social distancing and self-isolating if you have been travelling or are feeling unwell. Working together, we will get through this.

Thank you, take care and stay healthy,

Bill Weber
Warden, County of Lambton



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

NEWS RELEASE

For Immediate Release

Lambton County Library Launches New Website

Monday, March 30, 2020

Wyoming, ON - Lambton County Library has launched a new, revamped website for patrons. The innovative and completely redesigned website offers visitors a clean design and intuitive navigation with improved functionality. It was redesigned by library staff over the past year to help patrons more easily and quickly access essential information, including programs, online resources, hours of operation, and the library catalogue.

The refreshed website presents an improved user experience and enhanced content focused on the County of Lambton's mission to provide responsive and efficient services to residents, and continuously improve communications. The new website officially launched this morning and is located at the same address: www.lclibrary.ca.

"We are excited about Lambton County Library's new website launch and the resources it provides for the community, particularly at a time when the demand for our online services is very high due to current social and physical distancing measures" said Greer Macdonell, Community Library Supervisor. "We believe that this new site will allow patrons to have a very intuitive experience as we continue to grow and expand our online resources, programs and selection of books and other offerings. We'd like to thank the community and existing patrons for the recent feedback provided through the 2019 community survey, which was key to the development and layout of this new website."

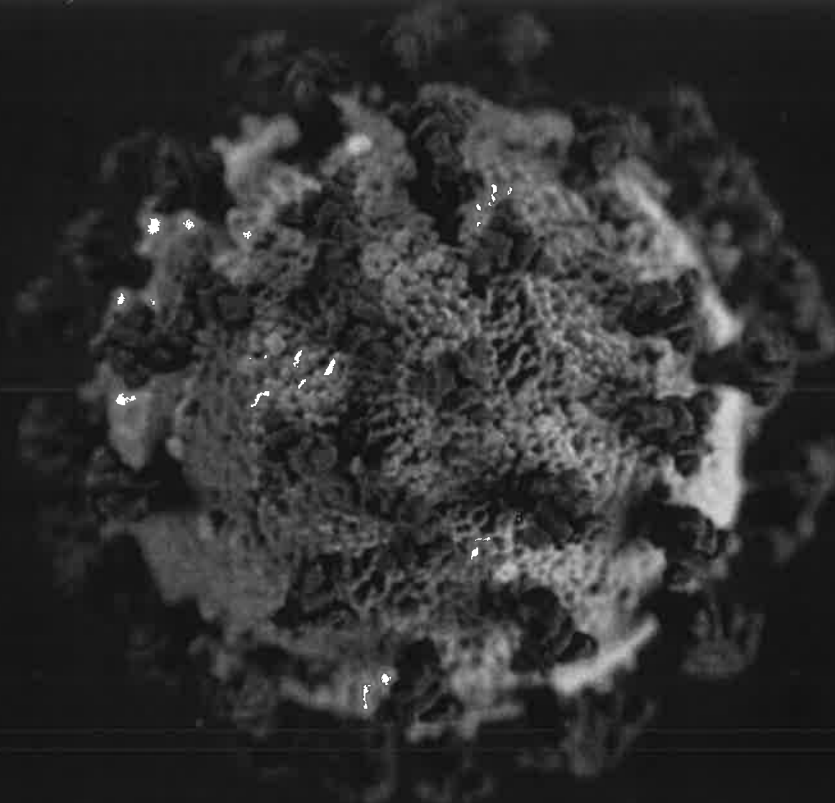
The public is reminded that all Lambton County Libraries remain closed until further notice due to a provincial order resulting from the COVID-19 pandemic. Lambton County Library has digital resources, virtual programs/services and more available to library cardholders to accommodate patrons during library closures. Residents can access eBooks, eAudiobooks, movies and more through lclibrary.ca. For technical assistance with Lambton County Library's eServices please call 519-845-3324 ext.5266 or email librarytechhelp@county-lambton.on.ca.

Lambton County Library's new website will be updated on a regular basis with news, special events, and new resources and databases as they become available. Visitors are encouraged to explore the website, connect with the library on social media and subscribe to receive the latest news and program guides as they become available.

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Please contact:

Greer Macdonell
 Community Library Supervisor
 County of Lambton
 Tel: 519-845-3324 ext. 5243
 Cell: 519-328-1960



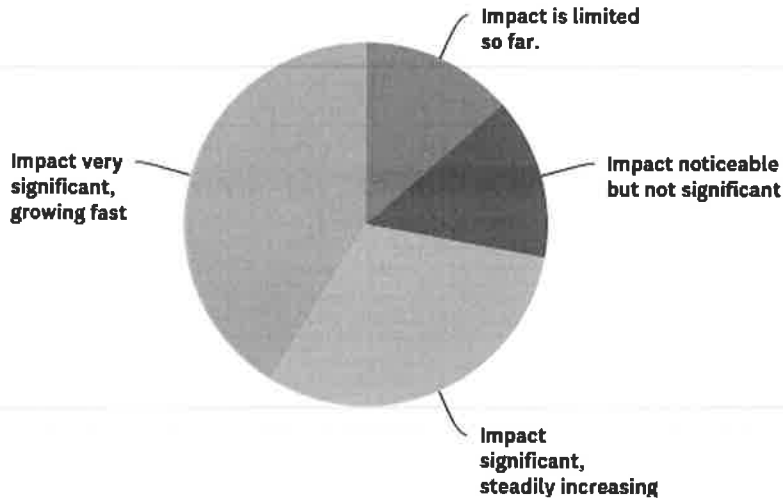
COVID-19 - SARNIA-LAMBTON BUSINESS IMPACT REPORT



Complete Responses: 104

Q1. Which of the following best describes the impact of COVID-19 on your business right now?

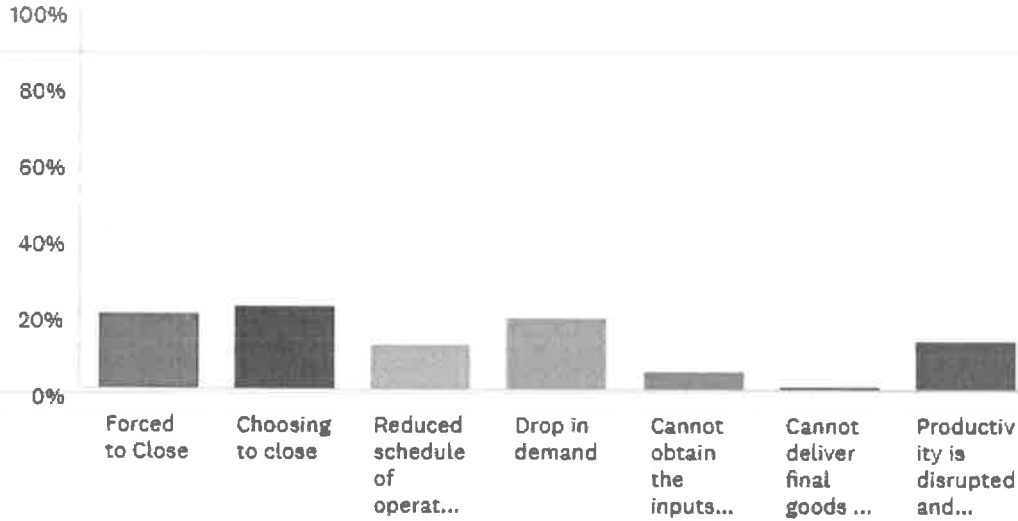
Answered: 104 Skipped: 0



ANSWER CHOICES	RESPONSES	
Impact is limited so far.	13.46%	14
Impact noticeable but not significant	14.42%	15
Impact significant, steadily increasing	30.77%	32
Impact very significant, growing fast	41.35%	43
TOTAL		104

Q2. If your business has been impacted, please share how?

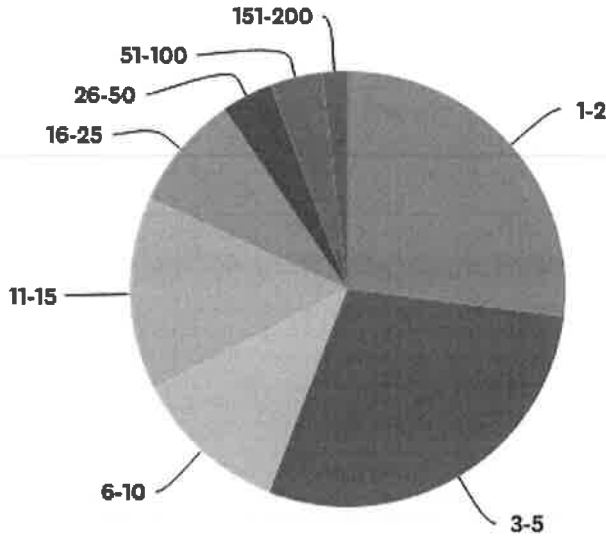
Answered: 101 Skipped: 3



ANSWER CHOICES	RESPONSES
Forced to Close	19.80% 20
Choosing to close	21.78% 22
Reduced schedule of operations	11.88% 12
Drop in demand	18.81% 19
Cannot obtain the inputs needed to conduct the business	4.95% 5
Cannot deliver final goods to customers because of disruption in shipping	0.99% 1
Productivity is disrupted and staffing challenges	12.87% 13
TOTAL	101

Q3. How many employees work at your company?

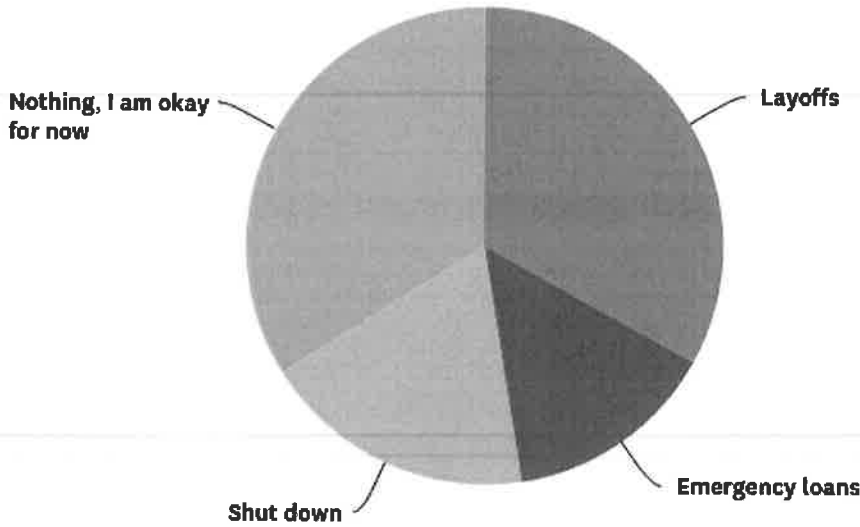
Answered: 104 Skipped: 0



ANSWER CHOICES	RESPONSES	
1-2	26.92%	28
3-5	28.85%	30
6-10	11.54%	12
11-15	14.42%	15
16-25	8.65%	9
26-50	3.85%	4
51-100	3.85%	4
101-150	0.00%	0
151-200	1.92%	2
TOTAL		104

Q4. What measures are you going to need to take to address your business shortages in the short term?

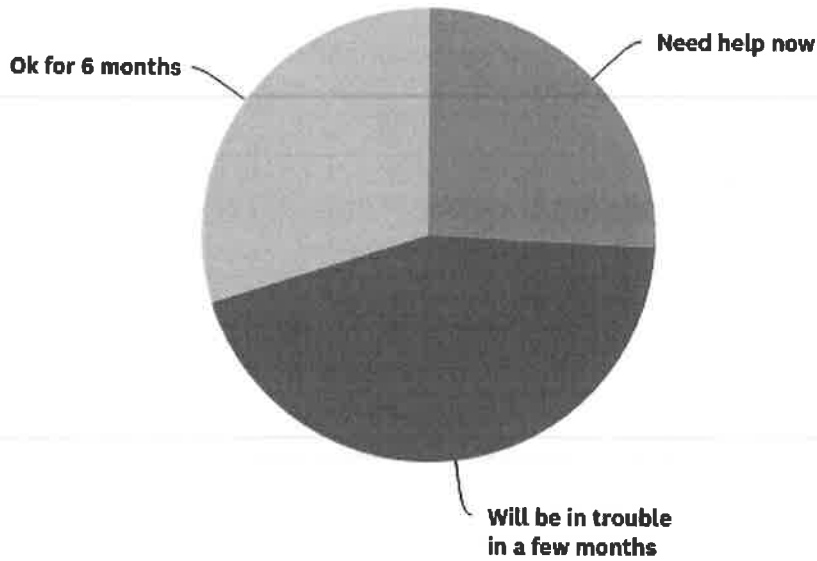
Answered: 104 Skipped: 0



ANSWER CHOICES	RESPONSES	
Layoffs	30.77%	32
Emergency loans	13.46%	14
Shut down	17.31%	18
Nothing, I am okay for now	31.73%	33
TOTAL		104

Q5. If you have completed a cash flow projection for the next 6 months, what best describes your situation?

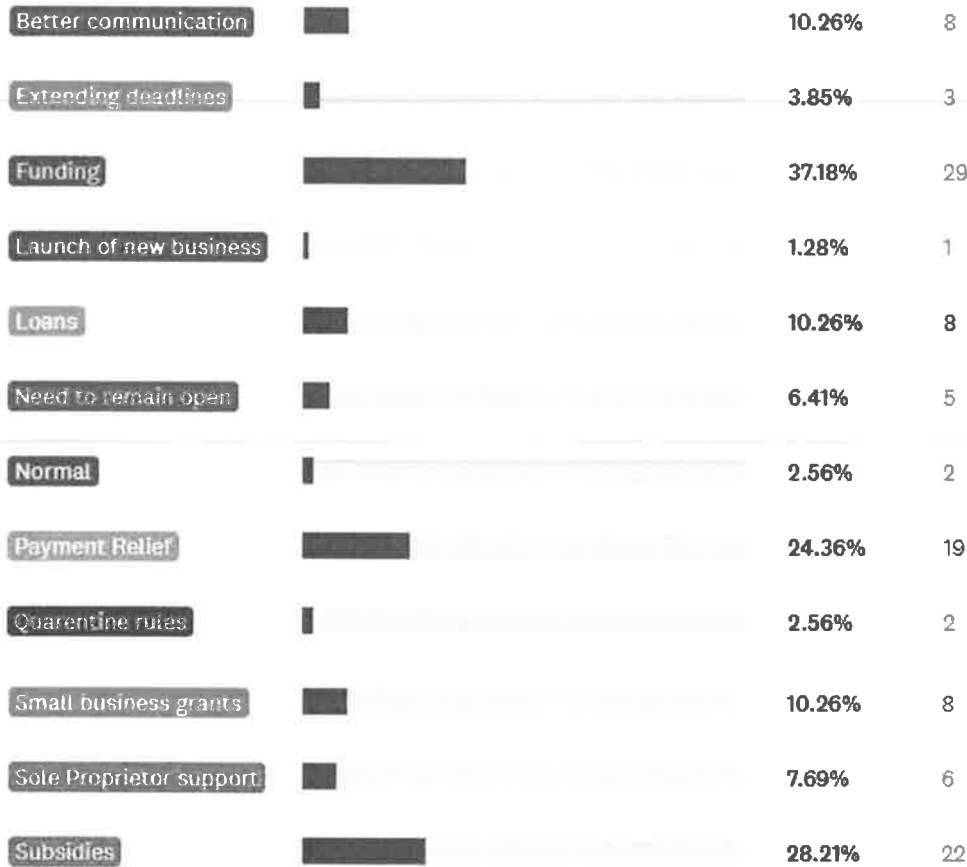
Answered: 100 Skipped: 4



ANSWER CHOICES	RESPONSES	
Need help now	25.00%	25
Will be in trouble in a few months	43.00%	43
Ok for 6 months	29.00%	29
TOTAL		100

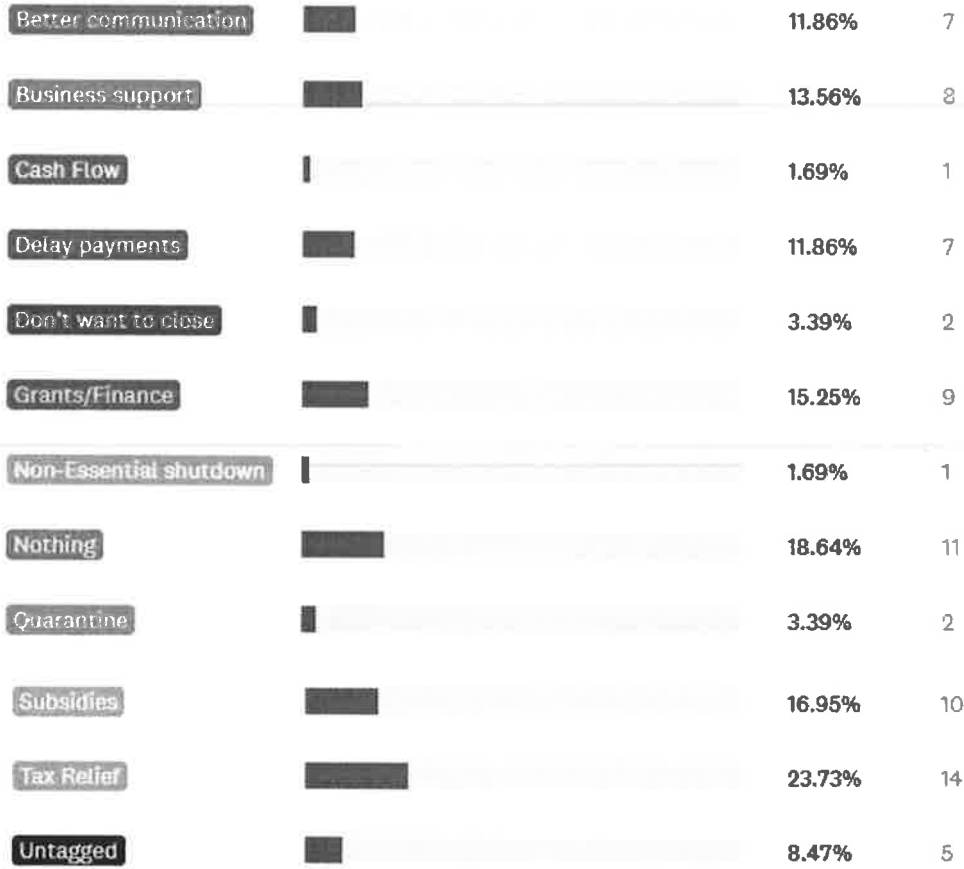
Q6. What do you need help from your federal and provincial governments right now?

Answered: 78 Skipped: 26



Q7. What help do you need from your municipal government right now?

Answered: 59 Skipped: 45



Q8. Any other comments

Answered: 34 Skipped: 70

#	RESPONSES
1	Economic disaster how the world will call recover will never know
2	I hope that we will still be able to apply for the Company Starter First Grant through the SLEP. We have been working hard to submit a proposal for the April deadline.
3	If campers cannot come to our park they would expect a refund in their lot fees. That we cannot afford, therefore, financial assistance will be required.
4	-no monies coming in therefore none going out.
5	Thank you
6	Ways to share information to people Income levels are non-existent in our areas, toys, gift items, etc. are non-essential so inventory is going to be difficult to move.
7	People have to understand that just because one feels OK, does NOT mean that they are. The Virus incubates in the body for 7-14 days. Some surfaces can maintain the Virus for Days. It is very likely a healthy person only contacts the virus when they are heading back...the Airport, on the Plane, Ferry, or whatever.
8	Just heard that Doug Ford announced all non-essential businesses are asked to be closed effective this Tuesday mid-night. Therefore, all business and employees will be affected now.
9	No money
10	The information that we are getting is not helpful. Everyone believes they can be laid off now and receive EI right now, but that is not true. We need true facts on how to keep our people employed and money coming in so we can pay them.
11	Small cottage rental business my husband and I own. No requests for summer rental cancellation so far
12	I wish everyone good health and safety during this difficult time.
13	Vendors and shoppers need to get back to normal or we as a country if not globally, will all be bankrupt.
14	Where do I find out if we are an essential service or not?
15	It is nice to see people all looking out for each other.... in my world.
16	I am fully cooperative, understand the severity. But it's very troubling as a small business and my only income
17	We are a retirement home, most residents on fixed income so minimal exposure to stock market. However, we do have some tenants that live in houses who will be impacted. Expecting more admissions to the home due to overflow at the hospital. We are enacting major measures to keep our staff healthy (we have identified them as biggest risk to transmitting virus since we are on lockdown) and our facility sanitary. Very important as all of our residents are vulnerable.
18	We're concerned. We've been paying staff that are currently off work but cannot afford to do that long term and we don't have time to spend hours on the phone trying to get through to apply for assistance if it's necessary. When both spouses are entrepreneurs there is no safety net of a secure second income. We do have contingency plans in place but this is something more impactful/challenging than we planned for.
19	Disappointing those Insurance companies are now denying claims for loss of income.
20	Our business relies on people going on vacations and leaving their dogs with us. When vacations are canceled we lose revenue. All vacations are now canceled and we have no income. We have no other income stream. We need help now.
21	Stress to Provincial and Federal Governments that support for businesses will need to be in place for a long time, not just a few weeks.
22	Wave Sarnia Chamber of Commerce fees until we are through this.

COVID-19 BUSINESS IMPACT SURVEY REPORT

23	Help businesses financially please
24	Our business has been impacted by most of the items in Question #2 - doesn't show the full Impact when I can only choose one.
25	As time goes on I expect challenges in supply chain aspects of business. Not just getting materials, or shipping product, but understanding the capabilities and capacities of our collaborating companies.
26	Have not heard of any government layoffs yet. They are all still being paid. This is blown way out of proportion
27	Feeling devastated due to circumstances beyond my control
28	N/A
29	Take lead from California , 30 day lock down
30	Hard to ask question until we see what future impact of the virus has and how long before we can get back to work
31	Our company is virtual and only 2 in management, but our 12 facilitators will be desperate in a few months if they cannot return to face-to-face work. All are self-employed and will need financial aid after 2-3 months.
32	At this time it is hard to really gauge the impact of both the economic slowdown, loss of wages, psychological impacts on staff and customers as well as supply chain issues.
33	Small business suffering and looking bleak to re-open if no assistance comes
34	We are a small, fairly new training company. We were making just enough to survive off. All training has been cancelled, in a short time we will be in very bad shape.

MEDIA RELEASE

For Immediate Release

E-Commerce assessment offered to support businesses

March 31, 2020

The Sarnia-Lambton Economic Partnership is launching a new program to help local businesses begin or expand online sales.

Through the new program, small businesses will receive a one-hour e-commerce consultation at no charge. The priority focus area is to educate businesses about their options to expand or develop an e-commerce website including such features as an online shopping cart and checkout.

“This program is designed to encourage businesses to consider innovative solutions to generate sales of goods and services in these uncertain times,” said Sarnia-Lambton Economic Partnership CEO, Stephen Thompson. This program will help businesses learn where to start in developing or enhancing an online marketplace.

Our team will provide useful tips and tricks that a business can consider implementing themselves or outsource to a digital marketing company that can work start-to-finish to build a robust e-commerce solution. There are a number of excellent companies in the Sarnia-Lambton area that specialize in offering these services.

Interested businesses are encouraged to contact the Sarnia-Lambton Economic Partnership at 519-332-1820. Businesses will complete an intake assessment with a member of our Economic Development Team and then be provided with available dates and times for a one-hour phone consultation with the e-commerce support program.

“This program will have the ability to help a wide variety of businesses in both the retail and service sectors,” added Thompson. “Innovative business practices that companies adopt in these difficult times will continue to serve those businesses moving forward. We are pleased to help provide business continuity options and resources for those that make up the backbone of our economy.”

More information on COVID-19 Resources for Businesses can be found by clicking [HERE](#), while a COVID-19 Resources for Businesses F.A.Q. can be found [HERE](#).

-30-

Sign up for daily email updates as COVID-19 related business programs are launched by clicking [HERE](#).

For Media Inquiries:

Shaun Bisson
 Marketing & Events Coordinator
 Sarnia-Lambton Economic Partnership
 519-332-1820
shaun@sarnialambton.on.ca



Office of the Chief Administrative Officer
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 Highlights - Special Meeting

Wednesday, April 1, 2020

Wyoming, ON – In a special meeting on Wednesday, April 1, Lambton County Council:

- Amended the Committee and Council Procedures By-Law to allow for virtual meetings
- Received an update from Dr. Sudit Ranade, Medical Officer of Health for the County of Lambton, and a message from Lambton County Warden Bill Weber regarding the current COVID-19 situation in Lambton County.

Lambton County Council is scheduled to next meet in open session on Wednesday, May 6, 2020. This meeting will be held virtually, and live streamed for public viewing.

-30-

Please contact:

Lisa Brown

Communications & Marketing Coordinator

County of Lambton

519-845-0809 ext. 5214

lisa.brown@county-lambton.on.ca

Ontario Enacts Declaration of Emergency to Protect the Public*Significantly Enhanced Measures will Help Contain Spread of COVID-19*

March 17, 2020 9:13 A.M.

TORONTO - Today, the Government of Ontario announced that it is taking decisive action by making an order declaring an emergency under s 7.0.1 (1) the *Emergency Management and Civil Protection Act*. In doing so, Ontario is using every power possible to continue to protect the health and safety of all individuals and families.

"We are facing an unprecedented time in our history," said Premier Ford. "This is a decision that was not made lightly. COVID-19 constitutes a danger of major proportions. We are taking this extraordinary measure because we must offer our full support and every power possible to help our health care sector fight the spread of COVID-19. The health and wellbeing of every Ontarian must be our number one priority."

As a result of this declaration and its associated orders, the following establishments are legally required to close immediately:

- All facilities providing indoor recreational programs;
- All public libraries;
- All private schools as defined in the *Education Act*;
- All licensed child care centres;
- All bars and restaurants, except to the extent that such facilities provide takeout food and delivery;
- All theatres including those offering live performances of music, dance, and other art forms, as well as cinemas that show movies; and
- Concert venues.

Further, all organized public events of over fifty people are also prohibited, including parades and events and communal services within places of worship. These orders were approved by the Lieutenant Governor in Council and will remain in place until March 31, 2020, at which point they will be reassessed and considered for extension, unless this order is terminated earlier.

"We are acting on the best advice of our Chief Medical Officer of Health and other leading public health officials across the province," said Christine Elliott, Deputy Premier and Minister of Health. "We know these measures will affect people's every day lives, but they are necessary to ensure that we can slow the spread of COVID-19 and protect our people."

We're working with all partners across the system, from public health to hospitals and community care, to do everything we can to contain this virus and ensure that the system is prepared to respond to any scenario."

"Our government is taking an important step to protect Ontarians by declaring a provincial emergency through the *Emergency Management and Civil Protection Act*, establishing Ontario's ability to quickly implement and enforce orders in the public interest," said Solicitor General Jones. "Our government will continue to respond to this outbreak by limiting the exposure of individuals to COVID-19 and ensure the health and well-being of all Ontarians."

Ontario is also investing up to \$304 million to enhance the province's response to COVID-19 by providing the following:

- **\$100 million for increased capacity in hospitals** to assist with the effective treatment of COVID-19 patients both in critical care and medicine beds.
- **\$50 million for more testing and screening through public health**, including additional funding to support extraordinary costs incurred to monitor, detect and contain COVID-19 in the province. This includes contact tracing, increased laboratory testing capacity and home testing.
- **\$50 million to further protect frontline workers, first responders and patients** by increasing the supply of personal protective equipment and other critical supplies and equipment to protect them.
- **\$25 million to support frontline workers** working in COVID-19 assessment centres, including the creation of a new fund to provide respite care, child care services and other supports as they are needed.
- **\$50 million for long-term care homes** to support 24/7 screening, additional staffing to support infection control and additional supplies.
- **\$20 million for residential facilities in developmental services, gender-based services and protective care for children and youth** to support additional staffing, respite for caregivers impacted by school closures, personal protective equipment and supplies and transportation costs to minimize client exposure and to support social distancing, as well as additional cleaning costs.
- **\$5 million to protect seniors in retirement homes** through increased infection control and active screening procedures.
- **\$4 million for Indigenous communities** to support transportation costs for health care professionals and the distribution of critical supplies.

QUICK FACTS

- The increased funding includes investments from Ontario's previously-announced COVID-19 Contingency Fund, as well as funding provided by the federal government.
- Coronaviruses are a large family of viruses that can cause illnesses ranging from the common cold to more serious respiratory infections like bronchitis, pneumonia or severe acute respiratory syndrome (SARS).
- There is no vaccine available to protect against the 2019 novel coronavirus, but there are everyday actions that can help prevent the spread of germs that cause respiratory illnesses. To find out more visit Ontario's [website](#).

LEARN MORE

- Visit Ontario's [website](#) to learn more about how the province continues to protect Ontarians from COVID-19.
- Learn about [travel advisories](#) related to the 2019 novel coronavirus.
- If you are a health care professional, learn how to protect yourself and your patients by reading our [guidance documents](#).
- **For public inquiries call ServiceOntario, INFOLine at 1-866-532-3161 (Toll-free in Ontario only)**

Ivana Yelich Premier's Office
Ivana.Yelich@ontario.ca
Hayley Chazan Premier's Office
Hayley.Chazan@ontario.ca

Available Online
Disponible en Français

Ministry of the Solicitor GeneralPublic Safety Division
Public Safety Training Division25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3Telephone: (416) 314-3377
Facsimile: (416) 314-4037**Ministère du Solliciteur général**Division de la sécurité publique
Division de la formation en matière
de sécurité publique25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Marc Bedard
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

SUBJECT: **Set Fines for Offences under the *Emergency Management and Civil Protection Act***

DATE OF ISSUE:	March 19, 2020
CLASSIFICATION:	For Action
RETENTION:	Indefinite
INDEX NO.:	20-0018
PRIORITY:	High

Further to All Chiefs Memo 20-0017, distributed March 18, 2020, I am writing to advise you that in addition to sharing the emergency declaration and emergency orders that were made under the *Emergency Management and Civil Protection Act* (EMCPA), they are posted online here:

Order in Council 518/2020:
<https://www.ontario.ca/orders-in-council/oc-5182020>

Order in Council 519/2020:
<https://www.ontario.ca/orders-in-council/oc-5192020>

Order in Council 520/2020:
<https://www.ontario.ca/orders-in-council/oc-5192020>

Further, I would like to provide you more information on the set fines for offences under the EMCPA.

-2-

The Chief Justice of the Ontario Court of Justice has ordered the following set fines for individuals:

Item	Offence	Section	Set Fine
1.	Fail to comply with an order made during a declared emergency	7.0.11 (1) (a)	\$750.00
2.	Obstruct any person exercising a power in accordance with an order made during a declared emergency	7.0.11 (1) (a)	\$1,000.00
3.	Obstruct any person performing a duty in accordance with an order made during a declared emergency	7.0.11 (1) (a)	\$1,000.00

Please note that section 7.0.11 (2) creates a separate offence on each day that any offence listed above occurs or continues.

The set fines can be found on the Ontario Court of Justice website at:

<https://www.ontariocourts.ca/ocj/how-do-i/set-fines/set-fines-i/schedule-4-0-1/>

Sincerely,



Marc Bedard
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

Ministry of Health

Office of Chief Medical Officer of
Health, Public Health
393 University Avenue, 21st Floor
Toronto ON M5G 2M2

Tel.: 416 212-3831

Fax: 416 325-8412

Ministère de la Santé

Bureau du médecin hygiéniste en
chef, santé publique
393 avenue University, 21^e étage
Toronto ON M5G 2M2

Tél. : 416 212-3831

Télééc. : 416 325-8412

March 25, 2020

MEMORANDUM TO: Employers – Non-Health Care

FROM: Dr. David Williams
Chief Medical Officer of Health
Ministry of Health

SUBJECT: Use of Masks for COVID-19

The ministry has fielded a number of inquiries in recent weeks regarding personal protective equipment and interest in guidance from the ministry for the protection of staff in non-health sector settings. The focus in particular has been our advice regarding masks.

We have been working closely with Public Health Ontario (PHO), who has been monitoring the scientific evidence since the emergence of the COVID-19 outbreak and has extensive expertise in this area. Their advice and evidence on this matter is clear: COVID-19 is a droplet/contact spread virus.

Based on the evidence, the ministry has issued a legally-binding directive from the Chief Medical Officer of Health under the *Health Protection and Promotion Act* to all health care settings. This directive specifies that surgical masks are to be worn by health workers for most patient care circumstances. The exception is for aerosol generating medical procedures (AGMPs) – a defined group of medical procedures performed on patients with suspected or confirmed COVID-19, where N95 respirators (a specific type of mask) are appropriate.

As per routine practices in health care, there are a number of controls that may be appropriate in certain circumstances, based on a risk assessment at each workplace. I would recommend the following be considered as measures that could be put in place before resorting to personal protective equipment in settings outside of health care:

- providing services virtually where possible or curtailing non-essential services;
- engineering controls, where operationally feasible (like plexiglass windows and barriers); and
- administrative controls (passive and active screening).

Only once these controls have been put in place would personal protective equipment be used, if necessary.

I continue to recommend physical distancing practices, wherever possible. Hand washing should be practiced at all times.

- 2 -

Mask use is generally not recommended for non-health workers. However, based on a risk assessment at each workplace setting, a surgical mask may be appropriate in circumstances where a worker may experience exposure (close contact within 2 meters) to potentially symptomatic persons. With the proper controls in place and the appropriate awareness, the use of masks in non-healthcare settings should be limited. Where warranted, mask usage should be subject to specific circumstances as informed by a work and/or workplace specific risk assessment

I particularly recommend that non-health workers do not wear N95 respirators, which are appropriate for a health care context involving AGMPs.

The ministry will continue to be available to provide any further advice that may be needed to support employees and the continuity of essential operations during this outbreak.

Sincerely,

Original signed by

Dr. David Williams, MD, MHSc, FRCPS
Chief Medical Officer of Health

Ministry of Finance
Office of the Minister

Ministère des Finances
Bureau du ministre



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400

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7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400

March 25, 2020

Dear Head of Council:

I want to take this opportunity to thank you for all the work you are doing as local leaders in protecting the health and well-being of your communities. I am also writing to provide an update on the government's plan to respond to COVID-19, and the actions that we will be taking to further protect Ontarians.

Today, I released *Ontario's Action Plan: Responding to COVID-19 (March 2020 Economic and Fiscal Update)*. The government's action plan is a first step in its response to COVID-19, and includes \$7 billion in additional resources for the health care system and direct support for people, jobs and employers. We will also make available \$10 billion in support for people and businesses through tax and other deferrals to improve their cash flow, protecting jobs and household budgets.

This \$17 billion response is a critical first step to ensure our health care system, communities and economy are positioned to weather the challenges ahead.

During this challenging time, I understand that municipal governments need to focus their attention on critical public health initiatives and other efforts to manage the local response to the COVID-19 outbreak.

The government has received input from municipal leaders, including AMO's president, that the reassessment should be delayed to provide much-needed stability to property owners and municipalities. That is why the government will also be postponing the property tax reassessment for 2021. This means that assessments for 2021 will continue to be based on the same valuation date that was in effect for 2020, providing stability for Ontario's property taxpayers and municipalities.

The Province recognizes that many residents and businesses are facing challenges in making their scheduled property tax payments. I understand that many municipalities are considering or have already announced plans to allow their residents and businesses to defer their property tax payments.

.../cont'd

- 2 -

In order to support and encourage these actions, the government is deferring the property tax payments that municipalities make to school boards by 90 days. This is consistent with requests that we have heard from a number of municipalities.

Deferring the upcoming quarterly (June 30) municipal remittance of education property tax to school boards by 90 days will provide municipalities the flexibility to, in turn, provide over \$1.8 billion in property tax deferrals to residents and businesses. In addition, the government is also deferring the following quarterly (September 30) municipal remittance of education property tax to school boards by 90 days.

As we work with our municipal partners to help stop the spread of COVID-19, we are providing nearly \$250 million of direct support that will assist municipalities in their efforts.

Further details on the property tax measures noted above will be provided to your municipal treasurers shortly through a letter from Allan Doheny, Assistant Deputy Minister, Provincial Local Finance Division.

The government is taking steps to lessen the burden for families, businesses and communities. I look forward to continuing to work in partnership with municipalities as we enhance our efforts to contain the spread of COVID-19, protect public health, support Ontario businesses and to weather the challenges ahead.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rod Phillips', with a long, sweeping underline that extends to the right.

Rod Phillips
Minister of Finance

- c: The Honourable Steve Clark, Minister, Ministry of Municipal Affairs and Housing
Greg Orencsak, Deputy Minister, Ministry of Finance
Kate Manson-Smith, Deputy Minister, Ministry of Municipal Affairs and Housing
Allan Doheny, Assistant Deputy Minister, Provincial-Local Finance Division,
Ministry of Finance

Solicitor General

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Solliciteur général

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**Ministry of Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
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 Tel.: 416 585-7000

**Ministère des Affaires municipales
et du Logement**

Bureau du ministre

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

March 27, 2020

Dear Head of Council:

On March 17, 2020, our government declared a provincial emergency through the authority granted under the *Emergency Management and Civil Protection Act* (EMCPA). Since this declaration, several emergency orders have been made under the Act to contain the spread of COVID-19 and to ensure that essential services continue to be provided and Ontarians are supported. To view Emergency Orders made by the government in response to COVID-19, please visit our ministry's Emergency Information webpage at: ontario.ca/alert.

Previously, only police officers and constables who have been appointed under an Act have the ability to enforce orders made under the EMCPA. Due to COVID-19, police resources are being stretched and police services have made requests to have other enforcement personnel assist with enforcing the emergency orders being made by the province.

As a result, our government signed a ministerial designation under the *Provincial Offences Act* to authorize the following personnel to enforce EMCPA orders:

- All persons or classes of persons designated in writing by a minister of the Crown as provincial offences officers, notwithstanding the offence or class of offences of that designation;
- All municipal law enforcement officers referred to in subsection 101 (4) of the *Municipal Act, 2001*, or in subsection 79 (1) of the *City of Toronto Act, 2006*;
- All by-law enforcement officers of any municipality, or of any local board of any municipality; and
- All officers, employees or agents of any municipality or of any local board of any municipality whose responsibilities include the enforcement of a by-law, an Act or a regulation under an Act.

.../2

Head of Council
Page 2

No further provincial approvals or authorizations are needed for municipal law enforcement officers to enforce orders under the EMCPA. Municipalities are not required to, but may wish to consider whether, and how, to provide direction to their municipal law enforcement officers about the exercise of these powers (e.g., policies or by-laws regarding which officers are best positioned to exercise these powers given their existing training, knowledge and resources).

Municipalities should continue to consider the severity of each infraction in relation to the potential risk to public health and the spread of COVID-19 when taking enforcement action. Consistent with existing enforcement approaches, consideration should continue to be given to taking a graduated approach to compliance. This could include providing educational messaging or warnings to members of the public around the emergency orders and, if compliance is not obtained, the issuance of a ticket under the *Provincial Offences Act* or a summons under Part 3 of the Act.

To assist enforcement personnel, we are also establishing a dedicated 1-800 line to respond to questions related to enforcing these orders. This telephone number will be available to enforcement personnel and will not be for the general public. We will follow up with more information once the dedicated line is established.

Finally, to further support the implementation of this change, please see enclosed Frequently Asked Questions that can be shared with your enforcement staff. As specific operational questions arise please contact Zinzi De Silva, Standards Research Analyst with the Public Safety Division of the Ministry of the Solicitor General at 416-314-3079 or Zinzi.DeSilva@ontario.ca for guidance as necessary.

Thank you for your continued cooperation on this matter.

Sincerely,



Sylvia Jones
Solicitor General



Steve Clark
Minister of Municipal Affairs and Housing

Enclosure

c: Chief Administrative Officers
Municipal Clerks

Qs and As for Enforcement Personnel
March 27, 2020

General Questions

1. **Are provincial offences officers and municipal law enforcement officers required to enforce emergency orders?**

The changes we are making do not require the use of provincial offences or municipal law enforcement officers to enforce emergency orders. It does provide the flexibility should there be a ministry or local need to increase enforcement.

2. **What emergency orders are provincial offences officers and municipal law enforcement officers authorized to enforce?**

Provincial offences officers and municipal law enforcement officers are now authorized to enforce all emergency orders made under the *Emergency Management and Civil Protection Act* (EMCPA).

3. **Who should officers contact for urgent matters?**

During the emergency declaration, if circumstances arise where a case under the EMCPA requires urgent attention, the prosecutor may work with the criminal court trial coordinator to bring the matter to the Local Administrative Judge or Regional Senior Judge for direction and potential scheduling.

Please contact Director of Crown Operations, Fred Braley, fred.braley@ontario.ca
416-553-1478.

Available Charges

4. **Is It an offence to fail to comply with an emergency order?**

Yes. It is an offence to fail to comply with an emergency order, or to obstruct any person acting pursuant to such an order.

The maximum punishment is one-year imprisonment or a fine of up to \$100,000 for an individual, \$500,000 for a director of a corporation, or \$10,000,000 for a corporation itself (EMCPA, s. 7.0.11(1)). If the defendant gained a financial benefit from their violation of an emergency order, the court may increase the maximum fine to match the benefit the defendant received (EMCPA, s. 7.0.11(3)).

Where violations occur on different dates, s.7.0.11(2) allows for a separate charge to be laid for each day an offence occurs or continues.

5. **What offences can be laid against persons and businesses who are found in violation of an order during a declared emergency?**

Officers have discretion to charge under Part I (Certificate of Offence) or Part III (Information). The following offences are available under the EMCPA for violations of Ontario's declaration of emergency.

- (1) Fail to comply with an order made during a declared emergency, contrary to section 7.0.11(1) of the EMCPA.
- (2) Obstruct any person exercising a power in accordance with an order made during a declared emergency, contrary to section 7.0.11(1) of the EMCPA.
- (3) Obstruct any person performing a duty in accordance with an order made during a declared emergency, contrary to section 7.0.11(1) of the EMCPA.

The limitation periods that normally apply under the *Provincial Offences Act* (POA) (whether Part I, II or III), have been suspended pursuant to an Order by the Ontario government under s. 7.1 of the EMCPA. The suspension is retroactive to Monday, March 16, 2020.

As a result of this suspension, Justices of the Peace are no longer receiving Part III Informations and municipal courts are no longer accepting the filing of Certificates of Offences.

Proceedings may be initiated once the declaration of provincial emergency is lifted by the provincial government. Once the declaration of provincial emergency is over, and normal court operations resume, these matters will be scheduled and heard in the POA courts in the ordinary course.

Bars and Other Public Establishments in Violation of the Declaration of Provincial Emergency

6. What can we do if a bar is open in contravention of Ontario Regulation 51/20?

The following potential charges are available:

1. An individual patron could be charged either under Part I or Part III of the POA, with the offence of Fail to Comply with an order made during a declared emergency contrary to section 7.0.11(1)(a) of the EMCPA:

- If charged under Part I of the POA, a \$750.00 set fine applies
- If charged under Part III of the POA, a fine of not more than \$100,000 and a term of imprisonment of not more than one year could be imposed

2. An individual who is a director or officer of the corporate entity could be charged under Part I or Part III of the POA, with the offence of Fail to Comply with an order made during a declared emergency contrary to section 7.0.11(1)(b) of the EMCPA:

- If charged under Part I of the POA, a \$750.00 set fine applies
- If charged under Part III of the POA, a fine of not more than \$500,000 and a term of imprisonment of not more than one year could be imposed

3. The corporate entity could be charged under Part I or Part III of the POA, with the offence of Fail to Comply with an order made during a declared emergency contrary to section 7.0.11(c) of the EMCPA:

- If charged under Part I of the POA, a \$750.00 set fine applies

- If charged under Part III of the POA, a fine of not more than \$10,000,000 applies

Under this scenario, an officer could proceed under Part I of the POA in respect of the “individual” (the patron) and Part III in respect of the “individual who is a director or officer of the corporate entity” and the corporate entity.

Powers of Arrest

7. **Can provincial offences officers or municipal law enforcement officers arrest individuals for violations of the EMCPA?**

No. The EMCPA does not include any arrest provisions for provincial offences officers or municipal law enforcement officers.

8. **When can officers rely on the Criminal Code for individuals who refuse to comply with an emergency order?**

Officers should first seek voluntary compliance with emergency orders. Officers should make it clear that people are required to comply with the orders and that failure to comply is an offence under s. 7.0.11 of the EMCPA.

If people refuse to comply and follow the officer's commands, officers can rely on s. 129 of the *Criminal Code*, which makes it any offence to resist or wilfully obstruct a public officer or peace officer in the execution of their duty. The *Criminal Code* sets out the powers of arrest and abilities to identify people.

9. **What if a business that has been ordered to close, refuses to close and people continue to gather inside?**

Officers may rely on ancillary powers to order that people leave a business and prevent others from entering. The basis is that the people are committing an offence by violating the emergency order. The intrusions on liberty are acceptable as reasonably necessary for the police to fulfill their duties. The police focus must be on removing people to the extent necessary for public health reasons, such as the need for people to maintain 6 feet of distance. For example, if the owner of a business is inside, and is committing an offence of failing to comply with an order during a declared emergency, but through police intervention, no customers or workers are allowed to enter, then recourse to ancillary powers would likely not be available to justify further intervention.

Officers have ancillary powers under the common law that are available where: (1) the officer's conduct falls within their general duties; and (2) the officer's conduct is reasonably necessary.

As the province has declared an emergency and has made certain orders as a result, the police are acting in the course of their duties to preserve the peace, protect the public, and save lives. These are the “principal duties” of the police at common law. As for the officer's conduct being reasonably necessary, this depends on what the officer seeks to do. The goal of the emergency orders is to keep people apart to combat the spread of COVID-19. The police duty is extremely important; interference of liberty will be necessary.

10. How can individuals be removed from locations they are not allowed to be in?

If people are congregating in public areas or businesses in violation of emergency orders, they may be trespassing. The common law arguably permits officers to use force to remove individuals illegally congregating in public areas or in businesses in violation of emergency orders. This same power may be used to remove trespassers provided that the trespasser has first been asked to leave and was afforded a reasonable opportunity to do so before they were removed. In addition, the officer must ensure that they have authority from the occupier to remove the trespasser, unless the occupier is also in breach of the emergency order.

11. What search powers are available for violations of the EMCPA?

If a business is operating in contravention of the emergency orders issued, there is no statutory authority to search the premises or forcibly enter absent a warrant.

Police can rely on their common law ancillary powers to enter premises if the entry is necessary as an emergency response to a pressing and clear health concern (e.g., extreme violations of the emergency order such as a COVID-19 party of a hundred people). This is akin to the police authority to enter residences when responding to 911 calls in order to locate the person under distress and offer aid as necessary. Officers also can search the home in the name of responding to that same imminent threat to public safety and seize illegal items found in plain view (e.g. guns, drugs). Caution must be exercised to ensure that the entry is for public safety purposes under the EMCPA, and not some other purpose such as a criminal investigation.

12. Who will prosecute EMCPA charges?

The prosecution of all charges laid alleging violations of the EMCPA will fall to the Criminal Law Division of the Ministry of the Attorney General. Any questions regarding prosecutions of these offences should be directed to Director of Crown Operations, Fred Braley, fred.braley@ontario.ca 416-553-1478.


Ministry of Health

Office of Chief Medical Officer of
Health, Public Health
393 University Avenue, 21st Floor
Toronto ON M5G 2M2

Tel.: 416 212-3831
Fax: 416 325-8412

Ministère de la Santé

Bureau du médecin hygiéniste
en chef, santé publique
393 avenue University, 21^e
étage
Toronto ON M5G 2M2

Tél. : 416 212-3831
Télééc. :416 325-8412

April 2, 2020

MEMORANDUM

TO: Board of Health Chairs
Medical Officers of Health
President, Association of Local Public Health Agencies

RE: Emergency Order to Support Public Health Units with Human Resource Capacity

The government has enacted a new Emergency Order (EO) under Section 7.0.2 (4) of the *Emergency Management and Civil Protection Act* (EMCPA) to enhance public health human resources capacity specific to COVID-19. This order is valid for 14 days unless revoked or renewed in accordance with the EMCPA.

The temporary EO gives boards of health the authority and flexibility to make human resource decisions as necessary to respond to, prevent, and alleviate the outbreak of COVID-19, despite any collective agreements in place.

The order includes authority for measures such as: redeploying staff within different locations of the public health unit; employing extra part-time staff, other temporary staff, or contractors, including for the purposes of performing bargaining unit work; and using volunteers to perform work, including to perform bargaining unit work.

The EO can be found here:

- EN: <https://www.ontario.ca/laws/regulation/r20116>
- FR: <https://www.ontario.ca/fr/lois/reglement/r20116>

The order is intended to support adequate resourcing of public health units to respond to COVID-19, by expanding capacity urgently to implement critical public health functions, such as case and contact management.

As the emergency measures in question may involve the temporary suspension of terms set out in your collective agreements, I strongly recommend that you engage in good faith with your bargaining agents in conjunction with the measures. If feasible, engagement could

- 2 -

include advance notice to and consultation with bargaining agents. If advance notice and/or consultation is not feasible in your particular circumstances, bargaining agents should be provided with notice upon adoption of the measures and should be informed that you seek to maintain a dialogue with them for their input and feedback with respect to the measures for your consideration in good faith in so far as the exigencies of the situation permit.

Please contact Chris Harold, A/Manager, Integrated Strategy and Policy Coordination, at chris.harold@ontario.ca or Colleen Kiel, Director, Strategy and Planning at colleen.kiel@ontario.ca if you have any questions or would like additional guidance on implementation of the measures in this order.

The public health sector is undertaking incredible efforts to respond to this emergency in Ontario. Thank you for your action and commitment.

Yours truly,



David C. Williams, MD, MHSc, FRCPC
Chief Medical Officer of Health

cc: Alison Blair, Assistant Deputy Minister, Emergency Health Services and Public Health
Modernization Lead
Association of Municipalities of Ontario
Chief Administrative Officers and Clerks of Ontario's 444 municipalities

**Board of Directors Meeting Highlights
Held on March 26, 2020 at 8:30 AM
at the Material Recovery Facility Board Room**



COVID-19 Update

As of Friday March 20, 2020, the Association is still in the preparedness stage, the first stage of a four stages contingency plan. For the most part, it is business as usual.

Areas affected as a result of the pandemic are as follows:

- 1) We have temporarily stopped all waste auditing functions including bin inspections.

The situation remains very fluid with changes on a daily basis. We currently have 6 employees in self-isolation and none have exhibited any symptoms.

The New England Journal of Medicine has published research on the life of the virus on surfaces. It has determined that the virus is detectable in very low levels or completely undetectable after:

Material	Half Life	Low to Undetectable
Cardboard	1.2 hours	24 hours
Stainless Steel	5.6 hours	48 hours
Copper	1.2 hours	4 hours
Plastic	6.8 hours	72 Hours

According to the U.S. Centers for Disease Control and Prevention (CDC), risk of catching COVID-19 is higher for people who are in close contact with someone who already has the disease. The virus is

thought to spread mainly through respiratory droplets (not truly airborne) produced when an infected person coughs or sneezes. While it also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, this is not thought to be the main way the virus spreads. OSHA states that without sustained human-to-human transmission, most American workers are not at significant risk of infection.

Management of waste that is suspected or known to contain or be contaminated with COVID-19 does not require additional precautions beyond those normally used to protect workers in the solid waste sector. Use typical engineering and administrative controls, safe work practices, and PPE, such as puncture-resistant gloves and face and eye protection, to prevent worker exposure.

Certain supplies such as masks and disinfectants are not available or running low.

Shipment of recyclables to end markets continues but getting haulers is becoming more difficult. Shipments over long distances is very difficult. Some drivers are concerned that if they cross the border they will not be allowed in or if they get sick they will have no coverage. Other issues affecting all haulers are lack of basic needs. With all the restaurants closed, haulers have no where to stop to eat as walk ups are being refused at the drive throughs. Even more basic is the lack of access to washroom facilities. This is affecting our drivers as well. Without getting into any details, our female drivers are especially affected by this problem. We would ask our members to point us to locations within their municipality where they may be accommodated.

Stay safe and regardless of specific exposure risks, it is always a good practice to:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol. Always wash hands that are visibly soiled.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Avoid close contact with people who are sick.

U.S.-Canada Land Border

Canada's federal Minister of Transport has stated that truck drivers, train and air crews and others whose professions require cross-border travel to the U.S. in order to maintain trade and deliver essential products will be exempted from the condition to self-isolate as the government attempts to limit the spread of coronavirus. OWMA is working with the Canadian Trucking Alliance, the Ontario Trucking Association and the Association of Canadian Manufacturers and Exporters on any cross-border issues arising from COVID-19.

Waste Disposal Contingency Plan

OWMA has recommended that the Government of Ontario present a **Provincial Contingency Plan** to respond to U.S. border disruptions or closures, which may prevent the export of solid waste for disposal in U.S. landfill sites. The contingency plan will provide for the temporary modification of Certificates of Approval governing the operation of Ontario waste management facilities.

If you are facing any waste management-related issues or challenges, please let us know and we will work with the Ministry of Environment and/or other agencies to resolve your concern. The government is still working during this crisis.

Ontario Enacts Declaration of Emergency to Protect the Public

As of March 17, 2020, the Government of Ontario has declared a state of emergency in the province.

Closures of the following will be legally required:

- | | | |
|--------------------------------|-------------------|------------------------------|
| • Indoor recreation facilities | • Private schools | • All bars and restaurants, |
| • Public libraries | • Theatres | excepting those that provide |
| • Child care facilities | • Concert Venues | takeout or delivery options |

All organized public events of over 50 people are prohibited, including parades, events and communal services within places of worship.

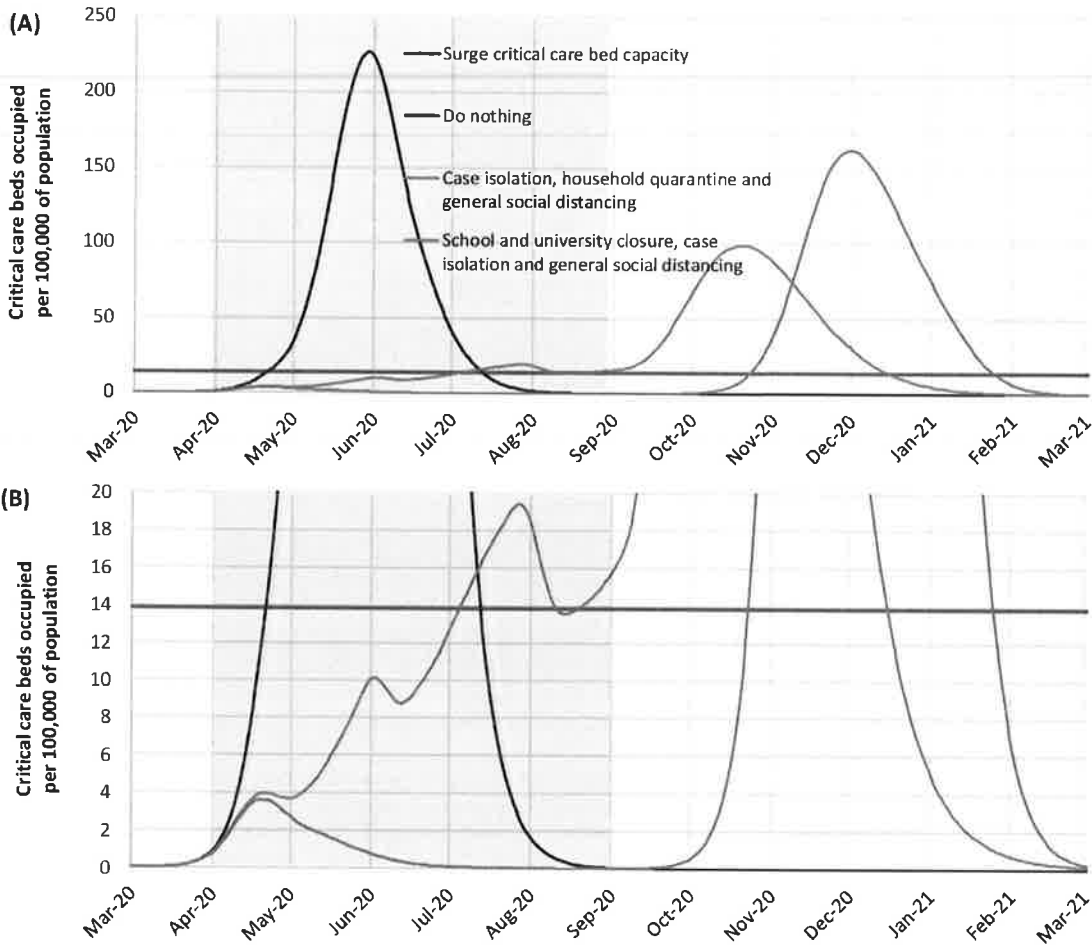
These measures will remain in place until March 31, 2020 unless terminated earlier.

[Ontario.ca/coronavirus](https://ontario.ca/coronavirus)

Ontario 

Projecting Duration of the Pandemic

The Imperial College of London COVID-19 Response Team has produced an exceptionally good model that suggests an August end to the 1st wave and a November start to a second wave.



Suppression strategy scenarios for US showing ICU bed requirements. The black line shows the unmitigated epidemic. Green shows a suppression strategy incorporating closure of schools and universities, case isolation and population-wide social distancing beginning in late March 2020. The orange line shows a containment strategy incorporating case isolation, household quarantine and population-wide social distancing. The red line is the estimated surge ICU bed capacity in US. The blue shading shows the 5-month period in which these interventions are assumed to remain in place. (B) shows the same data as in panel (A) but zoomed in on the lower levels of the graph.

Adding household quarantine to case isolation and social distancing is the next best option, although we predict that there is a risk that surge capacity may be exceeded under this policy option. Combining all four interventions (social distancing of the entire population, case isolation, household quarantine and school and university closure) is predicted to have the largest impact, short of a complete lockdown which additionally prevents people going to work.

Once interventions are relaxed (from September onwards), infections begin to rise, resulting in a predicted peak epidemic later in the year in the absence of vaccination, due to lesser build-up of herd immunity.

Status of the Outbreak at a Glance

On December 31, 2019, the World Health Organization was alerted to several cases of pneumonia in Wuhan, China. The virus did not match any other known virus.

On January 7, 2020, China confirmed COVID-19.

On January 25, 2020, Canada confirms its first case of COVID-19 related to travel in Wuhan, China.

On February 20, 2020, Canada confirms its first case related to travel outside mainland China.

On March 9, 2020, Canada confirms its first death related to COVID-19.

On March 11, 2020, the World Health Organization declares the global outbreak of COVID-19 a pandemic.

311 The number of confirmed cases in Ontario as of March 21.

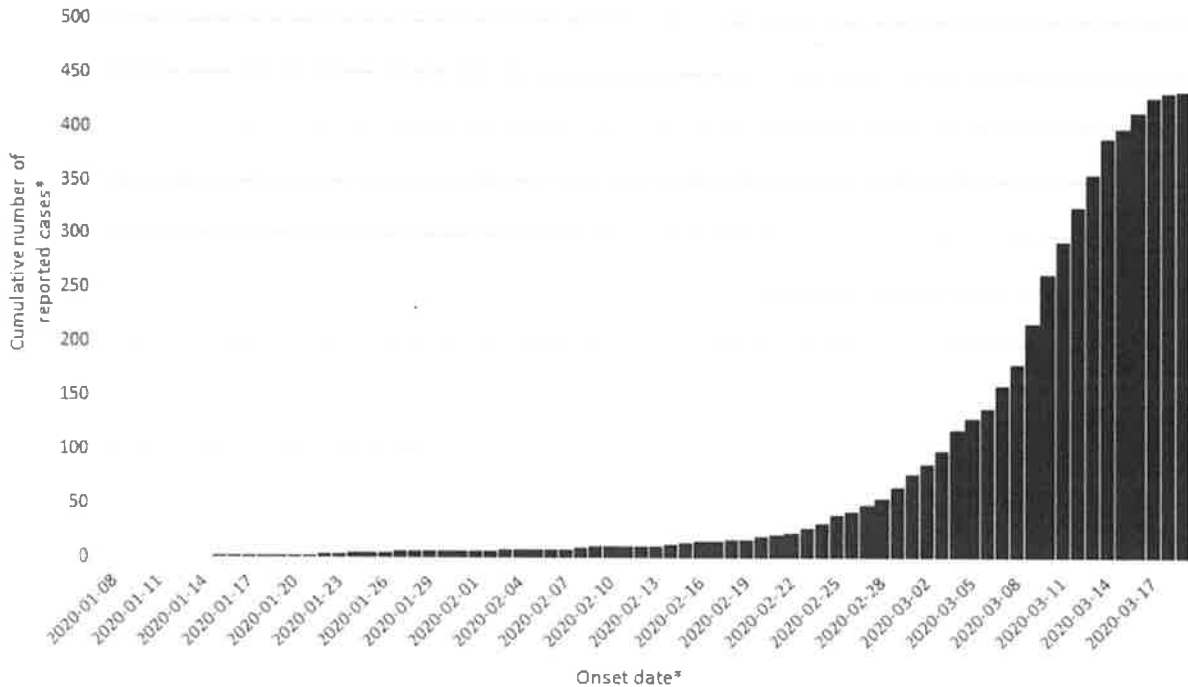
2 The number of fatality in Ontario as of March 21.

64% of those infected travelled or were in close contact with a traveler.

National Microbiology Laboratory's summary of people tested in Canada as of March 20, 2020 at 7:00 pm EDT

Total number of patients tested in Canada	Total positive	Total negative
76,814	975	65,673

Figure 2. Cumulative COVID-19 cases (n=434 ¹) in Canada by date of symptom onset ² as of March 20, 2020, 8:30 AM EST.



Nutrient Management General Regulation Amendment Proposal

The province is committed to cutting red tape and reducing regulatory burden for all businesses, to lower business operating costs and improve Ontario's competitiveness while continuing to protect the environment. Reducing burden on farmers is a critical part of ensuring rural Ontario is economically vibrant and competitive. As part of this effort, the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Ministry of Environment, Conservation and Parks (MECP) are proposing changes to regulations under the Nutrient Management Act, 2002 to reduce burden and ensure requirements are outcome-focused and evidence-based.

In this proposal, the province is considering changes to the General Regulation (O. Reg. 267/03 – General) to create more opportunities for agricultural producers to process manure and other agricultural source materials in on-farm Regulated Mixed Anaerobic Digestion Facilities (RMADFs) and enable the production of renewable natural gas. These changes have the benefits of:

- Increased opportunities for management of food and organic waste in the circular food economy;
- Increased production of renewable natural gas in Ontario; and
- Increased economic development opportunities for the agri-food sector.

The proposed changes maintain environmental protections and provide more opportunities to process manure and other agricultural materials in anaerobic digesters on farms (RMADFs) and return nutrients and organic matter from the anaerobic digestion output (digestate) to the soil.

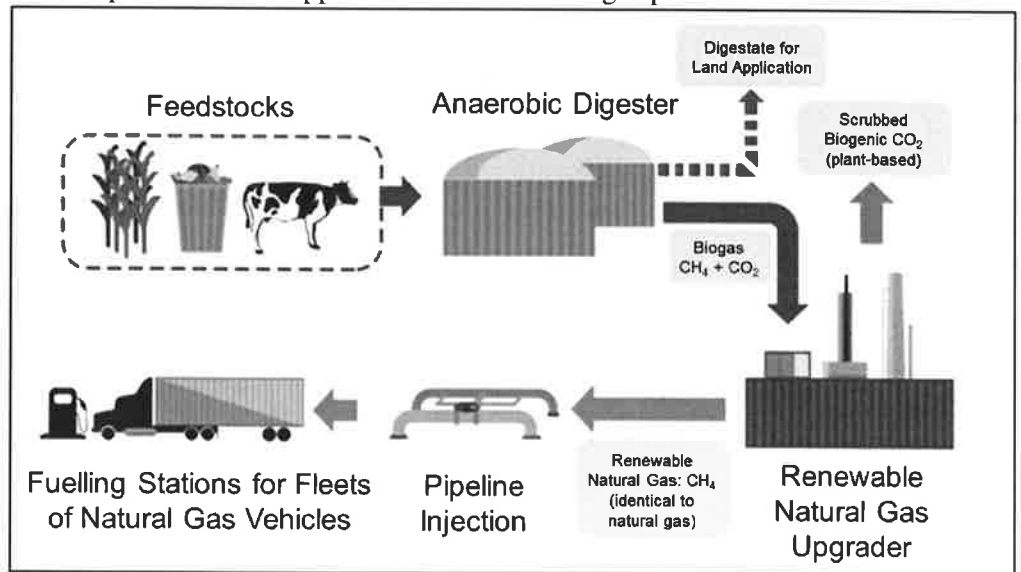
These proposals have been developed in part based on feedback and requests from farmers, the biogas sector, and from companies that generate or collect food and organic material that could be suitable feedstocks for anaerobic digesters. They also align with environmental goals in the Made-in-Ontario Environmental Plan.

Specifically, the proposed changes would:

1. Clarify design and construction requirements to support renewable natural gas production while maintaining or enhancing environmental protections for neighbours and local communities.

2. Provide greater flexibility in the amount and type of on- and off-farm anaerobic digestion materials (feedstocks) permitted for use in RMADFs to make the generation of renewable natural gas more effective, efficient, and economical for farmers.

3. Simplify operational requirements regarding the sampling and analysis of received materials to reduce costs and enhance operational flexibility for farmers.



Canada short 25,000 truck drivers by 2023: report

Canada is expected to be short 25,000 truck drivers as early as 2023, representing a 25% increase over the unfilled vacancies in 2019, Trucking HR Canada reports.

The findings — outlined in *The Road Ahead: Addressing Canada's trucking and logistics industry labor shortage*, a study produced in a partnership with the Conference Board of Canada — are particularly troubling when compared to other business sectors.

Since 2016 alone, the number of truck driver vacancies has more than doubled.

Canada's trucking industry faced an average job vacancy rate of 6.8% last year — double the Canadian average of 3.3% and higher than all industries outside crop production. Longhaul truck driving jobs faced a 9.4% average vacancy rate. And while truck drivers represent 46% of the industry's overall employees, they accounted for 63% of the sector's job vacancies.

Sixty-one percent of the 352 employers surveyed by Trucking HR Canada last fall said they have had trouble filling truck driver vacancies in the last year.

The trucking and logistics sector employs 3.6% of Canada's workforce, translating to more than 650,000 workers. Truck drivers account for 300,000 employees, while 90,000 people are in shipping and receiving, 70,000 are courier service drivers, 38,000 are material handlers at warehouses and distribution staff. The remainder are managers, supervisors, administrative staff, and accounting personnel.

While the number of truck drivers has increased by more than 80,000 people in the past two decades, the rate of increase has slowed to an average of 4,100 drivers per year over the past decade, compared to 5,500 per year over the previous decade.

Identified factors behind the current labor shortage include an aging workforce, misconceptions about the industry among women and youth, and a high turnover rate.

“While 63% of prospective new hires have a high school degree or less, many are not entering the trucking industry due to the perception that training costs and time are prohibitive. And, we are losing these young people to other occupations [e.g. construction], as they perceive the ability to start in other industries immediately,” the report concludes.

While 12% of millennial-aged workers would consider a career in longhaul trucking, just 50% of surveyed employers have formal plans to recruit from the demographic group, Trucking HR Canada says. Misconceptions about training costs, the time to obtain credentials, and the industry's image were all seen as barriers here.

According to Statistics Canada's 2016 Census, 32% of truck drivers were 55 or older, compared to 21% of the labor pool as a whole.

In terms of compensation, close to $\frac{3}{4}$ of shorthaul drivers are paid by the hour, at an average of \$23.77 per hour. Roughly two-thirds of longhaul drivers are paid by the mile, averaging 0.53 per mile. Other forms of compensation range from flat rates to percentage of revenues, and annual salaries.



ISRI Offers a Way Forward for Residential Recycling During Congressional Testimony

Effective policy solutions aimed at rediscovering the value of successful recycling

Focused on solutions to the complex challenges facing the residential recycling stream, the Institute of Scrap Recycling Industries (ISRI) testified during a hearing in front of the House Subcommittee on Environment and Climate Change of the Committee on Energy and Commerce. In his testimony, ISRI Chief Lobbyist Billy Johnson explained what makes for successful recycling, identified existing pressure points in the residential recycling stream, and provided a number of clear policy solutions.



“Recycling in the U.S. involves far more than what is placed in the blue bin, or cart, at the end of the driveway,” Johnson testified. “The recycling infrastructure in the U.S. touches almost every part of our economy – from retail stores, office complexes, residential neighborhoods, schools, factories, and even military bases. And the vast majority of the recyclable material that flows through the recycling infrastructure does so without any problems, and is transformed by recyclers into clean, high quality, commodity-grade product used throughout the world as a substitute for virgin materials.”

Serving as the Voice of the Recycling Industry™, ISRI is in favor of several practical solutions and effective policies that will improve recycling in the United States, including Design for Recycling®; funding for recycling education; recycling-specific technical and financial assistance; affirmative Government Procurement policies demanding increased recycled content; and commitments to use recycled materials in state and local transportation and infrastructure projects.

In addition to highlighting these policy solutions, Johnson identified elements of successful recycling during the hearing on “Reduce, Reuse, Recycle, Reform: Addressing America’s Plastic Waste Crisis”:

“First, successful recycling requires market demand. If there is no end market to utilize the recyclable materials that are collected, they will not be recycled and used again in manufacturing, regardless of the volume of material collected. And collection without market consumption is not recycling.

“Whether called ‘scrap,’ ‘recyclable materials,’ or ‘secondary materials,’ these valuable commodities are sold and sought after in the global marketplace by industrial consumers – including steel mills, metal refiners, foundries, paper mills, plastic formulators, and others – for the manufacture of new consumer and industrial products. The Bureau of International Recycling (BIR) estimates that more than 40% of manufacturers’ raw material needs around the world are met through the recycling of obsolete, off-spec, and end-of-life products and materials.

“Second, successful recycling requires minimal contamination as recyclables are products sold by specification-grade, with their corresponding value and marketability directly related to quality. Industry specifications developed by ISRI are derived from many sectors of the recycling industry including materials recovery facilities, metals, paper stock, plastics, glass, and electronics industries and are constructed to represent the quality or composition of the materials bought and sold in the industry. These specifications are internationally accepted and are used throughout the world to trade various commodities.”



Photo courtesy of Dow Chemical Co.

Hefty diverts 1M pounds of hard-to-recycle plastics from landfills

The Hefty EnergyBag program provides collection service in participating markets for hard-to-recycle items.

Reynolds Consumer Products, Lake Forest, Illinois, has announced that the Hefty EnergyBag program has diverted over one million pounds of hard-to-recycle plastics from landfills. The program is designed to give consumers in participating markets the ability to collect these hard-to-recycle items and see them converted into what Reynolds calls valuable resources.

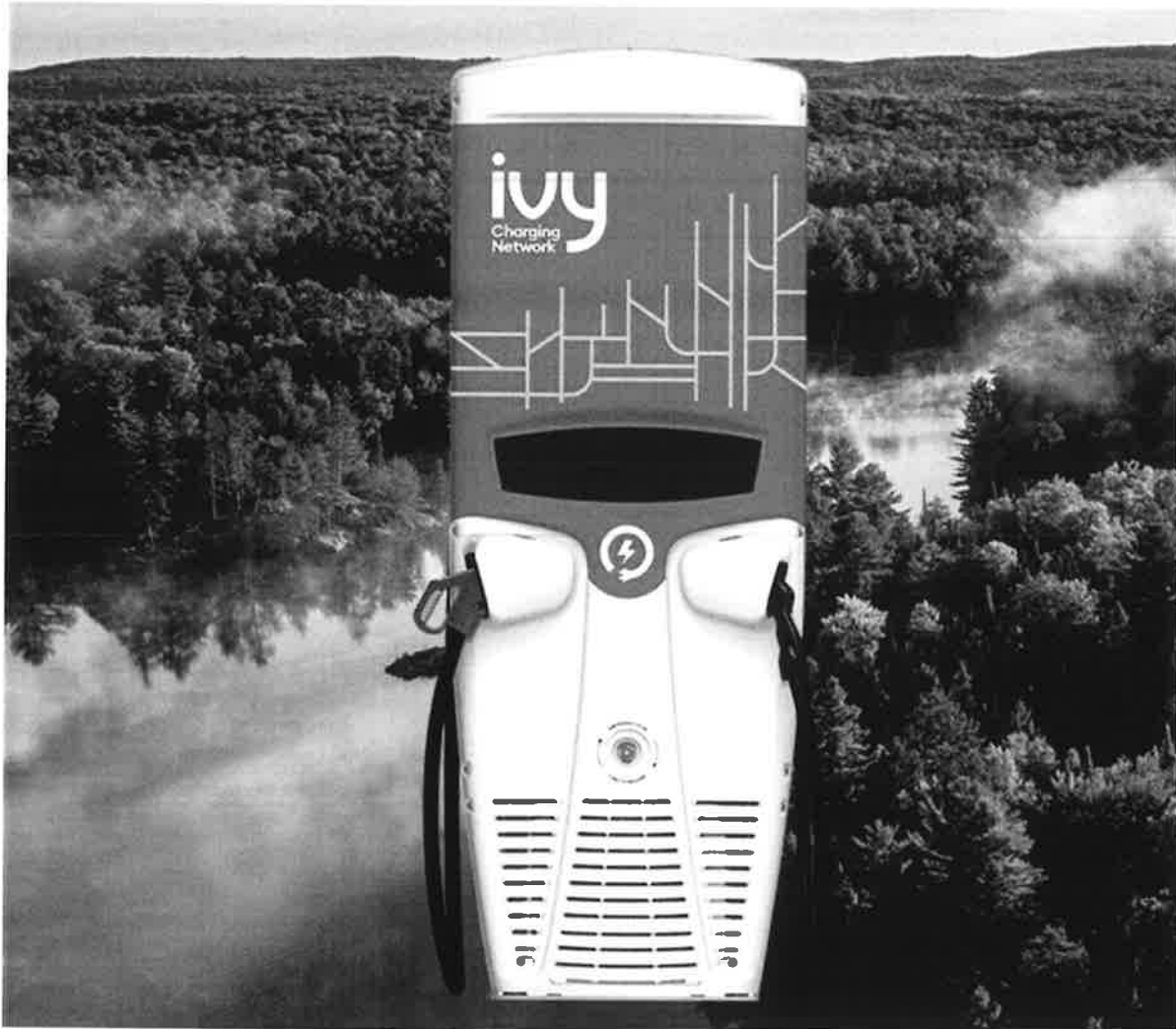
“We are really proud of surpassing our ambitious goal of diverting one million pounds in just three years,” says Lindsey Walter, director of the Hefty EnergyBag program. “We are grateful to the many people and communities out there who have embraced this program as something we can all do together to make our world a little better.”

In partnership with Dow, Midland, Michigan, and other community collaborators, the program was set up to complement existing recycling programs, allowing unfavorable plastics to be picked up at curbside.

Participants can place the plastics in the Hefty orange bag, tie the bag when full and place it in their curbside recycling cart or bin. Once collected, the plastics are converted into resources, including fuel and new plastic products like park benches, composite decking and concrete blocks. The bright orange bags used for collection make it easy for recycling facilities to separate and forward the materials they cannot process, says the company.

“We are grateful for Hefty’s partnership and their ability to help galvanize people so that we all can do our part to help minimize hard-to-recycle waste by converting it into valuable resources,” says Julie Zaniewski, Dow’s North America sustainability director for packaging and special plastics. “We are encouraged by people’s desire to be a part of the program and the impressive growth it has seen thus far.”

Hydro One, OPG launch e-vehicle charging network



Hydro One and Ontario Power Generation have announced the launch of a new company, which will create the province's most connected electric vehicle fast-charger network.

Ivy Charging Network will have 160 level-3 fast-chargers at 73 locations across the province by the end of 2021.

The charging stations will help alleviate "electric vehicle range anxiety" as Ivy's locations will be less than 100 kilometres apart on average, they said.

Natural Resources Canada (NRCan), through its Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative (EVAFIDI), provided \$8 million in repayable contribution to Hydro One and OPG to help build the network.

Ivy has chosen Greenlots, a member of the Shell Group and leader in electric vehicle charging and management solutions as its service provider to operate and manage the network.

Ivy is a limited partnership with equal ownership between Hydro One and OPG. As an unregulated business, it can provide a new revenue stream for both companies while not affecting Ontario electricity rates.

The Humble Urban Garbage Truck Gets a High-Tech Battery Makeover

Volvo and Daimler are working on variants to replace diesel

Short routes, frequent stops make haulers suitable for upgrade



Volvo's FE electric garbage truck. Source: Volvo AB

Automakers from Tesla Inc. to Ford Motor Co. are developing ever-sleeker, futuristic-looking electric cars. Volvo AB has something a little chunkier in the race: the battery-powered garbage truck.

The Swedish company will start producing electric versions of its brawny trash haulers next month starting with Europe, with cities from Hamburg to Gothenburg to Zurich already signed up to buy. Volvo says it expects its two new electric models, which can be used for a variety of heavy-duty urban jobs, to do well because they're emissions-free and much quieter than diesels, whose engines fire up when they lift a dumpster.

Surprisingly, these hulking trucks offer some compelling advantages for electrification. Garbage vans typically follow regular daily routes that rarely exceed 60 miles (97 kilometers), easing range concerns. And with frequent stops, they return energy to the battery each time the driver hits the brakes.

City centers are becoming increasingly hostile environments for combustion vehicles. Paris, Madrid, and Hamburg have already introduced limited bans on older diesel cars, and Barcelona, London and Rome plan to keep them out altogether by the end of this decade.

Volvo is offering two versions, one weighing 16 tons and a larger model clocking in at 27 tons. The company wouldn't say how much they will cost, though estimates the sticker prices for the first generation of heavy-duty e-trucks will be about double their diesel equivalents. But by the middle of

this decade the total cost of ownership will be about the same due to their lower maintenance costs and fuel consumption, BNEF predicts.

It's not just the purchase price that operators need to consider. Buyers must also set up a charging infrastructure, adding to the already higher up-front investment. But Volvo says customers should also count incentives including tax breaks and lower toll fees in some regions, cutting the lifetime cost of the vehicle. Moreover, batteries are rapidly becoming more powerful and more affordable, meaning ranges and potential applications will multiply in coming years.

In Europe, the U.S., and China, Volvo faces growing competition from rivals also working on rigs ranging from long-distance freight haulers to urban vans to stop-and-go workhorses such as garbage trucks.

StreetScooter, a German startup bought by Deutsche Post AG in 2014, developed a no-frills electric delivery van that turned into a surprise hit. Tesla in 2017 unveiled the Semi, a long-haul e-truck that can accelerate from zero to 60 miles in 20 seconds (production hasn't started yet). And BYD Co., the Chinese electric-vehicle maker backed by Warren Buffett, has a range of e-trucks on offer for freight delivery and waste management.

Daimler AG, the No. 1 globally in conventional heavy trucks, this year plans to show customers an electric version of its popular Mercedes-Benz Econic truck.

The new variant can be adapted for a variety of jobs -- starting with one for quieter and cleaner garbage collection in cities. The company will begin testing the truck next year and expects to start serial production in 2022.

Electric refuse trucks on the road or on the way in rising number of states



Electric collection vehicles, an increasingly common sight around the world, are on track to become more prevalent in the United States over the coming year than previously reported.

Truck manufacturers BYD and Lion Electric Company will be delivering new vehicles in multiple states. High-profile pilots from Mack are also underway in at least two states this year.

The companies touted big reductions in maintenance costs, along with the ability to drive progress toward corporate and government emissions reduction targets, as key factors. Still, charging

infrastructure and overall cost remain significant hurdles to overcome before the waste and recycling industry might see widespread adoption.

Despite those recognized hurdles, the session's presenters repeatedly highlighted electrification as the way of the future for fleets and passenger vehicles alike. Other sectors are further ahead in this area, but the waste industry's needs are particularly demanding according to panelists.

The agency has been eyeing alternative fleet technology for many years – including a more recent test with Chinese company BYD that didn't move ahead – and has decided against pursuing other options before due to infrastructure and cost factors. Compressed natural gas (CNG), biodiesel, dimethyl ether, hydrogen and other options have all been on the table at one time or another.

CNG in particular has caught on with the U.S. waste industry in recent years, but more and more signs point to the future being electric.

The Los Angeles Bureau of Sanitation recently pledged to make its whole fleet electric by 2035, following tests with various companies. Mack previously announced an LR pilot with Republic Services in North Carolina. Recology is now running two BYD trucks for commercial collection in Seattle following a previous test in San Francisco. GreenWaste is also running a BYD Generation 1 side-loader in Palo Alto, California and could convert its entire local fleet in the coming years.

BYD is considered ahead of the market due its multi-continent presence and battery expertise. The company has been testing refuse vehicles for years, including a past pilot with Casella Waste Systems in Maine, but until recently has largely focused on the West Coast. That's now changing, with a new location in the New York City metro area.



As of last fall, BYD had five of its first generation refuse models on the road in the U.S. and was working on the second generation. The company anticipates delivering new electric refuse vehicles to multiple new states throughout the country in the coming year, but declined to confirm where.



Lion8 sideloader refuse truck

Canada-based Lion is newer to the refuse market, but also has significant expansion plans. Lion8 Refuse trucks will be running in Alabama, California, Maine, New York, Washington and Montreal "by the end of 2020 or early 2021. This will include a mix of rear-loader, automated side loader and roll-off vehicles. White Plains, New York is the only publicly announced customer at this time.

One notable vehicle difference is the entire Lion8 truck body is electrified, meaning no heavy (or potentially leaky) hydraulic systems. While this feature does reduce range, Lion's trucks come with multiple batteries and charging options. The body is from Boivin Evolution, launched by the former owner of well-known manufacturer Labrie. Lion bills itself as an integrator, working with other companies to customize certain aspects of the vehicle for a "purpose built" truck.

The tone of the day was pro-electric, with multiple presenters speaking optimistically about its potential in a variety of industries.

"Twenty years from now it's going to be a very different landscape with respect to electric transportation," said Kyle Burak, director of energy storage at BYD.

Yet Burak and others recognized that some factors outside of their control could hinder that growth. Burak said he had seen scenarios where a truck was delivered within five months, but it took much longer for customers and utility companies to get the necessary charging infrastructure in place.

"The truck is going to show up and it's going to stay parked for another six months and that's not good for anybody," he said.

Lion echoed that concern, saying the company now waits to deliver vehicles if customers don't have the capability to charge them.

"Make sure that the energy companies are involved early in the conversation," said Gary Lalonde, Lion's director of sales, who suggested the possibility for simpler options like adding a utility pole or substation versus running cables underground in some cases. Otherwise, he said, "it becomes a really nice paperweight that cost you a lot of money."

For example, DSNY anticipates needing 480 volt charging capabilities and that currently only exists at a few of its 80 garages.

"The truck will probably get to where it needs to be, but then the infrastructure is going to pose a problem," said DiRico, who estimated it could potentially be a \$100 million proposition to upgrade all facilities. Following a decision not to pursue CNG due to logistical factors, DiRico said "similar infrastructure issues exist with the electric [alternative] because of the power."

While charging infrastructure may present a challenge for many service providers, some are uniquely well-positioned to deal with it. Portland's ecomaine, a nonprofit organization made up of member communities, already has access to 480 volt charging capabilities at its incinerator.

Factoring in the fuel savings for regular two-mile trips delivering ash to ecomaine's landfill, along with the occasional collection of roll-off containers, Roche estimates ecomaine could see the value of its energy output increase from 3 cents per kilowatt-hour to 18 cents.

DSNY anticipates applying for funding through the Congestion Mitigation and Air Quality Improvement Program – a common source for city projects – which covers 80% of the cost delta for new vehicles. DiRico roughly estimated each new truck may cost anywhere from \$500,000 to \$600,000, versus the current cost of around \$300,000 for diesel trucks, but he also foresees significant maintenance savings.

Lion's representatives have found maintenance costs can be reduced by at least 60% over diesel — a number that could actually be as high as 75% to 80% since expensive maintenance needs often arise later in a vehicle's lifespan and their electric trucks haven't been on the road that long yet.

Still, both Lion and BYD recognized cost remains a significant factor and they're well-versed in the limitations of current funding options. Among other things, the Volkswagen emissions settlement fund is starting to wind down and other new sources have yet to fully emerge. "We need to find a sustainable source for that," said BYD's Burak.

As more service providers look to make this move, they'll also need to consider factors such as battery lifespans and range capabilities in varying climates, adding noise generators to alert the public and training drivers on how to maximize regenerative braking systems.

Still, while CNG isn't likely going to be supplanted as the alternative fuel source of choice for many in the industry just yet, and the status quo of diesel remains cheap, electric vehicles are clearly generating more interest within the waste industry heading into the new decade.

"I don't think anything is more on the cutting edge than the electrification of fleets," said Roche.

Trudeau visits Lion Electric, calls electric vehicles 'economy of the future'



Lion Electric president Marc Bedard (left) discusses electric vehicles with Prime Minister Justin Trudeau and MP Stéphanie Lauzon.

Prime Minister Justin Trudeau made a point of demonstrating his interest in electric vehicles, in a visit to Lion Electric's assembly plant in Saint-Jerome, Que., north of Montreal.

The visit is being described as a "courtesy call" by the company, which manufactures battery-electric school buses and Class 8 trucks.

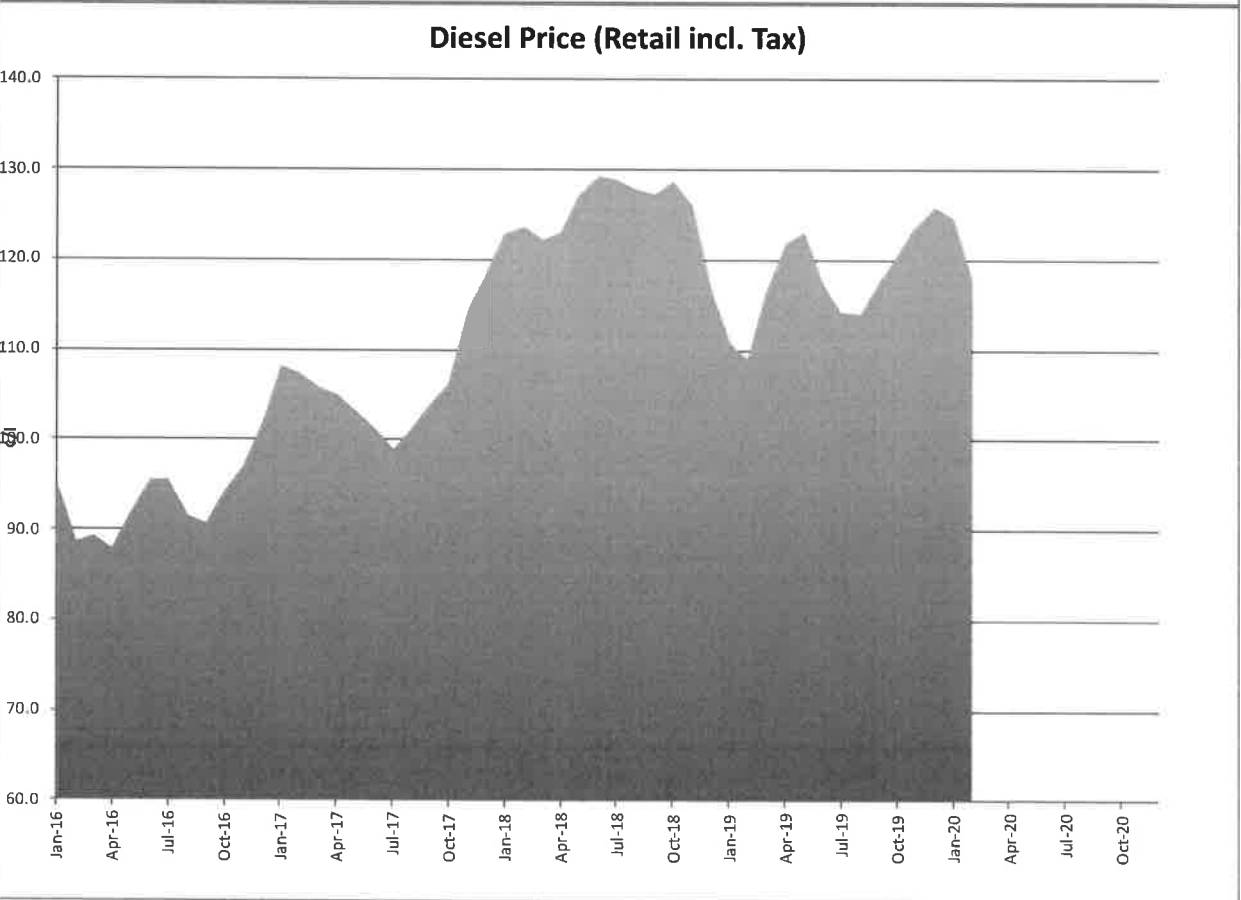
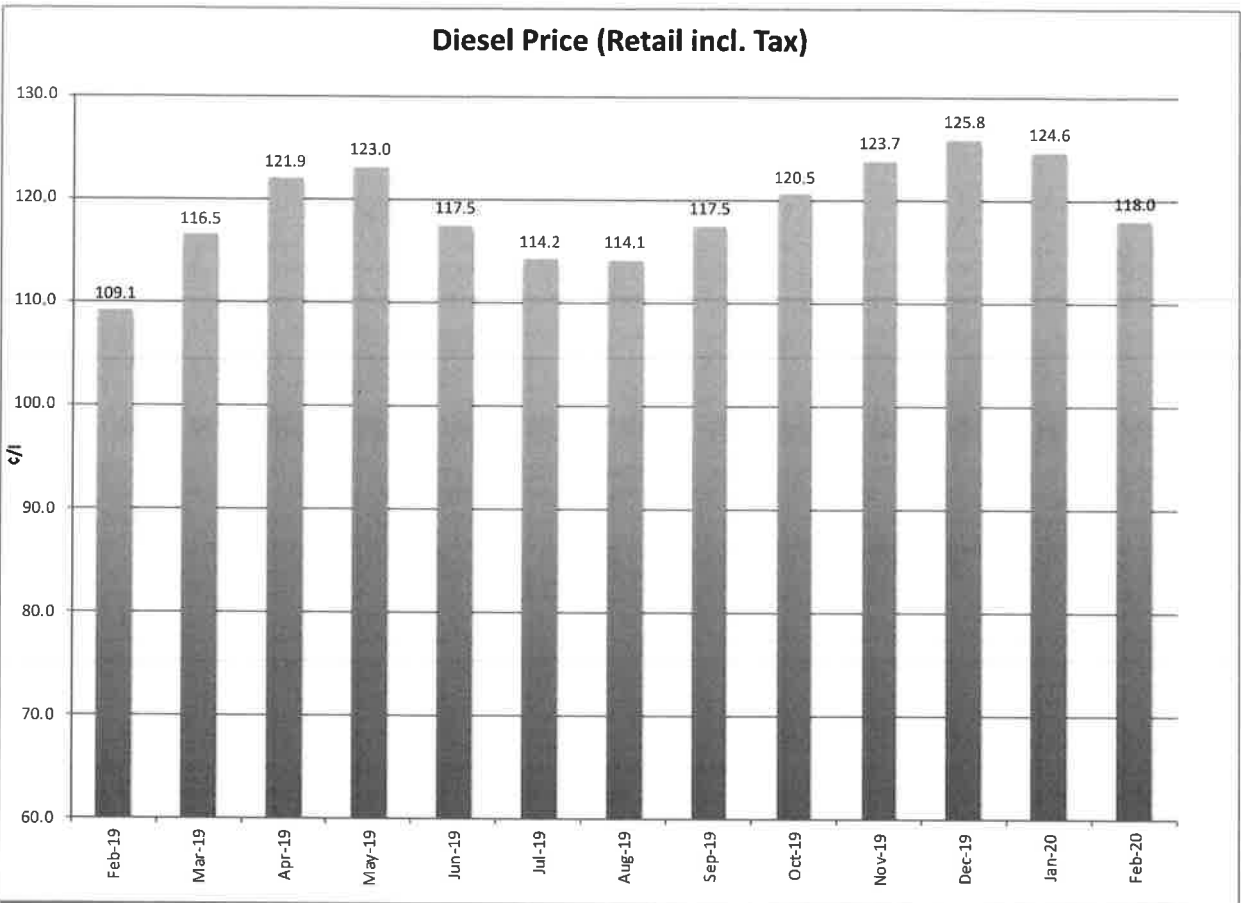
Trudeau met employees and senior management including Lion Electric president Marc Bedard.

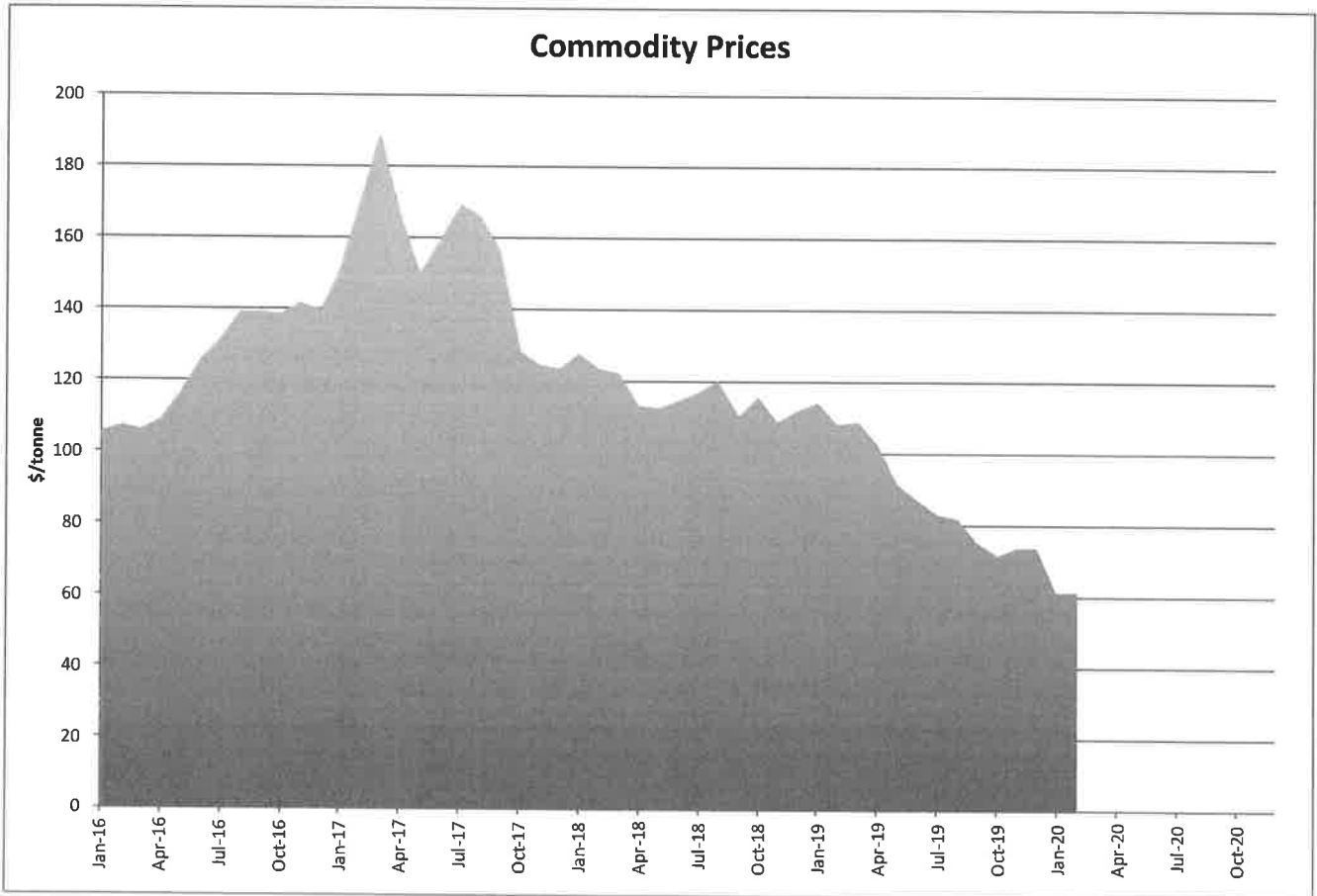
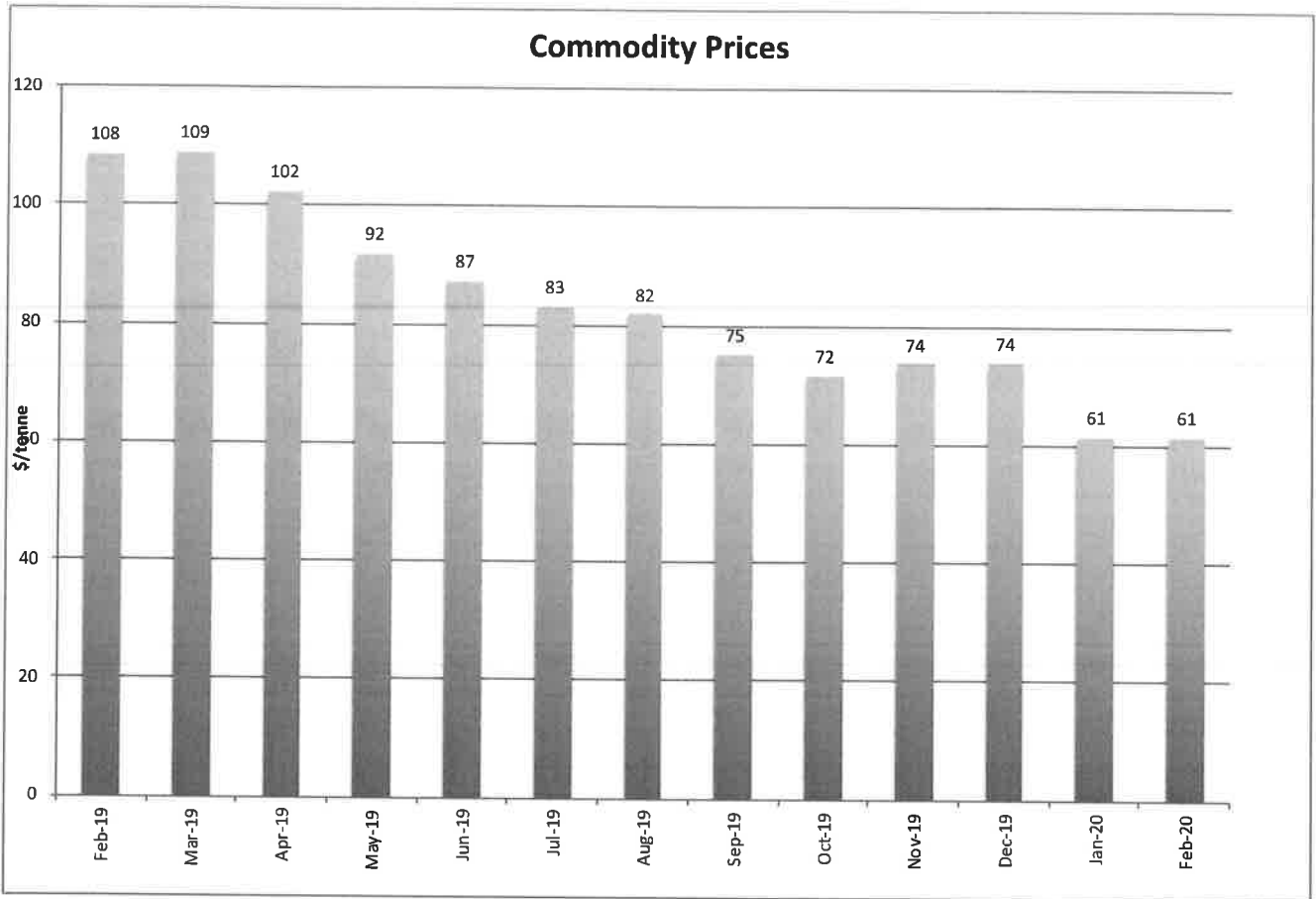
In 2018, the federal government invested \$50,000 in Lion Electric research and development activities. Trudeau said this kind of collaboration is part of a series of measures aimed at "achieving ambitious goals that will reduce our emissions, create good jobs and move faster towards a cleaner future."

In a brief speech, Trudeau highlighted the contributions of Canada and Quebec into electric vehicles, which he called "the economy of the future".

Two days earlier, the Prime Minister's Office announced that certain off-road electric trucks – particularly those used in the mining sector – would benefit from a zero-emission business tax write-off.

Businesses will be able to write off 100% of the related purchase prices on vehicles used before 2024. The support will drop to 75% in 2024, and 55% in 2025. Vehicles that won't be available until 2028 will not be eligible.







Ontario Clean Water Agency
Agence Ontarienne Des Eaux

9210 Graham Rd.
West Lorne, ON N0L 2P0
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March 31, 2020

District Manager Sarnia/Windsor Office
Ministry of the Environment, Conservation and Parks
Sarnia District Office
1094 London Rd.
Sarnia, ON N7S 1P1

Re: Alvinston Wastewater Treatment Facility Annual Performance Report

Attached is the January 1st to December 31st, 2019 Annual Performance Report for the Alvinston Wastewater Treatment Facility. This report has been completed in accordance with Condition No.10 (6) cited in the Environmental Compliance Approval #5661-7DLRYJ dated May 6th, 2008 and issued to The Corporation of the Township of Brooke-Alvinston.

This report was prepared by the Ontario Clean Water Agency on behalf of the Township of Brooke-Alvinston based on the information we have in our records.

If you have any questions, please do not hesitate to contact me at 519-312-0847.

Sincerely,

A handwritten signature in black ink, appearing to read 'TLT'.

Terri-Lynn Thomson
Process and Compliance Technician
Ontario Clean Water Agency

Cc Dale LeBritton, OCWA's Regional Hub Manager
Sam Smith, OCWA's Senior Operations Manager
Cindy Sigurdson, OCWA's Safety, Process and Compliance Manager
Janet Denkers, Township of Brooke-Alvinston

**THE TOWNSHIP OF BROOKE-ALVINSTON
ALVINSTON SEWAGE TREATMENT PLANT**

**ANNUAL REPORT
January 1st - December 31st 2019**

Environmental Compliance Approval #5661-7DLRYJ

Prepared by:



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

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Appendix A Performance Assessment Report

Section 1: Overview

The Alvinston Wastewater Treatment Plant (WWTP) is located at 3084 River Street, Brooke-Alvinston Township, County of Lambton.

The Alvinston (WWTP) is an extended aeration plant and operates under Environmental Compliance Approval 5661-7DLRYJ issued May 06, 2008.

Process Details

Pumping Stations

Wastewater is directed to the Alvinston WWTP from the Main Pump Station located on River Street. The Main Pump Station receives wastewater from No.2 pump station which is located on the North end of River Street. A third pump station is located in the town of Inwood which directs sewage to the No.2 pump station. Pump station No.2 and Inwood are both equipped with onsite emergency power fueled by natural gas, while the main pumping station relies on the standby generator located at the old water treatment facility on Church St.

Headworks

The Alvinston WWTP inlet works consists of a comminutor and bypass channel equipped with a manually cleaned bar screen and twin grit channels with proportional discharge weirs to control the velocity of sewage in the channels. Wastewater flow is directed into two aeration tanks first where the detention time allows for the processing of the waste material.

Extended Aeration

Each aeration tank has a volume of 250 m³ and are equipped with diffusers. There are two rotary positive displacement blowers, which operate as duty standby, each capable of delivering 221 L/s (or 468 CFM) at 45 kPa (or 6.5 psi) located in the back room of the Control Building.

Phosphorus Removal

The Aluminum Sulphate system consists of one, 3785 L (1000 (US) gal) chemical storage tank, and two peristaltic chemical metering pumps, each capable of delivering 0.1 – 500 mL/ min (or 0.006 – 30 L/ hr). The Alum is pumped from the work shop area inside of the Control Building, to the two addition points located at the end of each aeration tank.

Settling

One clarifier with a surface area of approximately 57.28 m² provides a rise rate of 1.57 m/ hr at peak flow of 2,160 m³/ day. The clarifier is circular and includes an influent baffle well, a sweeping sludge collector mechanism (at the bottom of the tank), a skimmer arm designed for floating scum removal, and effluent launders equipped with V notch weirs.

Sludge Storage

There is a single stage aerated sludge holding tank with a volume of approximately 37 m³, which is also equipped with air diffusers. This tank receives the clarifier waste material. In 2008 approval was granted to install a new sludge storage tank with pumping capabilities. The works include a single stage aerated sludge storage tank with a volume of approximately 610 m³, complete with two submerged horizontal mixers. Sludge pumping capabilities include one submersible sludge transfer pump to deliver the aerated sludge from the existing holding tank, to the large storage tank where it can be hauled out by a

sludge truck. This sludge storage tank is currently in operation and odour issues have not been apparent. Monitoring of the sludge tank operations will continue.

Disinfection

A sodium hypochlorite system is used to achieve disinfection which consists of one 60 L chemical day tank and two chemical metering pumps (one duty and one standby) each rated at 51.6 mL/ min (or 3.1 L/ hr). The hypo is pumped into the clarifier effluent flow as it enters a contact chamber to allow for adequate mixing and contact time. The effluent is then discharged to the East branch of the Sydenham River.

Section 2: Monitoring Data

Sample Collection and Testing

All samples are collected and tested as per the requirements of the Environmental Compliance Approval.

Raw sewage is sampled monthly and tested for BOD₅, total suspended solids, total phosphorus, and total Kjeldahl nitrogen for monitoring purposes however; this is not required under the current Environmental Compliance Approval.

Final effluent is sampled bi-weekly and tested for CBOD₅, total suspended solid and total phosphorus. Composite samples are collected over an 8 hour period. A grab sample is collected weekly and tested for total chlorine and E.coli. Temperature and pH are also collected as grab samples twice per week.

In-house tests are conducted twice per week to check plant performance and to make any operational changes as required.

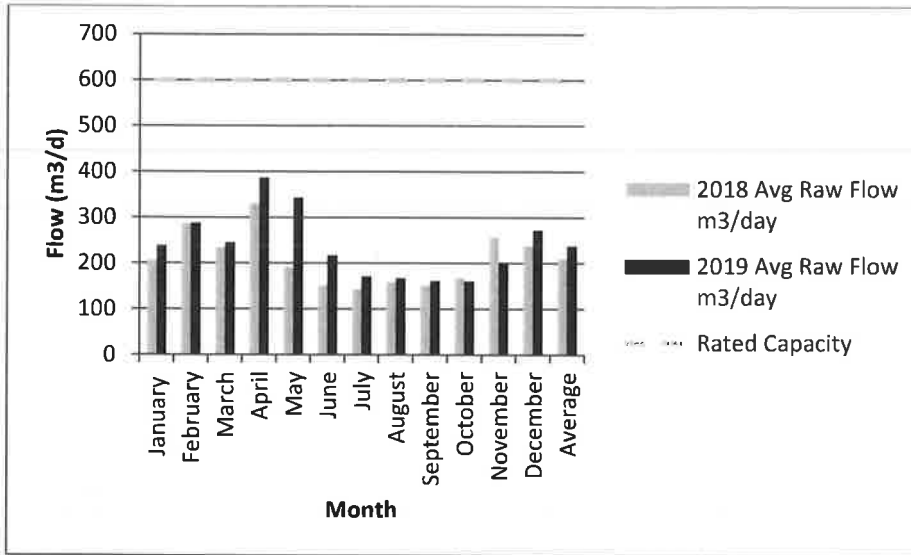
All chemical and microbiological sample analyses were conducted by SGS Lakefield Research during the reporting period. Temperature, pH and total chlorine were conducted by competent operators at the treatment plant.

Flows

Detailed monthly flow information is summarized in Appendix A.

The total flow treated in from January 1st to December 31st, 2019 was 84,655.8m³. The annual average daily flow for 2019 was 238.3m³/day, or 38% of the plant's rated design capacity of 600m³/day. The flow is up 13% from the average daily flow in 2018.

Chart 1: Average daily raw flow for 2019 compared to 2018.

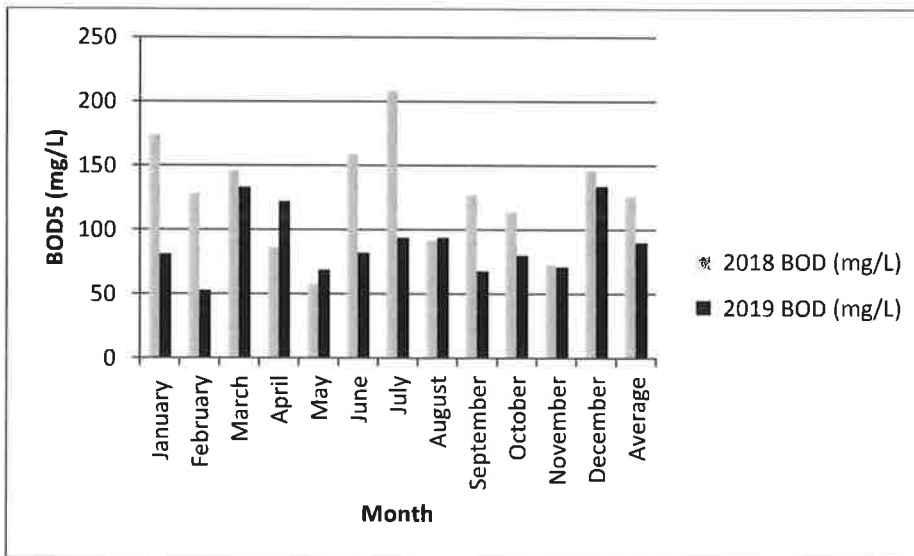


The design average daily flow for the plant was not exceeded during the reporting year. The hydraulic peak flow of 2,160m³/day for the plant was not exceeded during the reporting period, with a maximum flow of 626.9 m³/d.

Raw Sewage Quality

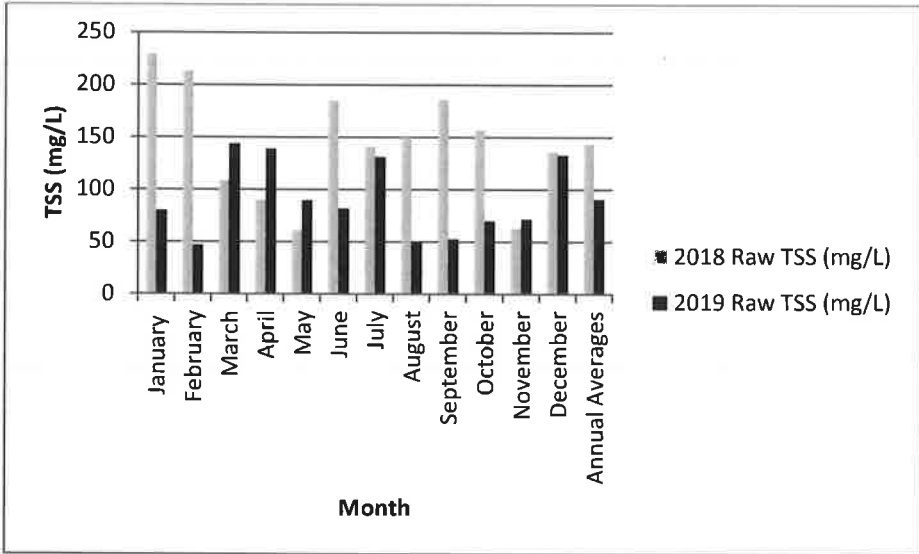
The monthly raw sewage BOD₅ concentrations to the plant averaged 90mg/L for 2019, with a maximum concentration of 134mg/L. Refer to Chart 2 for monthly concentrations of BOD₅ for 2019 compared to 2018. The annual average is down 28.5% from the 2018 concentrations.

Chart 2: Raw sewage BOD₅ monthly concentrations for 2019 compared to 2018.



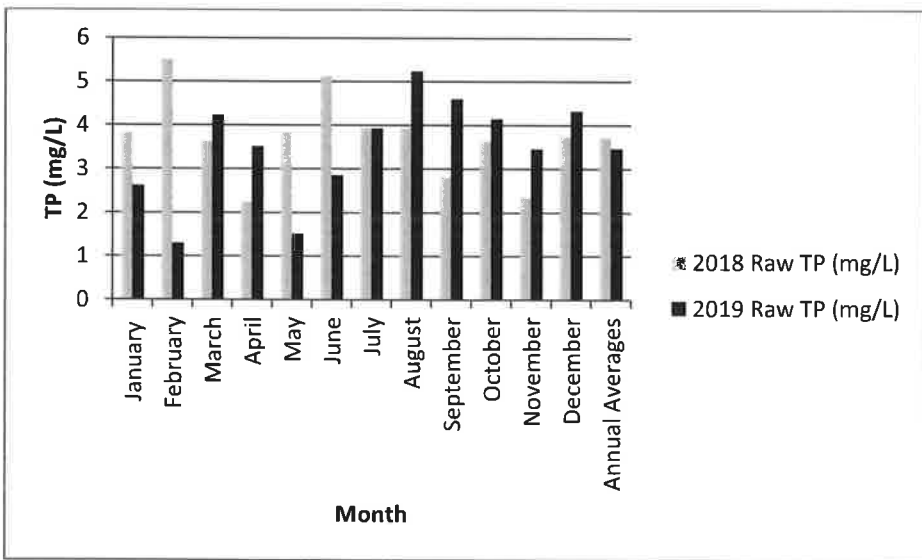
The monthly raw sewage total suspended solid (TSS) concentrations to the plant averaged 90.9mg/L during the 2019 reporting year with a maximum concentration of 144mg/L. The monthly average has decreased 36.6% from the 2018 reporting year, refer to Chart 3.

Chart 3: Raw sewage TSS monthly concentrations form 2019 compared to 2018.



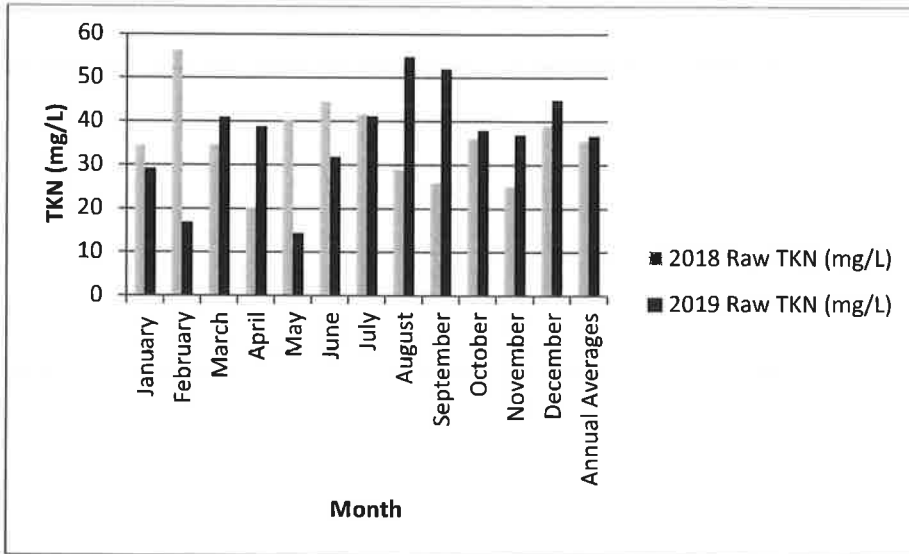
The monthly raw sewage total phosphorus (TP) concentrations to the plant averaged 3.5mg/L during the 2019 reporting year with a maximum concentration of 5.2mg/L. The monthly average has decreased 6.3% from the 2018 reporting year, refer to Chart 4.

Chart 4: Raw sewage TP monthly concentrations form 2019 compared to 2018.



The monthly raw sewage nitrogen concentrations (as presented by TKN) to the plant averaged 36.7mg/L during the 2019 reporting year with a maximum concentration of 54.8mg/L. The monthly average has increased 3% from the 2018 reporting year, refer to Chart 5.

Chart 5: Raw sewage TKN monthly concentrations from 2019 compared to 2018.



Effluent Limits

Detailed analytical data is attached to this report as Appendix A. The following table provides a summary of monthly average effluent result ranges and loading ranges compared to the compliance limits in the Environmental Compliance Approval.

Summary and Comparison of Compliance Data

Table 1. Monthly average effluent ranges, annual monthly average and maximum monthly averages are compared to sample results received at the Alvinston WWTP.

Parameter	Monthly Average Effluent Limit	Monthly Average Effluent Ranges	Annual Average	Exceedances
CBOD ₅ (mg/L)	15	<2 – 3.3	2.2	None
Suspended Solids (mg/L)	15	<4 – 7.5	4.9	None
Total Phosphorus (mg/L)	1.0	0.20 – 0.77	0.43	None
Total Chlorine Residual (mg/L)	0.5	0.24 – 0.67	0.36	None
pH*	6.0-9.5	6.59-8.09		None
E. coli** (cfu/100mL)	200	1.7 – 68.7	21	None

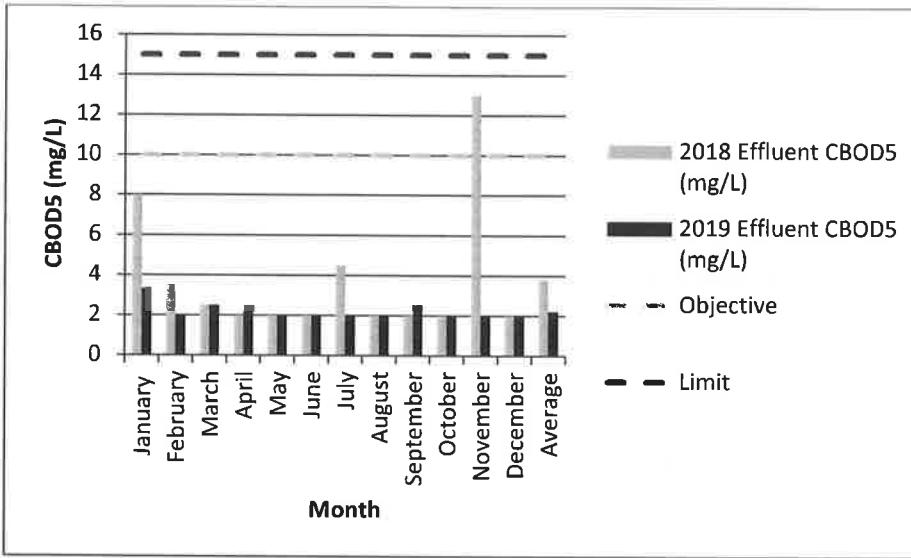
*pH is expressed as minimum and maximum values, not monthly average

**E. coli is expressed as geometric mean.

Discussion of Monitoring Data as Compared to the Effluent Limits

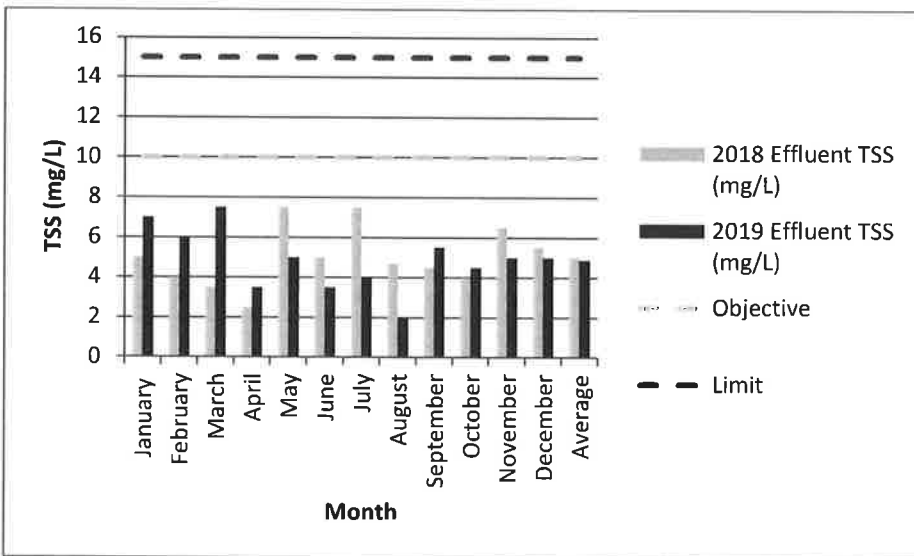
The annual average effluent CBOD₅ concentration to the plant was 2.2mg/L with a maximum concentration of 3.3mg/L. The average concentration has decreased 41% from the 2018 annual reporting year (refer to Chart 6). Refer to Table 1 for a list of monthly average effluent limits. There were no exceedances with regulatory limits identified in the ECA.

Chart 6. The effluent monthly average concentration of CBOD₅ from 2019 compared to 2018.



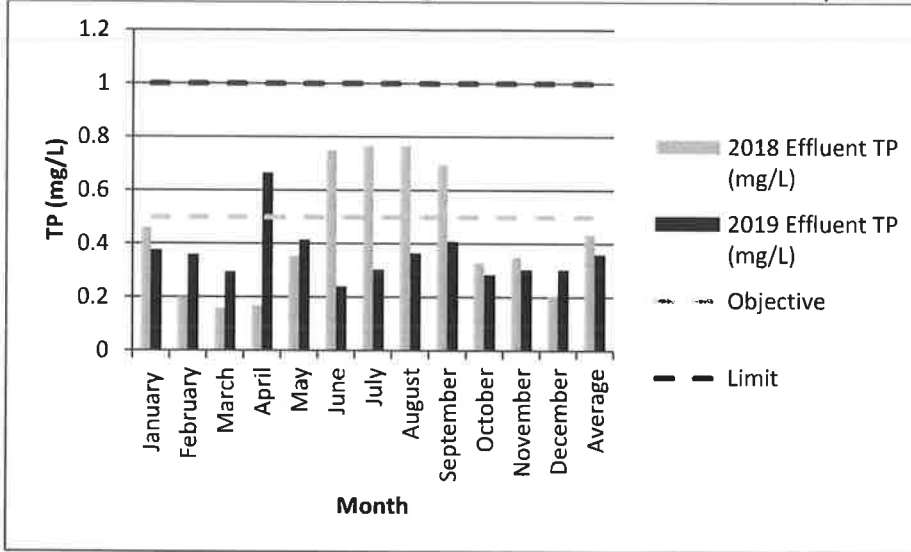
The annual average effluent Total Suspended Solids (TSS) for the 2019 reporting year was 4.9mg/L, which is a 2.8% decrease from the 2018 reporting year (refer to Chart 7). Refer to Table 1 for a list of monthly average effluent limits. There were no exceedances with regulatory limits identified in the ECA.

Chart 7. The effluent monthly average concentration of TSS in 2019 compared to 2018.



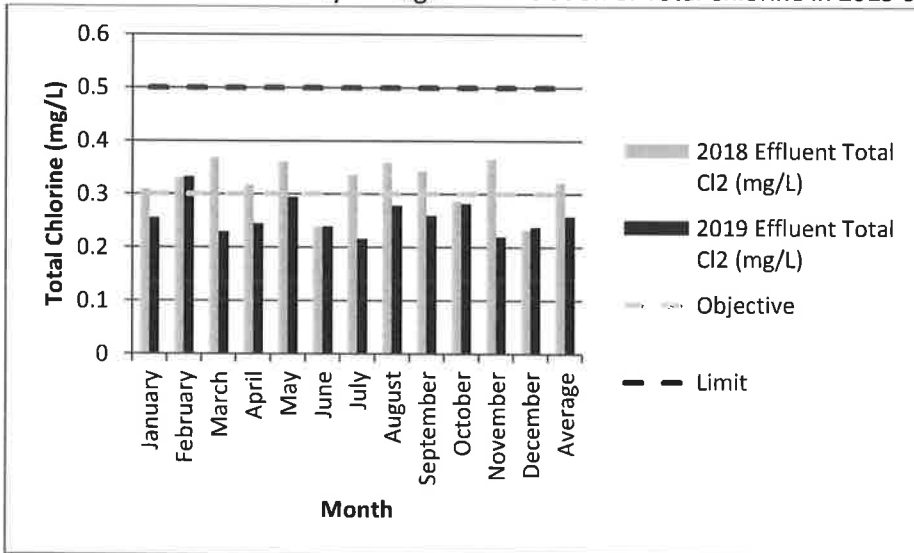
The annual average effluent Total Phosphorus (TP) for the 2019 reporting year was 0.36mg/L, which is a 17% decrease from the 2018 reporting year (refer to Chart 8). Refer to Table 1 for a list of monthly average effluent limits. There were no exceedances with regulatory limits identified in the ECA.

Chart 8. The effluent monthly average concentration of TP in 2019 compared to 2018.



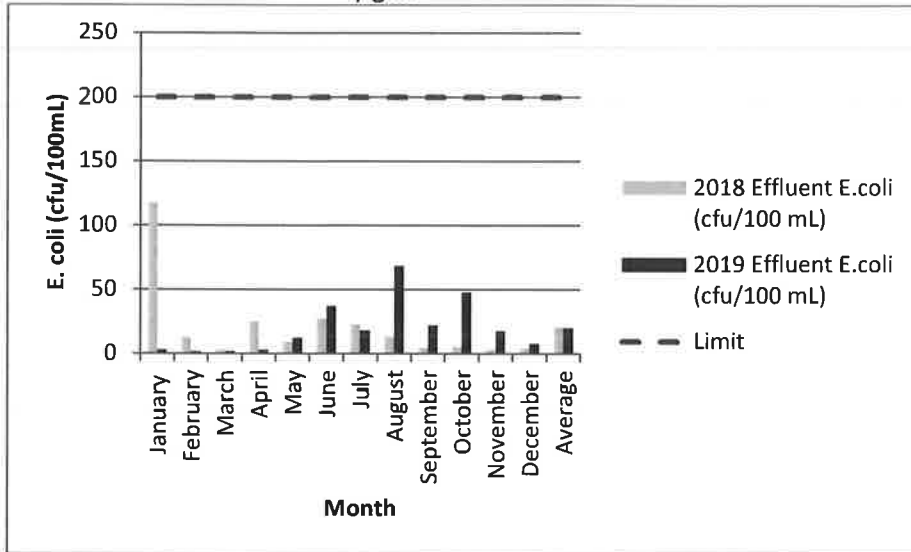
The annual average effluent total chlorine residual was 0.26mg/L during the 2019 reporting year, which is a 19.7% decrease from the 2018 reporting year (refer to Chart 9). Adjustments are made in the dosing of sodium hypochlorite in order to meet disinfection requirements for E. coli. Further optimization is required to meet the objectives for total residual chlorine.

Chart 9. The effluent monthly average concentration of Total Chlorine in 2019 compared to 2018.



The annual geometric mean effluent E. coli for the 2019 reporting year was 20.3cfu/100mL, which is a 2.6% decrease from the 2018 reporting year (refer to Chart 10). Refer to Table 1 for a list of monthly average effluent limits. There were no exceedances with regulatory limits identified in the ECA.

Chart 10. The effluent monthly geometric mean concentration of E. coli in 2019 compared to 2018.



Section 3: Operating Problems and Corrective Actions

There are frequent power outages in the system. Generators automatically switch power over to prevent disruption to service.

Section 4: Maintenance

Regular scheduled monthly preventative maintenance is assigned and monitored using the Workplace Management System (WMS) program. The following is a summary of maintenance performed other than WMS work orders:

- Sanitary pump replaced
- Inwood pump station alarm dialer replaced
- Effluent flow meter replaced
- Alum pump replaced

Section 5: Effluent Quality Assurance

Effluent quality assurance is evaluated by monitoring parameters and changes throughout the plant processes. The operators monitor the aeration tank by performing weekly tests. These tests include dissolved oxygen, pH, temperature, and settling tests. As well, monitoring of the alum dosages and

wasting volumes is completed. Data collected from these tests provide information to the operator to make the appropriate adjustments in the treatment process and take corrective actions before the plant reaches its effluent limits.

Section 6: Calibration and Maintenance

Regular scheduled monthly preventative maintenance is assigned and monitored using the Workplace Management System program.

Albert's Generator serviced the Generator in May.

Flowmetrix Technical Services Inc. replaced the effluent flow meter in December.

In house meters for pH and dissolved oxygen are calibrated by OCWA operators as per manufacturer's instructions.

Section 7: Effluent Quality

Effluent Objectives

The following table represents the effluent result ranges compared to the objectives outlined in the Environmental Compliance Approval.

Table 2. Effluent objectives compared to effluent concentrations.

Parameter	Objective (mg/L)	Effluent Ranges (mg/L)	Exceedances
CBOD ₅	10	2 – 4	None
Suspended Solids	10	2 – 9	None
Total Phosphorus	0.5	0.22 – 0.77	4
Total Chlorine Residual	0.3	0.01 - 0.66	28
Design Flow (m ³ /d)	600	133.9 – 626.9	1

Discussion of Effluent Objectives

The Alvinston WWTP did not meet all of its effluent objectives during the reporting period. The following tables (Table 3 and 4) shows the objectives that were not met in 2019. There were 33 objectives

exceeded in 2019 compared to 91 in 2018. Despite these objective exceedances there were no effluent limit exceedances.

Table 3. Objectives for total residual chlorine exceeded in 2019 along with possible causes/comments. The requirement for sampling of total residual chlorine is bi-weekly (meaning once every two weeks), tests are conducted at a higher frequency.

Parameter	Month	Range of Results	Number of Exceedances	Number of Samples Collected	Comment/Cause
Total Residual Chlorine	January	0.09 – 0.44	5	13	Maintaining adequate residuals to meet E.coli limits. -regularly clean contact chamber -increase rates of dosing
	February	0.18 – 0.44	6	10	
	March	0.16 – 0.32	1	11	
	April	0.13 – 0.64	1	11	
	May	0.16 – 0.66	4	11	
	June	0.13 – 0.40	2	9	
	July	0.05 – 0.35	1	9	
	August	0.19 – 0.49	1	8	
	September	0.21 – 0.33	1	8	
	October	0.23 – 0.32	1	9	
	November	0.01 – 0.37	2	10	
	December	0.05 – 0.50	3	8	

Table 4. Objectives exceeded in 2019 along with possible causes/comments.

Parameter	Date	Results (mg/L)	Comment/Cause
Total Phosphorus	January 29, 2019	0.52	Adjusting alum dosage due to higher raw flows to plant
	April 11, 2019	0.77	Alum pump failure-Temporary pump to small. Higher raw flows.
	April 24, 2019	0.56	
	May 7, 2019	0.61	Alum pump failure-Temporary pump to small. Higher raw flows. Alum pump replaced on May 13th
Flow	May 1, 2019	626.9m ³ /d	Heavy rain

An ongoing issue is the dosing of the sodium hypochlorite for disinfection. The Total Residual Chlorine (TRC) is above the objective for most of the reporting period. Changes have been made to the standard operating procedures as well as issuing a work order for cleaning the contact chamber, on a quarterly basis, where the sodium hypochlorite is dosed. The dosing will continued to be monitored and improvements made to meet objective limits. Ultimately the plan is to replace the chlorine system with an UV system by 2021.

The remaining objective exceedances that were not met were for total phosphorus (TP). There were 4 objective exceedances in total for the reporting period for TP, compared to 10 the year before. The TP objective exceedances were due improper alum dosages. Upon recognizing that there is an issue

adjustments are made to the alum dosage. In April, issues with the pump were found and a temporary pump was set up until the pump could be replaced.

There was one incidence where the rated capacity of 600m³/d was exceeded, this was due to heavy rain. This didn't result in any non-compliances.

Section 8: Biosolids

The waste activated sludge (WAS) is hauled off site every other week. During the 2019 reporting year, the total amount of WAS removed was 468m³. Projection for next year will be similar to this reporting period and therefore is estimated to be 470m³.

Central Sanitation is our hauler #920168; NASM plans 23187, 20615, 20616.

Section 9: Community Complaints

There were no community complaints received in 2019.

Section 10: Bypasses, Spills, and Abnormal Discharges

There were no by-pass, spills or abnormal discharge events for the Alvinston WWTP or for the Pumping Stations during the 2019 reporting year.

Section 11: Proposed Alteration, Extension or Replacement of Works

It has been recommended to upgrade the RAS/WAS system, camera and flush collection system, and replace alarming system. These recommendations will be considered for 2020, but are contingent on budgeting and approval from the owner. The Chlorine system is to be replaced in 2020 with a UV system.

Section 12: Summary

Overall, the Alvinston Wastewater Treatment Plant provided effective treatment over this reporting period with only minor modifications and improvements.

APPENDIX A

Performance Assessment Report

Report extracted 03/30/2020 09:15
 Facility: (6037) ALVINGSTON WASTEWATER TREATMENT FACILITY
 Ontario Clean Water Agency
 Performance Assessment Report Wastewater/Lagoon
 From: 01/01/2019 to 31/12/2019
 Works: [11002089]

	01/2019	02/2019	03/2019	04/2019	05/2019	06/2019	07/2019	08/2019	09/2019	10/2019	11/2019	12/2019	← Totals →	← Avg →	← Max →	← Min →
Flow:																
Raw Flow Total - Raw (m³)	7415.43	6981.08	7623.00	8469.31	10895.89	8533.14	8917.38	5200.26	4659.51	5207.68	6642.38	6454.66	84673.82			
Raw Flow Avg - Raw (m³/d)	253.85	228.97	250.74	274.81	354.86	277.74	290.56	170.01	153.52	170.25	217.72	212.73	232.56			
Raw Flow Raw - Raw (m³/d)	347.60	655.50	373.87	481.75	635.90	596.13	184.86	220.43	191.25	216.55	281.00	327.13				
Eff. Flow Total - Effluent (m³)	7415.43	6981.08	7623.00	8469.31	10895.89	8533.14	8917.38	5200.26	4659.51	5207.68	6642.38	6454.66	84655.93			
Eff. Flow Avg - Effluent (m³/d)	243.88	228.97	250.74	274.81	354.86	277.74	290.56	170.01	153.52	170.25	217.72	212.73	232.31			
Eff. Flow Max - Effluent (m³/d)	347.60	655.50	373.87	481.75	635.90	596.13	184.86	220.43	191.25	216.55	281.00	327.13				
Carbonaceous Biochemical Oxygen Demand: CBOD:																
Eff. # of samples of CBOD5 - Effluent (mg/L)	3353	2506	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500	27	2506	3353	15.0
Eff. # of samples of CBOD5 - Raw (mg/L)	0.797	0.377	0.815	0.791	0.888	0.434	0.343	0.336	0.405	0.332	0.403	0.545	27	0.521	0.797	
Loading: CBOD5 - Effluent (kg/d)	81.000	51.000	133.000	132.000	89.000	62.000	94.000	84.000	88.000	80.000	71.000	134.000	96.083	134.000		
Raw # of samples of BOD5 - Raw (mg/L)	60.000	47.000	144.000	139.000	30.000	82.000	131.000	90.000	53.000	70.000	72.000	133.000	96.917	144.000		
Raw # of samples of TSS - Raw (mg/L)	7.000	0.000	7.500	3.500	5.000	3.500	4.000	2.000	5.500	4.500	6.000	5.000	4.583	7.500		
Eff. # of samples of TSS - Effluent (mg/L)	1.674	1.732	1.844	1.107	1.719	0.759	0.688	0.338	0.891	0.777	1.208	1.364	1.171	1.844		
Eff. # of samples of TSS - Raw (mg/L)	91.250	87.234	94.782	97.482	94.444	85.732	95.447	86.000	89.623	93.571	91.697	96.241	97.697	97.482		
Percent Removal: TSS - Raw (mg/L)	2.020	1.300	4.240	3.520	1.520	2.650	3.830	5.230	4.600	4.150	3.460	4.320	3.478	5.230		
Raw # of samples of TP - Raw (mg/L)	0.377	0.390	0.295	0.695	0.415	0.240	0.303	0.365	0.410	0.265	0.305	0.303	0.300	0.695		
Eff. # of samples of TP - Effluent (mg/L)	0.000	0.104	0.073	0.210	0.143	0.062	0.062	0.061	0.066	0.046	0.061	0.063	0.067	0.210		
Eff. # of samples of TP - Raw (mg/L)	85.623	72.300	90.042	91.108	72.897	91.579	92.362	93.021	91.997	93.133	91.185	92.978	93.185	93.133		
Percent Removal: TP - Raw (mg/L)	25.320	16.800	41.000	38.800	14.400	31.900	41.300	54.800	52.000	38.000	36.800	44.900	36.687	54.800		
Raw # of samples of THN - Raw (mg/L)	2.800	0.200	0.400	0.100	0.100	0.100	0.100	0.500	0.600	0.100	0.150	0.800	0.483	2.800		
Eff. # of samples of TAN - Effluent (mg/L)	0.670	0.058	0.098	0.032	0.034	0.022	0.017	0.059	0.097	0.016	0.030	0.218	0.113	0.670		
Loading: TAN - Effluent (kg/d)	13.497	11.000	16.250	16.750	16.650	16.800	25.567	27.000	36.500	31.500	23.650	23.633	21.966	36.500		
Eff. # of samples of NO2-N - Effluent (mg/L)	0.003	0.005	0.110	0.000	0.000	0.035	0.037	0.115	0.025	0.030	0.030	0.060	0.027	0.115		
Eff. # of samples of NO2-N - Raw (mg/L)	3.314	1.682	2.000	3.231	12.517	37.231	18.418	68.642	22.223	48.111	16.049	8.258	20.316	68.642		
Disinfection:																
Eff. # of samples of E. Coli - Effluent (cfu/100mL)	5	4	4	5	4	4	5	4	4	5	3	5	52	20.316	68.642	200.0



Norfolk County Office of the Mayor

March 1, 2020

Ontario Municipalities

Dear Heads of Council and Councillors:

Re: Issues regarding the mapping of Provincially Significant Wetlands (PSWs)

Norfolk County Council is working to address significant issues that have come to our attention regarding the mapping of Provincially Significant Wetlands (PSWs).

Following the Ministry's updated mapping related to PSWs, the County updated its Official Plan to bring its policies in line with the new mapping. Following that, the County planning staff introduced a Zoning By-Law amendment to update the zoning to reflect the new mapping and to provide consistency between the Zoning By-Law and the Official Plan. Though the mapping is wholly outside the County's process and control, the zoning by-law amendment was not approved by Council, flowing from significant public concern about the updated mapping affecting people's properties. In some cases, some of these changes were very significant.

The County submitted comments to the province as part of the review of the Provincial Policy statement requesting that the process for PSW mapping be significantly improved to allow for transparency and better land owner engagement, including, for example, a right of appeal or formal dispute resolution process. This will allow for land owners to be properly informed and engaged where land use designations that affect their property may result. The current process appears to be severely underfunded and without any meaningful way for affected residents to engage.

The County is seeking support from other rural municipalities who may be affected by this to address this issue with the province.

Thank you for your consideration of this matter.

Yours Truly,

Kristal Chopp

Mayor Kristal Chopp
Norfolk County

cc. The Honourable Steve Clark,
Minister of Municipal Affairs and Housing



MUNICIPALITY OF CALLANDER

Monday, March 16, 2020

Moved by Councillor

Seconded by Councillor

RESOLUTION NO. 2020/03/ 84

Whereas the World Health Organization has declared the COVID-19 Virus a world-wide pandemic; and

Whereas all levels of Government in Canada are taking precautionary measures to help protect their citizens and communities and slow the spread of this virus; and

Whereas these measures include social distancing and avoiding where possible public gatherings; and

Whereas the duration of these measures is unknown at this time; and

Whereas municipal governments need to continue to operate; and

Whereas the technology exists to allow Council members to participate in meetings electronically and for the public to be able to view the proceedings of Council electronically, thus allowing for increased social distancing without compromising accountability and transparency of Council decisions; and

Whereas the Municipal Act currently provides for Council Members to participate electronically in meetings, but only if a quorum is present in person and the meeting is open to the public; and

Whereas additional measures to control the COVID-19 pandemic could be employed if the Provincial Government waives the quorum and closed session restrictions to electronic participation in meetings by Council Members;

Now therefore, be it resolved that the Council of the Municipality of Callander petition the Provincial Government to waive the restrictions on electronic participation in Council Meetings, at least for the duration of the COVID-19 pandemic;

And further that copies of this motion be sent to the Premier of Ontario, the Minister of Municipal Affairs; our local MPP; and all Ontario Municipalities for support.

Mayor

CARRIED / DEFEATED / AMENDED / DEFERRED



Community Services

Legislative Services

March 24, 2020
File #120203

Sent via email: clerk@callander.ca

Elaine Gunnell, Municipal Clerk
Municipality of Callander
280 Main Street N., P.O. Box 100
Callander, ON P0H 1H0

Dear Ms. Gunnell:

Re: Request for Provincial Government to waive the restrictions on electronic participation in Council Meetings, at least for the duration of the COVID-19 pandemic.

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of March 23, 2020 received your correspondence dated March 16, 2020 and supported the motion passed by the Council of the Municipality of Callander requesting the Provincial Government to waive the restrictions on electronic participation in Council Meetings, at least for the duration of the COVID-19 pandemic.

Trusting this information will be of assistance to you.

Yours very truly,

Carol Schofield,
Manager, Legislative Services/Clerk
cschofield@forterie.ca

c.c. The Honourable Doug Ford, Premier of Ontario *Sent via email: premier@ontario.ca*
The Honourable Steve Clark, Minister of Municipal Affairs and Housing *Sent via email: steve.clark@pc.ola.org*
Wayne Gates, MPP-Niagara Falls, Legislative Assembly of Ontario *Sent via email: wgates-co@ndp.on.ca*
Sam Oosterhoff, MPP-Niagara West-Glanbrook, Legislative Assembly of Ontario *Sent via email: sam.oosterhoff@pc.ola.org*
Jennifer Stevens, MPP-St. Catharines *Sent via email: JStevens-CO@ndp.on.ca*
Jeff Burch, MPP-Niagara Centre *Sent via email: JBurch-QP@ndp.on.ca*
Ontario Municipalities *Sent via email*

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6
Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022 Web-site: www.forterie.ca



March 24, 2020

Honourable Minister Greg Rickford
 Ministry of Energy, Northern Development and Mines
 Whitney Block
 Room 5630, 5th Floor
 99 Wellesly Street West
 Toronto, ON M7A 1W1
 Email: greg.rickford@pc.ola.org

Re: Time of Use Billing

Dear Minister Rickford,

During these unprecedented times with thousands of Ontarians unable to work due to the COVID-19 pandemic, the financial difficulties facing families and municipalities is immense. On behalf of those who are and will be struggling to provide for their families, the Council of the Town of Essex discussed the cost of energy and specifically the "time of use" billing. With many families quarantined at home their energy costs will sky rocket, and with funds already scarce it will create a great hardship for them. With that in mind the Council of the Town of Essex passed the following resolution respectfully requesting that the electricity rates be adjusted to aid Ontarians at this time,

Moved by Councillor Verbeek
 Seconded by Councillor Bondy

(SP20-03-010) That Council send a letter to the Minister of Energy, Greg Rickford, to suspend "time of use" billing during the quarantine period as a result of the COVID-19 pandemic, and;

That this letter be sent to the Ontario Energy Board, the Premier, and our local member of parliament Taras Natyshak and all Ontario Municipalities.

Carried

Thanking you for your attention to this matter,



Yours truly,

A handwritten signature in black ink, appearing to read "R. Auger".

Robert W. Auger, L.L.B.
Town Solicitor, Legal and Legislative Services/Clerk
Email: rauger@essex.ca
Ext. 1132

RWA/lam

c.c. Honourable Doug Ford
Premier of Ontario

Ontario Energy Board

Taras Natyshak, MPP

Ontario Municipalities



The Corporation of the Town of Midland

575 Dominion Avenue
Midland, ON L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
www.midland.ca

March 23, 2020

By Fax to: 613.941.6900 & Twitter @CanadianPM, @JustinTrudeau

The Right Honourable Justin Trudeau
Prime Minister of Canada
Langevin Block,
Ottawa, Ontario, K1A 0A2

Dear Prime Minister:

Re: Direct Payment of Federal Funds to Municipalities to Waive Property Taxes for the Year 2020 - Financial help to alleviate the suffering from COVID-19 Pandemic

It is trite to repeat the human and financial toll of the COVID-19 Pandemic. Similarly, the commitment of the federal, provincial and municipal governments toward alleviating the suffering of Canadians does not require repeating.

We, at the Town of Midland, in the Province of Ontario, are proposing what we believe to be a simple but effective solution to facilitate the delivery of our common and shared commitment to the financial and psychological well-being of all Canadians.

Proposal:

1. Residential Properties (primary residence only)

- a. Waive 100% of the 2020 property taxes for all residential properties currently assessed at or below \$ 500,000.00 by each governing provincial property assessment body; and
- b. Waive 50% of the 2020 property taxes for all residential properties currently assessed below \$ 1,000,000.00; and
- c. Waive 25% of the 2020 property taxes for all residential properties currently assessed above \$1,000,000.00.

2. Industrial, Commercial and Farm Properties

- a. Waive 100% of the 2020 property taxes for all; industrial, commercial and farm properties currently assessed at under \$ 10,000,000.00; and
- b. Waive 50% of the property taxes for the year 2020 for all industrial, commercial and farm properties currently assessed between \$10,000,000.00 and \$ 50,000,000.00; and
- c. Waive 25% of the property taxes for the year 2020 for all industrial, commercial and farm properties assessed above \$50,000,000.00.

3. Federal Transfer Payment to Canadian Municipalities

- a. In lieu of the annual municipal property taxes, the Federal Government transfers funds to municipalities across Canada, as a one-time grant.

Advantages of the Proposal:

1. Quick and timely relief;
2. Direct relief to all Canadian homeowners and the business community;
3. Directly protects Canadians who although may be solvent, are unable to easily meet the financial pressures beyond their personal capacity due to COVID-19;
4. No additional resources required to assess individual need and delivery of the relief;
5. Negligible overhead costs for the disbursement of the relief. In fact, it may cut-down on some of the work for municipal staff; and
6. The financial stimulus received from the federal government will come into circulation immediately and will stay in the community.

There are a multitude of other direct and indirect financial and non-financial benefits that will result from the implementation of this proposal. The biggest non-financial impact is that Canadians will see an immediate financial relief respecting the pressures to make their property tax payments and be better positioned to address other essential needs. In turn, removing this added stress will provide some relief to the already strained financial and health systems.

As you are aware, Canadians are entering this time of crisis with a very high amount of house-hold debt and a great deal of financial fragility. Taking this simple step should alleviate some of those pressures. At the same time, it will keep your municipal governments, and school boards primed for continued productivity and forward momentum to address the fallout from COVID-19.

Thanking you in anticipation of a favourable response.

Sincerely,

The Corporation of the Town of Midland



Stewart Strathearn,
Mayor
sstrathearn@midland.ca



Amanpreet Singh Sidhu,
Chief Administrative Officer
asidhu@midland.ca

- c: Town of Midland Council
Association of Municipalities of Ontario
Province of Ontario



**TREASURER
STAFF REPORT
Open Report**

Report to: Mayor Ferguson and Members of Council
 From: Stephen Ikert, Treasurer
 SUBJECT: 2020 Budget Adjustments and Approval - Updated
 Presented to Council: April 9, 2020

Recommendation:

That the Council of the Municipality of Brooke-Alvinston formally approve the following 2020 Budgets:

- a. General Taxation Budgets – Operating & Capital
- b. Water & Sewer Budgets – Operating & Capital
- c. Reserves and Reserve Fund Budgets

Background:

Given the impact of the COVID-19 pandemic, the General Taxation Operating Budget was updated for known/anticipated changes due to the pandemic.

- Takes into account estimated changes in Revenue & Expenses due to the COVID-19 pandemic (e.g. lower rental revenues, less penalty & interest income, less investment income, wage savings, fuel & other savings, etc.)
- The Budgeted 4.9% tax increase remains unchanged from what was approved in principal at the March 12, 2020 council meeting.

Enclosed are schedules showing:

- Updated 2019 year-to-date results
- Adjusted 2020 General Taxation Budgeted amounts due to Covid-19
- Unchanged 2020 General Taxation Capital Budget
- Unchanged Water and Sewer, Operating and Capital Budgets
- Unchanged Reserve and Reserve Fund Budgets

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

April 9, 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)
2020 GENERAL BUDGET EXPENDITURES																
GENERAL GOVERNMENT																
1 COUNCIL	66,400	46,609	(19,791)	55,160				-			66,400	46,609	(19,791)	55,160		(11,240)
2 COUNCIL SUPPORT	161,000	156,844	(4,156)	170,250				-			161,000	156,844	(4,156)	170,250		9,250
3 ADMINISTRATION	347,840	304,555	(43,285)	325,123		15,000	19,885	4,885	38,000		362,840	324,440	(38,401)	363,123		283
	575,240	508,007	(67,233)	550,533		15,000	19,885	4,885	38,000		590,240	527,892	(62,348)	588,533		(1,707)
PROTECTION																
4 FIRE - ALVINSTON	202,508	214,461	11,953	210,124		31,500	21,884	(9,616)	32,000		234,008	236,345	2,337	242,124		8,116
5 FIRE - INWOOD	131,667	124,088	(7,579)	103,575		16,000	13,122	(2,879)	15,500		147,667	137,209	(10,458)	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)	82,549				-			69,150	56,155	(12,995)	82,549		13,399
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	76,465	47,465	47,825				-			29,000	76,465	47,465	47,825		18,825
11 EMERGENCY MEASURES	2,150	655	(1,495)	4,100				-			2,150	655	(1,495)	4,100		1,950
	853,446	881,270	27,824	884,217		47,500	35,005	(12,495)	47,500		900,946	916,275	15,329	931,717		30,771
TRANSPORTATION SERVICES																
12 ROADS - MATERIALS & SERVICES	863,000	793,038	(69,962)	634,250		808,000	109,026	(698,974)	1,126,000		1,671,000	902,064	(768,936)	1,760,250		89,250
13 PUBLIC WORKS OVERHEAD	551,625	527,956	(23,669)	581,009				-			551,625	527,956	(23,669)	581,009		29,384
14 VEHICLES & EQUIP	179,450	132,249	(47,201)	154,100		45,000	46,874	1,874	375,000		224,450	179,123	(45,327)	529,100		304,650
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		-
	1,650,325	1,503,203	(147,122)	1,425,609		853,000	155,900	(697,100)	1,501,000		2,503,325	1,659,103	(844,222)	2,926,609		423,284
ENVIRONMENTAL																
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
	216,292	217,722	1,429	227,788		-	-	-	-		216,292	217,722	1,429	227,788		11,496
HEALTH																
21 HOSPITAL/CEMETERIES - DONATIONS	5,850	5,450	(400)	850				-			5,850	5,450	(400)	850		(5,000)
22 CEMETERY OPERATIONS	83,124	73,847	(9,277)	85,393		-	2,143	2,143	-		83,124	75,990	(7,134)	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	79,297	(9,677)	86,243		-	2,143	2,143	-		88,974	81,440	(7,534)	86,243		(2,731)
RECREATION AND CULTURAL																
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	432,860	11,772	435,133		118,500	191,897	73,397	255,000		539,588	624,758	85,170	690,133		150,545
25 CC - CONCESSION/VENDING	4,500	1,643	(2,857)	2,000		-	-	-	-		4,500	1,643	(2,857)	2,000		(2,500)
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	467,615	2,478	474,077		130,500	203,478	72,978	255,000		595,637	671,093	75,456	729,077		133,440
PLANNING AND DEVELOPMENT																
29 PLANNING & ZONING	5,250	5,212	(38)	5,750		-	-	-	-		5,250	5,212	(38)	5,750		500
30 COMMERCIAL INDUSTRIAL	12,500	5,939	(6,561)	12,500		-	35,941	35,941	-		12,500	41,880	29,380	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	354,377	(504,423)	739,000		-	35,941	35,941	-		858,800	390,318	(468,482)	739,000		(119,800)
OTHER/RESERVES																
36 RESERVES	153,000	1,080,000	927,000	203,000			-	-			153,000	1,080,000	927,000	203,000		50,000
37 RESERVE FUNDS		-	-	-				-			-	-	-	-		-
	153,000	1,080,000	927,000	203,000		-	-	-	-		153,000	1,080,000	927,000	203,000		50,000
38 TOTAL EXPENDITURES	4,861,214	5,091,491	230,277	4,590,467		1,046,000	452,352	(593,648)	1,841,500		5,907,214	5,543,843	(363,372)	6,431,967		524,753
REVENUES																
FEEES AND CHARGES																
39 GENERAL GOVERNMENT	8,400	14,426	6,026	14,050				-			8,400	14,426	6,026	14,050		5,650
40 INSPECTIONS & CONTROL	27,500	82,867	55,367	43,000				-			27,500	82,867	55,367	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	73,847	(9,277)	85,393			-	-			83,124	73,847	(9,277)	85,393		2,269
44 COMMUNITY CENTER - ALVINSTON	188,500	203,445	14,945	155,500				-			188,500	203,445	14,945	155,500		(33,000)

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		-
	983,024	692,467	(290,557)	857,063		-	-	-	-		983,024	692,467	(290,557)	857,063		(125,961)
MUNICIPAL																
54 ALVINSTON FIRE	35,560	53,368	17,808	45,016		5,828	2,042	(3,786)	5,920		41,388	55,410	14,022	50,936		9,548
55 INWOOD FIRE	13,083	10,554	(2,529)	12,322		960	(109)	(1,069)	1,860		14,043	10,445	(3,598)	14,182		139
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
	60,553	78,083	17,530	69,248		6,788	1,933	(4,855)	22,780		67,341	80,015	12,674	92,028		24,687
ONTARIO																
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/FIRE REVIEW GRANT	-	15,000	15,000	17,299				-	-		-	15,000	15,000	17,299		17,299
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)
	974,800	864,755	(110,045)	892,899		166,325	148,817	(17,508)	378,968		1,141,125	1,013,572	(127,554)	1,271,867		130,742
CANADA																
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
	-	-	-	-		82,533	-	(82,533)	238,341		82,533	-	(82,533)	238,341		155,809
OTHER																
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	45,000				-			55,000	63,031	8,031	45,000		(10,000)

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	82,825	37,825	45,500				-			45,000	82,825	37,825	45,500		500
AREA RATINGS																
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)
RESERVES/RESERVE FUNDS/FINANCING																
73 RESERVES	5,000	5,000	-	-		-	-	-	887,000		5,000	5,000	-	887,000		882,000
74 OTHER			-			-	94,394	94,394	-		-	94,394	94,394	-		-
75 FINANCING			-			-	-	-	-		-	-	-	-		-
	5,000	5,000	-	-		-	94,394	94,394	887,000		5,000	99,394	94,394	887,000		882,000
TAXATION																
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	1,838,738	(352,831)	1,953,469		255,646	245,144	(10,503)	1,527,089		2,447,216	2,083,882	(363,334)	3,480,559		1,033,343
80 NET EXPENDITURES OVER REVENUE	(2,669,645)	(3,252,753)	(583,108)	(2,636,998)		(790,354)	(207,208)	583,146	(314,411)		(3,459,999)	(3,459,961)	38	(2,951,409)		508,590
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			2,951,409		

137,985
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)
2020 WATER & SEWER BUDGET																
WATER & SEWER REVENUE																
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	-	-	-	-			-			-	-	-	-		-
TOTAL WATER & SEWER REVENUES																
		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
WATER & SEWER EXPENDITURES																
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
TOTAL WATER & SEWER EXPENDITURES																
		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
NET WATER & SEWER EXPENDITURES (SURPLUS)																
		67,900	66,817	(1,083)	37,423		(67,900)	(40,631)	27,269	(37,423)		(0)	26,186	26,187	-	0

2020 RESERVE CONTRIBUTION/WITHDRAWAL PROPOSALS

	2018	-----2019 Budgeted-----		-----2019 Actual-----		-----2020 Budgeted-----			
	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>	<u>Adjustments</u>	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>
RESERVES									
BUDGET SURPLUS	-	-	-	-	412,000	412,000		(412,000)	-
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
TOTAL RESERVES	<u>2,107,044</u>	<u>153,000</u>	<u>(5,000)</u>	<u>2,255,044</u>	<u>927,000</u>	<u>3,182,044</u>	<u>203,000</u>	<u>(887,000)</u>	<u>2,498,044</u>
		Bluewater					Bluewater		
		Power -Est. Int.					Power -Est. Int.		
		& Div.					& Div.		
RESERVE FUND									
ALVINSTON GENERAL	92,647	24,410	(82,100)	34,957	82,100	117,057	20,000	(72,577)	64,480
TOTAL	<u>2,199,691</u>	<u>177,410</u>	<u>(87,100)</u>	<u>2,290,001</u>	<u>1,009,100</u>	<u>3,299,101</u>	<u>223,000</u>	<u>(959,577)</u>	<u>2,562,524</u>

2020 - CAPITAL - PROPOSALS - DETAIL by DEPARTMENT

<u>DEPARTMENT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
GENERAL GOVERNMENT	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>	
BFR - ALVINSTON STN	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>		
BFR - INWOOD STN	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>		
PUBLIC WORKS	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>	
RECREATION & CULTURE	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>	
TOTAL CAPITAL - TAXATION BUDGET		<u>1,841,500</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
TOTAL CAPITAL - WATER AND SEWER		<u>185,116</u>	

MUNICIPALITY OF BROOKE-ALVINSTON

Statement of Council Remuneration - 2019
as per Council Remuneration By-law 5 of 2011

	Regular Council	Special Council	Committees	Seminars & Conferences	Expenses	Total
Mayor David Ferguson	\$5,786.00	\$510.00	\$650.00	\$2,630.00	\$2,488.84	\$12,064.84
Councillor James Armstrong	\$4,200.00	\$450.00	\$50.00	\$400.00	\$579.68	\$5,679.68
Councillor Wayne Deans	\$4,200.00	\$600.00	\$350.00	\$400.00	\$79.75	\$5,629.75
Councillor Jeannette Douglas	\$4,200.00	\$450.00	\$200.00	\$800.00	\$1,192.74	\$6,842.74
Councillor Frank Nemcek	\$4,400.00	\$450.00	\$550.00	\$800.00	\$1,700.46	\$7,900.46
TOTAL	\$22,786.00	\$2,460.00	\$1,800.00	\$5,030.00	\$6,041.47	\$38,117.47

Stephen Ikert

Stephen Ikert

Treasurer

March 9, 2020

per section 284, Municipal Act S.O. 2001, C. 25



**TREASURER
STAFF REPORT
Open Report**

Report to: Mayor Ferguson and Members of Council
From: Stephen Ikert, Treasurer
SUBJECT: Accounts Payable Listing – March 2020
Presented to Council: April 9, 2020

RECOMMENDATION:

That Council Receive and File the Accounts Payable Listing for March 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 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2020 SUNLIFE BENEFITS	03-02-20	03-02-20	4.34
01-0000-0629	002774 MARNIE CUMMING	MAR2020 REFUND DAMAGE DEPOSIT	03-16-20	03-16-20	75.00
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	FEB2020 DEDUCTIONS	03-12-20	03-12-20	18,393.76
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	FEB2020 WSIB PREMIUM	03-12-20	03-12-20	2,901.90
01-0000-2292	000370 MINISTER OF FINANCE -EHT	FEB2020 EMPLOYER HEALTH TAX	03-12-20	03-12-20	1,325.65
		Account Total			4,227.55
01-0000-2293	000011 BMO INVESTMENTS INC.	FEB2020 EMPLOYEE RSP	03-12-20	03-12-20	770.76
01-0000-2293	000085 EQUITY ASSOCIATES	FEB2020 EMPLOYEE RSP	03-12-20	03-12-20	845.68
01-0000-2293	000087 BMO NESBITT BURNS	FEB2020 EMPLOYEE RSP	03-12-20	03-12-20	1,559.48
		Account Total			3,175.92
01-0000-2425	003310 MARK MELLIS	MAR 2020 REFUND BLDG PERMIT # 19-005	03-19-20	03-19-20	222.26
01-0000-2425	000032 RANDY HILLS	MAR2020 REFUND BLDG PERMIT # 19-032	03-19-20	03-19-20	332.65
01-0000-2425	002486 ROBERT JASSENS	MAR2020 REFUND BLDG PERMIT # 19-012	03-19-20	03-19-20	179.48
01-0000-2425	003305 MARY ELLEN KING	MAR2020 REFUND BUILDING PERMIT # 14-29	03-19-20	03-19-20	420.12
01-0000-2425	003306 GARY MITCHELL	MAR2020 REFUND BUILDING PERMIT # 15-03	03-19-20	03-19-20	91.00
01-0000-2425	003307 CHRIS CLEMENTS	MAR2020 REFUND BUILDING PERMIT #16-29	03-19-20	03-19-20	265.43
01-0000-2425	003308 HOMEVIEW FARMS	MAR2020 REFUND BLDG PERMIT # 18-009	03-19-20	03-19-20	190.62
01-0000-2425	003309 BRYCE SMITH	MAR2020 REFUND BLDG PERMIT # 18-011	03-19-20	03-19-20	91.16
01-0000-2425	002978 ROGER BUURMA	MAR2020 REFUND BLG PERMIT # 16-012	03-24-20	03-24-20	61.88
01-0000-2425	003312 BONITA LAPAGE	MAR2020 REFUND BLDG PERMIT # 13-036	03-24-20	03-24-20	118.50
		Account Total			1,973.10

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0000-2426	002810 MELISSA MCLACHLIN	MAR2020 FOOD BANK EXPENSES	03-05-20	03-05-20	59.90
01-0000-2426	002996 NANCY FAFLAK	MAR2020 FOOD BANK PURCHASES	03-05-20	03-05-20	100.91
Account Total					160.81
Department Total					28,010.48

GOVERNANCE

01-0240-7303	002598 DAVID FERGUSON	FEB2020 PHONE EXPENSE	03-02-20	03-02-20	30.00
01-0240-7306	000279 BMO BANK OF MONTREAL	4621-0320 OGRA TRAVEL	03-05-20	03-05-20	48.59
01-0240-7306	000279 BMO BANK OF MONTREAL	9819-0320 OGRA	03-05-20	03-05-20	118.00
01-0240-7306	000032 RANDY HILLS	FEB2020 MILEAGE OGRA	03-05-20	03-05-20	210.93
Account Total					377.52
01-0240-7325	000279 BMO BANK OF MONTREAL	4621-0320 OGRA HOTEL/DINNER	03-05-20	03-05-20	1,764.26
01-0240-7325	000279 BMO BANK OF MONTREAL	8180-0320 OGRA AWARDS DINNER	03-05-20	03-05-20	254.25
01-0240-7325	000184 FRANK NEMCEK	FEB2020 OGRA	03-04-20	03-04-20	85.18
Account Total					2,103.69
01-0240-7399	002435 BROOKE-ALVINSTON SKATING CLUB	FEB2020 BASC DONATION	03-02-20	03-02-20	25.00
01-0240-7420	003190 ROBERT J. SWAYZE	601 RETAINER	03-11-20	03-11-20	565.00
01-0240-7610	002059 LAMBTON COUNTY HISTORICAL SOCIETY	MAR2020 MEMBERSHIP FEE	03-16-20	03-16-20	50.00
Department Total					3,151.21

COUNCIL SUPPORT

01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	MAR2020 SUNLIFE BENEFITS	03-02-20	03-02-20	917.07
01-0241-7301	000279 BMO BANK OF MONTREAL	4621-0320 OFFICE SUPPLIES	03-05-20	03-05-20	32.77
01-0241-7320	000279 BMO BANK OF MONTREAL	8180-0320 OMAA MEMBERSHIP	03-05-20	03-05-20	446.35

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0241-7325	000279 BMO BANK OF MONTREAL	4621-0320 OGRA HOTEL/DINNER	03-05-20	03-05-20	335.42
01-0241-7325	000279 BMO BANK OF MONTREAL	8180-0320 OGRA AWARDS DINNER	03-05-20	03-05-20	84.75
Account Total					420.17
Department Total					1,816.36

CORPORATE MANAGEMENT

01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA, MAR2020	SUNLIFE BENEFITS	03-02-20	03-02-20	1,273.78
01-0250-7301	000165 MANLEY'S BASICS	1078801 OFFICE SUPPLIES	03-04-20	03-04-20	127.92
01-0250-7301	000165 MANLEY'S BASICS	1078807 OFFICE SUPPLIES	03-04-20	03-04-20	16.29
01-0250-7301	000279 BMO BANK OF MONTREAL	4621-0320 OFFICE SUPPLIES	03-05-20	03-05-20	16.95
Account Total					161.16
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0320 PHONE & INTERNET SERVICE	03-11-20	03-11-20	252.10
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR75735 PHOTOCOPIER MAINTENANCE CONTRA	03-04-20	03-04-20	158.22
01-0250-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	TR222090 OFFICE STAMPS	03-02-20	03-02-20	1,039.60
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	065261 WATER/SEWER	03-05-20	03-05-20	162.00
01-0250-7306	003032 WATER ISLAND CANADA INC.	07173 WATER	03-04-20	03-04-20	34.00
Account Total					196.00
01-0250-7309	000002 UNION GAS LIMITED	7348-0320 NATURAL GAS HEATING	03-12-20	03-12-20	341.55
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17177 IT SUPPORT	03-11-20	03-11-20	593.25
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17213 IT LICENCING & SUPPORT	03-11-20	03-11-20	455.33
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17237 SONIC WALL LICENCING	03-11-20	03-11-20	1,258.97
01-0250-7310	000105 USTI CANADA, INC.	260647 ANNUAL KEYSTONE LICENCE	03-11-20	03-11-20	11,895.27
Account Total					14,202.82

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01-0250-7320	000279 BMO BANK OF MONTREAL	8180-0320 OMTRA MEMBERSHIP	03-05-20	03-05-20	254.25
01-0250-7340	000273 PEDDEN GENERAL GLASS LTD	901933 GLASS	03-19-20	03-19-20	594.43
01-0250-7340	000112 NUTECH PEST SERVICES	9625 PEST CONTROL	03-02-20	03-02-20	47.46
01-0250-7340	000112 NUTECH PEST SERVICES	9652 PEST CONTROL	03-24-20	03-24-20	47.46
Account Total					689.35
01-0250-7405	000195 KATHRYN SMITH	496755 OFFICE CLEANING	03-05-20	03-05-20	250.00
Department Total					18,818.83
<u>FIRE SERVICES</u>					
01-0410-7116	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2020 SUNLIFE BENEFITS	03-02-20	03-02-20	356.18
01-0410-7150	003040 JEFF MCARTHUR	MAR2020 EXPENSES	03-24-20	03-24-20	395.50
Department Total					751.68
<u>FIRE STATION - ALVINSTON</u>					
01-0411-7125	000201 SAFEDSIGN APPAREL LTD	255628 BOOTS, GLOVES	03-16-20	03-16-20	3,691.46
01-0411-7125	000201 SAFEDSIGN APPAREL LTD	255787 BOOTS	03-24-20	03-24-20	617.17
Account Total					4,308.63
01-0411-7150	000279 BMO BANK OF MONTREAL	4621-0320 TRAINING MEALS	03-05-20	03-05-20	148.19
01-0411-7150	002912 CANADIAN RED CROSS- ATTENTION ACCOUNT	CRC-220830 FR CERTIFICATION	03-24-20	03-24-20	240.00
01-0411-7150	002912 CANADIAN RED CROSS- ATTENTION ACCOUNT	CRC-F-055892 FIRST RESPONDER RENEWAL FEE	03-16-20	03-16-20	250.00
Account Total					638.19
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10601690-0320 PHONE	03-11-20	03-11-20	67.77
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	065174 WATER/SEWER	03-05-20	03-05-20	220.47
01-0411-7309	000002 UNION GAS LIMITED	7133-0320 NATURAL GAS HEATING	03-12-20	03-12-20	236.96

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01-0411-7310	003040 JEFF MCARTHUR	MAR2020 EXPENSES	03-24-20	03-24-20	87.07
01-0411-7340	002250 CPE SERVICES	14133 GENERATOR SERVICE	03-24-20	03-24-20	216.95
01-0411-7340	003010 STEWART OVERHEAD DOOR CO. LTD.	7228 AFS OVERHEAD DOOR REPAIR	03-24-20	03-24-20	293.80
01-0411-7340	000313 TERRY MACDONALD	FH01022020 CLEANING	03-16-20	03-16-20	180.00
Account Total					690.75
01-0411-7345	000021 M & L SUPPLY	001838 SCBA COMPRESSOR REPAIR	03-16-20	03-16-20	280.71
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	275345 SCBA BATTERIES	03-16-20	03-16-20	57.60
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	276677 BATTERIES-SCBA	03-24-20	03-24-20	76.79
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	276924 AFS TOOLS	03-24-20	03-24-20	63.82
01-0411-7345	003082 SENTRY FIRE PROTECTION SERVICES	S129758 ANNUAL EXT/CYLINDERS	03-24-20	03-24-20	430.77
01-0411-7345	003082 SENTRY FIRE PROTECTION SERVICES	S130093 O2 REFILL	03-24-20	03-24-20	146.34
Account Total					1,056.03
01-0411-7360	002649 ALLIED MEDICAL	503517 MED SUPPLIES	03-16-20	03-16-20	133.75
01-0411-7373	000214 KARL'S TRUCK SERVICE	W69134 P3 ANNUAL	03-16-20	03-16-20	931.52
01-0411-7460	002223 COUNTY OF LAMBTON	33098 RADIO TOWER LEASE/SUPPORT	03-11-20	03-11-20	1,713.07
Department Total					10,084.21
<u>FIRE STATION - INWOOD</u>					
01-0412-7125	000267 TOWNSHIP OF WARWICK	062715 FF BOOTS	03-16-20	03-16-20	225.00
01-0412-7125	000201 SAFEDSIGN APPAREL LTD	255628 BOOTS, GLOVES	03-16-20	03-16-20	1,845.73
Account Total					2,070.73
01-0412-7150	000279 BMO BANK OF MONTREAL	4621-0320 TRAINING MEAL	03-05-20	03-05-20	49.40
01-0412-7310	003040 JEFF MCARTHUR	MAR2020 EXPENSES	03-24-20	03-24-20	87.07

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01-0412-7342	003076 DOWLER KARN	1028536 MTO PROPANE	03-16-20	03-16-20	400.16
01-0412-7342	003076 DOWLER KARN	1033697 MTO PROPANE	03-16-20	03-16-20	364.88
Account Total					765.04
01-0412-7345	000021 M & L SUPPLY	001838 SCBA COMPRESSOR REPAIR	03-16-20	03-16-20	140.36
01-0412-7360	002649 ALLIED MEDICAL	503517 MED SUPPLIES	03-16-20	03-16-20	66.88
01-0412-7371	002892 SANI GEAR INC.	3992 BUNKER GEAR CLEANING	03-24-20	03-24-20	421.38
01-0412-7460	002223 COUNTY OF LAMBTON	33098 RADIO TOWER LEASE/SUPPORT	03-11-20	03-11-20	1,713.07
Department Total					5,313.93
<u>FIRE DEPARTMENT - WATFORD</u>					
01-0413-7610	000267 TOWNSHIP OF WARWICK	062752 WARWICK FIRE AGREEMENT	03-11-20	03-11-20	1,990.00
Department Total					1,990.00
<u>POLICE</u>					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2044 MONTHLY POLICING	03-05-20	03-05-20	34,018.84
Department Total					34,018.84
<u>PROTECTIVE INSPECTION & CONTROL</u>					
01-0440-7470	002223 COUNTY OF LAMBTON	33162 BUILDING PERMIT INSPECTIONS	03-12-20	03-12-20	2,697.50
01-0440-7470	002223 COUNTY OF LAMBTON	33162 BUILDING PERMIT INSPECTIONS	03-12-20	03-12-20	408.69
Account Total					3,106.19
01-0440-7472	000175 VICKI KYLE	MAR2020 ANIMAL CONTROL SERVICES	03-04-20	03-04-20	885.72
01-0440-7476	002223 COUNTY OF LAMBTON	33164 PROPERTY STANDARDS	03-12-20	03-12-20	910.00
01-0440-7476	002223 COUNTY OF LAMBTON	33164 PROPERTY STANDARDS	03-12-20	03-12-20	92.91
01-0440-7476	002223 COUNTY OF LAMBTON	33165 PROPERTY STANDARDS	03-12-20	03-12-20	956.19
Account Total					1,959.10
Department Total					5,951.01

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RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0379652-0676-8 BIN RENTAL	03-05-20	03-05-20	100.76
01-0549-7401	003017 MARCOTTE DISPOSAL INC.	MAR2020 DUMPSTER	03-19-20	03-19-20	311.32
Account Total					412.08
Department Total					412.08
RT&M - SIGNS					
01-0550-7301	000139 JOHN O'NEIL WELDING	28659 STEEL FOR BARRACKS	03-05-20	03-05-20	838.31
Department Total					838.31
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0320 HYDRO	03-11-20	03-11-20	17.90
Department Total					17.90
OVERHEAD					
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA,	MAR2020 SUNLIFE BENEFITS	03-02-20	03-02-20	2,804.45
01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	88827 COVERALLS	03-05-20	03-05-20	130.80
01-0560-7125	002396 FASTENAL CANADA	ONST171501 BOLTS, HARD HAT	03-05-20	03-05-20	28.24
Account Total					159.04
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10601771-0320 PHONE & INTERNET SERVICE	03-11-20	03-11-20	187.81
01-0560-7304	003140 ACCESS FASTENERS & SUPPLY LTD	0000131927 BOLTS	03-19-20	03-19-20	30.30
01-0560-7304	003029 MEGA-LAB	155237 SOAP	03-05-20	03-05-20	607.94
01-0560-7304	002452 MORRIS WERDEN	16898 BELT	03-19-20	03-19-20	47.46
01-0560-7304	000170 HAYTER PLUMBING & HEATING LTD	187811 PRESSURE WASHER	03-05-20	03-05-20	27.30
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	351011 LAG SCREWS	03-19-20	03-19-20	9.94
01-0560-7304	003136 NAPA GLENCOE	447511 GLOVES, OIL DRY, WW FLUID	03-05-20	03-05-20	163.35
01-0560-7304	000168 WATFORD AUTO PARTS	5329-190479 U BOLT	03-05-20	03-05-20	12.84

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01-0560-7304	000168 WATFORD AUTO PARTS	5329-190482 WRENCHES	03-05-20	03-05-20	111.78
01-0560-7304	002396 FASTENAL CANADA	ONST171501 BOLTS, HARD HAT	03-05-20	03-05-20	45.07
01-0560-7304	002396 FASTENAL CANADA	ONST172129 SHOP SUPPLIES	03-19-20	03-19-20	189.73
Account Total					1,245.71
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	064930 WATER	03-05-20	03-05-20	93.00
01-0560-7306	003032 WATER ISLAND CANADA INC.	07173 WATER	03-04-20	03-04-20	22.00
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0320 HYDRO	03-16-20	03-16-20	479.84
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0220 HYDRO	03-05-20	03-05-20	302.08
Account Total					896.92
01-0560-7310	000131 BEARCOM CANADA CORP	4989937 GPS	03-19-20	03-19-20	433.14
01-0560-7325	000279 BMO BANK OF MONTREAL	4621-0320 OGRA HOTEL/DINNER	03-05-20	03-05-20	805.51
01-0560-7325	000279 BMO BANK OF MONTREAL	8180-0320 OGRA AWARDS DINNER	03-05-20	03-05-20	84.75
Account Total					890.26
01-0560-7340	002214 GERBER ELECTRIC LTD	00023818 HYDRO UPGRADE	03-05-20	03-05-20	4,050.71
01-0560-7340	000112 NUTECH PEST SERVICES	9627 PEST CONTROL	03-05-20	03-05-20	47.46
Account Total					4,098.17
01-0560-7350	000279 BMO BANK OF MONTREAL	9819-0320 OGRA	03-05-20	03-05-20	59.00
01-0560-7350	000032 RANDY HILLS	FEB2020 MILEAGE OGRA	03-05-20	03-05-20	105.47
Account Total					164.47
01-0560-7398	000074 MACKENZIE OIL LIMITED	787924 FUEL	03-19-20	03-19-20	4,271.42
01-0560-7399	000279 BMO BANK OF MONTREAL	4621-0320 GIFT CARDS	03-05-20	03-05-20	125.00
01-0560-7405	000195 KATHRYN SMITH	496755 OFFICE CLEANING	03-05-20	03-05-20	312.50

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Department Total					15,588.89
06 STERLING PSD					
01-0601-7372	003184 INVENTORY EXPRESS INC.	20-28681 HYDRALIC OIL	03-05-20	03-05-20	99.44
01-0601-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	4336 CYLINDER SEAL	03-05-20	03-05-20	1,571.83
01-0601-7372	003136 NAPA GLENCOE	447941 FILTERS	03-05-20	03-05-20	36.81
01-0601-7372	000168 WATFORD AUTO PARTS	5329-192075 BULBS	03-05-20	03-05-20	36.25
Account Total					1,744.33
Department Total					1,744.33
00 STERLING PSD					
01-0602-7372	000220 TEAM TRUCK CENTRES	04S15753S WIPER MOTOR	03-19-20	03-19-20	706.39
Department Total					706.39
11 INTERNATIONAL					
01-0603-7372	003184 INVENTORY EXPRESS INC.	20-28681 HYDRALIC OIL	03-05-20	03-05-20	99.44
01-0603-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	31195 SNOW DOOR REPAIR	03-19-20	03-19-20	1,748.97
01-0603-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	4337 CYLINDER REPAIR	03-05-20	03-05-20	1,650.93
01-0603-7372	000168 WATFORD AUTO PARTS	5329-192075 BULBS	03-05-20	03-05-20	36.25
Account Total					3,535.59
Department Total					3,535.59
18 WESTERN STAR					
01-0604-7372	003184 INVENTORY EXPRESS INC.	20-28681 HYDRALIC OIL	03-05-20	03-05-20	99.44
01-0604-7372	003136 NAPA GLENCOE	447941 FILTERS	03-05-20	03-05-20	49.99
01-0604-7372	000168 WATFORD AUTO PARTS	5329-192075 BULBS	03-05-20	03-05-20	36.25
Account Total					185.68
Department Total					185.68
97 CAT GRADER					
01-0610-7372	003184 INVENTORY EXPRESS INC.	20-28681 HYDRALIC OIL	03-05-20	03-05-20	99.44
Department Total					99.44

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93 CAT GRADER					
01-0611-7372	003184 INVENTORY EXPRESS INC.	20-28681 HYDRALIC OIL	03-05-20	03-05-20	99.43
Department Total					99.43
17 FORD 4X4					
01-0620-7372	003136 NAPA GLENCOE	447941 FILTERS	03-05-20	03-05-20	176.11
01-0620-7372	000192 GROGAN FORD LINCOLN	WW18090 TRUCK REPAIR	03-19-20	03-19-20	403.41
Account Total					579.52
Department Total					579.52
19 FORD 4x4 PICKUP					
01-0622-7372	000131 BEARCOM CANADA CORP	4980324 RADIO	03-05-20	03-05-20	1,732.19
01-0622-7372	000168 WATFORD AUTO PARTS	5329-190157 OIL FILTER	03-05-20	03-05-20	30.31
Account Total					1,762.50
Department Total					1,762.50
SMALL ENGINE EQUIPMENT					
01-0634-7372	000136 PODOLINSKY EQUIPMENT LTD	173953 CHAINSAW PARTS	03-19-20	03-19-20	286.70
01-0634-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT37535 HANDLE	03-05-20	03-05-20	138.48
Account Total					425.18
Department Total					425.18
STREET LIGHTING - ALVINSTON					
01-0751-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000343259 ELECTRICITY CHARGES	03-05-20	03-05-20	65.05
01-0751-7345	002991 BLUEWATER POWER SERVICES CORP	90051992 STREET LIGHT REPAIR	03-19-20	03-19-20	237.41
Department Total					302.46
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0320 HYDRO	03-11-20	03-11-20	521.04
Department Total					521.04
SANITARY SEWER SYSTEM					

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01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10600237-0320 PHONE	03-11-20	03-11-20	52.91
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0320 PHONE & INTERNET SERVICE	03-11-20	03-11-20	99.94
Account Total					152.85
01-0810-7306	000002 UNION GAS LIMITED	9380-0320 NATURAL GAS HEATING	03-12-20	03-12-20	25.43
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000205026 SLUDGE REMOVAL	03-05-20	03-05-20	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000205383 SLUDGE REMOVAL	03-19-20	03-19-20	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000205482 SLUDGE REMOVAL	03-19-20	03-19-20	437.31
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	92838859 ALUMINUM SULPHATE	03-05-20	03-05-20	1,986.04
01-0810-7432	002396 FASTENAL CANADA	ONST172129 SHOP SUPPLIES	03-19-20	03-19-20	97.90
Account Total					3,395.87
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000000496 OPERATION	03-19-20	03-19-20	9,081.93
Department Total					12,656.08
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10604067-0320 PHONE	03-11-20	03-11-20	52.91
Department Total					52.91
WATERWORKS SYSTEM					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605819-0320 PHONE	03-11-20	03-11-20	52.91
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-0220 HYDRO	03-02-20	03-02-20	107.08
01-0830-7432	002396 FASTENAL CANADA	ONST172129 SHOP SUPPLIES	03-19-20	03-19-20	97.90
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000000496 OPERATION	03-19-20	03-19-20	8,094.28
Department Total					8,352.17
WASTE COLLECTION					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	24793 CO-COLLECTION MARCH	03-16-20	03-16-20	6,169.73

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Department Total						6,169.73
ALVINSTON COMMUNITY CENTRE						
01-1635-7117	002302	SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2020 SUNLIFE BENEFITS	03-02-20	03-02-20	1,463.90
01-1635-7125	000036	VIVIAN UNIFORM RENTAL LTD.	88845 UNIFORMS/TABLECLOTHS	03-05-20	03-05-20	211.88
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10603142-0320 PHONE & INTERNET SERVICE	03-11-20	03-11-20	136.80
01-1635-7306	000125	MUNICIPALITY OF BROOKE-ALVINSTON - PAF	056333 WATER/SEWER	03-05-20	03-05-20	1,211.23
01-1635-7306	000125	MUNICIPALITY OF BROOKE-ALVINSTON - PAF	065332 WATER/SEWER	03-05-20	03-05-20	1,526.60
Account Total						2,737.83
01-1635-7309	000002	UNION GAS LIMITED	7205-0320 NATURAL GAS HEATING	03-12-20	03-12-20	2,228.44
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	126883 BATTERIES SPONGES	03-19-20	03-19-20	52.86
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	351014 PAPER TOWELS	03-19-20	03-19-20	84.76
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	58926 TISSUES	03-19-20	03-19-20	135.58
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	62578 WIPES	03-19-20	03-19-20	11.96
01-1635-7340	000362	STATE CHEMICAL LTD	901403620 URINAL MATS	03-19-20	03-19-20	263.29
01-1635-7340	000112	NUTECH PEST SERVICES	9626 PEST CONTROL	03-05-20	03-05-20	47.46
01-1635-7340	002396	FASTENAL CANADA	ONST171579 FILTERS	03-05-20	03-05-20	51.99
Account Total						647.90
01-1635-7372	003311	HERITAGE PARTS CANADA	0001098217-IN MOTOR	03-19-20	03-19-20	201.14
01-1635-7372	002214	GERBER ELECTRIC LTD	00023851 PROPANE	03-19-20	03-19-20	25.00
01-1635-7372	002206	HARDY SERVICE	00032527 REPLACE ROD	03-05-20	03-05-20	805.57
01-1635-7372	003136	NAPA GLENCOE	130-444352-REV OIL FILTER	03-11-20	03-11-20	30.70
01-1635-7372	000132	A-1 SECURITY SYSTEMS	133603 ALARM FOR REFRIG	03-05-20	03-05-20	364.09

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7372	002920 ROSS WELDING LTD	43490 WELD	03-05-20	03-05-20	80.51
01-1635-7372	000362 STATE CHEMICAL LTD	901382615 CHEMICAL	03-05-20	03-05-20	662.18
01-1635-7372	000279 BMO BANK OF MONTREAL	9819-0320 MOTOF	03-05-20	03-05-20	201.14
01-1635-7372	002678 MUSICAL STRINGS'N'THINGS LTD.	B200310-03 REPAIR AUDIO	03-19-20	03-19-20	67.80
01-1635-7372	000177 NELLA CUTLERY	IN2393936 ICE RESURFACING BLADE SHARPEN	03-19-20	03-19-20	33.90
01-1635-7372	000177 NELLA CUTLERY	IN2395520 ICE RESURFACING BLADE SHARPEN	03-19-20	03-19-20	33.90
		Account Total			2,505.93
01-1635-7384	003267 CONNY FLYNN	03-2020 COOKING CLASSES	03-05-20	03-05-20	222.40
01-1635-7384	000036 VIVIAN UNIFORM RENTAL LTD.	88845 UNIFORMS/TABLECLOTHS	03-05-20	03-05-20	41.25
01-1635-7384	003267 CONNY FLYNN	MAR2020 COOKING CLASS	03-11-20	03-11-20	113.86
		Account Total			377.51
01-1635-7470	003267 CONNY FLYNN	03-2020 COOKING CLASSES	03-05-20	03-05-20	200.00
01-1635-7470	003267 CONNY FLYNN	MAR2020 COOKING CLASS	03-11-20	03-11-20	100.00
		Account Total			300.00
		Department Total			10,610.19
CONCESSION / BOOTH & VENDING					
01-1637-7382	000082 THE PEPSI BOTTLING GROUP (CANADA)	49570404 POP	03-05-20	03-05-20	677.42
		Department Total			677.42
ALVINSTON LIBRARY					
01-1641-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	065567 WATER/SEWER	03-05-20	03-05-20	162.00
01-1641-7309	000002 UNION GAS LIMITED	7481-0320 NATURAL GAS HEATING	03-12-20	03-12-20	150.38
		Department Total			312.38
PLANNING & ZONING					
01-1810-7101	002996 NANCY FAFLAK	03-2020 COA GRIFFITH APPLICATION	03-11-20	03-11-20	50.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1810-7101	003114 CHRISTA SAWYER	MAR2020 GRIFFITH APPLICATION	03-11-20	03-11-20	50.00
01-1810-7101	003202 DOUG SMITH	MAR2020 GRIFFITH APPLICATION	03-11-20	03-11-20	50.00
Account Total					150.00
Department Total					150.00
COMMERCIAL & INDUSTRIAL					
01-1820-7399	003217 MUN OF BROOKE-ALVINSTON - EFT	TR222096 COMMUNITY CALENDARS-MAR/APR/20	03-02-20	03-02-20	201.66
01-1820-7399	003217 MUN OF BROOKE-ALVINSTON - EFT	TR222534 OPTIMIST MAIL OUT	03-18-20	03-18-20	205.47
Account Total					407.13
Department Total					407.13
AGRICULTURE & REFORESTATION					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	15.20 DRAINAGE SUPERINTENDENT	03-18-20	03-18-20	726.87
Department Total					726.87
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	32923 1ST QUARTER LEVY	03-11-20	03-11-20	410,161.00
Department Total					410,161.00
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	MAR2020 1ST QUARTER LEVY	03-11-20	03-11-20	223,121.00
Department Total					223,121.00
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	MAR2020 1ST QUARTER LEVY	03-11-20	03-11-20	1,553.00
Department Total					1,553.00
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	MAR2020 1 ST QUARTER LEVY	03-11-20	03-11-20	59,602.00
Department Total					59,602.00
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	MAR2020 1ST QUARTER LEVY	03-11-20	03-11-20	7,576.00
Account Total					7,576.00
Department Total					7,576.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Total Paid Invoices					878,853.17
Total Unpaid Invoices					0.00
Total Invoices					878,853.17

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

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

01-0000	ASSETS & LIABILITIES	28,010.48
01-0240	GOVERNANCE	3,151.21
01-0241	COUNCIL SUPPORT	1,816.36
01-0250	CORPORATE MANAGEMENT	18,818.83
01-0410	FIRE SERVICES	751.68
01-0411	FIRE STATION - ALVINSTON	10,084.21
01-0412	FIRE STATION - INWOOD	5,313.93
01-0413	FIRE DEPARTMENT - WATFORD	1,990.00
01-0420	POLICE	34,018.84
01-0440	PROTECTIVE INSPECTION & CONTROL	5,951.01
01-0549	RT&M - LITTER/GARBAGE PICKUP	412.08
01-0550	RT&M - SIGNS	838.31
01-0551	RT&M - INTERSECTION LIGHTING	17.90
01-0560	OVERHEAD	15,588.89
01-0601	06 STERLING PSD	1,744.33
01-0602	00 STERLING PSD	706.39
01-0603	11 INTERNATIONAL	3,535.59
01-0604	18 WESTERN STAR	185.68
01-0610	97 CAT GRADER	99.44
01-0611	93 CAT GRADER	99.43
01-0620	17 FORD 4X4	579.52
01-0622	19 FORD 4x4 PICKUP	1,762.50
01-0634	SMALL ENGINE EQUIPMENT	425.18
01-0751	STREET LIGHTING - ALVINSTON	302.46
01-0752	STREET LIGHTING - INWOOD	521.04
01-0810	SANITARY SEWER SYSTEM	12,656.08
01-0811	INWOOD SEWER SYSTEM	52.91
01-0830	WATERWORKS SYSTEM	8,352.17
01-0840	WASTE COLLECTION	6,169.73
01-1635	ALVINSTON COMMUNITY CENTRE	10,610.19
01-1637	CONCESSION / BOOTH & VENDING	677.42
01-1641	ALVINSTON LIBRARY	312.38
01-1810	PLANNING & ZONING	150.00
01-1820	COMMERCIAL & INDUSTRIAL	407.13
01-1840	AGRICULTURE & REFORESTATION	726.87
01-9400	COUNTY OF LAMBTON TAXATION	410,161.00
01-9500	EDUCATION ENGLISH PUBLIC	223,121.00
01-9510	EDUCATION FRENCH PUBLIC	1,553.00
01-9520	EDUCATION ENGLISH SEPARATE	59,602.00
01-9530	EDUCATION FRENCH SEPARATE	7,576.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-20 to 03-31-20 Paid Invoices Cheque Date 03-01-20 to 03-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
				Report Total	878,853.17



**TREASURER
STAFF REPORT
Open Report**

Report to: Mayor Ferguson and Members of Council
 From: Stephen Ikert, Treasurer
 SUBJECT: Waiving penalty and interest and any NSF charges on taxes, water & sewer, and other accounts receivable
 Presented to Council: April 9, 2020

Recommendation:

It is recommended:

- 1. That Council waive the NSF fee for anyone whose PAP payment is returned to May 31, 2020;**
- 2. That Council waive the penalty and interest charges on property taxes to May 31, 2020;**
- 3. That Council waive the penalty and interest charges on water and sewer accounts to May 31, 2020;**
- 4. That Council waive the penalty and interest charges on other accounts receivable charges to May 31, 2020;**
- 5. That Council make this retroactive to March 31, 2020.**

Background and Comments:

Due to the COVID-19 Pandemic many people are facing job losses and income reductions and are therefore facing many financial pressures including the ability to pay property taxes and for other essential services. Staff would like to respond by seeking permission to provide temporary relief for some of these pressures.

Penalty and Interest is normally applied to unpaid balances on the first day of the month. Staff have not yet applied the April 1, 2020 penalty and interest charges. The due dates for taxes and other billings that have already been issued cannot be changed. The PAP schedule and post-dated payments received cannot be changed without significant disruption to residents and staff. Residents who have the ability pay are still encouraged to pay. Other municipalities are taking similar measures.

Financial Impact:

The average penalty and interest charges are estimated to be over \$5,000 per month. Therefore, the total impact for the 2 month proposed relief period would be approximately \$10,000.



CLERK ADMINISTRATOR STAFF REPORT

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

RECOMMENDATION:

That the Large Item Day scheduled for April 18, 2020 be rescheduled to October 17, 2020

That the Rabies Clinic be cancelled with residents advised they need to make arrangements independent of the municipality for rabies vaccinations.

BACKGROUND

i) Large Item Day

The Large Item day scheduled for April 18, 2020 is recommended to be postponed due to the COVID-19 pandemic.

The Municipality, in previous years, held two large item days each year – one in the Spring and one in the Fall. In 2017, the Municipality scaled back to one large item day.

The Large Item Day is recommended on being moved to October 17, 2020

ii) Rabies Clinic

With the given situation and the new provincial requirement to limit gatherings to 5 people or less, the Rabies Clinic set for April 18th needs to be cancelled. We are uncertain of when the public gathering and social distancing measures will be lifted and when it's possible to reschedule a clinic at this time.

New in 2020 was to be the issuance / sale of dog tags at the clinic. Staff are prepared to issue and sell the dog tags in the same manner as previous years.

FINANCIAL IMPLICATIONS

None

STRATEGIC PLAN

N/A



CLERK ADMINISTRATOR STAFF REPORT

Report to:	Mayor Ferguson and Members of Council
From:	Janet Denkers, Clerk-Administrator
SUBJECT:	Issuance of Marriage Licences
Presented to Council:	April 9, 2020

RECOMMENDATION:

That Administrative Assistant Darlene Paolucci be appointed Deputy Issuer of Marriage Licences in the Municipality of Brooke-Alvinston.

BACKGROUND

The Municipality has maintained their responsibilities under the Marriage Act and continues to issue marriage licenses via appointment and social distancing.

In moving forward with the Municipalities pandemic planning, Clerks are able to exercise their authority under subsection 11(3) of the Marriage Act and appoint Deputy Issuers to assist with the issuing of marriage licences.

FINANCIAL IMPLICATIONS

None

STRATEGIC PLAN

N/A.

Janet Denkers

From: Ruth <bellrp@brktel.on.ca>
Sent: Tuesday, March 10, 2020 3:43 PM
To: Janet Denkers
Subject: hall

This letter is to notify the Mayor and Council of the Municipality of Brooke Alvsinton that the Inwood Firemen's Association continues to remain available for communication in regards to the future of the Inwood Fire Hall. The IFA attempted to hold discussions in Dec. 2019 with the Mayor and Council, but have not yet heard back in regards to a potential meeting date. The IFA is willing to discuss all potential resolutions that would ensure fire services remain in the Inwood area, including (but not limited to) amendments to the existing lease agreement, as well as the potential sale of the building.

If the Mayor and Council would like to schedule further discussions, please respond in writing with desired meeting dates and locations at your earliest convenience.

Thanks
Ruth Bell sec/tres



CLERK ADMINISTRATOR STAFF REPORT

Report to: Mayor Ferguson and Members of Council
 From: Janet Denkers, Clerk Administrator
 Subject: Letter from IFA
 Council Date: April 9, 2020

Recommendation: *That the letter from the IFA be received and filed.*

Background / Timeline:

- i) The Municipality sent correspondence to the IFA on November 25, 2019 advising that should they wish to consider the sale of the IFA hall to the Municipality, they advise by February 28, 2020 (*letter attached*)
-no response was received.
- ii) The Municipality sent further correspondence to the IFA on December 2, 2019 requesting the IFA consider a one year lease of one bay in the amount of \$20,063 while a study is done on the future needs of the equipment needed for Brooke Fire Rescue. A response was requested by December 12, 2019 (*letter attached*)
-no response received
- iii) On December 11, 2019 a request was received from the IFA for a meeting on Dec. 17th; a response of availability was sent December 13th and later clarified by the IFA that the meeting would "*not involve negotiations, only discussion of problems*". No alternate meeting date was selected.

Staff were available and monitored emails while out of the office during the 2019 Christmas season for any "last" potential offers of the IFA allowing the stay of an apparatus in one bay of the IFA hall.

-no emails were received and the trucks were fully moved out on December 30, 2019

Comments:

Staff have received preliminary drawings of a two bay addition to the Inwood library and estimates of the cost to construct. This direction was received by Council in order to make informed decisions on maintaining a fire presence in the Inwood area.

The Municipality was recently notified that they will be receiving funds through the *Municipal Modernization Grant* to conduct a review of Brooke Fire Rescue with the goal of determining best practices that will provide the community with efficient delivery and cost savings.

As noted in the March 12th report to Council, the report will look at: fire station locations and response areas; Station facility conditions; previous reports and recommendations, equipment and maintenance procedures, responses, contracts and agreements.

It is hopeful that the report will be completed in early June 2020.



November 25, 2019

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

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

Phone: 519.898.2173
Fax: 519.898.5653

Emailed: brianp@brktel.on.ca

bellrp@brktel.on.ca

Dear Brian:

On November 25, 2019 the Council of the Municipality of Brooke-Alvinston had a special closed session meeting to discuss the Inwood Firemen's Association proposed lease.

First matter of business was the lease forwarded to Council on November 20, 2019. Council, via resolution, did not accept that lease.

Council then discussed the recommendation of the Lease Committee in detail and the following motion was duly moved and seconded:

That the Municipality of Brooke-Alvinston request exclusively ,the new bay for one year from the IFA while the municipality explores building a new hall attached to the library with the understanding that fire apparatus will be moved from the Inwood area should this offer not be accepted;

That a response be provided no later than November 28, 2019 at 4 p.m.;

That the offer to lease the new bay exclusively 24/7 be for the year 2020 be \$20,063.00;

That the Municipal lawyer draw up the agreement for the exclusive 1 bay lease and forward to the IFA and their lawyer;

That should the IFA wish to consider the sale of the IFA hall, they contact the municipal Administrator no later than February 28, 2020.

Should you have any questions in regards to this motion, please contact me directly.

Kind Regards,

Janet Denkers
Clerk Administrator

December 2, 2019

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

Phone: 519.898.2173

Fax: 519.898.5653



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

Emailed: bellrp@brktel.on.ca

Dear Inwood Firemen's Association Members:

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

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

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

Carried

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

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

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

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

Sincerely,

Janet Denkers
Clerk Administrator

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



Public Works Manager STAFF REPORT Open Report

Report to: Mayor Ferguson and Members of Council
 From: Randy Hills, Public Works Manager
 SUBJECT: Monthly Report
 Presented to Council: April 9, 2020

Recommendation:

That the report of the Public Works Manager be received and filed.

Employee Update

Brad MacKenzie, Parks & Recreation Supervisor submitted his resignation March 15, 2020 effective March 16, 2020; He was hired Dec. 9, 2020

One PW employee self isolated for 2 weeks following March Break travels; no signs of infection-clear for work

Summer Student applications close April 13, 2020; interviews week of April 20 via zoom or telephone

Public Works Update

Gravel being spread throughout the Municipality; approximately $\frac{3}{4}$ completed

Lorne Street reconstruction – ongoing

Rad in the 140H replaced - \$3,500 cost

COVID Precautions: each operator isolated to own equipment; operators each provided with disinfecting wipes and hand sanitizer; PW office closed to Public

Parks & Recreation Update

Intense cleaning of facility and painting, inventory; will begin outdoor cleanup shortly

COVID Precautions: BAICCC closed; all playgrounds closed including community park, skateboard park, dog park, and Inwood Community Park; only 2 labourers working utilizing safe distance and thorough washing

Training

AORS and ORFA scheduled training courses have been cancelled for May; will be looking for alternative dates



FIRE CHIEF STAFF REPORT Open Report

Report to: Mayor Ferguson and Members of Council
 From: Jeff McArthur, Fire Chief
 SUBJECT: Monthly Fire Report – March 2020
 Presented to Council: April 9, 2020

Departmental Summary

Equipment/Stations

Repairs/Maintenance: Alvinston Station overhead door repair

Purchases: PPE for COVID-19

Financial Implications:

Training

BFR Topics:

- SCBA/air management
- Three new recruits started LFA NFPA 1001 Recruit Training

Call Response

Alvinston Station Area

- 3 calls
 - Fire - field
 - Medical Assist
 - Mutual Aid (Watford)

Inwood Station Area

- 2 calls
 - Fire (pre) – electrical panel
 - Fire – unpermitted open burn

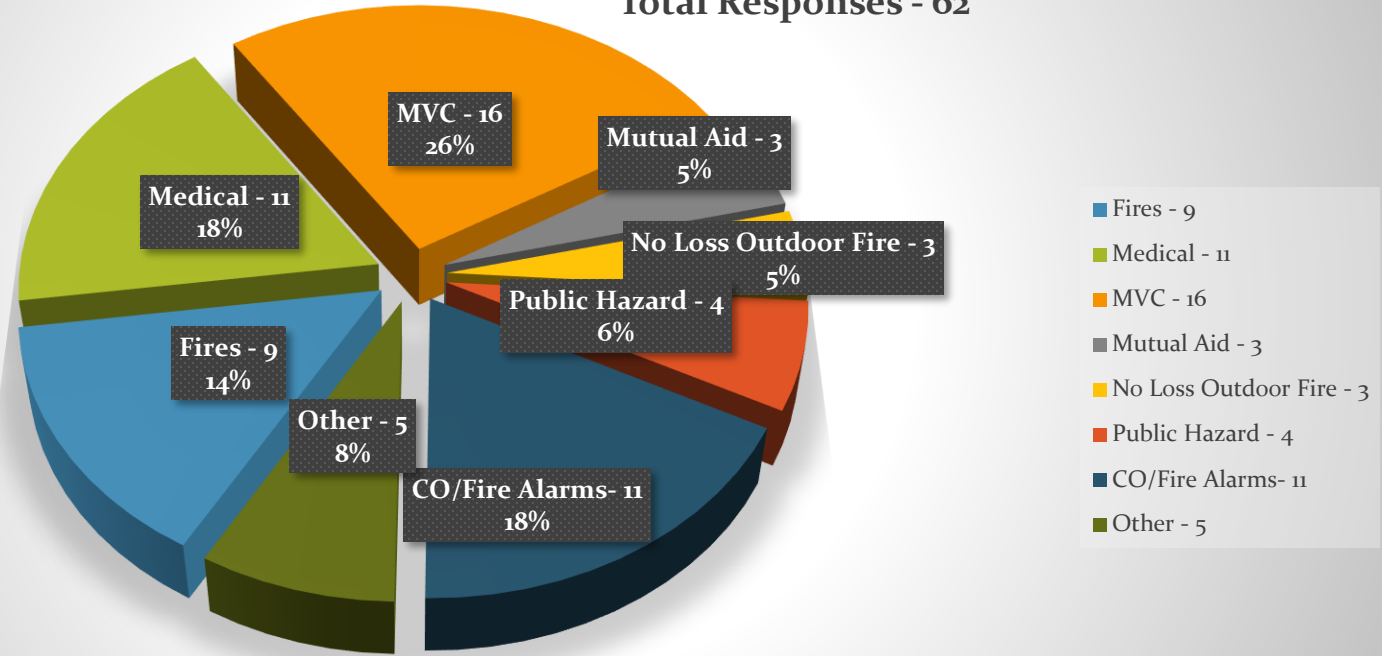
COVID-19

All trainings and meetings have been suspended, looking at electronic options for both. Truck checks and hall cleaning to be done after calls. Extra PPE has been ordered - some already received, some still to be shipped. OFM requiring weekly PPE inventory report. Operational precautions have been put in place, particularly for medical calls. Fully staffed, firefighters asked to continually self-monitor.

Submitted electronically by Jeff McArthur, Fire Chief

Brooke Fire Rescue - 2019 Response Types

Total Responses - 62



CALL LOCATIONS

Brooke-Alvinston	48
Dawn-Euphemia	3
Enniskillen	1
Southwest Middlesex	8
Warwick	2
TOTAL	62





**Public Works Manager
STAFF REPORT
Open Report**

Report to:	Mayor Ferguson and Members of Council
From:	Kris Redick, CEMC
SUBJECT:	COVID Update
Presented to Council:	April 9, 2020

Recommendation:

That the report of the CEMC be received and filed.

Coronavirus (COVID-19)

The Municipality of Brooke-Alvinston continues to work closely with the Lambton Public Health Unit, Area Municipalities, and community partners to monitor the Novel Coronavirus (COVID-19) situation and respond appropriately.

We continue to follow the guidance of our local experts in Public Health. The situation is evolving and we are taking steps to help protect the health of our community.

The municipality is making every effort to maintain current levels of service, precautionary measures have been put in place to protect the community and municipal staff, and to reduce the spread of the virus. We are undertaking enhanced cleaning of high touch areas, including door handles, service counters and railings as well hand-sanitizing stations in facility entrances.

Declaration of Emergency

At the March 18, 2020 meeting of the Municipal Control Group, Mayor Ferguson declared an emergency in accordance with the Emergency Management and Civil Protection Act, 1990 as a result of the COVID-19 (Coronavirus) pandemic in Ontario. The declaration is a precaution taken by the Municipality in order to provide the Head of Council the authority to take actions or make orders to protect the property, health, safety and welfare of the community. This declaration also aligns with the Government of Ontario's Declaration of Emergency made March 17, 2020.

The Municipality will continue to monitor the situation will daily teleconferences with the CEMC's, Mayors and CAO's.

Municipal Operations due to COVID-19

The Municipal Office: The office is closed to the public with one support staff and one manager in the office daily; all other administration staff (FT) work from home when able.

Individuals who would like to pay their municipal bills can do so online through their respective financial institution, send a cheque by mail, use the municipal office drop box, or call the office to arrange payment over the phone.

Public Works Garage: closed to the public; social distancing and enhanced cleaning occurring daily

Parks & Recreation: BAICCC closed; all parks and dog park is closed until further notice

Building Department: During this time, we ask that all submissions be sent electronically to the County or by Canada Post (mail). Building inspections will be conducted at the Chief Building Officials discretion.

Environmental Services (Water/Waste Water): no disruption; social distancing and routine cleaning in place

Fire Department: Fire Hall is not open to the general public, operations will continue as usual. Do not call 911 unless it is an emergency, if you need immediate medical attention you should call 911 and mention your travel history and symptoms.

Online fire permits are still required at this time and strongly encouraged for the protection of personnel