



# AGENDA

## Council Meeting

4:00 PM - Thursday, November 12, 2020

Virtual - Zoom Technology

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# MINUTES

## Council Meeting

4:00 PM - Thursday, October 22, 2020

Virtual Meeting

The Council of the Brooke-Alvinston was called to order on Thursday, October 22, 2020, at 4:00 PM, in the Virtual Meeting, with the following members present:

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

**Staff Present:** Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Public Works Manager Randy Hills, Fire Chief Steve Knight, and Parks and Recreation Supervisor Kevin Miller

**Regrets:**

### 1 CALL TO ORDER

The Mayor called the virtual meeting to order at 4 p.m. The meeting was held via zoom technology.

### 2 DISCLOSURE OF PECUNIARY INTEREST

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

### 3 MINUTES

a) Regular Council Meeting Minutes of October 8, 2020

#### RESOLUTION-2020-308

Deputy Mayor Frank Nemcek made a motion that the October 8, 2020 regular Council meeting minutes be approved without any errors or omissions. Councillor Wayne Deans seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

Councillor Armstrong inquired why Les Douglas of the Alvinston Optimist Club was not listed as a delegation at this meeting as was noted in the October 8th minutes. The Clerk Administrator advised that Mr. Douglas had been contacted at the agenda cutoff timeline and did not have presentation material to submit. He had been moved to the November 12th meeting pending delegation submission papers.

### 5 DELEGATIONS & TIMED EVENTS

### 6 CORRESPONDENCE

a) Information Correspondence

#### RESOLUTION-2020-309

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

**Carried**

- b) Correspondence Requiring Action - Lake of Bays Request for support

**RESOLUTION-2020-310**

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston supports the October 9, 2020 request from the Township of Lake of Bays Council to request the Premier to consider an amendment to Bill 124 to make it a requirement that the building contractor name be disclosed and that the contractor provide proof of insurance to create a greater accountability and responsibility. Councillor Jamie Armstrong seconded the motion.

**Carried**

**7 STAFF REPORTS**

- a) **Clerk Administrator's Report:** Temporary Use, 6483 Weidman Line

**RESOLUTION-2020-311**

Councillor Jeannette Douglas made a motion that the request to allow temporary personal storage at 6483 Weidman Line be authorized; and that the applicant be granted a maximum time of 1 year to make application for the necessary zoning. Councillor Jamie Armstrong seconded the motion.

**Carried**

- b) **Clerk Administrator's Report:** Brooke Telecom Fibre Project Overview

**RESOLUTION-2020-312**

Councillor Wayne Deans made a motion that the information provided by Brooke Telecom on the Fibre Project be received and filed. Councillor Jamie Armstrong seconded the motion.

**Carried**

- c) **Clerk Administrator's Report:** Amendments to Procedural By-law - Electronic Meetings

**RESOLUTION-2020-313**

Councillor Jeannette Douglas made a motion that staff be directed to amend the necessary amendments to the Procedural By-law in compliance with Bill 197-COVID-19 Economic Recovery Act, 2020 to permit electronic Council meetings to be called outside of a declared State of Emergency. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- d) **Clerk Administrator's Report:** Consideration of Elliott-Tait Drainage Report

**RESOLUTION-2020-314**

Councillor Wayne Deans made a motion that he be appointed to attend the Consideration Meetings for the Elliott-Tait Drain. Councillor Jamie Armstrong seconded the motion.

**Carried**

- e) **Clerk Administrator's Report:** Review of the need of a Community Centre in Inwood

**RESOLUTION-2020-315**

Councillor Jeannette Douglas made a motion that the report on the need of a Community Centre in Inwood be received and filed. Councillor Jamie Armstrong seconded the motion.

**Carried**

The Clerk Administrator was asked on how meetings at the Inwood Library

meeting space could be arranged. She advised that she would follow up and report back to Council.

- f) **Parks & Recreations Supervisor:** BAICCC Opening Update

**RESOLUTION-2020-316**

Councillor Jamie Armstrong made a motion that the report submitted by the Parks & Recreation Supervisor be received and filed and that user groups be advised that spectators be allowed as long as user groups adhere to provincial regulations. Councillor Wayne Deans seconded the motion.

**Carried**

- g) **Drainage Superintendent's Report:** Monthly Update & Tenders

**RESOLUTION-2020-317**

Councillor Wayne Deans made a motion that the October 22, 2020 report submitted by the Drainage Superintendent be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- h) **Thompson Drain**

Tender results for the Thompson Drain were received as:

HE Construction	\$8,885.50 (plus HST)
GM Construction	\$10,330.60 (plus HST)
J & L Henderson	\$10,850.60 (plus HST)
Bruce Poland & Sons	\$20,478.00 (plus HST)

**RESOLUTION-2020-318**

Councillor Jeannette Douglas made a motion that the low tender received by HE Construction be accepted. Councillor Wayne Deans seconded the motion.

**Carried**

- i) **Moffatt-Lucas Drain No. 2 & Moffatt Lucas Drain Branch**

Councillor Nemcek declared a Conflict of Interest as he is assessed on the drain. He did not participate in the vote.

Tenders for the Moffatt-Lucas No. 2 & Moffatt Lucas Drain Branch were received as:

Bruce Poland & Sons	\$31,502.62 (plus HST)
McNally Excavating	\$33,809.82 (plus HST)
HE Construction	\$42,180.55 (plus HST)
GM Construction	\$46,508.90 (plus HST)
J & L Henderson	\$48,047.29 (plus HST)

**RESOLUTION-2020-319**

Councillor Jamie Armstrong made a motion that the low tender from Bruce Poland & Sons be accepted. Councillor Wayne Deans seconded the motion.

**Carried**

## **8 BY-LAWS**

- a) By-law to Establish & Regulate a Fire Department

**RESOLUTION-2020-320**

Councillor Jeannette Douglas made a motion that By-law 41 of 2020 be read a first, second and third time and finally passed this 22nd day of October 2020 Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- b) By-law to Jointly Manage and Operate a Fire Department

**RESOLUTION-2020-321**

Deputy Mayor Frank Nemcek made a motion that By-law 42 of 2020 be taken as read a first, second and third time and finally passed this 22nd day of October 2020. Councillor Jamie Armstrong seconded the motion.

**Carried**

**9 NEW BUSINESS**

- a) Virtual Conferences of the Clerk Administrator and Treasurer

The summary report from the Ontario Municipal Administrators Association and Municipal Finance Officers' Association were presented to Council.

- b) The Clerk Administrator noted that she attended the NFP pre hearing conference and will provide a report for the next meeting.
- c) Fire Chief Steve Knight invited interested staff and Council to attend the live burn training on November 8th at Lambton College. This is the annual training exercise for Brooke Fire Rescue members.
- d) The Public Works Manager noted that the recent drain reports list native soil vs granular for finishing parts of the drains. He advised the granular material is preferential and reduces future issues.

**RESOLUTION-2020-322**

Councillor Jamie Armstrong made a motion that the Engineer be directed to amend the report on the Elliott Tait Drain to provide for granular; and that other tenders be reviewed for similar circumstances. Councillor Wayne Deans seconded the motion.

**Carried**

- e) The Clerk Administrator noted that when she receives details on Remembrance Day she will advise Council.
- f) Councillor Deans inquired about the status of the property standard issues at 3195 Inwood Road. He was advised that the Property Standards Officer has attended and has worked on a verbal agreement to tidy up the property. A site plan application will be presented at the November 12th meeting.
- g) Councillor Deans inquired if the basketball nets in the Inwood Community Park could be straightened.

**10 CLOSED SESSION**

**11 RISE AND REPORT**

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law

**RESOLUTION-2020-323**

Councillor Wayne Deans made a motion that By-law 43 of 2020 be read a first, second and third time and finally passed this 22nd day of October, 2020. Councillor Jamie Armstrong seconded the motion.

**Carried**

**13 ADJOURNMENT**

The meeting was adjourned by Councillors Deans and Armstrong at 4:34 p.m.

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Clerk-Administrator

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Mayor



## MEMO

Date: November 9, 2020  
To: Janet Denkers  
From: Rob Nesbitt, Senior Planner  
Re: Site Plan - 3195 Inwood Road

We have received a site plan that proposes an 864 square foot building addition and a 1,400 square foot fabric covered building on the subject property. The proposed building addition and fabric building are to be used by an existing auto repair business on the property. As requested, we have reviewed the site plan and provide the following comments

### Background

The property is zoned "Central Commercial 1 (C1)". Certain "existing" uses, including the applicant's auto repair business, are listed as permitted uses. However, only those buildings, structures and other features that existed on the date that the Zoning By-law was passed are allowed. Any changes to the property, including the proposed building addition and fabric building, are not allowed without a variance that will allow an expansion of the existing use. The applicant has applied to the Municipality's Committee of Adjustment for permission to expand the existing auto repair use with an 864 square foot building addition. The Committee deferred making a decision on the application until the site plan is approved and the site plan agreement is signed by the property owner and the Municipality.

The minor variance application will need to be amended to include the 1,400 square foot fabric covered building. The amended application will be considered at a future meeting of the Committee of Adjustment. The public will need to receive notice of that meeting.

### Use

As noted above, the property is zoned "Central Commercial 1 (C1)" and applicant's existing auto repair business is a permitted uses. The Zoning By-law defines a motor vehicle repair establishment as a *building and/or land used for the servicing, repair, cleaning, polishing, lubricating and greasing of Motor Vehicles and may include vehicular body repair and re-painting, but shall not include any other auto Use defined in this By-law*. Therefore, no other motor vehicle related uses including motor vehicle sales, motor vehicle service, motor



vehicle washing, and motor vehicle wrecking, are permitted on the subject property.

### Building Dimensional Requirements

The proposed building addition and fabric building will generally comply with the "C1" zone regulations, as demonstrated in the following table.

Regulation	Proposed
Maximum Permitted Lot Coverage - 1000%	Approximately 17%
Maximum Building Height - 12 metres	Not shown
Minimum Front Yard Depth - 0 metre	East: > 0 metre no change
Minimum Side Yard Width - 0 metre	North: > 0 metre South: > 0
Minimum Rear Yard - 0 metre	> 0 metre

The applicant should confirm that the building addition and the fabric building are not more than 12 metres (39.3 feet) in height.

### Parking - Number of Spaces

The Town's By-law states that auto repair uses are to provide three (3) parking spaces per staff member. More than one parking space is required for each staff member so that sufficient spaces are available for cars waiting for repairs. The site plan shows 7 existing parking spaces and these spaces are sufficient provided there are no more than 2 staff members.

### Size of Parking Spaces

Section 3.27.1 of the Zoning By-law requires parking spaces to be a minimum of 2.7 metres (8.9 feet) wide and a minimum of 5.5 metres (18 feet) in length. The parking spaces on the site plan are 8 feet wide and 18 feet in length. The site plan should be revised to slightly widen the parking spaces.

### Driveway Widths

Section 4.27.7 of the Zoning By-law requires driveways to be a minimum of 6 metres wide and a maximum of 9 metres wide. One of the existing driveways serving the site is approximately 6.1 metres wide and conforms to this requirement. A second driveway is 9.1 metres (30 feet) wide. That driveway should be narrowed slightly.

### Parking Surface

Section 4.27.8 of the Zoning By-law allows the parking area, including driveways and aisles, to be a gravel surface. The applicant has proposed gravel and concrete for the parking area and driveway.

### Summary and Recommendation

The site plan should be revised to address the minor issues identified in this report. These are:

- the width of the parking spaces should be increased to 8.9 feet.
- one of the driveways should be narrowed to 9 metres (29.5 feet).

We recommend that Council approve the attached site plan agreement, conditional upon the applicant submitting a revised site plan that includes these minor changes. The site plan agreement can then be signed by the applicant. Council should direct that the site plan agreement will be signed by the Municipality once the Committee of Adjustment has approved the amended minor variance application.



Rob Nesbitt, MCIP RPP  
Senior Planner

**SITE PLAN AGREEMENT**

**THIS AGREEMENT** made in quintuplicate this \_\_\_\_ day of \_\_\_\_\_, 2020.

**BETWEEN:** CHRISTOPHER DANIEL WHITCROFT   HEREINAFTER CALLED THE  
"OWNER" OF THE FIRST PART

**AND:**           THE CORPORATION OF THE                    HEREINAFTER CALLED THE  
MUNICIPALITY OF BROOKE-                                "MUNICIPALITY" OF THE  
ALVINSTON    SECOND PART

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

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

- a:       submit development plans to the Municipality for approval under Section 41(4) of the Act,
- and b:   authorizes the Municipality to require the Owner to enter into an agreement respecting the provision of the services and the approval of the plans and drawings under Section 41 (7) of the Act;

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

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

**NOW THEREFORE** the parties hereto agree as follows:

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

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

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

- a)       The Owner hereby agrees that the development shall be carried out and completed in accordance with the attached Schedule "B". Any item or feature which is not specifically shown on Schedule "B" or described in this agreement shall be deemed to be prohibited and will only be permitted through an amendment to this agreement.
- b)       The following facilities, works or matters shall be provided by the Owner to the satisfaction of and at no expense to the Municipality:

Parking

- i) Five (5) exterior parking spaces shall be provided and maintained on the said lands as shown on Schedule "B". All parking spaces shall have a minimum width of 2.7 metres and a minimum depth of 5.5 metres. A minimum of 1 barrier-free parking space shall be provided. That space shall have a minimum width of 3.9 metres and a minimum depth of 5.5 metres and shall be visibly marked or bounded. A sign is to be installed in front of the barrier-free parking space clearly indicating that the space is for that purpose only.
- ii) The Owner shall provide entrance and exit ramps and any associated culverts on the municipal road allowance as shown on Schedule "B", shall obtain any necessary permits from the appropriate approval authorities prior to installation, and shall construct same according to any specifications of the approval authorities. Entrances shall not exceed 9 metres in width.
- iii) Should the entrance location shown on Schedule "B" result in traffic concerns as a result of increases in traffic volumes, the Owner shall be required to take remedial actions as required by the Municipality/County of Lambton and such remedial work shall not require amendment to this agreement.
- iv) The Owner shall provide fire access route signs, shall locate such number of hydrants and size of water mains as approved by the Municipality's Fire Chief and the Building Inspector or their designates and shall satisfy any other requirements of the Fire Department at the Owner's expense.
- v) All fire routes shall be a minimum width of 6 metres and capable of accommodating and supporting firefighting equipment weighing fifteen (15) tonnes during all weather conditions.

#### Signage

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

#### Open Storage

- vii) The Owner hereby agrees that there will be no open storage carried out on the said lands unless it is within 20 foot by 20 foot area specifically designated for such purposes and shown on Schedule "B". The open storage area shall be surfaced with a stable surface (gravel, as a minimum) and screened from view from the adjacent residential uses.

#### Lighting

- viii) Lighting shall be provided as required to ensure the security of the public and property. Lighting shall be directed away from abutting streets and residential properties.

#### Maintenance

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

#### Drainage

- xi) Surface drainage shall be accommodated on the property. The post-development rate of surface run-off to adjacent road allowances shall not exceed pre-development rates.
- xii) The Owner shall indemnify and save harmless the Municipality from any liability for excess run-off as a result of construction or development on the lands.

- xiii) Any required extensions or expansions to storm, sanitary and/or water services on the site shall be installed at the expense of the Owner to the satisfaction of the Municipality.
- xiv) The property shall be adequately drained to the satisfaction of the Municipality so that:
  - The flow of water resulting from any grading and drainage facilities shall not create an erosion problem nor aggravate an existing problem;
  - The flow of water shall not cause a drainage problem on the site or on abutting lands.
- xv) The Owner will implement and monitor on-site sediment and erosion control measures, during construction, to the satisfaction of the Municipality and will allow the Municipality and its agents, in perpetuity, access to the lands to inspect the roof drains and storm water management facilities.

#### Landscaping and Screening

- xvi) Landscaping shall be provided and maintained as shown on Schedule "B", as a minimum. Additional trees and landscaping are permitted if it would not obstruct visibility for traffic in or off-site.
  - xvii) The Owner will provide for weed control on the said lands to the satisfaction of the Municipality.
  - xviii) The owner will provide adequate screening along the property lines and the north walls of the building structures marked as sea-cans or future buildings on Schedule "B", in the form of fencing, natural vegetation, siding or building façades, or painting of vegetation murals only. The screening shall not consist of any graffiti, offensive matters, caricatures or advertising.
- c) The Owner hereby agrees to maintain to the satisfaction of the Municipality and at the sole risk and expense of the Owner those facilities, works or matters required to be provided under subclause b) of clause 2 herein.
  - d) The approval of the attached Schedules by the Municipality shall lapse if development of the said lands is not carried out and completed in accordance with the said Schedule "B" within two (2) years of the date of execution of this agreement unless an extension has been agreed to in writing by the Municipality.
3. The Owner hereby acknowledges and agrees that:
    - a) Pursuant to subsection (10) of Section 41 of the Planning Act, 1990, the Municipality will require the Owner to register this agreement against the said lands to which it applies and the Municipality is entitled to enforce the provisions hereof against the Owner, and subject to the provisions of the Registry Act and the Land Titles Act, any and all subsequent Owners of the land. Registration of this agreement is required prior to the issuance of any building permit on the said lands.
    - b) Pursuant to subsection (11) of Section 41 of the Planning Act, 1990, Section 427 of the Municipal Act applies to any requirements made under subclause (a), (b), (c) and (d) of clause 2 hereof and to any other requirements made under this agreement.
  4. Upon registration of this agreement, this agreement replaces all previous agreements applicable to the said lands under Section 41 of the Planning Act.

- 5. Notwithstanding any of the provisions of this agreement, the Owner shall be subject to all of the by-laws of the Municipality and shall construct all work in accordance with the requirements of the Municipality, the County of Lambton and the Province of Ontario.
- 6. The Owner agrees that all activities and use of the said lands shall be in compliance with the permitted uses of the Zoning By-law.
- 7. The Owner agrees to pay all arrears of taxes outstanding against the said lands before the execution of this Agreement by the Municipality.
- 8. The Owner agrees to pay all costs, legal or otherwise, of the registration of this agreement.
- 9. This agreement may be amended at anytime with the consent, in writing, of the Municipality and the registered Owner of the said lands at the time of such amendment.
- 10. The provisions hereof shall ensure to the benefit of the parties hereto and their heirs, executors, administrators, successors and assigns.

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

**SIGNED, SEALED AND DELIVERED**

THE CORPORATION OF THE  
MUNICIPALITY OF BROOKE-ALVINSTON

\_\_\_\_\_

Mayor

(SEAL)

\_\_\_\_\_

Clerk-Administrator

\_\_\_\_\_

Owner

\_\_\_\_\_

Owner

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

**ALL AND SINGULAR** that certain parcel or tract of land and premises situate, lying and being in the Municipality of Brooke-Alvinston, the County of Lambton, and the Province of Ontario, and being composed of PLAN 5 LOTS 1 & 2 W OF MAIN; PLAN 5 LOTS 1 & 2 PT LOT 3 N; OF HOLMES of the (former) geographic Township of Brooke.

6

**SCHEDULE "B"**  
**SITE PLAN**





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

## NOTICE OF DRAINAGE WORKS

*THE DRAINAGE ACT, 1990, CHAPTER D 17, SECTION 41(1)*

MUNICIPALITY OF THE TOWNSHIP OF ENNISKILLEN

DEAR SIR/MADAM:

You are hereby notified that the Council of the Township of Enniskillen has **convened a meeting to consider the 13th Concession Drainage report.**

The Council of the Township of Enniskillen will consider the report on **Monday, November 16th, 2020 at 7:30 p.m.**

The meeting to consider the 13<sup>th</sup> Concession Drain report will be held via **ZOOM Teleconference** format.

**If you wish to submit a written presentation or make an oral presentation or simply listen to the meeting please contact the Township of Enniskillen no later than Noon on Thursday November 12<sup>th</sup> 2020 to be provided with the contact information to participate in the meeting. The ZOOM link will be provided on the Enniskillen Township website for those interested in viewing the meeting.**

Dated this 27th day of October, 2020

Duncan McTavish  
 Administrator-Clerk  
 Twp. of Enniskillen

The Council of the initiating municipality at the meeting mentioned in section 41 shall consider the report, and where the drainage works is requested on petition, shall give an opportunity to any person who has signed the petition to withdraw from it by putting his withdrawal in writing, signing it and filing it with the Clerk, and shall also give those present owning lands within the area requiring drainage who have not signed the petition an opportunity to do so, and should any of the lands or roads owned by the municipality within the area requiring drainage as described in the petition be assessed, the Council may by resolution, authorize the head of the municipality to sign the petition for the municipality, and such signature counts as that of one person in favour of the petition. Section 42.





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

## NOTICE OF DRAINAGE WORKS

*THE DRAINAGE ACT, 1990, CHAPTER D 17, SECTION 41(1)*

### MUNICIPALITY OF THE TOWNSHIP OF ENNISKILLEN

DEAR SIR/MADAM:


You are hereby notified that the Council of the Township of Enniskillen has **convened a meeting to consider the 14th Concession Drainage report.**

The Council of the Township of Enniskillen will consider the report on **Monday, November 16th, 2020 at 7:45 p.m.**

The meeting to consider the 14<sup>th</sup> Concession Drain report will be held via **ZOOM Teleconference** format.

**If you wish to submit a written presentation or make an oral presentation or simply listen to the meeting please contact the Township of Enniskillen no later than Noon on Thursday November 12<sup>th</sup> 2020 to be provided with the contact information to participate in the meeting. The Zoom link will be provided on the Enniskillen Township website for those interested in viewing the meeting.**

**Dated this 27th day of October, 2020**

  
 \_\_\_\_\_  
 Duncan McTavish  
 Administrator-Clerk  
 Twp. of Enniskillen

The Council of the initiating municipality at the meeting mentioned in section 41 shall consider the report, and where the drainage works is requested on petition, shall give an opportunity to any person who has signed the petition to withdraw from it by putting his withdrawal in writing, signing it and filing it with the Clerk, and shall also give those present owning lands within the area requiring drainage who have not signed the petition an opportunity to do so, and should any of the lands or roads owned by the municipality within the area requiring drainage as described in the petition be assessed, the Council may by resolution, authorize the head of the municipality to sign the petition for the municipality, and such signature counts as that of one person in favour of the petition. Section 42.



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

Phone: 519.898.2173  
Fax: 519.898.5653



## NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

*Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)*

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled an on-site meeting for the:

**Thompson Drain  
on**

**Tuesday, November 17, 2020**

**9:30 a.m.**

**LOCATION: Hardy Creek Road South of LaSalle Line**

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend an onsite meeting with the appointed engineer to examine the area and site of the proposed drainage works.

The purpose of the meeting is to discuss the repairs and improvements to the drain including culvert replacements, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 4<sup>th</sup> day of November, 2020.

Janet Denkers  
Clerk-Administrator

### **Failure to Attend Meeting**

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173  
Fax: 519.898.5653



## **NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER**

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled an on-site meeting for the:

**Steadman Drain No.1  
on**

**Tuesday, November 17, 2020**

**11:00 a.m.**

**LOCATION: Intersection of Rokeby Line and Nauvoo Road**

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend an onsite meeting with the appointed engineer to examine the area and site of the proposed drainage works.

The purpose of the meeting is to discuss the repairs and improvements to the drain including culvert replacements, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 4<sup>th</sup> day of November, 2020.

Janet Denkers  
Clerk-Administrator

### **Failure to Attend Meeting**

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173  
Fax: 519.898.5653



## NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled an on-site meeting for the:

**McEachern Drain  
on**

**Tuesday, November 17, 2020**

**12:30 p.m.**

**LOCATION: 6366 Petrolia Line**

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend an onsite meeting with the appointed engineer to examine the area and site of the proposed drainage works.

The purpose of the meeting is to discuss the repairs and improvements to the drain including culvert replacements, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 4<sup>th</sup> day of November, 2020.

Janet Denkers  
Clerk-Administrator

### **Failure to Attend Meeting**

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.



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

Telephone: 519-383-8331  
Toll free: 1-800-667-1839  
Fax: 519-383-7092  
www.lambtonpublichealth.ca

## **NEWS RELEASE**

For Immediate Release

### **COVID-19 School and Child Care Testing Expansion**

Monday, October 19, 2020

**Point Edward, ON** - Over the past several days, Lambton Public Health has investigated positive cases in three Lambton County schools. Given these cases, and the recent increase in community transmission of COVID-19, Lambton Public Health is encouraging **all symptomatic children to be tested**.

Since mid-September, Lambton Public Health has offered COVID-19 testing to school-aged children residing and/or attending school in Lambton County. We are happy to announce that we are now able to offer COVID-19 testing to child care-aged children at most locations.

At this time, this School Testing Centre option is available for:

- Children who are unable to attend school or child care due to illness, and requires a test in order to **return to school or child care**.
- Children and staff from a school or child care who have been notified by Lambton Public Health that they are **close contacts** of a COVID-19 case.
- **Symptomatic** child care/school staff, parents and household members of a child who was notified by Lambton Public Health that they are a close contact of a COVID-19 case.

Appointments are required and online options are now available.

- Book online by going to [app.getcorigan.ca](http://app.getcorigan.ca). Choose from available times and book a test when it is convenient for you.
- Call Lambton Public Health at 519-383-8331 or toll free 1-800-667-1839.

Please have the following details ready:

- Child and parent/guardian information
- OHIP Number
- Primary care provider
- Current symptoms
- History of contact with other known or suspected COVID-19 positive person

Hours and locations of our testing centres are listed below:

- **Sarnia - School Testing Centre**  
260 Wellington St.  
(Former SCITS High School)  
Mon-Fri: 9:00am-3:00pm
- **Forest - School Testing Centre**  
6276 Townsend Line (Kimball Hall)  
Mon-Fri: 9:00am-3:00pm
- **Petrolia - School Testing Centre**  
*(for school-aged children only)*  
3823 Oil Heritage Rd. (Lambton Centennial School)  
Mon-Fri: 9:30am-3:00pm

...More



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

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

## **NEWS RELEASE**

For Immediate Release

### **New Surveillance report allows for additional geographic support**

Tuesday, October 20, 2020

**Point Edward, ON** - Lambton Public Health is pleased to announce the expansion of the Lambton COVID-19 surveillance report. As of October 19<sup>th</sup>, 2020, Lambton Public Health will report the locations of confirmed COVID-19 cases in Lambton County, across five "reporting regions," captured by the [COVID-19 Case Map](#).

The development of a tool that maps addresses to reporting regions was supported by the County of Lambton's Information Technology department in consultation with a team from Lambton Public Health responsible for surveillance and epidemiology support.

"This new tool allows the public to access additional information about COVID-19 cases in their region while keeping the personal health information of those individuals private," says Siobhan Churchill, Epidemiologist with Lambton Public Health. "This is an important tool for Lambton County, as it allows the public to visualize how case rates vary across our urban and rural regions, accounting for the fact that some regions have more residents than others."

The COVID-19 case map shows where confirmed cases of COVID-19 in Lambton County were living at the time of illness. It does not indicate where cases were **exposed** to COVID-19, and cannot be used to draw conclusions about personal risk.

The report shows the **number and rate per 100,000** of COVID-19 cases by reporting region. Users can choose to view case counts and rates based on the total number of cases since the start of the pandemic, or the number of cases in the past month.

If users are unsure which reporting region they live in, they can look for their municipality in the table below the map, or follow the written directions to look up their dissemination area and corresponding reporting region.

Lambton residents are reminded to continue to practice good public health safety measures. Limit social interactions, practice physical distancing, wear a mask when you cannot or are required to do so, wash your hands frequently, and please stay home if you are sick. We all have a role to play at reducing COVID-19 in our community. We can get through this together, because we are stronger, together.

To learn more about how Lambton Public Health manages COVID-19 reporting or about the new surveillance tool visit [LambtonPublicHealth.ca](http://LambtonPublicHealth.ca), or call Lambton Public Health at 519-383-8331 or toll free 1-800-667-1839.

-30-

**Please contact:**

[LPH-media-inquiries@county-lambton.on.ca](mailto:LPH-media-inquiries@county-lambton.on.ca)

FOR IMMEDIATE RELEASE 10/20/20

## GLOBAL MANUFACTURER INVESTING \$5M IN NEW SARNIA-LAMBTON EXPANSION

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SARNIA, ON: Manufacturer creating 90 jobs and investing over \$5-million.

CIMC, a world leader in commercial transport trailers is investing over \$5-million in Sarnia, with plans to create 90 assembly and light manufacturing jobs. Maximizing the use of an existing building on Ube Drive in Sarnia, the facility will allow CIMC Refrigerated Trailer Co. Ltd. to supply refrigerated trailers to its extensive Canadian customer base, which was previously served from other North American locations.

“We are pleased to be establishing our first Canadian manufacturing location in Sarnia,” said CIMC Plant Manager, Andy Wang. “The Sarnia-Lambton area’s highly skilled workforce, coupled with excellent proximity to major markets makes it an ideal location to manufacture commercial transport trailers for our Canadian customers.”

“CIMC Refrigerated Trailer Co. Ltd. contacted the Sarnia-Lambton Economic Partnership in 2018 as a result of our online marketing,” noted Katherine Walker, Sarnia-Lambton Economic Partnership’s Board Chair. “The company was considering locations in Canada while still maintaining close proximity to its operations in Indiana, and recognized Sarnia-Lambton’s business case, including our skilled workforce, training and infrastructure.”

“Sarnia-Lambton Economic Partnership along with community partners continue to guide CIMC Refrigerated Trailer Co. Ltd. on next steps and best practices around recruitment, administration, logistics, and engineering,” said Sarnia-Lambton Economic Partnership CEO Stephen Thompson. “This is a tremendous success for the Sarnia-Lambton area. CIMC’s investment leads to the occupancy of our largest vacant industrial building, formerly home to an auto parts manufacturer. It will also help strengthen the business case for developers and investors considering new construction in other parts of the city and region.”

The plant’s initial hiring phase in early 2021 will focus on assembly job opportunities. A second phase will also include positions for material handlers, forklift operators, shipping/receiving, millwrights, electrical technicians, machine maintenance, welders, health and safety, and office support. Those interested in working at CIMC can call the Express Employment Professionals office at (519) 336-7962 or email [jobs.sarniaon@expresspros.com](mailto:jobs.sarniaon@expresspros.com).

*CIMC USA Inc. was established in the United States in 2003 and has invested in Vanguard National Trailer Corp., a dry van manufacturer and CIMC Reefer Trailer Inc., a refrigerated van trailer manufacturer in the trailer industry in the United States. The two sister companies employ around 1,200 workers across four locations in the United States. Production output totalled more than 17,000 dry van and refrigerated trailers last year. CIMC Refrigerated Trailer Co. Ltd expects to provide 90 jobs and assemble 2,000 refrigerated trailers in 2021 from the Sarnia facility.*



Hello Dave and Janet,

I hope all is well and I wanted to send along a quick quarterly update on some great things that we have been working on that may be of interest to you. Additionally, I welcome any feedback on future areas of focus that I can support you with.

### **Sarnia-Lambton Business Attraction**

In efforts of promoting each municipality and the attractive features it offers to new potential businesses, we created a Brooke-Alvinston Community Prospectus Document. Earlier this year, we held a community roundtable to gather feedback from residents of what type of businesses they would like to see in the local area. We took that feedback and aligned it with OMAFRA data to determine business opportunities in Brooke-Alvinston. I have attached the final document to this email, and feel free to post on your website.

### **Sarnia-Lambton Business Promotion**

SLEP recently had the pleasure to work with John Bryans from Munro Honey to create a video with Tmrw Inc. The project included 10 businesses in the County to be profiled and Munro Honey was proud to be a part of the initiative. This video describes what makes our local region a great place to do business and it also serves as a great marketing tool for the selected partners. We expect the final video to be released by the end of 2020 and I will be sure to share with you once it's ready.

### **Employer Workforce Series**

We hosted a month-long webinar Employer Series in October to invite businesses to hear from industry experts on a variety of workforce challenges faced during COVID-19. Earlier in September, I had a great meeting with Chad Hayter from the Hayter Group and he shared their workforce challenges and ways they overcame them during the pandemic. He offered to be a panelist on one of our sessions to share his story and best practices that he adopted as a result of COVID-19.

### **Digital Mainstreet Project**

We have recently applied for a government grant and received the funding for this project to support local main street businesses with enhancing their online/digital presence to help during a time such as this. I wanted to thank Brooke-Alvinston for being a community partner on this project to have a municipal office space dedicated one day per week to the newly assigned team member to be more closely connected to local businesses. This project will run from mid-November until end of February 2021.

### **Possible future project:**

We have financially supported a joint application with Middlesex County Economic Development to receive a provincial grant to launch a marketing initiative to promote a "farm to table" concept. If we are successful with the grant, our goal is to promote local

food producers and to demonstrate the impact and important role they play with local restaurants. I will be sure to keep you updated on this one as I would certainly value your feedback of potential food producers and restaurants to be considered.

Please let me know if you had any questions or if it's easier, I would welcome a phone call or virtual meeting to discuss anything further.

Wishing you a great afternoon.

Kind regards,

**Cari Meloche**

Economic Development Officer  
Sarnia-Lambton Economic Partnership  
Western Sarnia-Lambton Research Park  
Building 1050, Suite #100  
1086 Modeland Road  
Sarnia, ON, Canada, N7S 6L2  
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Fax: [519-332-1686](tel:519-332-1686)  
[www.sarnialambton.on.ca](http://www.sarnialambton.on.ca)



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

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

## **NEWS RELEASE**

For Immediate Release

### **Emergency Control Group Update - October 21**

Thursday, October 22, 2020

**Wyoming, ON** - The County of Lambton Emergency Control Group met Wednesday, October 21 to discuss updates in the current COVID-19 situation. The group will meet again on Wednesday next week to discuss new developments and planning requirements. Additional meetings will be scheduled if needed.

At this meeting, the Emergency Control Group:

- Received an update from Lambton County's Medical Officer of Health, Dr. Ranade, regarding the COVID-19 situation in Lambton County. Current statistics are available on the [Lambton Public Health website](#), including a detailed [community snapshot](#).
- Heard that Lambton Public Health launched a [COVID-19 case map](#) on their website earlier this week. The map shows where confirmed cases of COVID-19 in Lambton County were living at the time of illness. The case map does not indicate where cases were exposed to COVID-19, and cannot be used to draw conclusions about personal risk.
- Received an update on PPE supply levels from County divisions. All areas continue to maintain an adequate supply level.
- Heard that testing levels have remained steady at local testing centres. Learn more about testing, testing criteria and how to book an appointment for a test on the [Lambton Public Health website](#).
- Would like to remind residents to get their free flu vaccine this year, which is available from various locations across the County including your local pharmacy, health care provider and community clinics. You can book an appointment by phone or online by visiting [LambtonPublicHealth.ca/flu-shot](#).

For the most up to date information regarding COVID-19 including current statistics, please visit the [Lambton Public Health website](#) and the [Province of Ontario website](#). Facility closures and a list of financial supports and resources are listed on the [Lambton County website](#).

-30-

**Please contact:**

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

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Communications & Marketing Coordinator  
County of Lambton  
519-845-0801 ext. 5214  
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**Cultural Services Division**  
 Library Headquarters  
 787 Broadway Street, Box 3100  
 Wyoming, ON N0N 1T0

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

## **NEWS RELEASE**

For Immediate Release

### **One Book Lambton returns with a thrilling new pick**

Friday, October 23, 2020

**Wyoming, ON** - One Book Lambton is returning for another year with a thriller. In partnership with The Book Keeper, Lambton County Library is excited to announce the selection for One Book Lambton 2020-2021 is *Every Step She Takes* by K.L. Armstrong. The goal for the One Book Lambton initiative is to unite people around Lambton County through one book. People are encouraged to read the same book and engage in various activities throughout the winter and spring to highlight themes in the book.

*Every Step She Takes* follows Genevieve, an American who lives a simple life in Rome until she is sent a package that begins to unravel scandals from her past. As Genevieve tries to make amends with what happened fourteen years ago she is caught up in another deadly scandal.

The author, K.L. Armstrong is a #1 *New York Times* bestselling author from Sudbury, Ontario. Armstrong believes experience is the best teacher. To craft her books, she has studied aikido, archery and fencing. Past works include the Otherworld urban fantasy series, the Darkest Powers & Darkness Rising teen paranormal trilogies, the Age of Legends fantasy YA series and the Nadia Stafford crime trilogy.

"*Every Step She Takes* is a standalone thriller about a young woman dealing with a scandal from her past, and how little mistakes can create big fallout in the future," said Kelley Armstrong. "I'm so thrilled *Every Step She Takes* has been chosen for this year's One Book Lambton, happy reading!"

*Every Step She Takes* is available to borrow through Lambton County Library's curbside pickup service using the online catalogue at [lclibrary.ca](http://lclibrary.ca), through the Iguana Library app, or by calling a Lambton County Library location offering contactless curbside pickup. eBooks and eAudiobooks are also available to borrow through cloudLibrary, Libby or Overdrive using your Lambton County Library card.

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**Please contact:**

**Andrea Basra**

Public Services Coordinator - Adult Programs & Outreach, Lambton County Library  
 County of Lambton  
 519-845-0809 ext. 5217  
[andrea.basra@county-lambton.on.ca](mailto:andrea.basra@county-lambton.on.ca)



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

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

## **NEWS RELEASE**

For Immediate Release

### **Supporting Safety Measures for Recreational Fitness Facilities**

Tuesday, October 27, 2020

**Point Edward, ON** - Lambton Public Health is proactively following up with indoor recreational fitness facilities to support ongoing education and training with regards to maintaining provincial safe operation requirements to reduce the spread of COVID-19. To date, there have been no local outbreaks at recreational fitness facilities in Lambton County.

Owners and operators of recreational fitness facilities have been contacted to remind them of the responsibility they hold in reducing COVID-19 transmission while providing services that benefit our community during the pandemic. Recently there has been increased attention on certain types of settings, including indoor recreational facilities, as places that may be higher risk for the transmission of COVID-19.

At this time, there are no additional local requirements beyond the provincial regulations for recreational fitness facilities, but we will continue to monitor the local situation.

If you own or operate an indoor recreational fitness facility and did not receive a previous communication on this matter, please [contact Lambton Public Health](#) for additional details. A virtual meeting invite will be provided to operators on our contact list.

Community members also have an important role in reducing COVID-19 transmission when accessing these facilities. Continue to support the safety measures:

- **Active screening** - before, during and after your session to make sure you have no symptoms. Stay home if you are sick.
- **Physical distancing** - at least 2 metres from others in the facility including access points to fitness gear or stations.
- **Wear a face covering** - in the facility except when exercising.
- **Practice good hand hygiene** - use of hand sanitizer, and disinfecting items frequently touched or shared with others.

Recreational fitness facilities offer many benefits to physical and mental health and well-being, as well as provide valuable social connections during the pandemic. In order to continue reaping these benefits, it remains critical to follow public health safety measures to reduce the spread of COVID-19.

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**Please contact:**

[LPH-media-inquiries@county-lambton.on.ca](mailto:LPH-media-inquiries@county-lambton.on.ca)

Attached: [Letter to owners-operators of recreational fitness facilities](#)



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

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

## **NEWS RELEASE**

For Immediate Release

### **Emergency Control Group Update - October 28**

Wednesday, October 28, 2020

**Wyoming, ON** - The County of Lambton Emergency Control Group met Wednesday, October 28 to discuss updates in the current COVID-19 situation. The group will meet again on Wednesday next week to discuss new developments and planning requirements. Additional meetings will be scheduled if needed.

At this meeting, the Emergency Control Group:

- Received an update from Lambton County's Medical Officer of Health, Dr. Ranade, regarding the COVID-19 situation in Lambton County. Current statistics are available on the [Lambton Public Health website](#), including a detailed [community snapshot](#).
- Discussed [how Halloween can be celebrated safely](#) during the COVID-19 pandemic. Risk of COVID-19 transmission when trick-or-treating can be decreased by:
  - Keeping your distance from others and staying with people from your household;
  - Not going out if you are unwell or have mild symptoms;
  - Not handing out candy if you are unwell or have mild symptoms;
  - Staying outdoors during the activity; and
  - Not going overboard – a few houses, a bit of candy, and call it a night.
- Heard that Lambton Public Health is closely watching the increasing case numbers in the Toronto, Peel and Ottawa areas, as well as other areas in the province. While case numbers remain low in Lambton County, the group would like to remind everyone to continue practicing individual public health safety measures to limit the spread of COVID-19, including:
  - Practicing good hand hygiene and cough/sneeze etiquette;
  - Maintaining a physical distance of 2 meters from others;
  - Wearing a mask when physical distancing is not possible or where required; and
  - Staying home when sick.

For the most up to date information regarding COVID-19 including current statistics, please visit the [Lambton Public Health website](#) and the [Province of Ontario website](#). Facility closures and a list of financial supports and resources are listed on the [Lambton County website](#).

-30-

**Please contact:**

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

**Lisa Brown**  
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[lisa.brown@county-lambton.on.ca](mailto:lisa.brown@county-lambton.on.ca)



**Lambton Public Health**  
150 N. Christina Street  
Sarnia, ON N7T 8H3

Telephone: 519-383-8331  
Toll free: 1-800-667-1839  
Fax: 519-344-2025  
[www.lambtonpublichealth.ca](http://www.lambtonpublichealth.ca)

## **NEWS RELEASE**

For Immediate Release

### **Public Health Investigating Outbreak of Food-Borne Illness**

Friday, October 30, 2020

**Sarnia, ON** - Lambton Public Health (LPH) is currently investigating an outbreak of *Salmonella* infection in people who recently ate at the Barakat restaurant in Sarnia.

At the time of this release, LPH has received laboratory confirmation of four cases related to this outbreak. The department is currently following up with several others who have reported becoming ill after eating at this restaurant.

The investigation into the source of this outbreak is ongoing. The owners of the restaurant are cooperating with Lambton Public Health and have voluntarily closed while LPH ensures there is no on-going risk of illness.

**Members of the public who ate at the Barakat restaurant between October 21st and October 29th and became ill with symptoms of *Salmonella* infection (diarrhea, fever, stomach cramps, vomiting) are advised to:**

- Report the illness to Lambton Public Health at 519 383-8331 or toll free 1-800-667-1839
- Contact their health care provider as needed if symptomatic

Additional information on *Salmonella* infections and how to prevent them can be found on the [Ontario Ministry of Health website](#).

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**Please contact:**

[LPH-media-inquiries@county-lambton.on.ca](mailto:LPH-media-inquiries@county-lambton.on.ca)



**Homelessness Prevention & Children's Services  
Department**

150 N Christina Street  
Sarnia, ON N7T 8H3

Telephone: 519-344-2062  
Toll-free: 1-800-387-2882  
Fax: 519-344-2025

**NEWS RELEASE**

For Immediate Release

**Circles Continues to Stand Up Against Poverty**

Friday, October 30, 2020

**Sarnia, ON** - Lambton Circles was honored to participate in the Poverty Reduction Network of Sarnia-Lambton's *Stand Up Against Poverty Rally* earlier this month, which is held annually to mark the United Nation's International Day for the Eradication of Poverty, promoting awareness of the need to eradicate poverty around the world.

Within in the Lambton County there are over seven thousand individuals living below the Low Income Cut Off, which represents more than 6% of Lambton's population experiencing poverty. Lambton Circles is committed to continuing to work with the Poverty Reduction Network of Sarnia-Lambton to promote awareness of the effects of poverty, as well as assisting those locally who are experiencing it.

Circles Leaders Tamara and Katelyn spoke at the rally, sharing their experiences with the Circles program and how it helped them transition to where they are now in their lives. All speakers and viewers were encouraged to take the Stand Up Against Poverty Pledge and commit to helping in the continued fight to end poverty and inequality.

"The Circles program helps people transition out of poverty by building intentional relationships across the community, identifying barriers that keep people in poverty and implementing innovative solutions to reduce those barriers," said Kim Godin, Circles Coordinator. "We encourage everyone to watch the captivating speakers that participated in this year's rally and to join us in taking the Poverty Pledge."

You can help by getting involved as a Circles® Ally, donating your time to support programs and events, or simply learning more and increasing your own awareness of the effects of poverty in Lambton County by watching the Stand Up Against Poverty Rally online.

To learn more about the Lambton Circles program, visit [lambtoncircles.com](http://lambtoncircles.com).

-30-

**Please contact:**

**Kim Godin**

Circles Coordinator  
County of Lambton  
519-344-2062 ext. 2169  
[kim.godin@county-lambton.on.ca](mailto:kim.godin@county-lambton.on.ca)





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## **NEWS RELEASE**

For Immediate Release

### **Council Highlights**

Wednesday, November 4, 2020

**Wyoming, ON** – Lambton County Council held their regular meeting via videoconference on Wednesday, November 4. At this meeting, Lambton County Council:

- Received an update from Lambton County Medical Officer of Health, Dr. Sudit Ranade, regarding the current COVID-19 situation in Lambton County.
- Recognized donors who have made generous contributions to several Lambton County programs and facilities over the past year, including The Sarnia Community Foundation, The Seaway Kiwanis Club, Charles Fairbank Oil Properties, Ron Van Horne & Scott Ferguson, Rob Brooks, Linda Smith, The Villa Auxiliary, The Manor Auxiliary, and The Lodge Auxiliary. Links to the individual video presentations can be found at [lambtononline.ca/donations](http://lambtononline.ca/donations).
- Endorsed the Transfer Agreement between the City of Sarnia and the County of Lambton for the relocation of the Canatara Log Cabin.
- Approved a 2-year lease agreement with the County of Lambton Community Development Corporation to temporarily relocate the County's Court Services Department to the Western Sarnia-Lambton Research Park.
- Requested that staff include a project in the 2021 capital budget for the intersection control treatment at County Road 22 (Egremont Road) and County Road 9/79 (Nauvoo Road). The preferred control treatment is a single lane roundabout, subject to the required property acquisitions and resolution of any utility conflicts.
- Instructed staff to maintain the existing two-way stop control at the intersection of County Road 14 (Churchill Line) and County Road 26 (Mandaumin Road), install enhanced intersection lighting in the northwest and southeast quadrants and install flashing red beacons on the existing stop signs.

Council will next meet in Open Session at 9:30 a.m. on Wednesday, November 25, 2020.

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**Please contact:**

**Lisa Brown**

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



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

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

## **NEWS RELEASE**

For Immediate Release

### **Updates to Lambton COVID-19 Surveillance Report**

Wednesday, November 4, 2020

**Point Edward, ON** - Starting November 5, 2020, Lambton Public Health will report changes to local COVID-19 cases and outbreaks **daily by 11:00 a.m.**, in order to align with the provincial COVID-19 reporting schedule.

Lambton Public Health has provided daily COVID-19 updates to the public through two surveillance reports. The summary report, updated daily 7 days of the week, includes the total number of cases, number of active, resolved, and fatal cases, and the number of current outbreaks. The detailed report, now updated daily from Monday to Friday, is an interactive dashboard including case details and trends, outbreak information, data on the capacity of local public health and health care systems, and a new case map. Like Ontario's COVID-19 surveillance report, the local reports will be accurate as of 4:30 p.m. the previous day.

"This change is in line with how most public health units in Ontario are reporting local cases, and is part of ensuring a sustainable public health response to the COVID-19 pandemic," says Siobhan Churchill, Epidemiologist with Lambton Public Health. "Providing access to the surveillance reports continues to be a priority."

Lambton residents are reminded to continue to practice good public health safety measures. Limit social interactions, practice physical distancing, wear a mask when you cannot physically distance or are required to do so, wash your hands frequently, and please stay home if you are sick. We all have a role to play at reducing COVID-19 in our community. We can get through this together, because we are stronger, together.

To learn more about how Lambton Public Health manages COVID-19 reporting or about the new surveillance tool visit [LambtonPublicHealth.ca](http://LambtonPublicHealth.ca).

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**Please contact:**

[LPH-media-inquiries@county-lambton.on.ca](mailto:LPH-media-inquiries@county-lambton.on.ca)



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160 Exmouth Street  
Point Edward, ON N7T 7Z6

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

## **NEWS RELEASE**

For Immediate Release

### **Food-Borne Illness Outbreak Investigation Status**

Thursday, November 5, 2020

**Point Edward, ON** - Lambton Public Health (LPH) continues to investigate an outbreak of salmonellosis in people who ate at the Barakat restaurant in Sarnia and the Barakat Food Truck in Corunna between October 19th and 29th, 2020.

At the time of this release, LPH has received 33 laboratory confirmed cases related to this outbreak. The age range for the laboratory confirmed cases consists of individuals 9 months to 73 years of age. In addition, approximately 170 other individuals have reported illness with symptoms compatible with salmonellosis after eating at these food premises. Nine people have been hospitalized. Approximately 90 per cent of the exposures identified occurred between October 21st and 25th, 2020.

Food and environmental swabs have been submitted to public health labs as they become available from the investigation. Initial lab confirmed results from food samples have been negative, and others are still pending. The investigation into the source of this outbreak is ongoing.

The owners of the restaurant continue to cooperate with Lambton Public Health and remain closed while LPH ensures there is no on-going risk of illness. Lambton Public Health continues to work with local, provincial and federal stakeholders to support the open investigation.

Members of the public who ate at the Barakat restaurant or food truck between October 19th and October 29th and became ill with symptoms of *Salmonella* infection (diarrhea, fever, stomach cramps, vomiting) are advised to:

- Report the illness to Lambton Public Health at [519-383-8331](tel:519-383-8331) or toll free [1-800-667-1839](tel:1-800-667-1839)
- Contact their health care provider as needed if symptomatic

Additional information on *Salmonella* infections and how to prevent them can be found on the [Ontario Ministry of Health](http://www.ontario.ca) website.

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**Please contact:**

[LPH-media-inquiries@county-lambton.on.ca](mailto:LPH-media-inquiries@county-lambton.on.ca)



**Cultural Services Division**  
 Lambton County Archives  
 787 Broadway Street, Box 3100  
 Wyoming, ON N0N 1T0

Telephone: 519-845-5426  
 Toll-free: 1-866-324-6912  
 Fax: 519-845-0700  
[www.lambtonmuseums.ca](http://www.lambtonmuseums.ca)

## **NEWS RELEASE**

For Immediate Release

### **Share Your Memories of 'Snowmageddon'**

Monday, November 9, 2020

**Wyoming, ON** - Lambton County residents are being asked to share their memories of the 2010 Snow Emergency, also known as 'Snowmageddon'.

From now until December 4, residents can visit [LambtonArchives.ca](http://LambtonArchives.ca) to upload their photos, videos, and written accounts of their experiences during Snowmageddon.

Contributors will also be asked a couple of brief questions to help emergency planners understand how residents plan for emergencies at home and on the road.

Various community submissions will be highlighted on the Archives' website and social media channels throughout and following the campaign.

"As we approach the 10th anniversary of the 2010 Snow Emergency, we have a unique opportunity to assist Lambton County Archives in documenting the community history of this event," said Lambton County Warden Bill Weber. "In addition, if emergency planners can better understand how individual households prepare for winter storms, it can help to inform future planning for similar events."

A virtual forum about the snow emergency will also be hosted by Lambton County Archives at 7 p.m. on Wednesday, November 18. Those wishing to participate are asked to [register in advance through Zoom](#) or by contacting the Lambton County Archives at [archives@county-lambton.on.ca](mailto:archives@county-lambton.on.ca) or 519-845-5426. Spaces are limited.

The Snow Emergency began December 12, 2010 and saw an estimated 1,500 people stranded along Highway 402 and area roadways in snowsquall conditions that did not subside until the morning of December 14.

Due to the significant impact of the event and the resources needed to respond, the County declared a State of Emergency under the *Emergency Management and Civil Protection Act*. The declaration supported a request by Lambton OPP that saw the deployment of the Canadian military to undertake rescue flights.

In addition, the Watford Snowmobile Club and local bus companies provided transportation to stranded motorists and passengers, many of whom lacked the proper food, water, clothing, and medications to remain in their vehicles.

**...More**

In total, all of those stranded were found to be safe. Over 700 rescued passengers were recorded as being housed at one of 10 emergency shelters set up in Thedford, Forest, Watford, Warwick Village, Alvinston, Wyoming (2), and Petrolia. It was estimated that a similar number of passengers and motorists were provided food and shelter by Lambton County residents.

Emergencies can occur at any time. Residents can prepare in advance by assembling a [72-Hour Supplies Kit](#) that allows their households to be self-sufficient for up to three days following the onset of an event, freeing up emergency responders to prioritize the most urgent of matters. For details on what to include in your kit, and for more information on preparing for [winter travel emergencies](#), visit [EmergenciesLambton.ca](#).

Consider also subscribing to [MyCNN](#) to receive alerts about tornado warnings, drinking water emergencies, shelter-in-place advisories, evacuation advisories and other public safety alerts in your community.

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**Please contact:**

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October 19, 2020

## **AMO Policy Update – Ontario Proposes New Blue Box Regulations, Modified Stage 2 Restrictions Expanded to York Region, and Halloween Guidance**

### **Draft Blue Box Regulation Released**

Today the Ontario government announced the proposed producer responsibility regulation of the Blue Box program. The proposed regulation under the *Resource Recovery and Circular Economy Act, 2016* would make producers responsible for the Blue Box Program, including meeting regulated outcomes for providing collection services, managing Blue Box materials, and meeting diversion targets to address plastic waste, and recover resources for use in the economy.

If passed, the regulation would expand the list of materials accepted in the Blue Box including paper and plastic cups, wraps, foils, trays and bags and other single use items, and expand Blue Box services to more communities, including smaller, rural and remote areas.

This is welcome news for municipal governments and has been the result of over a decade of advocacy in support of full producer responsibility. Producers are in the best position to finance and operate this program as they make the decisions on the type of material and design of their packages and products. If passed, the costs of the program would transition away from municipal taxpayers to producers and result in an estimated savings of \$135 million annually for municipalities.

The draft regulation will be posted for a 45-day consultation period on the Environmental Registry, with comments due on December 3, 2020. AMO is hosting a webinar on November 4, 2020 for municipal waste management staff to discuss the regulation in detail. To register, click [here](#).

### **York Region Entering Modified Stage 2**

As of 12:01 a.m. this morning, York Region joined Ottawa, Peel, and Toronto public health regions in a modified Stage 2 for a period of 28 days as a result of including

higher than average rates of COVID-19 transmission. Modified Stage 2 measures include:

- limiting team sports to training sessions (no games or scrimmages);
- reducing limits for all social gatherings and organized public events to a maximum of 10 people indoors and 25 people outdoors while maintaining physical distancing ;
- prohibiting indoor dining in restaurants and bars, and personal care; and
- closing businesses where it is difficult to adhere to public health measures, including indoor gyms and fitness centres, cinemas and casinos, among others.

Schools, child care centres, and places of worship will remain open and must continue to follow the public health measures in effect. A complete list of modified stage 2 measures can be found [here](#).

### **Halloween Guidance: Trick-or-Treating**

Ontario's Chief Medical Officer of Health, Dr. David Williams, issued a [statement](#) today detailing public health advice to limit COVID-19 transmission this Halloween. Given the high transmission of COVID-19 in the modified Stage 2 public health unit regions of Ottawa, Peel, Toronto and York Region, traditional door-to-door trick-or-treating is **not recommended**. Individuals should consider alternative ways to celebrate.

For other areas of the province, the statement [suggests measures](#) to make Halloween safer while enjoying the holiday. Dr. Williams advises residents to check with their local municipality or public health unit for additional advice or restrictions, and urges Ontarians not travel outside of their neighbourhoods to celebrate Halloween.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).



October 21, 2020

## **AMO Policy Update – COVID-19 Liability Protection, Municipal Elections Act; An Ontario Digital Identity; Public Health Orders; and Child Care**

### ***Bill 218 - Supporting Ontario's Recovery and Municipal Elections Act***

Attorney General Doug Downey introduced *Bill 218 - Supporting Ontario's Recovery and Municipal Elections Act*. If passed, the legislation will provide targeted liability protection for health and long-term care, non-profit and private sector workers, volunteers, and organizations that make an honest effort to follow public health guidelines and laws related to limiting the exposure of Ontarians to COVID-19. Bill 218 will also maintain the right of Ontarians to take legal action against those who willfully, or with gross negligence, endanger others. Municipal governments, workers, and by-laws that are aimed at protecting public health are referenced in the Bill, as AMO has advocated for. Similar legislation is in place in British Columbia and Nova Scotia.

The Bill includes changes to the *Municipal Elections Act, 1996*, proposing to remove the option to use ranked ballots for municipal elections, moving all municipal governments to First-Past-The-Post. This will impact a number of municipal governments that were contemplating the change and one already using ranked ballots. The rationale for this proposed legislative change is not known.

In addition, the nomination date for municipal elections will also be changed from the fourth Friday in July to the second Friday in September in the year of the election and there are proposed changes to the timelines leading up to municipal elections (see Section 42 of the *Municipal Elections Act, 1996*). AMO advises that municipal clerks review the proposed changes for implications for their electoral planning processes. The rationale for this change is unclear and may have the effect of discouraging broader participation in municipal elections.

### **Ontario Onwards Action Plan**

The Ontario government launched its new Action Plan, Ontario Onwards: Ontario's COVID-19 Action Plan for a People-Focused Government to make government



services simpler, more accessible, and convenient. The plan has over 30 projects including developing a digital identity, based on digital wallet technology, by the end of 2021.

Creating a digital identity for Ontarians was identified by AMO and LAS as a key step in helping municipalities move towards more digital government service delivery especially as better quality high-speed internet and broadband access is expanded to unserved and underserved areas. More details are expected on these projects in the coming months.

## **Emergency Order Changes**

Ontario extended most orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA)* by 30 days until November 21, 2020, with exemptions for consumer electricity prices and access to personal health information through electronic health records.

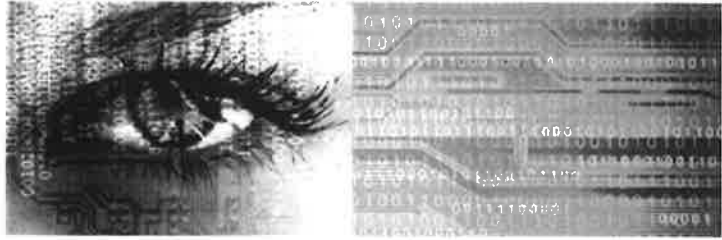
The Province also amended emergency orders for modified Stage 2 regions (Toronto, Ottawa, York, and Peel Regions) to allow classes teaching or training dancers provided conditions are met. Regulations for Stage 2 and Stage 3 areas have been amended also to remove restrictions on in-person instruction for fire departments, similar to police training.

## **Provincial Investment for Schools and Child Care**

This week, the government announced that it will invest \$550 million to build and upgrade schools in 2020-21. The initiative will add 870 new licensed child care spaces into the schools. The government has reconfirmed their commitment to create up to 30,000 new child care spaces over five years, including up to 10,000 spaces in new schools. AMO has advocated for effective child care as a critical service for investment in the COVID-19 recovery.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).

# AMO watchfile



October 22, 2020

## In This Issue

- Is flooding a local issue?
- Blue Box draft regulation posted - Webinar November 4.
- ROMA 2021 Virtual Conference registration open.
- There is still time to register for the October 28 Land Use Planning Workshop.
- Lighting retrofits are saving municipalities money!
- Introducing the new and improved EPT!
- Group Buying Program Webinars - Zamboni, Tech supplies.
- Investments 101 Training now available.
- Careers with Burlington, Cobourg, Kitchener and Toronto Transit Commission.

## AMO Matters

The AMO discussion paper "[Come Hell or High Water: Flooding, Climate Change and Municipal Responses](#)" is now available. This paper explores how the global issue of climate change and changing weather patterns impact municipal policies and strategies as it relates to flooding, high water, and erosion. The document reflects AMO members' experiences with flooding and what solutions they would like to see advocated for.

## Provincial Matters

The Province has [posted the draft Blue Box regulation](#) for consultation until December 3. AMO staff are hosting a webinar on November 4 from 10 am -12 pm to discuss our response and what this means for your municipality. [Register for the webinar.](#)

## Eye on Events

[Registration](#) is now open for [ROMA: Connecting Rural Ontario](#), January 25-26, 2021. Do not miss this opportunity to connect with colleagues and the province, and learn from experts on important and timely rural issues.

Back by popular demand, Land Use Planning: Beyond the Basics is coming to you virtually. This training provides insight and tools to support your central role in implementing and managing the land use policy framework. [Registration details.](#)

## LAS

We've reached a milestone! Beside completing 65 LED retrofit projects, municipalities are collectively saving over \$1 million in annual energy/maintenance costs through the [LAS Facility Lighting Service](#). Contact [Christian Tham](#) to find out how your municipality can be part of the savings.

We're excited for the launch of our new and improved [Energy Planning Tool](#)! Over the summer we've rebuilt EPT from the ground up, adding lots of new features and making it more user friendly. [Join us for a webinar on October 28](#) at 10 am to see this software in action and learn more.

The [Municipal Group Buying Program](#) helps municipalities save time and money on the products and services they use every day. Join our webinar series to hear about [Zamboni on November 4](#) and [CDW on November 18](#). For video archives of past events check out our [Webinars/Presentations Page](#).

### **ONE Investment**

Online Investments 101 Training is available now. To register [click here](#). Learn about fundamentals of investing under the Legal List and Prudent Investor Standard.

### **Careers**

[Financial Analyst, Budgets & Policies - City of Burlington](#). Department: Finance. Employment Status: Contract (20 months). Job Number: FN-138-20. Posting Close Date: October 30, 2020. To apply, please visit [Burlington Career Opportunities](#) and click on "View Jobs". Please note that applications are only accepted online.

[Manager, Parks - Town of Cobourg](#). Position status: Full-time Permanent. Interested applicants should forward their resume in confidence no later than November 6, 2020 at 4 pm to the attention of the Human Resources Department at [careers@cobourg.ca](mailto:careers@cobourg.ca). Please quote competition #20-25. NOTE: due to COVID-19 restrictions the interviews and the selection process may be delayed.

[Assistant City Solicitor \(Development & Planning\) - City of Kitchener](#). Reports to the City Solicitor. To explore this opportunity further, please contact Kristen Manning at [kristen.manning@odgersberndtson.com](mailto:kristen.manning@odgersberndtson.com) or submit your resume and letter of interest online to [Odgers Berndtson Opportunities](#) by November 16, 2020.

[Inaugural Chief, Diversity & Culture - Toronto Transit Commission \(TTC\)](#). The Chief, Diversity & Culture is a member of the senior executive team — at the decision-making table to help drive the TTC forward as a direct report to the CEO. Interested applicants can submit their resume to [Odgers Berndtson Opportunities](#). Odgers Berndtson is partnering with BIPOC Executive Search to strengthen the diversity of the candidate pool. Applicants from the BIPOC community may wish to send their resume to Jason Murray at [jmurray@bipocsearch.com](mailto:jmurray@bipocsearch.com).

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### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component



October 23, 2020

## AMO Policy Update – New Legislation Expedites Provincial Infrastructure, Reduces Red Tape, and Allows Off-Peak Deliveries

The Minister of Transportation, the Honourable Caroline Mulroney, announced legislation Thursday, the *Ontario Rebuilding and Recovery Act, 2020*, extending a range of measures to build provincial infrastructure faster by reducing planning and administrative time to construction and providing a “backstop” if agreements cannot be reached. Measures include:

- **Transit:** Expanding designations for major provincial transit projects streamlining project management and accelerating development as under the *Building Transit Faster Act*. The legislation also amends the *Transit Oriented Communities Act* to exempt Hearings of Necessity under the *Expropriations Act* for provincial transit projects and allows the government to pursue new types of commercial arrangements.
- **Highways:** Amends the *Public Service Works on Highways Act* to require utility owners to relocate infrastructure in the highway corridor, facilitating faster construction.
- **Long-Term Care:** The announcement signals the potential use of Minister's Zoning Orders (MZO) to facilitate the building of long-term care residences.
- **Broadband:** Expansion of broadband to unserved and underserved areas and incentivizing private sector investments.
- **Municipal Tools:** Intention to consult municipalities on additional tools and powers required to expedite critical local infrastructure projects.
- **Skills Development:** Leveraging recent apprenticeship system investments to build a workforce pipeline in the skilled trades.

In announcing the initiative, the government noted the powers were meant as a “backstop” and it would work with municipal governments to move infrastructure projects forward. AMO supports the commitment to work in partnership. The creation of new long-term care beds, as well as other forms of housing as development, are priorities AMO has long supported. To move forward effectively, AMO advocates that the Province work with municipal Councils and staff to address local interests and

garner municipal support before a MZO is issued or other “backstop” powers are used for projects.

## **Reducing Red Tape and Off-Peak Deliveries**

Removing constraints for local governments and businesses is the subject of two Bills introduced recently by the Honourable Prabmeet Sakaria, Associate Minister of Small Business and Red Tape Reduction. Bill 213, *Better for People, Smarter for Business Act* includes many changes to current laws such as amendments to inter-city passenger transportation services, electronic reporting for municipal wastewater utilities, smart metering, grandfathering infrastructure projects, ground water permits requiring municipal council approval, amongst others. AMO staff are currently analyzing sections of this Omnibus Bill for municipal impacts and will provide an update shortly.

Bill 213 also proposes to exempt publicly assisted universities from municipal development charges affecting five communities in Ontario. Recognizing that university campuses provide broad economic and other benefits to communities, AMO is concerned that the move erodes the principle that “growth pays for growth” and municipal discretion to grant exemptions.

Associate Minister Sakaria’s second piece of legislation, Bill 215, *Main Street Recovery Act*, changes the way municipal noise by-laws regulate commercial deliveries, aiming to make it easier and faster to get goods to companies and individuals. The Act builds on changes in some municipalities and provincial pandemic orders allowing off-peak deliveries and comes as online ordering in response to social distancing requirements becomes more widespread. If passed, municipalities will have the ability to designate times and zones where deliveries are limited. The Bill also increases fines for unlicensed passenger transportation services.

AMO’s COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).



October 26, 2020

## **AMO Policy Update – 2020 Provincial Budget Date Announced**

### **2020 Provincial Budget Announcement**

The Minister of Finance, the Honourable Rod Phillips, has announced that the Ontario government will be releasing its 2020 Budget on November 5, 2020. The budget will provide a three-year outlook that will build on the \$30 billion response to COVID-19 found in Ontario's Action Plan: Responding to COVID-19. The proposed budget will include three different economic scenarios for Ontario's economy and finances given the ongoing COVID-19 related uncertainty. The Province is planning to get back on the traditional budget calendar and will provide another multi-year update by the end of March 2021.

AMO will provide an analysis of the November 5<sup>th</sup> provincial budget once released.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).

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



October 28, 2020

## **AMO Policy Update – COVID-19 Resiliency Stream Launch and New Funding to Fight Human Trafficking**

### **Ontario Launches \$1.05 Billion ICIP COVID-19 Resiliency Infrastructure Stream**

The Honourable Doug Ford, Premier, and Laurie Scott, Minister of Infrastructure, have announced Ontario's COVID-19 Resiliency Stream of the Investing in Canada Infrastructure Program (ICIP). The fund allocates \$250 million for Ontario municipal infrastructure projects, with an 80/20 federal/provincial cost share and no municipal cost match. The municipal portion includes \$6.5 million for Indigenous, on-reserve education projects. Applications will be available on November 16, 2020.

Of the COVID-19 Resiliency Stream funding, \$700 million is available to projects nominated by the Ministry of Education. Eligible projects include maximum eligible costs of \$10 million for building and renovating and upgrading long-term care and education, child care, recreation and shelter facilities, parks, trails and bike lanes, flood mitigation, among others. AMO understands that the Ministry of Infrastructure will communicate allocations directly to municipal governments.

In August, AMO reported to members that the federal government would work with provinces to reallocate funding from the existing ICIP streams to allow infrastructure projects with a focus on adaptations and repairs required to keep communities safe during the COVID-19 pandemic. Construction must begin by September 30, 2021 and must be completed by December 31, 2021.

### **New Funds to Fight Human Trafficking**

The Province is reinvesting \$2.5 million to combat human trafficking across Ontario through the Civil Remedies Grant Program that will provide funding to law enforcement agencies and community partners for 33 local projects. This investment builds on the \$20 million Ontario invests annually in anti-human trafficking initiatives and the Province's \$307 million Anti-Human Trafficking Strategy (2020-2025).

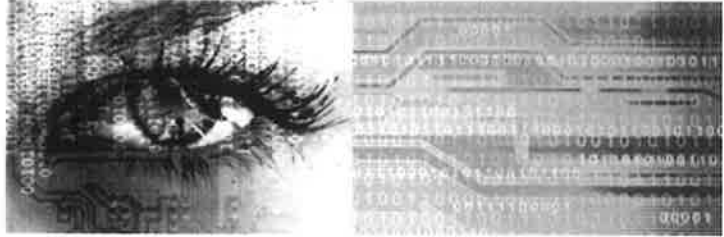
Applications for the 2021-22 Civil Remedies Grant Program open November 3 and the deadline to apply is December 15, 2020. The list of eligible applicants includes Municipal and First Nation Police Services, not-for-profit groups, community agencies, and Indigenous communities and organizations that assist victims of unlawful activities or prevent unlawful activities that result in victimization.

The projects are to focus on prevention, crisis counselling, research, and public education. Projects are to strengthen local capacity to prevent and respond to crimes and support survivors. Investments are to support initiatives around front-line training, victim support and education programs, and surveillance technology and equipment. AMO is supportive of these additional investments to increase local capacity for safer communities.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).



# AMO watchfile



October 29, 2020

## In This Issue

- Seeking expressions of interest for 2 municipal staff vacancies on AMO Board.
- Accessible municipal websites.
- Community Net Metering Demonstration Projects.
- Federal Rapid Housing Initiative - Applications open.
- ROMA 2021: Early Bird rates close December 31.
- The "Echo" Pandemic: Supporting employee mental health in wake of COVID-19.
- Coming next week: The all-new EPT!
- Group Buying Program Webinars you'll want to see.
- Investments 101 Training now available.
- Canadian Women in Municipal Government Scholarship.
- Careers with Peterborough Police Services Board and CLASS.

## AMO Matters

There are 2 vacancies on the AMO Board: staff positions on Rural and Large Urban Caucuses. Details about qualifications & appointment process are [here](#). Deadline, including Council resolution, is November 30.

Need an AODA compliant municipal website in time for January 1, 2021? AMO's partner [eSolutionsGroup](#) has you covered. eSolutionsGroup is [offering](#) members engaging and accessible municipal websites on a budget. Contact [Karen Mayfield](#), eSolutionsGroup President, for more information.

## Provincial Matters

The Ministry of Energy, Northern Development and Mines is seeking [input on a proposal for community net metering demonstration projects](#). Community net metering refers to a net metering arrangement that allows for the transfer or sharing of credits from generation facilities within a community across multiple metered accounts. Comments on the proposed regulatory changes are due November 22.

## Federal Matters

The federal government has released details and opened up the application process for the new Rapid Housing Initiative announced earlier this year. It is to create new affordable housing for people and populations who are vulnerable. Municipal governments and housing providers are eligible to apply. The deadline is December 31, 2020. For information and to access the application portal, visit the [CMHC website](#).

### **Eye on Events**

Register for ROMA 2021 before December 31 to access the early bird rate. Registration gives you access to 2 days of content, meeting with the province, and connecting with colleagues. Program updates and registration information is posted here.

The mental health of your employees is at risk from impacts of the COVID-19 pandemic. Join AMO's partner BEACON for a complimentary webinar on November 12 at noon (ET), which will describe the critical principles municipalities should embrace to help your employees protect, nurture, and improve their mental health in the post-COVID reality.

### **LAS**

We're excited to go live with our all new Energy Planning Tool software next week! With exciting new features like benchmarking, graphing, and GHG emissions, EPT now helps you get even more from your energy data. In case you missed the launch webinar, it can be viewed here. Contact LAS to start using this powerful energy tool today.

The Municipal Group Buying Program helps all municipalities save time and money on the products and services they use every day. Join our fall webinar series to hear about Zamboni on November 4 and CDW on November 18. For video archives of our webinars, check out our Webinars/Presentations page.

### **ONE Investment**

Online Investments 101 Training is available now. To register click here. Learn about fundamentals of investing under the Legal List and Prudent Investor Standard.

### **Municipal Wire\***

The Canadian Women in Municipal Government scholarship is open to female students enrolled in any year of study in secondary school and who are contributing to their school's leadership team or student council. The application period for scholarships opened on October 26, 2020.

### **Careers**

Executive Assistant - Peterborough Police Services Board. File #: 20-32. Closing Date: Friday, November 13, 2020 at 4:00 pm. Send your completed documentation to: Attention: Human Resources, Peterborough Police Service, 500 Water Street, P.O. Box 2050, Peterborough, Ontario, K9J 7Y4 or email to Recruitment\_pps@peterborough.ca.

Energy & Environmental Coordinator - Chatham-Kent Lambton Administrative School Services (CLASS). Reports to: CLASS General Manager. Qualified candidates interested in this position may submit a cover letter, resume, proof of educational qualifications and three written references from professional associates, electronically,



October 30, 2020

## **AMO Policy Update – 2021 OMPF Allocations and LTC Home Community Paramedicine Program**

### **2021 OMPF Allocations Announced**

Late yesterday, the Ministry of Finance issued allocation notices for the 2021 Ontario Municipal Partnership Fund (OMPF). The total funding envelope will remain at \$500 million. These dollars are distributed to 389 municipal governments across the province and provide unconditional operating support for local frontline services. This early announcement of the 2021 OMPF allocations is much appreciated given current 2021 municipal budget deliberations.

At the 2020 Annual AMO Conference, Premier Ford announced that there would be “no changes to the structure” of the OMPF for 2021. This was positive news for municipalities amidst the ongoing uncertainty of the COVID-19 pandemic. The adverse financial impacts to date will carry into the 2021 budget year and a stable and predictable OMPF benefits Ontario’s municipalities and communities.

Letters to Heads of Council and Treasurers have been sent out and the allocation notices may also be viewed on the [Ministry’s website](#). We understand that \$5 million is being shifted from the Transition and Stabilization Grants and has been reallocated in the Rural Communities Grant by \$2 million and the Northern & Rural Fiscal Circumstances Grant by \$3 million, keeping with recent practice.

The Ontario Municipal Partnership Fund (OMPF) provides unconditional operating support from the Province to municipal governments. It uses an equalization approach to address challenges in rural and northern communities, with funding based on various community fiscal health indicators.

**Historical OMPF Allocations (in millions of \$):**

<b>Component</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Social Services Grant	25	0	0	0	0	0	0	0	0	0
Policing Grant	94	0	0	0	0	0	0	0	0	0
Farmland and Managed Forests Grant	46	0	0	0	0	0	0	0	0	0
Assessment Equalization Grant	147	0	149	149	149	149	149	149	149	149
Northern Communities Grant	86	0	79	79	84	84	89	89	89	89
Rural Communities Grant	162	0	138	138	143	148	150	150	150	152
Northern and Rural Fiscal Circumstances Grant	0	0	50	55	67	82	89	89	89	92
Transitional and Stabilization Grants	38	0	134	94	61	41	33	28	23	18
<b>TOTAL OMPF</b>	<b>598</b>	<b>575</b>	<b>550</b>	<b>515</b>	<b>505</b>	<b>505</b>	<b>510</b>	<b>505</b>	<b>500</b>	<b>500</b>

## LTC Home Community Paramedicine Program Launched

Today the government announced an investment of up to \$5 million for a new community paramedicine initiative. It is designed to support people staying in their homes longer while on the waitlist to access long-term care. AMO is supportive of this stand-alone community paramedicine program as it will be fully funded by the provincial government and operated in partnership with local municipalities and District Social Services Administration Boards.

It will be implemented in phases. The first phase will include the communities of Brant County, Cochrane District, the City of Ottawa, Renfrew County, and York Region. These communities will build upon their existing community paramedicine programs to expand their service offering. Depending on the successful experience of the first phase projects, we understand that the program may be expanded to additional communities interested in participating in a second phase of the program on a voluntary basis.

*"Our population is aging, with increasingly complex health care needs. This strains both long-term care and paramedic services. It's great to see community paramedicine evolve to meet this growing challenge with full provincial funding through Phase 1 of this program. It leverages the expertise of community paramedics to ease the pressure on long-term care and help keep seniors who need support safe and comfortable at home."*

*Graydon Smith, President, Association of Municipalities of Ontario*

Hello/ Bonjour,

Please be advised that the Municipal Delegation Request Form for the Rural Ontario Municipal Association 2021 Annual Conference is available online. Information about delegations and a link to the form are available here: [English](#). The deadline to submit requests is **Monday November 30, 2020**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel de la ROMA (Rural Ontario Municipal Association) 2021 est disponible en ligne. Pour plus d'information sur les délégations et le formulaire, veuillez suivre le lien suivant : [français](#). Date limite pour présenter une demande: **lundi 30 novembre 2020**.

Thank you/ Merci



November 2, 2020

## **AMO Policy Update – Standards of Care in Long-Term Care Homes**

Today the Province announced that the 2020 Budget will include a commitment to increase the hours of direct care for each long-term care resident to an average of four hours per day, to be provided by nurses or personal support workers (PSWs). This is a 31.25% increase of the current standard that exists today (2.75 hours).

This commitment is consistent with the recommendation made in the Long-Term Commission's Interim Report, and with that made in the Long-Term Care Staffing Study, released by the Ministry of Long-Term Care in July 2020. AMO has advocated for this standard since 2016.

In addition to this commitment, hard targets will be set over the next four years to achieve this standard by 2024-25. Progress against these targets will be measured and reported regularly. There will also be changes to educate and recruit the tens of thousands of new PSWs, registered practical nurses, and registered nurses that will be required.

This announcement makes Ontario the first jurisdiction in Canada to adopt this standard for long-term care residents. More details are expected in Ontario's 2020 Budget on Thursday. Minister Fullerton also mentioned details will be included in a Staffing Strategy in December 2020.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).



November 3, 2020

## **AMO Policy Update – COVID-19 Response Framework and AMO’s Bill 218 Submission**

### **COVID-19 Response Framework Released with Additional Business Relief**

The provincial government has now released their COVID-19 Response Framework: Keeping Ontario Safe and Open. The framework outlines provincial priorities, principles, and the approach to implementing measures to address the pandemic including the indicators that will guide decisions that impact municipalities.

As indicated in the document, the government is proposing to act earlier by implementing measures to protect public health and prevent closures while preparing also to gradually loosen measures as public health indicators trends improve. The framework identifies specific measures for various activities that will help municipal governments, businesses, and the public plan accordingly with greater clarity of what to expect in different scenarios. The government has also identified which level of measures is currently set out for each Public Health Unit region in the province.

The government is also making \$300 million available for rebates to businesses required to close or significantly restrict services in areas subject to modified Stage 2 public health restrictions (Ottawa, Peel, Toronto, and York Region). The financial assistance will also be available, going forward, in areas categorized as Control or Lockdown. Beginning November 16, 2020, eligible businesses will be able to apply for temporary property tax and energy cost rebates directly to the Province through a single, online application portal.

### **AMO Submission: Bill 218, *Supporting Ontario’s Recovery and Municipal Elections Act, 2020***

AMO provided a submission to the Standing Committee on Justice Policy of the Ontario Legislative Assembly. The Standing Committee is considering Bill 218 which provides liability protection for good faith actions to protect Ontarians from the COVID-19 and makes changes to the *Municipal Elections Act, 1996* (MEA). AMO is

strongly supportive of the liability protection provisions in the Bill but has raised significant and principled concerns regarding the MEA changes.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).





November 4, 2020

## **AMO Policy Update – Additional Funding for Broadband**

### **Ontario Announces \$680 Million in More Funding for Broadband**

Today the Province announced an additional \$680 million to improve and expand broadband and cellular access across the province. This funding is on top of the \$315 million to support the Up to Speed: Ontario's Broadband and Cellular Action Plan. It is also consistent with the Ontario Onwards Action Plan's commitment to improve access to broadband and cellular services.

Today's investment doubles the Improving Connectivity in Ontario (ICON) program, to \$300 million to support rural, northern, and remote connectivity. Details on the remaining funding announced should be available in the coming weeks.

AMO is pleased that the Province is making additional broadband and cellular investments a priority. Municipal governments are hearing loud and clear the need for better connectivity from students, families, businesses, and seniors across Ontario. Municipal governments are hopeful that this investment, combined with the federal government's anticipated Universal Broadband Fund (UBF), will help connect residents and communities to faster and better services.

AMO will provide additional details on these funding allocations as they become available.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).

# AMO watchfile



November 5, 2020

## In This Issue

- Accessible municipal websites.
- eSCRIBE's Ontario Made certification.
- Federal Rapid Housing Initiative - Applications open.
- ROMA 2021: Request for delegation meetings is open!
- ROMA 2021: Exhibitor information now available.
- City of Brampton Economic Empowerment and Anti-Black Racism Conference.
- The "Echo" Pandemic: Supporting employee mental health in wake of COVID-19.
- AMO partner webinar: Digital Contract Tracing Solutions.
- LAS Blog: LAS Natural Gas Program price change notice.
- Upcoming Municipal Group Buying Program webinars.
- Investments 101 - Online training.
- Careers.

## AMO Matters

Need an AODA compliant municipal website in time for January 1, 2021? AMO's partner [eSolutionsGroup](#) has you covered. eSolutionsGroup is [offering](#) members engaging and accessible municipal websites on a budget. Contact [Karen Mayfield](#), eSolutionsGroup President, for more information.

AMO's [digital meeting management and livestreaming partner](#), eSCRIBE, has recently been accepted as part of the Ontario Made Program by the Canadian Manufacturers & Exporters. [Read the message](#) from eSCRIBE's CEO, Rob Treumann.

## Federal Matters

The federal government has released details to create new affordable housing for people and populations who are vulnerable and opened up the [application process for the new Rapid Housing Initiative](#). Municipal governments and housing providers are eligible to apply. The deadline is December 31, 2020.

## Eye on Events

Delegates attending the [2021 ROMA Conference](#) can now [request their virtual delegation meetings](#) with minister's or parliamentary assistants at the ROMA conference. You must be a registered delegate to participate in these meetings.

Put your products and services front and centre at the 2021 ROMA Conference for rural municipal decision makers. Exhibitor information is [now available](#) - register today!

On November 10 join the City of Brampton, AMO and more than 20 municipalities for the first ever [virtual municipal conference](#) on breaking down economic barriers and addressing anti-black racism. [Register now](#) for an opportunity to join in this important discussion.

The mental health of your employees is at risk from impacts of the COVID-19 pandemic. Join [AMO's partner BEACON](#) for a [complimentary webinar](#) on November 12 at noon (ET), which will describe the critical principles municipalities should embrace to help employees protect, nurture, and improve their mental health in the post-COVID reality.

To help your municipality with contact tracing during the pandemic, AMO's partner [eSolutionsGroup](#) is hosting a complimentary webinar on digital solutions to help you screen, track and detect COVID-19. [Join us on November 26](#) at noon for more information.

### **LAS**

The [LAS Natural Gas Program](#) has issued a pricing update for the November 2020 - October 2021 period. [Check out the LAS Blog](#) to learn more.

Join our webinars to learn how the [Municipal Group Buying Program](#) helps our municipalities save time and money. [Register here](#) to learn about technology solutions from CDW on November 18 and [register here](#) to learn about fire equipment (PPE, etc.) on December 2.

### **ONE Investment**

Learn at your pace from your place in 2020 [by registering online](#) for the Investments 101 course. The course is developed to educate municipal staff on the fundamentals of investing and discusses options available to municipalities under the [Legal List](#) and [Prudent Investor Standard](#).

### **Careers**

[Chief Administrative Officer - County of Essex](#). For more information on this position, please visit [CAO Recruitment](#). To apply for this leadership opportunity please submit a resume and cover letter to [CAORecruitment@countyofessex.ca](mailto:CAORecruitment@countyofessex.ca) no later than 4:00 p.m., November 16, 2020.

[Senior Policy & Business Analyst - Ministry of the Attorney General](#). Division: Court Services. Job Term: 1 Temporary up to 12 months (with possible extension). Location: Toronto. Job ID 155034. Apply by: 11:59 p.m., Wednesday, November 18, 2020. To view the job description and to apply online, please see [Ontario Public Service Careers](#).

[Deputy Clerk - Town of Lincoln](#). Reports to: Director of Legislative Services/Town Clerk. Qualified candidates can forward their resume by Monday, November 23, 2020 to [resume@lincoln.ca](mailto:resume@lincoln.ca) noting the position in the subject line, or apply online by using

November 5, 2020

## AMO Policy Update: 2020 Provincial Budget

The Honourable Rod Phillips, Minister of Finance has released the 2020 Provincial Budget. It provides a three-year fiscal outlook for Ontario and this comes after being delayed by the emergence of the COVID-19 pandemic this Spring. The budget touches on several economic scenarios related to the speed of economic growth but does not articulate a path forward toward a balanced budget. This will be provided in the 2021 Spring budget.

Below are the immediate highlights of new items in the 2020 Provincial Budget of a municipal interest. Within the budget document, the word "municipal" is found over 140 times reflecting a great deal of focus and priority placed toward Ontario's municipal sector.

These items are wide-ranging and provided at a high level. The expectation is that a more detailed Budget Bill will follow shortly.

### Fiscal Outlook

COVID-19 has impacted the global economy and Ontario has felt the impact. Provincial GDP declined by 12.3 per cent in the second quarter of this year. Despite some economic improvement of late, the economy is expected to contract by 6.5 per cent in 2020. The volatility created by the pandemic will result in a ranging economic growth projection for 2021 with it expected to narrow in 2022. Finally, the provincial debt-to-GDP ratio is projected to hit 50 per cent within two years.

Minister Phillips has outlined [Ontario's 2020 Budget](#) as the next phase of Ontario's Action Plan. Through three main pillars of *Protect*, *Support*, and *Recover* the government is making \$45 billion (\$30 billion already announced) in commitments over the next three years to manage the pandemic, focus on addressing the COVID-19 challenges and economic difficulties, and support key investments to deliver on an economic recovery.

### Budget Impacts to Municipal Governments:

#### Business Education Tax

The government is lowering the Business Education Tax rates in recognition of this long-standing municipal concern. These rates will be lowered 0.88 % (10 basis points lower than 0.98%) and the Province is expected to adjust payments to school board to off-set reductions in education property taxes. The Province expects this to produce \$450 million in savings for 2021.

### **Property Tax Relief for Small Business**

Municipalities will be provided flexibility to target property tax relief for small businesses with a provincial commitment to consider matching these reductions. Through a new optional property subclass for business properties, municipalities will be able to define this for their own local needs.

- Additionally, existing property tax exemption for Ontario branches of the Royal Canadian Legion will apply for 2019 and subsequent tax years to Ontario units of the Army, Navy and Air Force Veterans in Canada.

### **Addressing Speculative Sales**

Addressing speculative sales amendments to the *Assessment Act* are being introduced to allow for the potential creation of optional new assessment tools to address concerns regarding redevelopment and speculative sales. This reflects an earlier private member's bill (i.e. Bill 179) put forward by MPP Robin Martin.

### **Broadband and Infrastructure**

The Budget confirmed recent announcements on broadband and cellular as well as infrastructure investments. Yesterday, the government announced an additional \$680 million to support broadband and cellular connectivity for unserved and underserved communities, including a doubling of the ICON program to \$300 million. Also noted was the recent COVID-19 Resiliency Stream of the Investing in Canada Infrastructure Program, which makes \$250 million of provincial and federal funding available to municipalities with no local cost match required.

### **Long-Term Care**

The Budget announced previous commitments made which included the increase of daily direct care for long-term residents to four hours a day over a four-year period. It also reiterated the Province's commitment to the Accelerated Build Pilot Program made in July 2020.

These investments build on supports announced as part of the first phase of Ontario's response to COVID-19, and the investments made to protect vulnerable seniors through the COVID-19 Fall Preparedness Plan.

## Stormwater Investments

New investments in stormwater systems include:

- \$15 million over two years in one-time funding to support municipalities to improve the management of Lake Ontario wastewater and stormwater discharges, to reduce combined sewer overflows and bypasses, lower phosphorus discharges.
- \$10 million over 2 years to support wastewater monitoring and public reporting, to improve transparency around monitoring and public reporting of sewage overflows and bypasses from municipal systems in the Great Lakes.

## Public Transit

The \$4 billion Safe Restart Agreement provides \$2 billion to Ontario's transit systems to help support services during the pandemic and Ontario has provided municipal governments and transit operators with \$15 million in provincial funding to support enhanced cleaning.

## Conservation Authorities

Today's announcement confirms anticipated changes to the *Conservation Authorities Act* and regulations. While additional clarity will be sought on a number of matters, we understand that the local service agreement MOU's between Conservation Authorities and Municipal Governments are a local matter and the province is not intending to reduce this local control of MOUs through future regulation.

## Ontario's Community Building Fund

The budget invests \$100 million over 2 years to support community tourism, cultural and sport organizations. Funding support will be available to municipalities. The program will be delivered by Ontario Trillium Foundation through two streams. One stream will provide funding to municipalities to make investments in infrastructure rehabilitation and renovation, to meet and address public health protocols and local community needs.

## Seniors

The budget puts forward an investment in **Seniors Active Living Centres** in the amount of \$3.1 million over the next fiscal year (2021-22).

In addition, Ontario is proposing new tax relief to help seniors live safely at home longer through the new Seniors' Home Safety Tax Credit for the 2021 taxation year, providing a 25 per cent credit on eligible renovations of up to \$10,000.

**Inclusive Community Grants Program**

The budget invests \$2 million over 2 years to fund the development of community supports that promote healthy and active aging, support social engagement, and help with participation in the labour force.

Within today's budget, there are several repeated provincial announcements that were made throughout the year. For this budget update, many of them have been omitted for brevity as they have been shared by AMO previously to members.

AMO will continue to review the budget details as well as the proposed legislation that is expressed to follow the budget. Updates will be provided as additional information becomes available.

**AMO Contact:** Rick Johal, Senior Advisor, [rjohal@amo.on.ca](mailto:rjohal@amo.on.ca), 905-962-7425.



November 6, 2020

## **AMO is pleased to support the City of Brampton on their first-ever virtual Economic Empowerment and Anti-Black Racism Conference.**

The conference will bring together more than 20 municipalities from across Ontario to listen, share, support and collaborate with one another as we identify and strategize to breakdown barriers for Black Canadians.

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**Date:** Tuesday, November 10, 2020

**Time:** 9 am to 5 pm EST

**Location:** Online via WebEx

Registration is required to attend

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### **Who should attend?**

- Individuals working in diversity and inclusion
- Individuals working towards addressing anti-Black racism
- Staff in CAO's Office & Human Resources

### **Agenda:**

- Morning Session: 9 am - 1 pm pm EST
- Opening Remarks: Mayor Patrick Brown, City of Brampton
- Special Presentation: Then and Now
- City of Toronto: Confronting Anti-Black Racism
- Afternoon Session: 1:45 pm - 5 pm EST
- Round Table Conversation 1: Paving the Way
- Round Table Conversation 2: Cities at Work
- Round Table Conversation 3: Next Steps



**[Click here for more information on the agenda and speakers.](#)**

**[Register Now](#)**

**Supported by:**

- Region of Durham
- City of Hamilton
- City of Markham
- Region of Peel
- Town of Shelburne
- City of Toronto
- City of Vaughan
- Association of Municipalities Ontario (AMO)
- Federation of Canadian Municipalities
- Network in the Advancement of Black Communities

**City of Brampton | [economicantiblackracism@brampton.ca](mailto:economicantiblackracism@brampton.ca) | [brampton.ca](http://brampton.ca)**

## ONTARIO ENERGY BOARD NOTICE TO CUSTOMERS OF ENBRIDGE GAS INC.

**Enbridge Gas Inc. has applied to raise its natural gas rates effective  
January 1, 2021**

**Learn more. Have your say.**

Enbridge Gas Inc. has applied to the Ontario Energy Board for approval to recover the costs related to three capital projects. If the request is approved, a typical residential customer in the EGD Rate Zone and in the Union Rate Zones (former customers of Enbridge Gas Distribution Inc. and Union Gas Limited, respectively) would see the following changes:

Rate Zones	Residential Annual Bill Increase
Enbridge Gas Distribution	\$ 0.11
Union South	\$ 2.71
Union North (East & West)	\$ 0.00

Other customers may also be affected. It is important to review the application carefully to determine whether you will be affected by the changes.

This application is the second phase of an earlier application (EB-2020-0095) in which Enbridge Gas requested approval for rate increases effective January 1, 2021, based on a rate-setting framework that is tied to inflation and other factors.

### THE ONTARIO ENERGY BOARD IS HOLDING A PUBLIC HEARING

The Ontario Energy Board (OEB) will hold a public hearing to consider the application filed by Enbridge Gas Inc. We will question Enbridge Gas Inc. on the case. We will also hear questions and arguments from individual customers and from groups that represent the customers of Enbridge Gas Inc. At the end of this hearing, the OEB will decide whether the rate increase requested in the application will be approved.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

### BE INFORMED AND HAVE YOUR SAY

You have the right to information regarding this application and to be involved in the process.

- You can review the application filed by Enbridge Gas Inc. on the OEB's website now.
- You can file a letter with your comments, which will be considered during the hearing.
- You can become an active participant (called an intervenor). Apply by **November 20, 2020** or the hearing will go ahead without you and you will not receive any further notice of the proceeding.
- At the end of the process, you can review the OEB's decision and its reasons on our website.

### LEARN MORE

Our file number for this case is **EB-2020-0181**. To learn more about this hearing, find instructions on how to file letters or become an intervenor, or to access any document related to this case, please enter the file number **EB-2020-0181** on the OEB website: [www.oeb.ca/participate](http://www.oeb.ca/participate). You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

### ORAL VS. WRITTEN HEARINGS

There are two types of OEB hearings – oral and written. The OEB will determine at a later date whether to proceed by way of a written or oral hearing. If you think an oral hearing is needed, you can write to the OEB to explain why by **November 20, 2020**.

### PRIVACY

*If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and e-mail address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.*

*This hearing will be held under section 36 of the Ontario Energy Board Act, S.O. 1998 c.15 (Schedule B).*



**Enbridge Gas Inc. has applied to raise its natural gas rates effective April 1, 2021, to recover costs associated with the federal government's Greenhouse Gas Pollution Pricing Act.**

**Learn more. Have your say.**

Enbridge Gas Inc. (Enbridge Gas) has applied to the Ontario Energy Board for approval to increase its rates effective April 1, 2021, to recover the costs associated with meeting its obligations under the federal government's *Greenhouse Gas Pollution Pricing Act*.

The *Greenhouse Gas Pollution Pricing Act* establishes a carbon pricing program under which a natural gas utility in Ontario, such as Enbridge Gas, is required to pay a carbon charge to the federal government for emissions from the natural gas that it delivers to its customers, and for excess emissions from the operation of Enbridge Gas's natural gas distribution system. The federal carbon charge came into effect on April 1, 2019, increased on April 1, 2020, and will increase again on April 1, 2021.

Enbridge Gas says that if its application is approved as filed, it will have the following bill impacts:

- A typical residential customer in the EGD rate zone (former customers of Enbridge Gas Distribution Inc.) will see an annual bill increase of \$47.08.
- A typical residential customer in the Union rate zones (former customers of Union Gas Limited), will see an annual bill increase of \$43.23.

Other customers, including businesses, will also be affected.

**THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING**

The OEB will hold a public hearing to consider Enbridge Gas's application. During this hearing, which could be an oral or written hearing, we will question Enbridge Gas on its application. We will also hear questions and arguments from individuals that have registered to participate (called intervenors) in the OEB's hearing.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

**BE INFORMED AND HAVE YOUR SAY**

You have the right to information regarding this application and to be involved in the process.

- You can review Enbridge Gas's application on the OEB's website now
- You can file a letter with your comments, which will be considered during the hearing
- You can become an intervenor. As an intervenor you can ask questions about Enbridge Gas's application and make arguments on whether the OEB should approve Enbridge Gas's request. Apply by **November 3, 2020** or the hearing will go ahead without you and you will not receive any further notice of the proceeding
- At the end of the process, you can review the OEB's decision and its reasons on our website

**LEARN MORE**

Our file number for this case is: **EB-2020-0212**. To learn more about this hearing, find instructions on how to file a letter with your comments or become an intervenor, or to access any document related to this case please select the file number **EB-2020-0212** from the list on the OEB website: [www.oeb.ca/notice](http://www.oeb.ca/notice). You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

**ORAL VS. WRITTEN HEARINGS**

There are two types of OEB hearings – oral and written. Enbridge Gas has applied for a written hearing. The OEB will determine at a later date whether to proceed by way of a written or oral hearing. If you think an oral hearing is needed, you can write to the OEB to explain why by **November 3, 2020**.

**PRIVACY**

If you write a letter with your comments, your name and the content of your letter will be put on the OEB's public record and the OEB website. However, your personal telephone number, home address and email address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.

This hearing will be held under section 36 of the Ontario Energy Board Act, 1998, S.O. 1998, c.15 (Schedule B).



Good Morning,

The Ministry of the Environment, Conservation and Parks is writing to inform you that we are proposing amendments to regulations under the *Environmental Protection Act* and the *Ontario Water Resources Act* that would streamline permissions for low risk, short-term water taking activities to a more flexible approval process through exemptions and by modifying Environmental Activity and Sector Registry requirements. This would allow businesses to begin operations faster and ensures that Ontario's water resources continue to be safeguarded in accordance with the province's strict environmental standards.

These changes entail:

- Introducing low risk pumping tests with well understood impacts as a new prescribed activity under the Environmental Activity and Sector Registry;
- Removing certain current restrictions related to construction dewatering and road construction;
- Adding well development as a new exemption activity; and
- Removing current restrictions related to the diversion exemption.

We invite you to participate in consultation sessions on these proposed amendments. The regulatory proposal is currently posted on the Environmental Registry of Ontario for public comment. For more information, kindly visit the Environmental Registry of Ontario posting [019-2525](https://www.ontario.ca/environmental-registry/019-2525).

The first consultation session will provide a general overview of the proposal and will be held virtually on November 9, 2020. The second session will consult on the technical aspects of the proposal and will be held virtually on November 10, 2020.

To register for the consultation sessions, please visit the Eventbrite registration page <https://www.eventbrite.ca/e/120026595779>. Please register for the event by November 5, 2020. Since there is limited space for these sessions, we ask that you do not share this link, unless you plan to have someone else attend on your behalf.

Please contact me if you have any accommodation needs or questions related to the event.

Juwairia Obaid, P.Eng., MASc  
Senior Program Advisor, Policy and Program Development  
Environmental Assessment and Permissions Division  
Ministry of the Environment, Conservation and Parks  
[juwairia.obaid@ontario.ca](mailto:juwairia.obaid@ontario.ca)  
(416) 561-9523

### **Analysis: Blue Box Transition Schedule Comparison with Preferred Municipal Transition Dates**

The Ministry of the Environment, Conservation and Parks has proposed a producer responsibility regulation for the Blue Box Program.

The draft regulation is currently posted for a 45-day consultation period on the province's Environmental and Regulatory Registries (<https://ero.ontario.ca/notice/019-2579>).

The Association of Municipalities of Ontario sent the preferred transition dates as chosen by Council to the Ministry, between January and October 2020.

The Ministry is consulting on the proposed transition groupings and with First Nations as it works to finalize the regulation and identify calendar dates for each transitioning program within a given year.

If the date provided by the Ministry in the draft Regulation is problematic for your community, we encourage you to provide this information to the Ministry at [ministry.mecp@ontario.ca](mailto:ministry.mecp@ontario.ca).

<b>Eligible Community</b>	<b>Ministry's Proposed Transition Year in the Regulation</b>	<b>Year that Council Preferred to Transition</b>
Addington Highlands, Township of	2025	2023
Admaston/Bromley, Township of	2025	N/A
Alfred and Plantagenet, Township of	2023	N/A
Algonquin Highlands, Township of	2024	2023
Armour, Township of	2025	2023
Armstrong, Township of	2025	N/A
Arnprior, Town of	2023	2023
Ashfield-Colborne-Wawanosh, Township of	2025	N/A
Assiginack, Township of	2025	N/A
Athens, Township of	2025	N/A
Atikokan, Township of	2025	N/A
Augusta, Township of	2025	2024
Aylmer, Town of	2023	2023
Baldwin, Township of	2025	N/A
Bancroft, Town of	2025	N/A
Barrie, City of	2024	2024
Bayham, Municipality of	2023	2023
Beckwith, Township of	2023	2023
Billings, Township of	2025	2023
Blind River, Town of	2025	2024
Bluewater Recycling Association	2024	2024
Bonfield, Township of	2025	N/A

<b>Eligible Community</b>	<b>Ministry's Proposed Transition Year in the Regulation</b>	<b>Year that Council Preferred to Transition</b>
Bonnechere Valley, Township of	2025	2023
Brant, County of	2025	2024
Brantford, City of	2025	2024
Brockville, City of	2025	2023
Bruce Area Solid Waste Recycling	2025	2025
Brudenell, Lyndoch and Raglan, Township of	2025	2025
Burk's Falls, Village of	2025	2023
Callander, Municipality of	2025	2023
Calvin, Municipality of	2025	N/A
Carleton Place, Town of	2023	2023
Carling, Township of	2025	2023
Carlow Mayo, Township of	2025	2023
Casey, Township of	2025	N/A
Casselton, Village of	2023	2023
Central Elgin, Municipality of	2023	2023
Central Frontenac, Township of	2025	2023
Central Manitoulin, Township of	2025	2025
Charlton and Dack, Municipality of	2025	N/A
Chatham-Kent, Municipality of	2024	2023
Chatsworth, Township of	2023	N/A
Chisholm, Township of	2025	N/A
Clarence-Rockland, City of	2023	2023
Cobalt, Town of	2025	N/A
Cochrane, Corporation of the Town of	2025	2023
Coleman, Township of	2025	N/A
Conmee, Township of	2024	N/A
Cornwall, City of	2025	2024
Deep River, Town of	2025	2023
Deseronto, Town of	2025	2023
Drummond-North Elmsley, Township of	2023	2023
Dryden, City of	2023	2023
Dufferin, County of	2023	2023
Durham, Regional Municipality of	2024	2023
Dutton-Dunwich, Municipality of	2023	2023
Dysart et al, Township of	2024	2023
East Ferris, Municipality of	2025	N/A
Edwardsburgh Cardinal, Township of	2025	2023
Elizabethtown-Kitley, Township of	2025	2023
Elliot Lake, City of	2025	2025
Emo, Township of	2025	N/A
Englehart, Town of	2025	2025
Enniskillen, Township of	2023	2023

<b>Eligible Community</b>	<b>Ministry's Proposed Transition Year in the Regulation</b>	<b>Year that Council Preferred to Transition</b>
Espanola, Town of	2025	N/A
Essex-Windsor Solid Waste Authority	2024	2024
Evanturel, Township of	2025	2024
Faraday, Township of	2025	2024
Fort Frances, Town of	2025	2024
French River, Municipality of	2025	N/A
Front of Yonge, Township of	2025	2023
Frontenac Islands, Township of	2025	N/A
Gananoque, Town of	2025	2023
Gauthier, Township of	2025	N/A
Georgian Bluffs, Township of	2023	N/A
Gillies, Township of	2024	N/A
Goulais Local Service Board	2023	N/A
Greater Madawaska, Township of	2025	N/A
Greater Napanee, Township of	2025	2023
Greater Sudbury, City of	2025	N/A
Grey Highlands, Municipality of	2023	N/A
Guelph, City of	2025	2023
Haldimand, County of	2024	2023
Halton, Regional Municipality of	2025	2025
Hamilton, City of	2025	2023
Hanover, Town of	2025	2024
Harley, Township of	2025	N/A
Hastings Highlands, Municipality of	2024	2023
Hawkesbury Joint Recycling	2023	2023
Head, Clara and Maria, Townships of	2025	2023
Hearst	2025	2023
Highlands East, Municipality of	2024	2023
Hilliard, Township of	2025	2025
Hilton Beach, Village of	2025	N/A
Horton, Township of	2025	2023
Howick, Township of	2024	2023
Hudson, Township of	2025	N/A
Huron Shores, Municipality of	2025	2023
James, Township of	2025	N/A
Kapuskasing, Town of	2025	2023
Kawartha Lakes, City of	2024	2023
Kearney, Town of	2025	N/A
Kenora, City of	2023	2023
Kerns, Township of	2025	N/A
Killaloe, Hagarty, and Richards, Township of	2025	N/A
Killarney, Municipality of	2025	2025

<b>Eligible Community</b>	<b>Ministry's Proposed Transition Year in the Regulation</b>	<b>Year that Council Preferred to Transition</b>
Kingston, City of	2025	N/A
Kirkland Lake, Town of	2025	2023
Laird, Township of	2025	N/A
Lanark Highlands, Township of	2025	N/A
Larder Lake, Township of	2025	N/A
Latchford, Town of	2025	N/A
Laurentian Hills, Town of	2025	2024
Leeds and the Thousand Islands, Township of	2025	N/A
Limerick, Township of	2025	N/A
London, City of	2023	2023
Loyalist, Township of	2025	2023
Macdonald, Meredith & Aberdeen Additional, Township of	2025	N/A
Machar, Township of	2025	N/A
Madawaska Valley, Township of	2025	2025
Magnetawan, Municipality of	2025	2023
Malahide, Township of	2023	2023
Marathon, Town of	2025	N/A
Matachewan, The Corporation of the Township of	2025	N/A
Mattice-Val Cote, Municipality of	2025	2023
McDougall, Municipality of	2025	N/A
McGarry, Township of	2025	N/A
McKellar, Township of	2025	N/A
McMurrich/Monteith, Township of	2025	N/A
Mcnab-Braeside, Township of	2023	2023
Meaford, Municipality of	2023	2023
Merrickville-Wolford, Village of	2023	N/A
Minden Hills, Township of	2024	N/A
Mississippi Mills, Town of	2023	2023
Montague, Township of	2023	2023
Muskoka, District Municipality of	2024	2023
Nairn & Hyman, Township of	2025	2023
Needing, Municipality of	2024	2023
Newbury, Village of	2023	N/A
Niagara, Regional Municipality of	2024	2023
Nipissing, Township of	2025	N/A
Norfolk, County of	2024	2024
North Bay, City of	2025	2023
North Dundas, Township of	2025	2024
North Frontenac, Township of	2025	N/A
North Glengarry, Township of	2025	2024



<b>Eligible Community</b>	<b>Ministry's Proposed Transition Year in the Regulation</b>	<b>Year that Council Preferred to Transition</b>
North Grenville, Municipality of	2023	N/A
North Huron, Township of	2025	N/A
North Stormont, Township of	2025	2025
Northeastern Manitoulin & Islands, Town of	2025	N/A
Northern Bruce Peninsula, Municipality of	2025	2025
Northumberland, County of	2024	2023
O'Connor, Township of	2024	2023
Oliver Paipoonge, Municipality of	2024	N/A
Orillia, City of	2024	2024
Ottawa Valley Waste Recovery Centre	2025	2025
Ottawa, City of	2023	2023
Owen Sound, City of	2023	2023
Oxford, Restructured County of	2025	2025
Papineau-Cameron, Township of	2025	2024
Parry Sound, Town of	2025	2023
Peel, Regional Municipality of	2024	2024
Perry, Township of	2025	2023
Perth, Town of	2025	2025
Peterborough, City of	2024	2023
Peterborough, County of	2024	2023
Petrolia, Town of	2023	N/A
Plympton-Wyoming, Town of	2023	2023
Powassan, Municipality of	2025	2024
Prescott, Town of	2025	2023
Prince, Township of	2023	2023
Quinte Waste Solutions	2025	2025
Rainy River, Town of	2025	N/A
Red Lake, Municipality of	2023	2023
Renfrew, Town of	2025	2023
Rideau Lakes, Township of	2025	2024
Russell, Township of	2025	2023
Sables-Spanish Rivers, Township of	2025	2023
Sarnia, City of	2023	2023
Sault Ste. Marie, City of	2023	2023
Seguin, Township of	2025	2023
Shuniah, Municipality of	2024	N/A
Simcoe, County of	2024	2023
Sioux Lookout, The Corporation of the Municipality of	2025	2023
Sioux Narrows Nestor Falls, Township of	2023	2023
Smiths Falls, Town of	2025	2023
South Dundas, Township of	2025	2024

<b>Eligible Community</b>	<b>Ministry's Proposed Transition Year in the Regulation</b>	<b>Year that Council Preferred to Transition</b>
South Frontenac, Township of	2025	N/A
South Glengarry, Township of	2025	N/A
South Stormont, Township of	2025	2024
Southgate, Township of	2023	2023
Southwest Middlesex, Municipality of	2023	2023
Southwold, Township of	2023	2023
Spanish, Town of	2025	2023
St. Charles, Municipality of	2025	2025
St. Clair, Township of	2023	2023
St. Joseph, Township of	2025	N/A
St. Thomas, City of	2023	2023
Stone Mills, Township of	2025	N/A
Stratford, City of	2024	2023
Strong, Township of	2025	2023
Sundridge, Village of	2025	2023
Tarbutt & Tarbutt Additional, Township of	2025	2023
Tay Valley, Township of	2025	2024
Temiskaming Shores, City of	2025	2025
Terrace Bay, Township of	2025	N/A
Thames Centre, Municipality of	2023	2023
The Archipelago, Township of	2025	N/A
The Blue Mountains, Town of	2023	N/A
The Nation, Municipality	2023	2023
Thunder Bay, City of	2024	2023
Timmins, City of	2025	2023
Toronto, City of	2023	2023
Tri-Neighbours	2025	2025
Tudor & Cashel, Township of	2025	2024
Waterloo, Regional Municipality of	2024	2024
Wellington, County of	2025	2023
West Elgin, Municipality of	2023	2023
West Grey, Municipality of	2025	2023
West Nipissing, Municipality of	2025	N/A
Westport, Village of	2025	2023
Whitestone, Municipality of	2025	N/A
Whitewater Region, Township of	2025	N/A
Wollaston, Township of	2025	N/A
York, Regional Municipality of	2025	2025



**St. Clair Region Conservation Authority  
Meeting Highlights – September 17, 2020**

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

**COVID-19 Update:** SCRCA staff continue to adapt to new policies and procedures associated with the COVID-19 pandemic. SCRCA Administration Offices moved into Phase 2 of the Return-To-Work plan on September 8, 2020, which involved increased staffing at the office in order to have daily department representation. Further re-opening of Administration Offices will be determined based on guidance from local, provincial and federal health authorities.

**Campgrounds:** Despite delays to the camping season resulting from the COVID-19 pandemic, both seasonal and transient camping opened for the 2020 season with modifications based on provincial recommendations. Transient camping resumed on June 29<sup>th</sup> with limited site availability and washroom facilities were made available with enhanced cleaning and sanitizing protocols. Upon the initiation of Stage 3 of the Province's Re-opening Plan, additional amenities were made available to visitors including playground equipment, basketball courts and horseshoe pits. Campground staff developed a suite of family activities that abided by physical distancing guidelines including Nature Bingo, Colouring and Photography contests.

**Flood Threat:** The flood threat in the St. Clair Region watershed is moderate due to continued high water levels on the Great Lakes, Lake St. Clair and in Wallaceburg. Minimal amounts of rainfall will continue to have the capacity to elevate water levels into natural floodplain areas with Wallaceburg also being highly susceptible to wind-driven flooding.

**Lake Levels:** Lake Huron exceeded its 1986 July record average water level by 6 cm, with Lake St. Clair and Lake Erie close to their 2019 records. Water levels on Lake Huron and Lake St. Clair are forecasted to exceed record-highs in September before dropping in October.

**Lake Huron Shoreline Projects:** Shoreline projects at two of the three locations along Lake Huron continue to make progress, despite delays due to weather, COVID-19, material shortages and delays in obtaining permits from the Ministry of Natural Resources and Forestry (MNRF) and the Department of Fisheries and Oceans Canada (DFO). Construction on Phase 3 of the Kenwick Street to Helen Avenue portion of the shoreline in Brights Grove has been paused due to negotiation complications with the contractor.

**Lambton County Mosquito Control Program:** Between June 26<sup>th</sup> and August 20<sup>th</sup>, SCRCA larvicide crews administered a total of 50,000 applications of Methoprene to 16,500 catch basins throughout Lambton County and Aamjiwnaang First Nation as part of the County's mosquito control program to help prevent West Nile Virus. Post-efficacy testing of the catch basins reported an 80% average effectiveness in controlling populations. Lambton Public Health reported that mosquitos collected from Oil Springs and Petrolia tested positive for the virus, however, no positive human cases have been confirmed in County.

**Tree Planting Program:** SCRCA staff continue to seek out grant opportunities to support tree planting projects on private landowner properties. To date, 22 landowners have contacted the SCRCA about implementing projects on their land. Tree survival assessments for 2020 projects were completed in August with most sites reporting a 90% or better survival rate. Staff are currently preparing for tree seed collection which typically begins at the end of September and continues into the first three weeks of October.

**Healthy Lake Huron:** As a result of COVID-19 and the inability to organize in-person outreach activities, the Healthy Lake Huron team pivoted to a 26-week online social media campaign to highlight local agriculture, rural and coastal efforts to keep Lake Huron healthy and beautiful. To date, SCRCA staff have crafted three weeks of content in support of the campaign.

**Healthy Watersheds Program:** In response to the COVID-19 pandemic, outreach activities related to the Authority's Healthy Watershed Program have focused on social media campaigns and newsletter mailouts. Staff also created a Sydenham River Aquatic Species at Risk and Critical Habitat presentation that documents the unique attributes and species of the Sydenham River along with permit requirements for in-water and near-water projects. Despite the pandemic, staff were able to meet with ten landowners interested in completing stewardship projects on their property.

**Conservation Education Program:** With the uncertainty surrounding the re-opening of schools due to the COVID-19 pandemic and associated restrictions, SCRCA education staff have been formulating alternate strategies to ensure the continuation of conservation education programs for the 2020-2021 school year. New programs include 1) Live Virtual Programming, 2) the expansion of Virtual Field Trips, 3) Nature in Your Neighbourhood and 4) Family Field Trips. The entire suite of new conservation education programs can be found at [www.scrca.on.ca/govirtual](http://www.scrca.on.ca/govirtual).

For more information, contact:  
Brian McDougall, General Manager  
519-245-3710 ext. 236  
[bmcdougall@scrca.on.ca](mailto:bmcdougall@scrca.on.ca)

# LAMBTON GROUP POLICE SERVICES BOARD

## MINUTES

**August 19, 2020**

**Session # 4/2020**

**Date:** Wednesday, August 19, 2020

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

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

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

**Dela Horley, Secretary**

**O.P.P. Representative:**                    **Inspector Chris Avery**  
     **Staff Sgt. Ross Stuart**

### CALL TO ORDER

Chair Murray Jackson called the meeting to order at 3:05 p.m.

### DECLARATION OF CONFLICT OF INTEREST

None declared.

### ADOPTION OF PREVIOUS MINUTES

**Moved by S. Durance, Seconded by D. Cook, THAT** the minutes of Session 3/2020, June 17, 2020 be adopted as submitted.

Carried.

### BUSINESS ARISING FROM MINUTES

There was no business arising.

### DETACHMENT REPORT

St. Sgt. Ross Stuart reviewed the May/June 2020 policing report:

- Street Crimes Unit – 2 charged with trafficking cocaine (St. Clair Twp and Wallaceburg); unit is busy with drug overdoses; break ins (Watford)

- Major Crimes Unit – 3 arrests resulting from home invasion in Lambton Shores – 28 charges; continue to investigate infant death in Corunna last year; Kettle Point Police requested assistance with a homicide August 2<sup>nd</sup>; home invasion approximately 3 weeks ago – female occupant restrained and property stolen; 9 investigations into sexual assaults with 5 charged.
- Additional pressures with the numbers of people in Grand Bend now that the Province has moved to Phase 3 of COVID-19; need to maintain enough officers to deter criminal activity. Also, pressure from land dispute in Caledonia – every detachment in Western Region asked to provide 4 officers per week for 7-day deployment. Hopefully, the situation will improve over the next couple of weeks.
- Second person hired through Canadian Mental Health Association (CMHA) as Crisis Worker; funded through grant. Will respond with officers to mental health calls for service. The Chair requested a presentation for the Board at the next meeting.
- Inspector Avery reported that the OPP assisted with a cannabis store protest in Stoney Point; firearm was levelled at officers and others on site; individual disarmed without incident.
- Break & Enters: May 2019 (20), May 2020 (4); June 2019 (16), June 2020 (4). Officers continue to check doors and the public is becoming aware.
- 2 new recruits expected in October; 5 more February 2021. Reporting from Petrolia – 2 transferees, 1 from Chatham.
- Lambton continues to be first or second in total Calls For Service in Western Region.

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

Carried.

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

## **MEMBER'S REPORT**

- The Chair reviewed a meeting he had with Inspector Avery, St. Sgts. Olmstead and Stuart regarding Grand Bend calls for service. The Chair spoke with the Ontario Association of Police Services Boards regarding shortfalls; enquired about the possibility of drawing from Huron County. Inspector Avery advised that there used to be a summer patrol.

D. Cook stated there was an unprecedented crowd of 5,000 to 6,000 people on the beach in Grand Bend due to the Phase 3 opening. He thanked the OPP on behalf of the community for all of their work. If these numbers continue, additional police presence will be necessary. It is very busy during the week as well, and Bylaw Officers in Grand Bend are worked to their limit.

D. Cook advised that Ipperwash is a private beach and the residents are limiting access to the public. Foot traffic is allowed; however, people cannot stay on the property. What can be done? Inspector Avery advised that if people do not leave, the police can be called but they cannot remove people from the water's edge. The Chair asked that a letter from Lambton Shores outlining their issues be sent to the Board.

**CORRESPONDENCE**

- a) Re-appointment to the Board – Leland Martin
- b) OPP 2020-2022 Strategic Plan (sent electronically)
- c) Financial Reports to June 2020 (sent electronically)
- d) Interest Reports to Jun 2020 (sent electronically)
- e) Memo re- County of Lambton mileage reimbursement rate: Effective July 1, 2020, the reimbursement rate will decrease from \$0.57/km to \$0.54/km (sent electronically)
- f) OAPSB Response - OPP Detachment Board Composition (sent electronically)

**Moved by S. Miller, seconded by D, Cook, THAT** the Correspondence as listed be accepted.

Carried.

**ACCOUNTS****Accounts/Finance**

a) Policing Contract – <i>September 2020</i>	\$ 725,203.00
b) Policing Contract – <i>October 2020</i>	\$ 725,203.00
c) JC Cleaning – <i>August 2020</i>	\$ 1,469.00
d) JC Cleaning – <i>September 2020</i>	\$ 1,469.00
e) Eastlink – <i>June 2020</i>	\$ 261.56
f) Eastlink – <i>July 2020</i>	\$ 261.96
g) Frank Cowan Company – <i>Insurance Renewal 2020/21</i>	\$ 6,394.96
h) Mine & Yours Cleaning – <i>Forest ESO – June 12-30</i>	\$ 1,610.25
i) Mine & Yours Cleaning – <i>Forest ESO – July 1-31</i>	\$ 2,627.25

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

Carried.

**OTHER BUSINESS**

- a) Format of October 2020 meeting – the October LGPSB meeting will be held in person at the Lambton OPP Detachment in Petrolia.

**Moved by L. Martin, seconded by S. Miller, THAT** the Board move In Camera for further discussion on the Forest ESO.

The Board moved In Camera at 3:55 p.m.

The regular meeting resumed at 4:10 p.m.

- b) Forest ESO – D. Cook will look into local cleaner for the Forest ESO.
- c) Corunna Policing Office – a discussion was held regarding the Corunna Policing Office and current pressures on the LGPSB budget. The Chair will send a letter to St. Clair Township advising of same.

**ADJOURNMENT**

**Moved by D. Cook, seconded by L. Martin, THAT** the August 19, 2020 meeting of the Lambton Group Police Services Board be adjourned.

Carried.

The meeting adjourned at 4:25 p.m.

**Next meeting:** Wednesday, October 21, 2020 at 3:00 p.m.

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

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





## 2021 DRAFT Budget

1. Quick Facts (pg. 2-3)
2. 2021 Budget Highlights (pg. 3)
3. 2021 Budget (pg. 4-5)
4. 2021 Total Municipal Funding - Schedule "A" (pg. 6)
5. 2021 General levy Assessment - Schedule "B" (pg. 8-9)
6. 2021 General Levy per \$100K assessment value - Schedule "C" (pg. 10)
7. 2021 Conservation Areas Maintenance and Operation Budget -Schedule "D" (pg. 12-13)
8. 2021 Percentage of Cost related to Provincial Section 39– Schedule "E" (pg. 14)

## St. Clair Region Conservation Authority

### Quick Facts

#### General:

- 17 member municipalities from Lambton and Middlesex Counties and the cities of Sarnia and Chatham-Kent (see member directory for full listing)
- 14 watersheds - Sydenham River with its East and North branches, 13 smaller named watersheds entering Lake Huron, St. Clair River and Lake St. Clair
- 2021 General Levy \$3.80 per \$100k of Assessed value
- of the 36 Conservation Authorities in the province, the St. Clair Region ranks:
  - **9<sup>th</sup> largest in area (4,100 km<sup>2</sup>)**
  - **16<sup>th</sup> in population (148,362 within the watershed)**
  - **LOWEST out of 36 CAs in general levy (\$5.25 per capita) in 2017, excluding Capital projects (2021 \$7.97 per capita)**
- owns 4,200 acres of property and manages another 2,440 acres for other organizations
- 3 regional campgrounds with 522 serviced campsites. Self-sufficient, profits generated from their operations are used to offset capital development within the campgrounds
- has the largest flood control dam and diversion in the province (McKeough Floodway)
- 11 recreation dams at 8 Conservation Areas
- assisting Sarnia, Point Edward, St. Clair Township, Chatham-Kent in maintaining almost 10 km of shore protection and erosion control structures
- in excess of \$52 million invested in conservation lands and flood and erosion control structures
- provided technical and professional comments on over 500 municipal planning and regulation matters in 2020
- helped over 13,000 children discover conservation through outdoor education
- planted over 3.8 million trees over the last three decades
- provided \$3.1 million in grants to farmers and other landowners to implement Best Management Practices since 2000

## 2021 Budget Highlights

We offer the following highlights for your information:

- General Levy for 2021 is \$1,179,576 shared by the 17-member municipalities, results in an average cost of \$3.80 per \$100,000 in assessment value. (see Sched C)
  - The includes \$49,950 for study and design work for the Boat Launch at Highland Glen Conservation Area.
  - This also includes \$13,000 to fund an asset management program development.
  - These two projects have been approved by the Board of Directors and included in the 2021 Budget at their direction.
- Total Levy excluding Infrastructure Projects for 2021 is \$1,345,029 (2020 \$1,222,636) which represents an overall increase of \$109,650
- This increase is comprised of \$49,950 for the Highland Gen study, \$13,000 for the Asset Management Plan and \$55,000 for increases in utilities, wages and benefits for levy supported positions (see Sched A).
- This is an average increase of 39 cents per \$100,000 in assessment value. (Sched C)
- Despite the increase in levy the 2021 proposed budget includes \$81,150 to be withdrawn from capital reserves to support operations, in Section 39 Provincial funded departments (base operations), including Planning & Regulations, Communication & Information and Administration.
- Section 39 Provincial grant to Conservation Authorities support flood control, planning, administration, legal expenses and technical studies, and was reduced by \$150,000 starting in 2019. To mitigate impact on municipalities, Capital Reserves were used to compensate for the loss in 2019, we continue to reduce using capital reserves to fund operating.
- Schedule “C” provides an analysis of General Levy Increase based on 2020 total current value of assessment in each municipality.
- Schedule “E” Provincial Section 39 Core Base funding Costs as a %.
- Detailed budgets for each program or project are available upon request.

## St. Clair Region Conservation Authority 2021 Budget Summary

	2020 Budget	2021 Proposed Budget	Provincial Grant	Other Grant/ Program Funds	Matching Levy	Non Matching Levy
Flood Control Operations and Maintenance	\$415,200	\$425,650	\$108,000	\$21,000	\$108,000	\$109,000
Erosion Control Operations & Maintenance	\$0	\$5,000	\$0	\$0	\$0	\$0
NDMP		\$300,000	\$0	\$0	\$0	\$0
Capital Projects	\$2,860,250	\$3,254,000	\$0	\$1,450,000	\$0	\$0
Source Protection Planning	\$115,000	\$132,500	\$0	\$132,500	\$0	\$0
Planning and Regulations	\$594,867	\$661,195	\$19,000	\$0	\$19,000	\$298,640
TS - Aquatic systems monitoring	\$288,329	\$278,929	\$0	\$65,000	\$0	\$34,000
St. Clair AOC Management	\$582,050	\$799,800	\$0	\$299,800	\$0	\$0
Conservation Services	\$511,669	\$445,727	\$0	\$110,720	\$0	\$0
MNR Species at Risk	\$325,000	\$464,750	\$0	\$448,750	\$0	\$0
Conservation Areas	\$1,387,233	\$1,488,970	\$0		\$0	\$62,395
Capital Development	\$119,000	\$60,000	\$0	\$0	\$0	\$0
Property Management	\$245,208	\$252,308	\$0	\$0	\$0	\$0
Information and Education	\$215,010	\$266,960	\$0	\$9,500	\$0	\$90,000
IT Capital	\$9,600	\$9,600	\$0	\$0	\$0	\$0
Equipment	\$72,000	\$72,000	\$0	\$0	\$0	\$0
Legal	\$0	\$0	\$0	\$0	\$0	\$0
Administration	\$754,991	\$747,391	\$34,000	\$6,000	\$34,000	\$424,541
<b>Total CA Budget</b>	<b>\$8,495,407</b>	<b>\$9,664,780</b>	<b>\$161,000</b>	<b>\$2,543,270</b>	<b>\$161,000</b>	<b>\$1,018,576</b>
Employment Programs *	\$75,000	\$75,000	\$0	\$0	\$0	\$0
<b>Total Budget 2021</b>		<b>\$9,739,780</b>	<b>\$161,000</b>	<b>\$2,543,270</b>	<b>\$161,000</b>	<b>\$1,018,576</b>
<b>Total Budget 2020</b>	<b>\$8,570,407</b>	<b>\$8,570,407</b>	<b>\$161,000</b>	<b>\$2,237,300</b>	<b>\$161,000</b>	<b>\$908,926</b>
<b>Percentage of Budget 2021</b>		13.6%	1.7%	26.1%	1.7%	10.5%

Total Municipal Funding % Excluding Spec Levy

12%

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

## St. Clair Region Conservation Authority 2021 Budget Summary

Special Levy	Revenues	Reserves
St. Clair - McK Maint \$2,720 Dam OP CK \$20,900, SC \$1,100 C-K- McK Maint - \$51,730	Carryforwards - \$3,200	\$0
Sarnia - \$5,000		\$0
\$0	Carryforward - \$300,000	\$0
Sarnia \$1,500,000 St.Clair \$169,000	Carryforwards - \$135,000	\$0
\$0	\$0	\$0
	Fees - \$214,305 Carryforward - \$29,100 - special project	\$81,150
\$0	Carryforward \$149,929 Fees - \$30,000	\$0
\$0	Other Income - \$500,000	\$0
\$0	Fees - \$247,075 Carryforward \$81,100	\$6,832
\$0	Carryforward \$16,000	\$0
Shetland - Dawn-Euphemia \$10,800 Wawanosh - City of Sarnia \$13,905 Clark Wright - Strathroy-Caradoc \$4,850 Bridgeview - Town of Petrolia \$1,100 Coldstream - Middlesex Centre \$6,200 Crothers - Chatham-Kent \$3,900 Stranak - Chatham-Kent \$5,900 Peers - Chatham-Kent \$1,650 Strathroy - Strathroy-Caradoc \$28,367 McEwen - Plympton-Wyoming \$8,800 Dodge - Lambton Shores \$1,250	Fees - \$1,266,003 Parking Fees - 0  Foundation - \$1,500 (Mclean) - \$55,400 Carryforward - \$1,950  Rental Income - \$3,500	\$11,500
\$0		\$60,000
\$0	Rental Income - \$141,274 County of Lambton - \$19,000 Carryforward - \$2,900 Revenue - \$89,134	\$0
\$0	Fees - \$30,000  Foundataion Donations - \$137,460	\$0
\$0	\$9,600	\$0
\$0	\$72,000	\$0
\$0		\$0
\$0	Rental Income - \$15,000 Interest Income - \$25,000 Foundation - \$15,000 Allocated Admin & IT Costs - \$40,400 Adimn Fees - \$65,500 Other Income - \$54,950 Oil & Gas Revenue - \$33,000	\$0
<b>\$1,837,172</b>	<b>\$3,784,280</b>	<b>\$159,482</b>
\$0	\$75,000	\$0
<b>\$1,837,172</b>	<b>\$3,859,280</b>	<b>\$159,482</b>
<b>\$1,747,710</b>	<b>\$3,117,041</b>	<b>\$237,430</b>
<b>18.9%</b>	<b>39.6%</b>	<b>1.6%</b>

## 2021 Total Municipal Funding

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

Municipality	2021 Proposed General Levy	2021 General Levy Highland Glen	2021 Proposed Special Levy	2021				Total Municipal Funding
				Courtright Shoreline Protection (DMAF)	Sarnia Erosion Control Work (WECI & DMAF)	McKeough Dam Repairs & Upgrade Work (WECI)	Flood Plain Mapping (NDMP)	
Adelaide Metcalfe Tp	\$ 21,684	\$ 953	\$ -					\$22,636
Brooke-Alvinston Tp	\$ 20,193	\$ 887	\$ -					\$21,081
Chatham-Kent M	\$ 147,391	\$ 6,477	\$ 85,180					\$239,048
Dawn-Euphemia Tp	\$ 29,953	\$ 1,316	\$ 10,800					\$42,069
Enniskillen Tp	\$ 22,569	\$ 992	\$ -					\$23,560
Lambton Shores M	\$ 56,387	\$ 2,478	\$ 1,250					\$60,114
Middlesex Centre M	\$ 25,340	\$ 1,113	\$ 6,200					\$32,653
Newbury V	\$ 1,726	\$ 76	\$ -					\$1,802
Oil Springs V	\$ 2,244	\$ 99	\$ -					\$2,343
Petrolia T	\$ 28,659	\$ 1,259	\$ 1,100					\$31,019
Plympton-Wyoming T	\$ 61,846	\$ 2,718	\$ 8,800					\$73,363
Point Edward V	\$ 25,035	\$ 1,100	\$ -					\$26,135
Sarnia C	\$ 423,354	\$ 18,603	\$ 18,905		\$1,500,000			\$1,960,861
Southwest Middlesex M	\$ 13,226	\$ 581	\$ -					\$13,807
St. Clair Tp	\$ 126,575	\$ 5,562	\$ -	\$171,720				\$303,857
Strathroy - Caradoc Tp	\$ 97,715	\$ 4,294	\$ 33,217					\$135,225
Warwick Tp	\$ 26,032	\$ 1,144	\$ -					\$27,176
	\$ 1,129,927	\$ 49,650	\$ 165,452	\$171,720	\$1,500,000	\$0	\$0	\$3,016,749

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



Schedule "B"		2021 General Levy Assessment (Draft)						
Municipality	2020 Current Value Assessment (modified) in Watershed	2020 CVA Apportionment %	2021 Current Value Assessment (modified) in Watershed	2021 CVA Apportionment %	2020 General Levy	2021 General Levy	2020/2021 General Levy Increase	
Township of Adelaide Metcalfe	\$ 446,013,006	1.8762%	\$ 477,465,569	1.9190%	\$ 20,074	\$ 22,636	\$ 2,562	
Township Brooke-Alvinston	\$ 414,629,229	1.7442%	\$ 444,646,360	1.7871%	\$ 18,662	\$ 21,080	\$ 2,418	
Municipality Chatham-Kent	\$ 3,089,606,470	12.9967%	\$ 3,245,499,210	13.0443%	\$ 139,055	\$ 153,868	\$ 14,813	
Township Dawn-Euphemia	\$ 638,772,400	2.6871%	\$ 659,543,385	2.6508%	\$ 28,750	\$ 31,269	\$ 2,519	
Township Enniskillen	\$ 449,738,121	1.8919%	\$ 496,951,075	1.9973%	\$ 20,242	\$ 23,560	\$ 3,318	
Municipality Lambton Shores	\$ 1,174,999,448	4.9427%	\$ 1,241,608,727	4.9903%	\$ 52,883	\$ 58,864	\$ 5,981	
Municipality Middlesex Centre	\$ 523,174,255	2.2008%	\$ 557,966,216	2.2426%	\$ 23,547	\$ 26,453	\$ 2,906	
Village Newbury	\$ 36,673,623	0.1543%	\$ 38,012,315	0.1528%	\$ 1,651	\$ 1,802	\$ 151	
Village Oil Springs	\$ 47,167,449	0.1984%	\$ 49,417,880	0.1986%	\$ 2,123	\$ 2,343	\$ 220	
Town Petrolia	\$ 599,492,558	2.5218%	\$ 631,068,079	2.5364%	\$ 26,981	\$ 29,919	\$ 2,938	
Town Plympton-Wyoming	\$ 1,277,134,022	5.3724%	\$ 1,361,815,899	5.4734%	\$ 57,481	\$ 64,563	\$ 7,082	
Village Point Edward	\$ 525,344,072	2.2099%	\$ 551,257,710	2.2156%	\$ 23,644	\$ 26,135	\$ 2,491	
City Sarnia	\$ 9,055,620,007	38.0933%	\$ 9,322,085,528	37.4674%	\$ 407,570	\$ 441,956	\$ 34,386	
Municipality Southwest Middlesex	\$ 275,637,456	1.1595%	\$ 291,223,673	1.1705%	\$ 12,406	\$ 13,807	\$ 1,401	
Township St. Clair	\$ 2,662,087,589	11.1983%	\$ 2,787,137,215	11.2021%	\$ 119,814	\$ 132,137	\$ 12,323	
Township Strathroy - Caradoc	\$ 2,031,839,435	8.5471%	\$ 2,151,641,026	8.6479%	\$ 91,448	\$ 102,008	\$ 10,561	
Township Warwick	\$ 524,296,651	2.2055%	\$ 573,210,816	2.3039%	\$ 23,597	\$ 27,176	\$ 3,579	
	<b>\$ 23,772,225,791</b>	<b>100%</b>	<b>\$ 24,880,550,683</b>	<b>100%</b>	<b>\$ 1,069,926</b>	<b>\$ 1,179,576</b>	<b>\$ 109,650</b>	

2021 Municipal General Levy : \$109,650 (\$49,950 HIGHLAND GLEN Approved 9/17/20 4.7% + \$60,000 increase over 2020 5.6%)  
10.3%CVA Apportionment is based on information provide from the Ministry of Natural Resources and Forestry (2020 CVA)



Increase in CVA Analysis

<b>Municipality</b>	<b>Municipal Increase in CVA tax base for 2021</b>	<b>Estimated Average Municipal Tax rate</b>	<b>Passive Municipal Tax Revenue Increase excluding actual tax increase (passive)</b>	<b>Portion of Tax increase resulting from Change in CVA</b>
<b>Township of Adelaide Metcalfe</b>	\$ 31,452,563	1.5%	\$ 471,788	0.543%
<b>Township Brooke-Alvinston</b>	\$ 30,017,131	1.5%	\$ 450,257	0.537%
<b>Municipality Chatham-Kent</b>	\$ 155,892,740	1.5%	\$ 2,338,391	0.633%
<b>Township Dawn-Euphemia</b>	\$ 20,770,985	1.5%	\$ 311,565	0.808%
<b>Township Enniskillen</b>	\$ 47,212,954	1.5%	\$ 708,194	0.469%
<b>Municipality Lambton Shores</b>	\$ 66,609,279	1.5%	\$ 999,139	0.599%
<b>Township Middlesex Centre</b>	\$ 34,791,961	1.5%	\$ 521,879	0.557%
<b>Village Newbury</b>	\$ 1,338,692	1.5%	\$ 20,080	0.753%
<b>Village Oil Springs</b>	\$ 2,250,431	1.5%	\$ 33,756	0.651%
<b>Town Petrolia</b>	\$ 31,575,521	1.5%	\$ 473,633	0.620%
<b>Town Plympton-Wyoming</b>	\$ 84,681,877	1.5%	\$ 1,270,228	0.558%
<b>Village Point Edward</b>	\$ 25,913,638	1.5%	\$ 388,705	0.641%
<b>City Sarnia</b>	\$ 266,465,521	1.5%	\$ 3,996,983	0.860%
<b>Municipality Southwest Middlesex</b>	\$ 15,586,217	1.5%	\$ 233,793	0.599%
<b>Township St. Clair</b>	\$ 125,049,626	1.5%	\$ 1,875,744	0.657%
<b>Township Strathroy - Caradoc</b>	\$ 119,801,591	1.5%	\$ 1,797,024	0.588%
<b>Township Warwick</b>	\$ 48,914,165	1.5%	\$ 733,712	0.488%

**2021 Municipal Funding Analysis**  
**Schedule "C" Levy per \$100K Assessment Value**

	2021		Based on Total 2020 Modified CVA Assessment	
	Total Current Value Assessment (modified)	2021 Proposed General Levy per \$100k Assessment value	2021 Proposed General Levy Increase per \$100k Assessment value	
<b>Municipality</b>				
Township of Adelaide Metcalfe	682,093,670	\$ 3.32	\$ 0.38	
Township Brooke-Alvinston	444,646,360	\$ 4.74	\$ 0.54	
Municipality Chatham-Kent	11,591,068,607	\$ 1.33	\$ 0.13	
Township Dawn-Euphemia	659,543,385	\$ 4.74	\$ 0.38	
Township Enniskillen	496,951,075	\$ 4.74	\$ 0.67	
Municipality Lambton Shores	2,759,130,505	\$ 2.13	\$ 0.22	
Municipality Middlesex Centre	3,487,288,851	\$ 0.76	\$ 0.08	
Village Newbury	38,012,315	\$ 4.74	\$ 0.40	
Village Oil Springs	49,417,880	\$ 4.74	\$ 0.45	
Town Petrolia	631,068,079	\$ 4.74	\$ 0.47	
Town Plympton-Wyoming	1,361,815,899	\$ 4.74	\$ 0.52	
Village Point Edward	551,257,710	\$ 4.74	\$ 0.45	
City Sarnia	9,322,085,528	\$ 4.74	\$ 0.37	
Municipality Southwest Middlesex	728,059,183	\$ 1.90	\$ 0.19	
Township St. Clair	2,787,137,215	\$ 4.74	\$ 0.44	
Township Strathroy - Caradoc	3,030,480,318	\$ 3.37	\$ 0.35	
Township Warwick	616,355,716	\$ 4.41	\$ 0.58	
	39,236,412,295	\$ <b>3.80</b>	\$ <b>0.39</b>	<b>Average</b>



## Schedule "D"

**2020 Conservation Area Maintenance and Operation Budget**

	<b>2019 Budget</b>	<b>2021 Budget</b>	<b>Special Levy</b>
403- Shetland	\$ 11,000	\$ 12,000	\$10,800( Dawn-Euphemia)
404 - Sinclair	\$ 1,000	\$ 1,000	
405 - Wawanosh	\$ 11,000	\$ 15,450	\$13,905 (City of Sarnia)
413 - Clark Wright	\$ 3,100	\$ 5,350	\$4,850 (Strathroy-Caradoc)
416 - -Bridgeview	\$ 4,976	\$ 1,100	\$1,100 (Town of Petrolia)
417 - Campbell	\$ 326,850	\$ 347,760	
419 - Coldstream	\$ 1,300	\$ 6,200	\$6,200 (Middlesex Centre)
448 - Crothers	\$ 3,300	\$ 3,900	\$3,900(Chatham-Kent)
455 - Peers	\$ 11,600	\$ 7,100	\$1,650 (Chatham-Kent)
458 - Warwick	\$ 537,900	\$ 568,643	
470 - Stranak	\$ 5,900	\$ 5,900	\$5,900 (Chatham-Kent)
472 - Henderson	\$ 332,000	\$ 349,600	
474 - Strathroy	\$ 23,000	\$ 28,367	\$28,367 (Strathroy-Caradoc)
485 - McEwen	\$ 13,510	\$ 8,800	\$8,800 (Plympton-Wyoming)
486 - Mclean	\$ 23,400	\$ 55,400	
489 - Highland Glen	\$ 18,000	\$ 71,150	
493 - Dodge	\$ 1,175	\$ 1,250	\$1,250(Lambton-Shores)
<b>Total</b>	<b>\$ 1,329,011</b>	<b>\$ 1,488,970</b>	<b>\$ 86,722</b>

## Notes:

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

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

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

Detailed budgets for specific conservation areas available upon request.

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

Capital Investment - \$60,000

<b>Non-Matching General Levy</b>	<b>Revenues</b>	<b>Foundation</b>	<b>Other</b>
\$ 1,200			
		\$ 1,000	
\$ 1,545			
		\$ 500	
	\$ 347,760		
	\$ 3,500		\$ 1,950
	\$ 568,643		
	\$ 349,600		
\$ -			
	\$ 55,400		
\$ 59,650			\$ 11,500
<b>\$ 62,395</b>	<b>\$ 1,324,903</b>	<b>\$ 1,500</b>	<b>\$ 13,450</b>

**Summary of Authority / Foundation Land Holdings**

Hectares

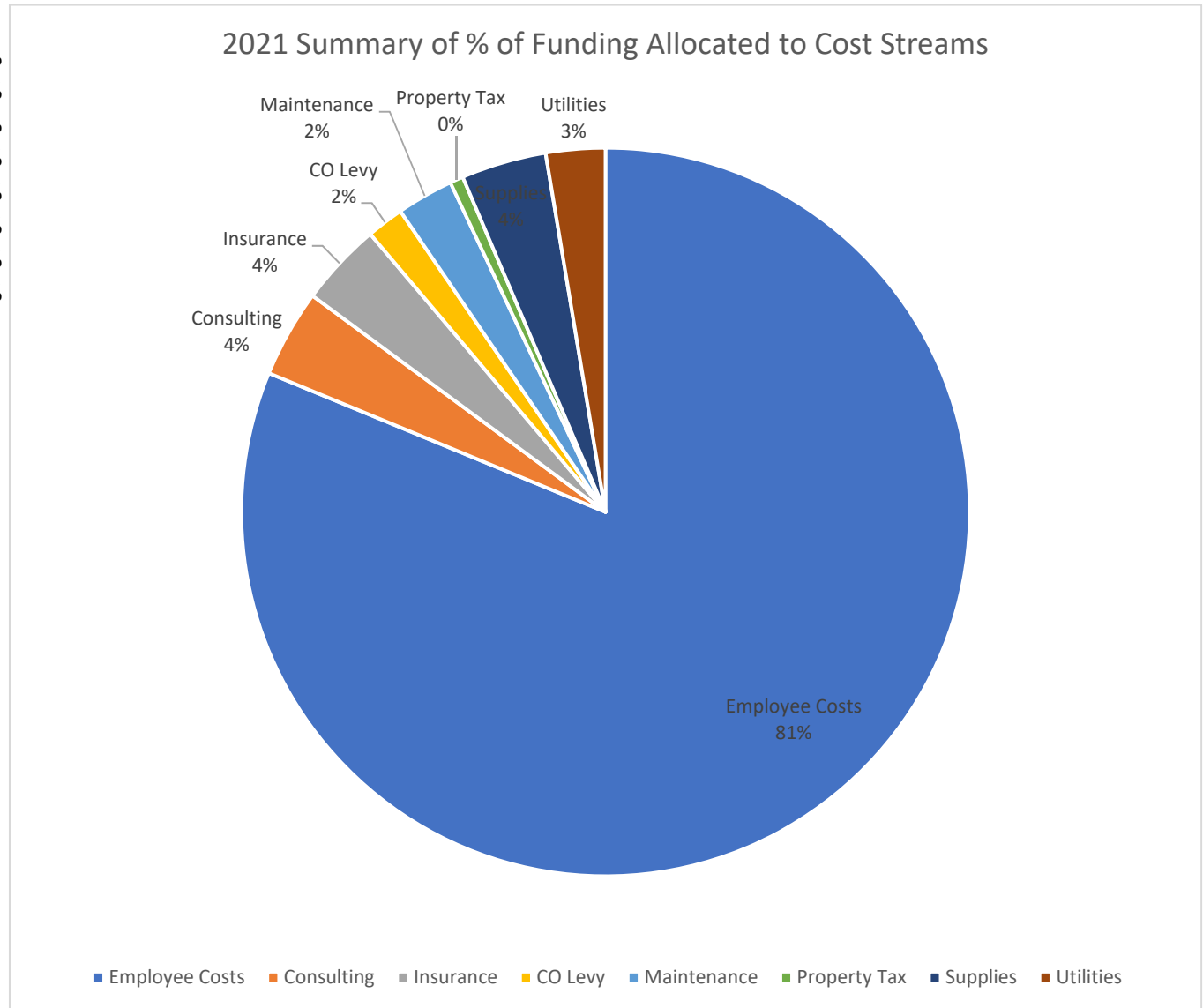
Conservation Lands	556
Conservation Forests	81
McKeough Upstream Lands	746
McKeough Dam & Channel	236
Foundations Lands	317
Total	<u>1936</u>

Flood Easements 647

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

# Schedule "E"

	2021	
Employee Costs	1,475,480	81%
Consulting	70,700	4%
Insurance	67,230	4%
CO Levy	30,000	2%
Maintenance	45,828	3%
Property Tax	10,730	1%
Supplies	68,707	4%
Utilities	47,835	3%
<b>Total GL Budget</b>	<b>1,816,510</b>	







St. Clair Region Conservation Authority  
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N7G 3P9

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

member of



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





## LAMBTON GROUP POLICE SERVICES BOARD

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DETACHMENT COMMANDER

INSPECTOR Chris AVERY

JULY / AUGUST 2020

LGP SB

# CALLS FOR SERVICE BILLING WORKGROUPS



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

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

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

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

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

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

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

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

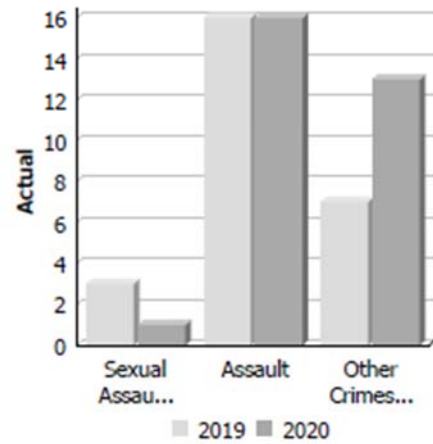
**Violent Crimes** The majority of offences counted in the Violent Crimes group are crimes against persons. This category is similar to the group that Statistics Canada uses when reporting 'Violent Crimes'. These include homicides, attempted murders, assaults, threats and robberies.

# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System July - 2020

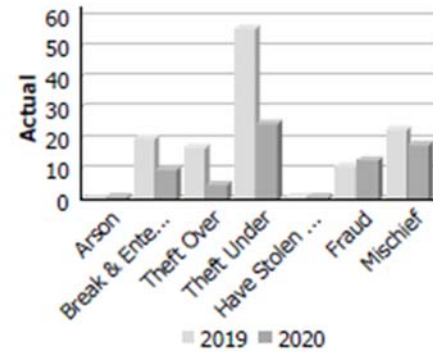
### Violent Crime

Actual	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	3	1	-66.7%	21	32	52.4%
Assault	16	16	0.0%	77	77	0.0%
Abduction	0	0	--	1	0	-100.0%
Robbery	0	0	--	4	0	-100.0%
Other Crimes Against a Person	7	13	85.7%	46	38	-17.4%
<b>Total</b>	<b>26</b>	<b>30</b>	<b>15.4%</b>	<b>149</b>	<b>147</b>	<b>-1.3%</b>



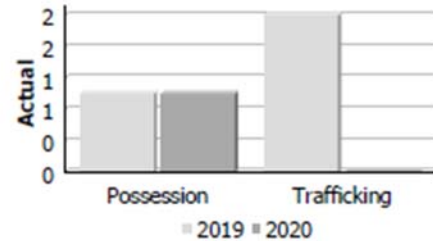
### Property Crime

Actual	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Arson	0	1	--	0	2	--
Break & Enter	20	10	-50.0%	105	77	-26.7%
Theft Over	17	5	-70.6%	57	36	-36.8%
Theft Under	56	25	-55.4%	198	152	-23.2%
Have Stolen Goods	1	1	0.0%	7	7	0.0%
Fraud	11	13	18.2%	74	92	24.3%
Mischief	23	18	-21.7%	98	104	6.1%
<b>Total</b>	<b>128</b>	<b>73</b>	<b>-43.0%</b>	<b>539</b>	<b>470</b>	<b>-12.8%</b>



### Drug Crime

Actual	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Possession	1	1	0.0%	14	13	-7.1%
Trafficking	2	0	-100.0%	17	10	-41.2%
Importation and Production	0	0	--	1	0	-100.0%
<b>Total</b>	<b>3</b>	<b>1</b>	<b>-66.7%</b>	<b>32</b>	<b>23</b>	<b>-28.1%</b>

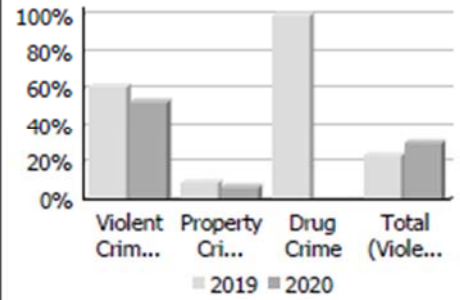


### Clearance Rate

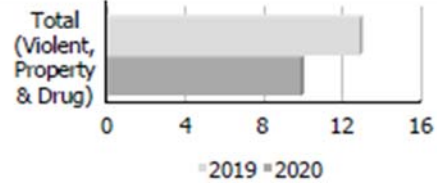
# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System July - 2020

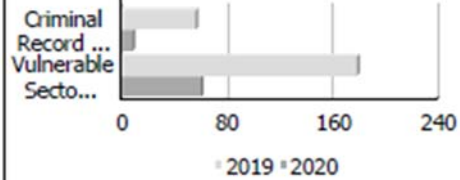
Clearance Rate	July			Year to Date - July		
	2019	2020	Difference	2019	2020	Difference
Violent Crime	61.5%	53.3%	-8.2%	74.5%	61.9%	-12.6%
Property Crime	9.4%	6.8%	-2.5%	13.2%	15.7%	2.6%
Drug Crime	100.0%	0.0%	-100.0%	65.6%	82.6%	17.0%
<b>Total (Violent, Property &amp; Drug)</b>	<b>24.1%</b>	<b>30.8%</b>	<b>6.7%</b>	<b>31.9%</b>	<b>33.4%</b>	<b>1.6%</b>



Unfounded						
Unfounded	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Total (Violent, Property & Drug)	13	10	-23.1%	84	56	-33.3%



Criminal Record and Vulnerable Sector Screening Checks						
Actual	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Criminal Record Checks	57	9	-84.2%	309	110	-64.4%
Vulnerable Sector Screening Checks	180	61	-66.1%	1,167	448	-61.6%



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

**Data Utilized**

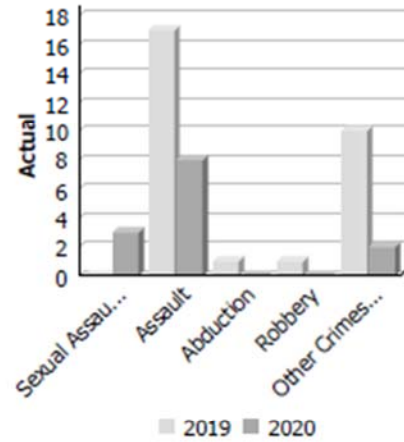
- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System August - 2020

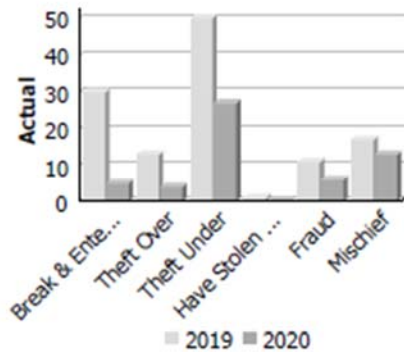
### Violent Crime

Actual	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	3	--	21	35	66.7%
Assault	17	8	-52.9%	94	85	-9.6%
Abduction	1	0	-100.0%	2	0	-100.0%
Robbery	1	0	-100.0%	5	0	-100.0%
Other Crimes Against a Person	10	2	-80.0%	56	40	-28.6%
<b>Total</b>	<b>29</b>	<b>13</b>	<b>-55.2%</b>	<b>178</b>	<b>160</b>	<b>-10.1%</b>



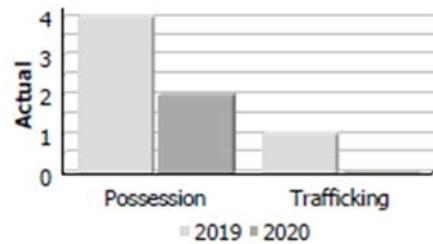
### Property Crime

Actual	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Arson	0	0	--	0	2	--
Break & Enter	30	5	-83.3%	135	82	-39.3%
Theft Over	13	4	-69.2%	70	40	-42.9%
Theft Under	50	27	-46.0%	248	179	-27.8%
Have Stolen Goods	1	0	-100.0%	8	7	-12.5%
Fraud	11	6	-45.5%	85	98	15.3%
Mischief	17	13	-23.5%	115	117	1.7%
<b>Total</b>	<b>122</b>	<b>55</b>	<b>-54.9%</b>	<b>661</b>	<b>525</b>	<b>-20.6%</b>



### Drug Crime

Actual	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Possession	4	2	-50.0%	18	15	-16.7%
Trafficking	1	0	-100.0%	18	10	-44.4%
Importation and Production	0	0	--	1	0	-100.0%
<b>Total</b>	<b>5</b>	<b>2</b>	<b>-60.0%</b>	<b>37</b>	<b>25</b>	<b>-32.4%</b>



### Clearance Rate

Data source date:  
2020/10/03

Report Generated on:  
Oct 6, 2020 10:11:54 AM

# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System August - 2020

Clearance Rate	August			Year to Date - August		
	2019	2020	Difference	2019	2020	Difference
Violent Crime	79.3%	69.2%	-10.1%	75.3%	62.5%	-12.8%
Property Crime	9.8%	12.7%	2.9%	12.6%	15.4%	2.9%
Drug Crime	60.0%	100.0%	40.0%	64.9%	84.0%	19.1%
<b>Total (Violent, Property &amp; Drug)</b>	<b>28.9%</b>	<b>35.0%</b>	<b>6.1%</b>	<b>31.4%</b>	<b>33.6%</b>	<b>2.2%</b>

Unfounded						
Unfounded	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Total (Violent, Property & Drug)	12	11	-8.3%	96	67	-30.2%

Criminal Record and Vulnerable Sector Screening Checks						
Actual	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Criminal Record Checks	35	7	-80.0%	344	117	-66.0%
Vulnerable Sector Screening Checks	183	70	-61.7%	1,350	518	-61.6%

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

### Data Utilized

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

Data source date:  
2020/10/03

Report Generated on:  
Oct 6, 2020 10:11:54 AM

# LAMBTON COLLISION REPORTING SYSTEM

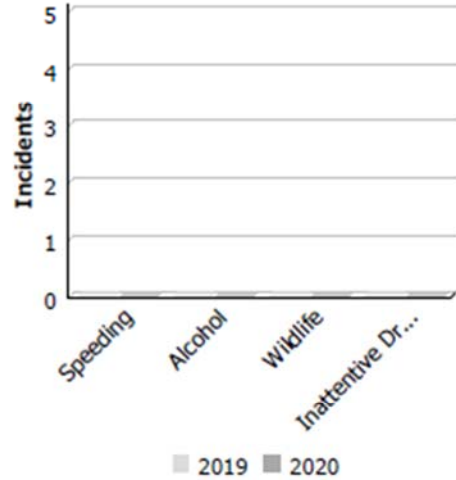
## Police Services Board Report for LAMBTON OPP Collision Reporting System July - 2020

### Primary Causal Factors in Fatal Motor Vehicle Collisions

Incidents	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Speeding as a contributing factor	0	0	0	1	0	-100.00%
Where alcohol is involved	0	0	0	1	0	-100.00%
Wildlife as a contributing factor	0	0	0	0	0	0
Inattentive driver as a contributing factor	0	0	0	0	0	0

Persons Killed	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Seatbelt as a contributing factor	0	0	0	0	0	0



**Data Utilized**

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

Data source date:  
2020/10/05

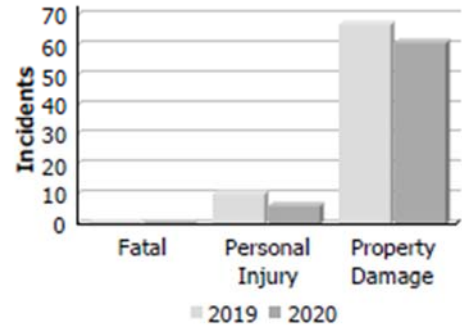
Report Generated on:  
Oct 6, 2020 10:13:28 AM

# LAMBTON COLLISION REPORTING SYSTEM

## Police Services Board Report for LAMBTON OPP Collision Reporting System July - 2020

### Motor Vehicle Collisions by Type

Incidents	July			Year to Date - July		
	2019	2020	% Change	2019	2020	% Change
Fatal	0	0	--	4	2	-50.0%
Personal Injury	10	6	-40.0%	62	40	-35.5%
Property Damage	67	61	-9.0%	453	377	-16.8%
<b>Total</b>	<b>77</b>	<b>67</b>	<b>-13.0%</b>	<b>519</b>	<b>419</b>	<b>-19.3%</b>



### Fatalities in Detachment Area

Incidents		July			Year to Date - July		
		2019	2020	% Change	2019	2020	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	4	2	-50.0%
	Alcohol Related	0	0	--	3	0	-100.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Persons Killed		July			Year to Date - July		
		2019	2020	% Change	2019	2020	% Change
Motor Vehicle Collision		0	0	--	4	2	-50.0%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	0	0	--

Data source date:  
2020/10/05

Report Generated on:  
Oct 6, 2020 10:13:28 AM

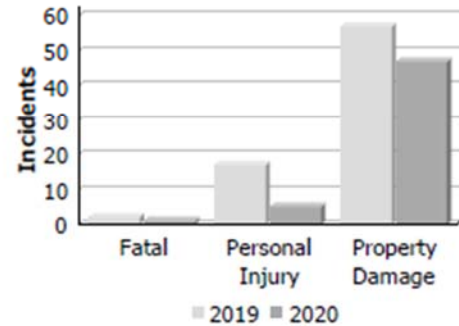


# LAMBTON COLLISION REPORTING SYSTEM

## Police Services Board Report for LAMBTON OPP Collision Reporting System August - 2020

### Motor Vehicle Collisions by Type

Incidents	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Fatal	2	1	-50.0%	6	3	-50.0%
Personal Injury	17	5	-70.6%	79	45	-43.0%
Property Damage	57	47	-17.5%	510	424	-16.9%
<b>Total</b>	<b>76</b>	<b>53</b>	<b>-30.3%</b>	<b>595</b>	<b>472</b>	<b>-20.7%</b>



### Fatalities in Detachment Area

Incidents		August			Year to Date - August		
		2019	2020	% Change	2019	2020	% Change
Motor Vehicle Collision	Fatal Incidents	2	1	-50.0%	6	3	-50.0%
	Alcohol Related	1	0	-100.0%	4	0	-100.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Persons Killed		August			Year to Date - August		
		2019	2020	% Change	2019	2020	% Change
Motor Vehicle Collision		2	1	-50.0%	6	3	-50.0%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	0	0	--

Data source date:  
2020/10/05

Report Generated on:  
Oct 6, 2020 10:21:42 AM

# LAMBTON COLLISION REPORTING SYSTEM

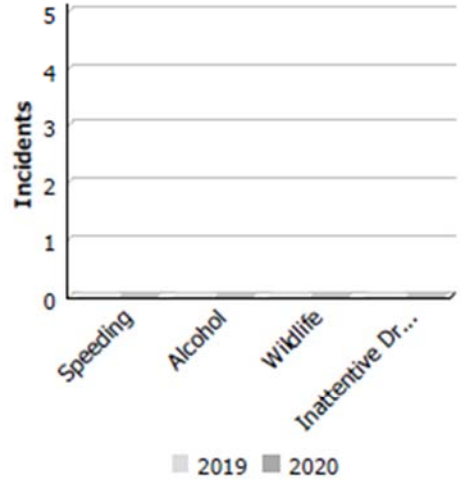
**Police Services Board Report for LAMBTON OPP  
Collision Reporting System  
August - 2020**

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

Incidents	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Speeding as a contributing factor	0	0	0	1	0	-100.00%
Where alcohol is involved	0	0	0	1	0	-100.00%
Wildlife as a contributing factor	0	0	0	0	0	0
Inattentive driver as a contributing factor	0	0	0	0	0	0

Persons Killed	August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Seatbelt as a contributing factor	0	0	0	0	0	0



**Data Utilized**

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

**Data source date:**  
2020/10/05

**Report Generated on:**  
Oct 6, 2020 10:21:42 AM

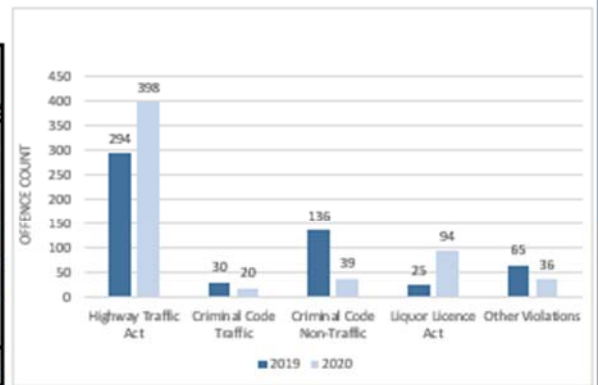
# LAMBTON ICON (Integrated Court Offence Network)

Starting Year	2020
Starting Month	JULY
Ending Month	JULY

**LAMBTON OPP**  
**Integrated Court Offence Network**  
**JULY - 2020**

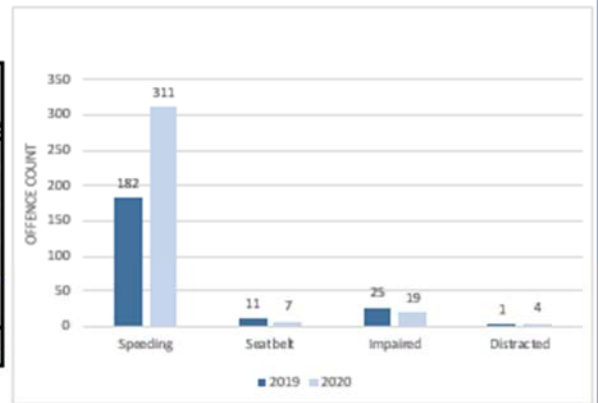
**Criminal Code and Provincial Statutes Charges Laid**

Offence Count	JULY - 2020			Year to Date - JULY		
	2019	2020	% Change	2019	2020	% Change
Highway Traffic Act	294	398	35.4%	1611	1171	-27.3%
Criminal Code Traffic	30	20	-33.3%	112	86	-23.2%
Criminal Code Non-Traffic	136	39	-71.3%	716	442	-38.3%
Liquor Licence Act	25	94	276.0%	145	134	-7.6%
Other Violations	65	36	-44.6%	283	157	-44.5%
<b>All violations</b>	<b>550</b>	<b>587</b>	<b>6.7%</b>	<b>2867</b>	<b>1990</b>	<b>-30.6%</b>



**Traffic Related Charges**

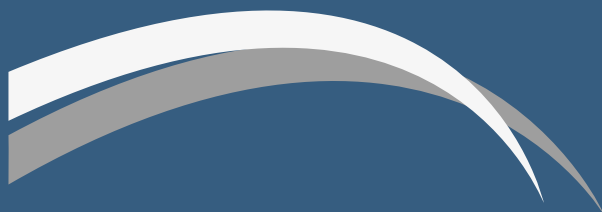
Offence Count	JULY - 2020			Year to Date - JULY		
	2019	2020	% Change	2019	2020	% Change
Speeding	182	311	70.9%	1053	872	-17.2%
Seatbelt	11	7	-36.4%	31	16	-48.4%
Impaired	25	19	-24.0%	76	72	-5.3%
Distracted	1	4	300.0%	15	9	-40.0%
<b>All violations</b>	<b>219</b>	<b>341</b>	<b>55.7%</b>	<b>1175</b>	<b>969</b>	<b>-17.5%</b>



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

**Data Utilized**

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



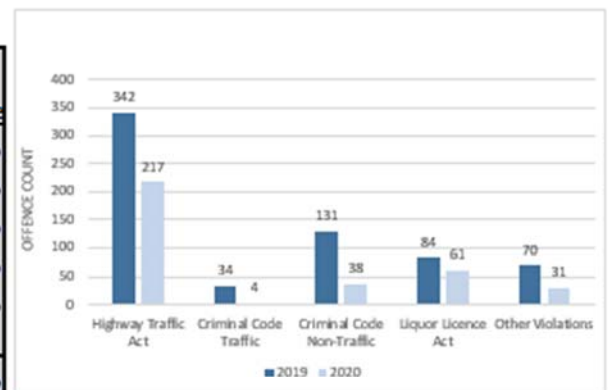
# LAMBTON ICON (Integrated Court Offence Network)

Starting Year 2020  
Starting Month AUGUST  
Ending Month AUGUST

**LAMBTON OPP**  
**Integrated Court Offence Network**  
**AUGUST - 2020**

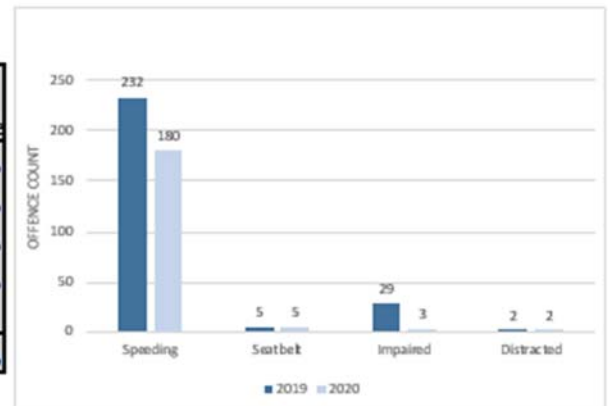
### Criminal Code and Provincial Statutes Charges Laid

Offence Count	AUGUST - 2020			Year to Date - AUGUST		
	2019	2020	% Change	2019	2020	% Change
Highway Traffic Act	342	217	-36.5%	1624	1260	-22.4%
Criminal Code Traffic	34	4	-88.2%	126	71	-43.7%
Criminal Code Non-Traf	131	38	-71.0%	714	340	-52.4%
Liquor Licence Act	84	61	-27.4%	224	189	-15.6%
Other Violations	70	31	-55.7%	290	153	-47.2%
<b>All violations</b>	<b>661</b>	<b>351</b>	<b>-46.9%</b>	<b>2978</b>	<b>2013</b>	<b>-32.4%</b>



### Traffic Related Charges

Offence Count	AUGUST - 2020			Year to Date - AUGUST		
	2019	2020	% Change	2019	2020	% Change
Speeding	232	180	-22.4%	1072	967	-9.8%
Seatbelt	5	5	0.0%	35	20	-42.9%
Impaired	29	3	-89.7%	95	61	-35.8%
Distracted	2	2	0.0%	10	9	-10.0%
<b>All violations</b>	<b>268</b>	<b>190</b>	<b>-29.1%</b>	<b>1212</b>	<b>1057</b>	<b>-12.8%</b>



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

#### Data Utilized

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

# LAMBTON CaOC (Public Complaints and Optional Categories)

## Police Services Board Report for LAMBTON OPP 2020/Jul

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2020-10-06

### Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

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

Secondary Employment

Intelligence Led Policing - Crime Abatement Strategy	
Number of Offenders in Program	10
Number of Offenders Charged	0
Number of Charges Laid	0
Number of Checks Performed	0

Date information was collected from Records Management System: 2020-10-06

Daily Activity Reporting Patrol Hours	
Total Hours	2020/Jul
Number of Cruiser Patrol Hours	294.25
Number of Motorcycle Patrol Hours	3.00
Number of Marine Patrol Hours	143.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	10.50
Number of Foot Patrol Hours	133.00
Number of School Patrol Hours	4.50

Data source (Daily Activity Reporting System) date: 2020/10/02

Report Generated on:  
Oct 6, 2020 10:22:30 AM

# LAMBTON CaOC (Public Complaints and Optional Categories)

## Police Services Board Report for LAMBTON OPP 2020/Aug

Public Complaints	
Policy	2
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2020-10-06

### Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

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

Secondary Employment

Intelligence Led Policing - Crime Abatement Strategy	
Number of Offenders in Program	11
Number of Offenders Charged	1
Number of Charges Laid	5
Number of Checks Performed	0

Date information was collected from Records Management System: 2020-10-06

Daily Activity Reporting Patrol Hours	
Total Hours	2020/Aug
Number of Cruiser Patrol Hours	226.75
Number of Motorcycle Patrol Hours	3.00
Number of Marine Patrol Hours	197.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	127.25
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2020/10/02

Report Generated on:  
Oct 6, 2020 10:29:57 AM

# DETACHMENT INITIATIVES



## COMMUNITY SAFETY OFFICER / MEDIA RELATIONS

### JULY / AUGUST

A total of 27 media releases were distributed for the month of July.

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

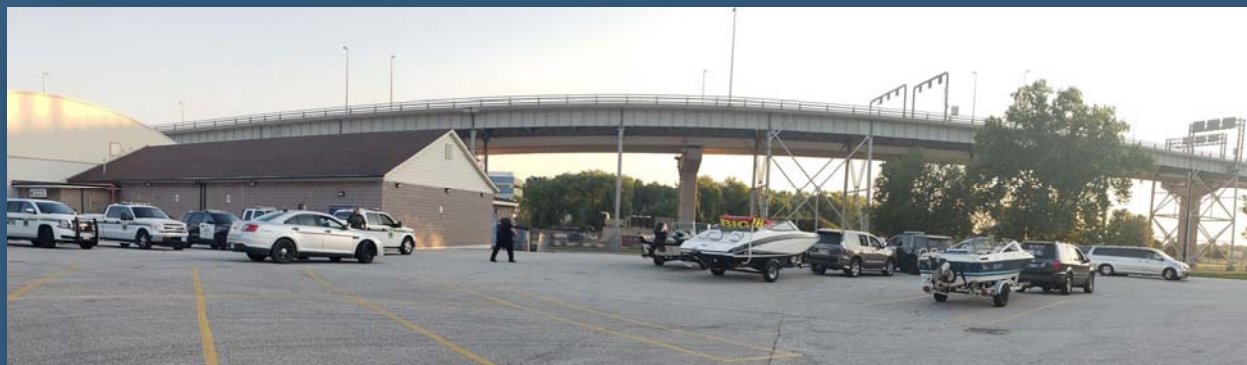
- The CSO continues to distribute media releases in relation to the BIG4 corporately driven driving behaviours; impaired driving, aggressive driving, distracted driving and lack of seatbelt use.
- The CSO continues to seek community involvement by utilizing media releases with regard to property crimes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

### PUBLIC EDUCATION CAMPAIGNS:

- The CSO continues to support the OPP and Circle K Positive Ticketing Campaign (Operation Cool - free slushy for kids conducting good deeds).
- The CSO continues to distribute media releases in relation to monthly corporately driven traffic safety campaigns.
- The CSO distributed media releases in relation to current issues such as impaired driving.

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

- Offer the OPP KIDS program to Lambton County elementary schools for the 2020/2021 school year (pending school approval due to COVID-19 restrictions).
- Work with the Auxiliary unit to increase OPP presence at community events.
- Increase Social Media presence (Twitter, Facebook).



# DETACHMENT INITIATIVES

## COMMUNITY STREET CRIME UIT

### JULY / AUGUST

During the month of July & August of 2020 Lambton CSCU investigated 22 occurrences.



- Lambton CSCU members laid a total of 7 of charges.
- These two months saw CSCU involved in five (5) drug overdose investigations. One (1) of those investigations were overdose death investigations. Our involvement in these investigations is all reactive in trying to determine who trafficked the controlled substances. Warrants are written and the crime scenes are searched to try and provide information pertaining to drugs that were trafficked to the individual who has died. In situations where the individual overdosed but was revived, CSCU speaks with the person to determine investigative leads.
- During this reporting timeframe, the CSCU unit had members support the Northwest Region Deployment program as well as Regional initiatives.
- Lambton CSCU wrote 5 warrants primarily for drug investigations and one Overdose death investigation.
- Currently CSCU members continue to be a part of two CIB drug overdose death investigations from 2019.
- Lambton CSCU continues to offer support to frontline policing operations by taking samples of seized drugs and sending the samples to Health Canada for analysis.
- Lambton CSCU assisted Anishinabek Police Service with an overdose investigation.
- Lambton CSCU assisted the Lambton Crime Unit with warrant service in relation to a Home Invasion investigation.

### Notable Investigations:

- Lambton CSCU conducted extensive observations and were able to arrest one female and lay charges of Possession for the Purpose of Trafficking Cocaine and Methamphetamine. Search incident to arrest yielded 62g of Cocaine, 85g of Methamphetamine and \$650 in cash.



Community Street Crimes Unit  
Warrant Execution



# DETACHMENT INITIATIVES



## SCHOOL RESOURCE OFFICER:

The SRO position was deployed in March of 2020 to front line police duties in order to assist during the COVID 19 Pandemic.

Youth occurrences had a sharp increase in the month of July 2020.

## JULY

- Watford – A Watford male youth has been charged with Criminal Harassment for repeating following and driving by a 17 year old female’s residence. The suspect has been caught revving his engine and blocking movement using his vehicle. The male was previously warned by police but has continued his actions.
- Lambton – A 17 year old female met a male online and believed he was 19 years old. The female agreed to meet the male and was picked up at a local coffee shop. The female got into the male’s vehicle and realized the male was not 19 but much older (57). The female tried to leave the vehicle but was told by the male that he had a knife and a gun. The suspect abducted the female but was later located by Lambton OPP. The suspect was charged with multiple criminal offences. Lambton OPP warn parents and youth of internet safety. Safety classes are available through local schools with the Community Safety officer.
- Corunna – Police were contacted with regards to a disturbance at a residence in Corunna. When police arrived they located a house party with a group of youth. Upon arrival police also located two additional parties in the area. Police discovered that a fight had occurred involving a set of brass knuckles and a knife was used. A male youth received several stab wounds due to the fight with a knife. The youth was transported to the hospital. Investigation is ongoing.
- Point Edward – 6 male youths 14 to 17 were found to be lighting small fires on the front lawns of a homeowner’s property. Youths were identified and warned.
- There were several Liquor License offences that took place in the month of July involving youth.
- There were 3 motor vehicle collisions during the Month of July involving 17 year old youths.
- There were 4 occurrences in the month of July with youth and suicidal thoughts and or attempts.

# DETACHMENT INITIATIVES

## SCHOOL RESOURCE OFFICER Cont'd:

### AUGUST

- A 17 year old male youth was involved in two separate occurrences during the month of August. The youth has been criminally charged with assault and mischief.
- Two youths in the Wyoming area spray painted Antifa and Anti Police slogans on a new subdivision road. Youth also broke into a new home and vandalized it. The youths were not located.
- Several youth were involved in the Corunna area in an online harassment that lead to in person harassment. The youths were diverted to the Lambton Rebound program.
- There were several Liquor License offences that took place in the month of August involving youth.



# VIOLENT CRIME / BENCHMARK CRIME

## AREA CRIME SERGEANT:

### JULY

- Members of the Lambton County Crime Unit continue with a Cold Case, unexplained death investigation.
- Lambton Crime Members continue to actively investigate the suspicious death of a two month old baby in St. Clair Township.
- Lambton Crime members investigated 7 sexual assault incidents this month. 4 of these incidents resulted in charges, 1 was Unfounded, 1 had insufficient evidence to proceed and 1 where the victim requested no further investigative action take place.
- Lambton Crime were involved with 7 sudden death investigations. All of these deaths were considered non-suspicious except for 1 which is being investigated as an Overdose Death investigation.
- A Lambton Crime member is overseeing the suspected opioid overdose death of a 48 year old male in St. Clair Township. These deaths are thoroughly investigated in an effort to identify the source of the narcotics and hold the dealer accountable for supplying the product to the deceased.
- A Lambton Crime member is overseeing the suspected opioid overdose death of a 20 year old male in St. Clair Township again with a focus of trying to identify the dealer and hold them accountable
- Lambton Crime assisted Walpole Island Police Service into the investigation of a violent stabbing that occurred in their area. A male was identified/arrested and charged accordingly.
- Lambton Crime continue to investigate a stabbing incident that occurred in St. Clair Township. This investigation is ongoing.
- Lambton Crime continue to investigate a home invasion that occurred in Lambton Shores.



# VIOLENT CRIME / BENCHMARK CRIME

## AREA CRIME SERGEANT Cont'd:

### AUGUST

- A Crime Member continues to liaise with Crown counsel in preparation for an upcoming trial involving the 2018 murder of a 29 year old Warwick village male.
- Members of the Lambton County Crime Unit continue with a Cold Case, unexplained death investigation.
- Lambton County crime members investigated 4 sexual assault allegations this month. 1 of these sexual assaults were cleared by charges, 2 remain ongoing and 1 resulted in the victim declining to participate further.
- Lambton Crime were involved with 11 sudden death investigations. 10 of these deaths were considered non-suspicious and 1 is being investigated as criminally suspicious.
- Lambton Crime Members arrested and charged a 21 year old male with 2nd degree murder after a lengthy investigation into the suspicious death of a two month old baby in St. Clair Township.
- Lambton Crime members are investigating the murder of a 29 year old male that occurred on Chippewas of Kettle and Stony Point First Nation.



# TRAFFIC DATA



## COLLISION DATA

JULY / AUGUST

Month	Victims			Collisions								
	Total	# of Deceased	# of Injured	Total	# of Fatal	# of PI	# of PD	Alcohol/Drugs Involved			# of CMV	# of Single Veh.
								Yes	No	U/K		
JUL	5	0	5	53	0	4	49	5	42	6	4	27
AUG	8	1	7	49	1	5	43	3	41	5	5	26
<b>Total</b>	<b>16</b>	<b>2</b>	<b>14</b>	<b>110</b>	<b>2</b>	<b>11</b>	<b>97</b>	<b>5</b>	<b>93</b>	<b>12</b>	<b>9</b>	<b>61</b>



Single Vehicle Collision

# TRAFFIC DATA



## TRAFFIC CAMPAIGN DATA

JULY / AUGUST

CANADA DAY WEEK (27JUN20 - 05JUL20)

DETACHMENT BREAKDOWN						
MOTOR VEHICLE: SPEEDING CHARGES	M/V: STUNT, RACING CHARGES	M/V: SEATBELT CHARGES	M/V: DISTRACTED DRIVING CHARGES	M/V: OTHER PROVINCIAL CHARGES	M/V: LLA CHARGES	M/V: IMPAIRED CHARGES – ALCOHOL
144	5	10	2	35	31	7

DETACHMENT BREAKDOWN						
M/V: OTHER CC DRIVING CHARGES	M/V: WARN RANGE SUSPENSIONS	ORV: SPEEDING CHARGES	ORV: SEATBELT CHARGES	ORV: DISTRACTED DRIVING CHARGES	ORV: OTHER PROVINCIAL CHARGES	ORV: LLA CHARGES
1	4	0	1	0	4	5

DETACHMENT BREAKDOWN				
ORV: IMPAIRED CHARGES – ALCOHOL	ORV: IMPAIRED CHARGES – DRUG	ORV: OTHER CC DRIVING CHARGES	ORV: WARN RANGE SUSPENSIONS	ORV: HELMET CHARGES
0	0	0	0	0

DETACHMENT BREAKDOWN		
MARINE: PFD CHARGES	MOTORCYCLE: HELMET CHARGES	BICYCLE: HELMET CHARGES
0	0	0



# TRAFFIC DATA



## TRAFFIC CAMPAIGN DATA

JULY / AUGUST

CIVIC DAY LONG WEEKEND (31JUL20 - 03AUG20)

DETACHMENT BREAKDOWN					
LAMBTON	FAIL TO MOVE OVER FOR EMERGENCY VEHICLE CHARGES (HTA159)	OTHER MOVING VIOLATIONS/ CHARGES	SPEEDING CHARGES	STUNT, RACING CHARGES	SEATBELT CHARGES
	0	6	78	2	7

DETACHMENT BREAKDOWN					
DISTRACTED DRIVING CHARGES	OTHER HTA CHARGES	LLA CHARGES	CAIA CHARGES	IMPAIRED CHARGES - ALCOHOL	IMPAIRED CHARGES - DRUG
1	15	49	4	5	0

DETACHMENT BREAKDOWN					
OTHER CC CHARGES	WARN RANGE SUSPENSIONS	MARINE OFFENCES - SVR	ORV - ORVA OFFENCES	OTHER PROV STATUTES	DRUG OFFENCES
1	2	0	0	1	0

# TRAFFIC DATA



## TRAFFIC CAMPAIGN DATA

JULY / AUGUST

OPERATION SAFE DRIVER (12JUL20 - 18JUL20) Motor Vehicle

### DETACHMENT BREAKDOWN

MV: CHARGES: SPEEDING	MV: CHARGES: SEATBELT	MV: CHARGES: FAIL TO OBEY TRAFFIC CONTROL	MV: CHARGES: FOLLOW TOO CLOSE	MV: CHARGES: FAIL TO YIELD RIGHT OF WAY	MV: CHARGES: IMPROPER LANE CHANGE	MV: CHARGES: IMPROPER PASSING
141	10	1	0	0	0	0

### DETACHMENT BREAKDOWN

MV: CHARGES: IMPROPER TURN	MV: CHARGES: DISTRACTED DRIVING	MV: CHARGES: OTHER PROVINCIAL	MV: CHARGES: IMPAIRED - ALCOHOL	MV: CHARGES: IMPAIRED - DRUG	MV: CHARGES: OTHER CC DRIVING	MV: WARN RANGE SUSPENSIONS
0	0	27	4	0	0	7

MARINE ENFORCEMENT 7 ACTIVITY REPORT (31AUGUST2020)

### DETACHMENT BREAKDOWN

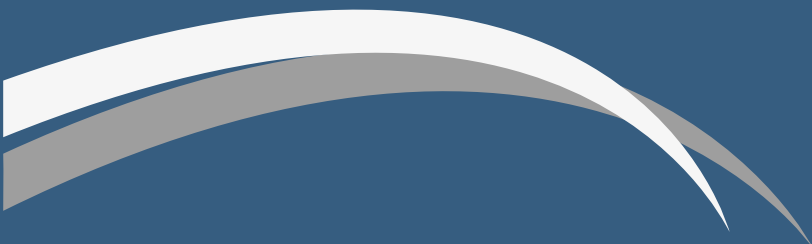
APPROVED SCREENING DEVICE TESTS - ALCOHOL	CHARGES: LLA	CHARGES: MARINE (CSA 2001)	VESSEL CHECKS	WARNINGS: MARINE (CSA 2001)	WARNINGS: OTHER FEDERAL STATUTES	WARNINGS: PROVINCIAL STATUTES
4	7	6	974	56	5	12



# STAFFING UPDATES

## JULY / AUGUST

- 1 Provincial Constable transferred into Lambton in July.
- 4 Provincial Constables transferred out of Lambton in August.



# FALSE ALARMS INCIDENTS

## JULY

Municipality	Commercial	Residential
Lambton Shores	6	2
ST Clair Township	2	6
Dawn-Euphemia	0	0
Plympton-Wyoming	5	0
Brooke-Alvinston	0	0
Warwick	8	0
Enniskillen	3	0
Petrolia	6	1
Oil Springs	0	0
<b>TOTAL</b>	<b>30</b>	<b>9</b>

## AUGUST

Municipality	Commercial	Residential
Lambton Shores	6	4
ST Clair Township	4	5
Dawn-Euphemia	0	0
Plympton-Wyoming	2	1
Brooke-Alvinston	0	0
Warwick	0	3
Enniskillen	0	2
Petrolia	10	1
Oil Springs	0	0
<b>TOTAL</b>	<b>22</b>	<b>16</b>

# CANNABIS FACTS

## AGE LIMIT

The legal age to possess and use cannabis is 19



## WHERE TO BUY

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



## POSSESSION QUANTITIES



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

## WHERE TO CONSUME



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



## HOME CULTIVATION

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

## IMPAIRED DRIVING



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

## ZERO TOLERANCE



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

**STAY SHARP**  
**KNOW THE FACTS**

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



# CANNABIS FACTS



## Cannabis - Know the Limits

### Actual Size



**30 GRAMS**

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

*\*Vehicle restrictions apply*

**STAY SHARP  
KNOW THE FACTS**

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



# CANNABIS FACTS

## DON'T DRIVE HIGH

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

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

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

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

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

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

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

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

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

### Can I transport cannabis in my vehicle?

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

**STAY SHARP  
BEHIND THE WHEEL**

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



# THE BIG FOUR TRAFFIC COMPLAINTS

## SEAT BELTS

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



## SPEEDING

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

## DISTRACTED DRIVING

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



## IMPAIRED DRIVING

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



# SAFER ROADS ARE IN YOUR HANDS.



Be an extra set of eyes for the police

# WE NEED YOUR HELP.



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

## CITIZEN SELF REPORTING TOOL



# #KnowWhenToCall



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

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

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

# LAMBTON CONTACT INFORMATION

## OPP CALLS FOR SERVICE:

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

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



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

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

## DETACHMENT HOURS / CONTACT INFO:

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

## CALLING THE DETACHMENT:

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

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

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



# LAMBTON CONTACT INFORMATION cont'd

## CRIMINAL RECORD CHECKS:

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

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

## CANADIAN ANTI-FRAUD CENTRE:

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

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

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

## CRIME STOPPERS:

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

## CITIZENS SELF REPORTING:

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

Use this system to report:

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

## FRONTLINE SUPPORT UNIT (FSU):

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



## LAMBTON COUNTY OPP

4224 Oil Heritage Road  
Petrolia, ON N0N 1R0

519.882.1011 ph.  
519.882.1014 fax

November 6, 2020

To Our Generous Community,

As the holiday season quickly approaches and we prepare for all the festivities, we hope to share the spirit of the season by hosting the sixth annual Brooke-Alvinston Holiday Meal. The meal will be served on December 26, 2020 and is available to everyone at no cost. In the past, we welcomed community members to enjoy a hot meal, friendship and entertainment together. Due to Covid, things will look a little differently as we will be offering the meal by pick-up or delivery only. Our goal is to continue this holiday tradition and spread some much-needed holiday cheer during these uncertain times.

In order to accomplish this goal, we require the support of many partners. We are currently seeking monetary donations for items such as meat, vegetables and bread. We will also require additional supplies this year such as take out containers, masks and gloves. We are planning to serve approximately 60 individuals but given the times we foresee the need to be even greater and welcome any and all donations to help.

Monetary donations can be made by cheques payable to: Guthrie Presbyterian Church (please write Christmas meal in the memo) and can be dropped off at the Municipal Office or in the Municipal Office drop box.

It is our hope that the Brooke-Alvinston Holiday Meal fills a need in our community and brings us closer together as we help one another. With your support we hope to make this another successful year and to help lift our community's spirit. Please contact Jeannette Douglas (519-878-5303) or Ruth McCallum if you would like to help or donate food.

Thank you for your consideration

Sincerely,

*The Douglas Family*



OFFICE OF THE MAYOR  
CITY OF HAMILTON

**September 8, 2020**

Honourable Doug Ford  
Premier of Ontario  
Premier's Office, Room 281  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Honourable Doug Downey  
Attorney General  
Ministry of the Attorney General  
McMurtry-Scott Building  
720 Bay Street, 11th Floor  
Toronto, ON M7A 2S9

Subject: **Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations**

Dear Premier & Attorney General,

Hamilton City Council, at its meeting held on August 21, 2020, approved a motion, Item 6.1, which reads as follows:

WHEREAS in late 2019 the Province of Ontario announced that the AGCO had been given regulatory authority to open the market for retail cannabis stores beginning in January 2020, without the need for a lottery;

WHEREAS the AGCO has continued to send Cannabis Retail Store applications to the City of Hamilton for the required 15-day comment period,

WHEREAS the City has reviewed 61 Cannabis Retail Store applications for comment since January 2020;

WHEREAS the AGCO does not take into consideration radial separation for Cannabis Retail Stores.

**THEREFORE, BE IT RESOLVED:**

.../3

- (a) **That the Mayor contact the Premier of Ontario, Ministry of Attorney General, and local Members of Parliament to ask that the Province consider amending its licensing and application process for Cannabis Retail Stores to consider radial separation from other cannabis locations.**
- (b) **That the request be sent to other municipalities in Ontario, including the Association of Municipalities of Ontario for their endorsement.**
- (c) **That Staff be requested to submit heat maps outlining the location of all proposed AGCO Cannabis Retail Store in the City on all AGCO Cannabis Retail Store applications.**

As per the above, we write to request, on behalf of the City of Hamilton, that the appropriate legislative and regulatory changes be made and implemented to the AGCO licensing and application process to take into consideration radial separation for Cannabis Retail Stores as a condition of approval for a license.

Currently the City of Hamilton has reviewed 61 cannabis retail location applications since January 2020. Approximately 12 of these potential locations are within 50m (or less) of each other.

The City of Hamilton appreciates that the AGCO conducts a background search prior to approving any licenses, however the lack of separation between locations poses a community safety issue, as the over saturation in specific area(s)/wards, can negatively impact the surrounding community with increased traffic flow, and an overall "clustering" of stores within a small dense area.

The City of Hamilton is confident that radial separations from cannabis retail locations will have a significant positive impact on the community and allow for its residents to continue to enjoy a safe and healthy community lifestyle.

Sincerely,



Fred Eisenberger  
Mayor

C: Hon. Donna Skelly, MPP, Flamborough-Glanbrook



October 9, 2020

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
Email: justin.trudeau@parl.gc.ca

The Honourable Doug Ford  
Premier of Ontario  
Email: [premier@ontario.ca](mailto:premier@ontario.ca)

**Re: Funding for community groups and service clubs affected by pandemic**

Please be advised that at the Regular Meeting of Council on September 28, 2020, the Council of Loyalist Township passed the following resolution:

**Resolution No. 2020.35.16**  
**Moved by: Deputy Mayor Hegadorn**  
**Seconded by: Councillor Porter**

"Whereas, the world health organization characterized covid-19 as a pandemic on March 11, 2020

And whereas, travel restrictions were put in place March 21st, 2020 with emergency orders being established under the quarantine act

And whereas, the province of Ontario entered a state of emergency on March 17, 2020

And whereas Loyalist Township declared a state of emergency on March 26, 2020

And whereas the Kingston, Frontenac, Lennox and Addington Public Health Unit have enacted orders under Section 22 of the Ontario Health Protection and Promotion Act, 1990

And whereas the above noted state of emergencies and orders restricted the ability for charities, community groups and service clubs to raise or acquire funds through conventional methods

And whereas these charities, community groups and service clubs provide vital resources and support critical to community members

And whereas these charities, community groups and service clubs' partner with municipal governments reducing the financial pressures on the government while enhancing the lives of residents

Therefore be it resolved that Loyalist Township council requests confirmation from the governments of Ontario and Canada that funding will be available for these local smaller charities, community groups and service clubs.

AND FURTHER THAT a copy of this resolution be circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Derek Sloan, Hastings - Lennox and Addington ; the Honourable Daryl Kramp, MPP Hasting-Lennox and Addington; the Association of Municipalities Ontario; Rural Ontario Municipalities Association and all Municipalities within the Province of Ontario”.

Regards,



Brandi Teeple  
Deputy Clerk  
Loyalist Township

cc. MP Derek Sloan- Hastings-Lennox and Addington  
MPP Daryl Kramp- Hastings- Lennox and Addington  
Association of Municipalities Ontario  
Rural Ontario Municipalities Association  
All Ontario Municipalities



CORPORATE SERVICES DEPARTMENT  
TELEPHONE 613-968-6481  
FAX 613-967-3206

## City of Belleville

169 FRONT STREET  
BELLEVILLE, ONTARIO  
K8N 2Y8

October 28, 2020

The Honourable Doug Ford  
Premier's Office, Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1.

Dear Premier Ford:

**RE: Accessibility for Ontarians with Disabilities Act – Web-site Support  
New Business  
10, Belleville City Council Meeting, October 26, 2020**

This is to advise you that at the Council Meeting of October 26, 2020, the following resolution was approved.

“WHEREAS Section 14(4) of O. Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021; and

WHEREAS the City remains committed to the provision of accessible goods and services; and

WHEREAS the City provides accommodations to meet any stated accessibility need, where possible; and

WHEREAS the declared pandemic, COVID-19, has impacted the finances and other resources of the City; and

WHEREAS the Accessibility for Ontarians with Disabilities Act contemplates the need to consider technical or economic considerations in the implementation of Accessibility Standards;

..12



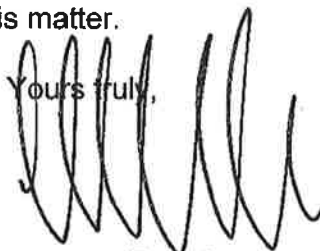
**10. New Business**  
**Belleville City Council Meeting**  
**October 26, 2020**

**Page 2**

BE IT THEREFORE RESOLVED THAT the Corporation of the City of Belleville requests that the Province of Ontario consider providing funding support and training resources to municipalities to meet these compliance standards; and

THAT this resolution be forwarded to the Premier of the Province of Ontario, Prince Edward-Hastings M.P.P., Todd Smith, Hastings – Lennox & Addington M.P.P., Daryl Kramp, the Association of Municipalities of Ontario and all municipalities within the Province of Ontario.”

Thank you for your attention to this matter.

Yours truly,  


**Matt MacDonald**  
**Director of Corporate Services/City Clerk**

MMacD/nh  
Pc: AMO

Todd Smith, MPP Prince Edward-Hastings  
Daryl Kramp, MPP Hastings – Lennox & Addington  
Councillor Thompson, City of Belleville  
Ontario Municipalities



**From the Office of the Clerk**  
 The Corporation of the County of Prince Edward  
 332 Picton Main Street, Picton, ON K0K 2T0  
 T: 613.476.2148 x 1021 | F: 613.476.5727  
 clerks@pecounty.on.ca | www.thecounty.ca

November 3, 2020

Please be advised that during the Committee of the Whole meeting on October 29, 2020 the following motion was carried;

**RESOLUTION NO. CW-407-2020**

**DATE:**                   **October 29, 2020**

**MOVED BY:**           **Councillor MacNaughton**

**SECONDED BY:**      **Councillor St-Jean**

**Resolution by Councillor MacNaughton regarding Bill 218, Supporting Ontario's Recovery and Municipal Elections Act, 2020 is proposing changes to the Municipal Elections Act of 1996**

**WHEREAS** municipalities in Ontario are responsible for conducting the fair and democratic elections of local representatives; and

**WHEREAS** Government of Ontario, with Bill 218, Supporting Ontario's Recovery and Municipal Elections Act, 2020 is proposing changes to the Municipal Elections Act of 1996

- to prohibit the use of ranked ballots in future Municipal Elections, and
- extend nomination day from the end of July to the second Friday in September; and

**WHEREAS** each municipal election is governed by the Municipal Elections Act which was amended in 2016 to include the option to allow Municipalities to utilize ranked ballots for their elections and shorter nomination periods; and

**WHEREAS** London, Ontario ran the first ranked ballot election in 2018 and several other municipalities since have approved bylaws to adopt the practice, or are in the process of doing so including our regional neighbours in Kingston via a referendum return of 63%; and



**From the Office of the Clerk**  
 The Corporation of the County of Prince Edward  
 332 Picton Main Street, Picton, ON K0K 2T0  
 T: 613.476.2148 x 1021 | F: 613.476.5727  
 clerks@pecounty.on.ca | www.thecounty.ca

**WHEREAS** the operation, finance and regulatory compliance of elections is fully undertaken by municipalities themselves; and,

**WHEREAS** local governments are best poised to understand the representational needs and challenges of the body politic they represent, and when looking at alternative voting methods to ensure more people vote safely, it becomes more difficult to implement these alternatives with the proposed shorter period between Nomination day and the October 24, 2022 Election day;

**NOW THEREFORE BE IT RESOLVED THAT** Corporation of the County of Prince Edward Council send a letter to the Ministry of Municipal Affairs and Housing urging that the Government of Ontario continues to respect Ontario municipalities' ability to apply sound representative principles in their execution of elections;

**AND THAT** the Corporation of the County of Prince Edward Council recommends that the Government of Ontario supports the freedom of municipalities to run democratic elections within the existing framework the Act currently offers;

**AND THAT** this resolution be circulated to all Ontario Municipalities, AMO and AMCTO.

**CARRIED**

Catalina Blumenberg, Clerk



The Corporation of Loyalist Township (via e-mail)  
 P.O. Box 70, 263 Main Street,  
 Odessa, ON K0H 2H0

November 3, 2020

**Re: Support of Resolution from Loyalist Township regarding funding for community groups and service clubs affected by pandemic**

Please be advised that on October 28<sup>th</sup> 2020 the Town of Plympton-Wyoming Council passed the following motion to support the Council of Loyalist Township motion (attached) regarding funding for community groups and service clubs affected by pandemic that was passed on September 28<sup>th</sup> 2020:

***Motion #13*** – Moved by Bob Woolvett, Seconded by Netty McEwen that Council supports item 'n' regarding funding for community groups and service clubs affected by pandemic.

***Motion Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [ekwarciak@plympton-wyoming.ca](mailto:ekwarciak@plympton-wyoming.ca).

Sincerely,

Erin Kwarciak  
 Clerk  
 Town of Plympton-Wyoming

Cc: (all sent via e-mail)  
 MP Marilyn Gladu – Sarnia-Lambton  
 MPP Bob Bailey- Sarnia-Lambton  
 Premier of Ontario  
 Prime Minister of Canada  
 Association of Municipalities Ontario  
 Rural Ontario Municipalities Association  
 All Ontario Municipalities



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Fire Radio System Participation Agreement  
**Meeting:** Council - 12 Nov 2020  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Mayor and Clerk Administrator be authorized to sign the amended agreement for the radio system participation agreement.**

### Background:

Brooke Alvinston has gone from a two fire station municipality to a one station municipality for fire service.

### Comments:

The current fire radio agreement allocates two fire stations in the Brooke-Alvinston boundaries. The agreement did not specify the protocol should a Municipality decrease its' number of stations. The operating and lease costs are what is currently billed to the Municipality.

A request was sent to the County Coordinator to provide an amended agreement that allows the percentages of costs to be recalculated based on a municipality adding or closing a station. The amended agreement is attached.

### Financial Considerations:

The percentage change is reduced from 8.8% to 4.5% to show a difference of \$1,615.82 annually.

### Relationship to Strategic Plan:

Fiscal responsibility.

### ATTACHMENTS:

[Amendment October 2020](#)

**AMENDMENT TO FIRE RADIO SYSTEM PARTICIPATION AGREEMENT  
DATED October 30, 2020**

(amendment of Participating Municipalities' contribution to Site Lease Costs and insurance costs)

**BETWEEN:**

**THE CORPORATION OF THE COUNTY OF LAMBTON  
(hereinafter, the "County")**

- and -

**THE PARTICIPATING MUNICIPALITIES  
(hereinafter, "Participating Municipalities")**

(hereinafter, each of the County and/or Participating Municipalities may be referred to alone as a "Party" or referred to together as the "Parties")

**WHEREAS** the County and Participating Municipalities are parties to a Fire Radio System Participation Agreement (hereinafter, the "**FRP Agreement**") whereby each Participating Municipalities has agreed to reimburse the County its respective share of costs incurred for System Capital Costs, Site Lease Costs and costs incurred for insuring and maintaining the Fire Radio System;

**WHEREAS** each of the Participating Municipalities continue to reimburse the County in its respective share of the Site Lease Costs and costs incurred for insuring and maintaining the Fire Radio System in accordance with its allocation of such costs set out in the FRP Agreement; and

**WHEREAS** The Corporation of the Municipality of Brooke-Alvinston reduced eliminated one (1) of its two (2) fire stations and now operates only one (1) station, thus reducing its proportionate share of Site Lease Costs and insurance and maintenance costs; and

**WHEREAS** the Participating Municipalities have agreed to correspondingly amend their respective proportional contribution to Site Lease Costs, insurance and system maintenance and support costs.

**NOW THEREFORE**, the Parties hereto agree to amend the FRP Agreement on the following terms and conditions:

**1. Section 3(b) and 4(b) - Site Leases, Insurance and Maintenance/Support Costs**

Paragraphs (b) of Sections 3 and 4 of the FRP Agreement are hereby amended so that the references therein to column "B" of Schedule "A" is now deleted and replaced with each Participating Municipalities' revised proportionate share of Site Lease Costs, insurance and maintenance/support costs set out in the column entitled "new quarterly" in the table attached hereto at Appendix "A".

**2. No Change to System Capital Costs**

Despite anything herein, and for greater certainty, nothing in this Amending Agreement alters, changes, increases or decreases each of the Participating Municipalities' liability for its proportionate share of System Capital Costs calculated and agreed to on the date the FRP Agreement was executed.

**3. Capitalized Terms.**

Unless otherwise specifically defined herein, capitalized words in this Amendment Agreement shall have the same meaning given to them in the FRP Agreement.

**4. Effective Date of Amendment**

The amendment herein to the FRP Agreement shall be effective as of October 1<sup>st</sup>, 2020.

**5. Effect of Amendment**

The terms and conditions of the FRP Agreement shall continue in full force and effect as amended hereby. The FRP Agreement and this Amendment Agreement shall be read, taken and construed as one and the same instrument. Upon this Amendment Agreement becoming effective, each reference in the FRP Agreement to this "Agreement" shall mean and be a reference to the FRP Agreement as amended hereby.

**6. Counterparts, Electronic Signatures**

This Amendment Agreement to the FRP Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which taken together shall constitute one and the same agreement. It shall not be necessary in making proof of this Amendment Agreement to produce or account for more than one such counterpart. A signature of a Party transmitted to the other Party by facsimile, PDF or other electronic means shall constitute the original signature of such Party for all purposes.

**7. Inconsistency**

In the event of an inconsistency between this Amendment Agreement and the provisions of the FRP Agreement, the provisions of this Amendment Agreement shall prevail to resolve the inconsistency.

The Parties have executed this Amendment Agreement on this 30th day of October, 2020.

The Corporation of the Municipality of Brooke-Alvinston	<hr/> <b>Mayor</b>	<hr/> <b>Clerk</b>
---	--------------------	--------------------



## APPENDIX "A"

### REVISED CONTRIBUTIONS TO SITE LEASE COSTS AND INSURANCE

Fire Radio System - Cost Allocation to participating Municipal Corporations

	# Stations	% Allocation	Current Quarterly	# Stations	% Allocation	New Quarterly	Difference	
			Charges \$			Charges \$	\$	%
Brooke-Alvinston	2	8.8	3,385.53	1	4.5	1,769.71	-1,615.82	-47.7
Enniskillen								
Dawn-Euphemia	1	4.3	1,692.76	1	4.5	1,769.71	76.94	4.5
Lambton Shores	5	21.7	8,463.82	5	22.7	8,848.54	384.72	4.5
Petrolia	1	4.3	1,692.76	1	4.5	1,769.71	76.94	4.5
Plympton-Wyoming	2	8.8	3,385.53	2	9.0	3,539.41	153.89	4.5
St. Clair	6	26.1	10,156.58	6	27.2	10,618.24	461.66	4.5
Point Edward	1	4.3	1,692.76	1	4.5	1,769.71	76.94	4.5
Oil Springs	1	4.3	1,692.76	1	4.5	1,769.71	76.94	4.5
Warwick	2	8.8	3,385.53	2	9.0	3,539.41	153.89	4.5
Walpole Island First Nations	1	4.3	1,692.76	1	4.5	1,769.71	76.94	4.5
Chippewas of Kettle & Stony Point	1	4.3	1,692.76	1	4.5	1,769.71	76.94	4.5
	23	100.0	38,933.56	22	100.0	38,933.56	0.00	0.0

Quarterly Charges Include:

Tower leases & operating expenses	21,227.28
System Support Fee	17,706.28
	38,933.56



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Update on the Normal Farm Practices Hearing (Buurma vs Brooke-Alvinston)  
**Meeting:** Council - 12 Nov 2020  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That this report be received and filed for information.**

### Background:

David Buurma filed an application with the Normal Farm Practices Board for a hearing under Section 6 of the Farming and Food Production Protection Act, 1998. The application relates to the Municipality's Zoning By-law 9 of 2013 and Tidy Yard By-law 35 of 2019 which the applicant alleges is restricting a normal farm practice at 8123 Churchill Line.

The first prehearing conference was scheduled on May 8, 2020 - this meeting addressed procedural and other matters relating to the application. It was held via teleconference.

The second prehearing conference was scheduled on October 22, 2020- this meeting addressed other matters relating to the application by David Buurma. It was held via video conference. Mayor Ferguson and Deputy Mayor Nemcek also attended this meeting. As a result of this meeting, a procedural order was issued and mailed to residents within 120 m of 8123 Churchill Line. The Procedural Order is a public document .

The application will be heard by video conference March 8, 2021. The meeting could proceed the full week as well as the week of March 22-26, 2021 if needed.

### Comments:

The notice of the electronic hearing is attached. The Townships of Warwick and Dawn-Euphemia have also been named however the Board selected to hear only one application as all three show similarities. Brooke Alvinston was selected.

### Financial Considerations:

Costs incurred to date are \$11,344.79 (Brooke-Alvinston's share)

### ATTACHMENTS:

[Notice of Electronic Hearing David Buurma v Mun of Brooke Alvinston](#)

Normal Farm Practices  
Protection Board  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: (519) 826-3433  
Fax: (519) 826-4232  
Email: NFPPB@ontario.ca

Commission de protection des pratiques  
agricoles normales  
1 Stone Road West  
Guelph (Ontario) N1G 4Y2  
Tél.: (519) 826-3433  
Télééc.: (519) 826-4232  
Courriel: NFPPB@ontario.ca



FILE NO.: 003DavidBuurma20  
DATE: 20201026

**IN THE MATTER OF the *Farming and Food Production Protection Act, 1998***

**AND IN THE MATTER OF an application to the Board, under Section 6 of the Farming and Food Production Protection Act, for a determination as to whether municipal by-laws are restricting a normal farm practice**

**AND IN THE MATTER OF an electronic hearing to be held pursuant to the *Hearings in Tribunal Proceedings (Temporary Measures) Act, 2020***

<b>BETWEEN:</b>	)	
	)	
David Buurma	)	Represented by Eric David
	)	
Applicant	)	
	)	
<b>– and –</b>	)	
	)	
The Municipality of Brooke-Alvinston	)	Represented by Peter Pickfield
	)	
	)	
Respondent	)	
	)	
	)	
	)	

**NOTICE OF ELECTRONIC HEARING**

**TAKE NOTICE** of the Electronic Hearing to be held by the Normal Farm Practices Protection Board in this matter beginning at **10:00 a.m.** on **Monday, March 8, 2021** by way of video conference. To participate in this hearing, please accept the Zoom meeting calendar appointment with connection instructions.

The hearing is open to the public.

**AND FURTHER TAKE NOTICE THAT** the Tribunal has ordered that this matter will be heard virtually by video conference. If any party has an objection to the hearing proceeding by video conference, that party shall notify the Board and all other parties of its objection within three business days of receiving the Notice of Electronic Hearing. If a party objects, the Board will give directions for the hearing of a motion to determine whether the holding of an electronic hearing will significantly prejudice the objecting party.

**AND FURTHER TAKE NOTICE THAT** anyone who wishes to be added as a party pursuant to section 6(8) of the Act may bring a motion for that purpose by Monday, December 14, 2020. Evidence that such person will be directly affected by the decision of the Board must support the motion.

**AND FURTHER TAKE NOTICE THAT** Per Rule 55 of the Board's Rules of Practice and Procedure, any person having relevant testimony may, with the Board's permission, testify and be cross-examined without becoming a party to the hearing or being called as a witness by a party.

**AND FURTHER TAKE NOTICE THAT** Per Rule 56 of the Board's Rules of Practice and Procedure, any person who does not wish to be a party to the hearing or testify but who wishes to make his or her views regarding the hearing known to the Board may file with the Board, before the commencement of the hearing, a written submission commenting on the hearing, which describes the nature of the person's interest in the hearing and states clearly his or her views regarding the hearing, together with any relevant information that may be useful in explaining or supporting those views.

**AND FURTHER TAKE NOTICE THAT** if you do not attend at this Hearing, the Tribunal may proceed in your absence and you will not be entitled to any further notice in the proceedings.

**AND FURTHER TAKE NOTICE THAT** if you are a participant in this proceeding and have specific accommodation needs due to a disability, please contact the Board Secretary at 519-835-4172 at least ten business days before the hearing.

**AND FURTHER TAKE NOTICE THAT** decisions of the Board are a matter of public record and available on the CanLII website at the following internet link [www.canlii.ca/en/on/nfppb/](http://www.canlii.ca/en/on/nfppb/), or upon request to the Board.

**IF YOU WISH TO ACTIVELY PARTICIPATE** in this hearing and have not been named as a party, OR if you have any questions concerning this hearing, please contact the Board Secretary at (519) 835-4172 or via email at [Rebecca.Moffat-Vallee@ontario.ca](mailto:Rebecca.Moffat-Vallee@ontario.ca) .



Rebecca Moffat-Vallée  
Board Secretary

Dated at Guelph, Ontario this 26<sup>th</sup> day of October, 2020.

**TO:**  
Daviduurma

c/o Eric Davis  
Miller Thomson LLP  
Accelerator Building  
295 Hagey Blvd, Suite 300  
Waterloo, ON N2L 6R5

**AND TO:**

Eric Davis  
Miller Thomson LLP  
Accelerator Building  
295 Hagey Blvd, Suite 300  
Waterloo, ON N2L 6R5  
Email: [edavis@millერთhompson.com](mailto:edavis@millერთhompson.com)

**AND TO:**

Janet Denkers  
Clerk-Administrator  
Municipality of Brooke-Alvinston  
3236 River Street, P.O. Box 28  
Alvinston, ON N0N 1A0  
Email: [jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)

**AND TO:**

Peter Pickfield  
Garrod Pickfield LLP  
221 Woolwich Street  
Guelph, ON N1H 3V4  
Email : [pickfield@garrodpickfield.ca](mailto:pickfield@garrodpickfield.ca)  
Cc Email : [cleger@garrodpickfield.ca](mailto:cleger@garrodpickfield.ca)

**Pursuant to subsection 6(9) of the Farming and Food Production Protection Act, every owner of land that is within 120 metres of the area in which the farm practice is being exercised and is in the municipality that has passed the by-law receives a copy of this Notice of Hearing.**









## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Kennel Licence - Alvinston  
**Meeting:** Council - 12 Nov 2020  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the request for a kennel licence at 3313 River Street in Alvinston be denied.**

### Background:

In accordance with municipal by-laws, only two dogs are allowed per residence. Three sorts of kennel licences may be obtained. A request has been made for a kennel licence at 3313 River Street in Alvinston.

### Comments:

In accordance with By-law 5 of 2017:

**Kennel** – means any part of a lot, building, structure or establishment where more than two dogs are kept;

**Boarding Kennel**-a facility which provides shelter and care for dogs, under contract, shall for the purposes of this by-law;

**Breeding Kennel**-a facility in which dogs are kept for breeding purposes and are registered with an association incorporated under the Animal Pedigree Act (Canada);

**Personal Use Kennel**-any property in which more than two dogs are kept indoors for show purposes or outside for working purposes (hunting) only.

**Kennel License** – shall mean a certificate issued by the municipality to the owner of a kennel of dogs being either a Boarding Kennel, Breeding Kennel or Personal Use Kennel;

In accordance with the Municipal Zoning By-law, 250 m must separate a kennel from a residential home. The subject property is 10 m to the closet neighbouring property. Kennels are intended in the agricultural areas, not residential areas.

### Financial Considerations:

None associated with this report.

### ATTACHMENTS:

[Kennel Request](#)



# APPLICATION FOR KENNEL LICENCE IN THE MUNICIPALITY OF BROOKE-ALVINSTON

LICENCE FEE: \$100.00 LICENCE VALID FOR ONE CALENDAR YEAR

**Kennel** – means any part of a lot, building, structure or establishment where more than two dogs are kept; **Boarding Kennel**-a facility which provides shelter and care for dogs, under contract, shall for the purposes of this by-law; **Breeding Kennel**-a facility in which dogs are kept for breeding purposes and are registered with an association incorporated under the Animal Pedigree Act (Canada); **Personal Use Kennel**-any property in which more than two dogs are kept indoors for show purposes only or for personal enjoyment, or for predator control

(PLEASE PRINT)

DATE: October 9/20 KENNEL REGISTRATION NUMBER: \_\_\_\_\_

personal Kennel

ANNUAL RENEWEL

NEW KENNEL

NAME OF APPLICANT: Prisilla McKinlay

PHONE NUMBER: \_\_\_\_\_ EMAIL ADDRESS: prilly38@gmail.com

KENNEL ADDRESS: 3313 River St. Alvinston Ont.

1. IF ACCESSORY BUILDING OR OUTSIE OF MAIN DWELLING:

a) DISTANCE FROM THE NEAREST NEIGHBOURING DWELLING:  
9/10 METRES/FEET (circle one)

b) PLEASE ATTACH A SKETCH OF PROPERTY, INCLUDING DIMENSIONS.

2. HOW MAY DOGS AT KENNEL (AVG): 5 if approved  
BREED: chihuahuas

3. ARE YOU REGISTERED WITH A KENNEL CLUB?  YES  NO  
PLEASE ATTACH A COPY OF CURRENT REGISTRATION

Please turn over

Hello,

7.3.

I am not a Kennel. I have currently 2 Chihuahuas. I would like to rescue 3 more in next 1-2 years. I would actually be keeping and owning them at my house if approved.

I love dogs and I want to save at least 3 more.

Please allow this. I can't bear to see them euthanised if I can give them a loving home. I have lots of experience with dogs.

Thank-you for your consideration

Priscilla McKinlay



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Digital Mainstreet Program  
**Meeting:** Council - 12 Nov 2020  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### **Recommendation:**

**That this report be received and filed.**

### **Background:**

At the September 24, 2020 regular session of Council, under new business, the Clerk-Administrator reported that the Sarnia Lambton Economic Group intended to apply for a Digital Mainstreet Grant to have a Digital Service Squad member for 1 year. If approved, there would be an opportunity to have a team member work in the Brooke-Alvinston Office to assist local businesses on digital tools such as social media, e-commerce, business listings and online tools for the Digital Mainstreet website.

### **Comments:**

On October 22nd, we were advised that the program was approved and there will be one person working from the Brooke-Alvinston office 1 day per week for 16 weeks. The placement will begin on November 16th and the person will be working out of the Council Chambers on Mondays thereafter.

The squad member will be meeting with local businesses to assist them achieve digital transformation (if they wish) and to assist with other technical aspects of their businesses including a free 360 phot tour of their business.

### **Financial Considerations:**

None associated with this report.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Appreciation to Volunteers and Groups  
**Meeting:** Council - 12 Nov 2020  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the following organizations receive donations in the amount of \$150: Alvinston & District Optimist Club, Brooke-Alvinston Agricultural Society, Rodeo Committee, Alvinston Legion, Alvinston Legion Ladies Auxiliary, Arts & Activity Group, Alvinston Firemen's Association;**

**AND that the PARC committee members select an organization to designate a \$100 donation on their behalf to;**

**AND that \$50 gift cards to local businesses be purchased for Brooke Fire Rescue volunteers, municipal staff and Council.**

### Background:

Due to COVID-19, appreciation events have been cancelled. In recognizing the efforts of the volunteers in each of the committees and clubs, the above mentioned recognition has been proposed.

### Comments:

#### **SERVICE CLUBS & GROUPS**

The fundraising and non fundraising committees have all suffered from the lack of special events, or functions in 2020. Monetary contributions at this time would assist the clubs and organizations to keep their activities going in the community. Although some organizations have held various virtual events, the financial assistance would still be appreciated. The volunteers of these organizations maintain the vitality of Brooke-Alvinston and it is appreciated.

#### **MILESTONE ACCOMPLISHMENTS**

Outside of this group are the staff and volunteers of Brooke Fire Rescue who have achieved a milestone in their service. They are:

Bill Oke, Brooke Fire Rescue, 20 years  
 Chris Knight, Brooke Fire Rescue, 20 years  
 Paul Mahovolich, Brooke Fire Rescue, 20 years  
 Leonard Mitchell, Parks & Recreation, 15 years  
 Morris Werden, Public Works Department, 10 years

#### **STAFF, BFR, PARC COMMITTEE & COUNCIL**

An alternate method of appreciation to staff, Council and Brooke Fire Rescue members could be gift cards to local establishments to show appreciation and support local businesses.

**Financial Considerations:**

Appreciation gestures are within the 2020 budgeted numbers.



## Council Staff Report

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**To:** Mayor Ferguson and Members of Council  
**Subject:** Potential Development in Inwood  
**Meeting:** Council - 12 Nov 2020  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### **Recommendation:**

**That the attached report from the County Planner be received and filed and comments forwarded to the property owner.**

### **Background:**

Roger DeBruin, property owner of 3202 Park Street is inquiring about development at the rear of his property. His letter was forwarded to the Planner for comment.

### **Comments:**

Attached is the correspondence from Mr. DeBruin and the Planner.

### **Financial Considerations:**

None associated with this report

### **ATTACHMENTS:**

[Memo to Council re 3202 Park Street](#)  
[Dear Mayor and Council - Inwood](#)



## Planning & Development Services Department

789 Broadway Street, Box 3000  
Wyoming, ON N0N 1T0

Telephone: 519-845-0801

Toll-free: 1-866-324-6912

Fax: 519-845-3817

November 6, 2020

Municipality of Brooke-Alvinston  
3236 River St, Box 28  
Alvinston, ON N0N 1A0

Attention: Janet Denkers, Clerk

Dear Madame:

Re: Letter to Council regarding 3202 Park Street  
Municipality of Brooke-Alvinston

I am providing this memo in regards to a letter that has been submitted Roger DeBruin, Mr. DeBruin is the owner of 3202 Park St. in Inwood. Mr. DeBruin has raised a number of questions regarding the potential development of the property. These include:

He has asked what is permissible with regards to the back portion of 3202 Park Street or perhaps in combination with the vacant lands that abut the east and north side of his property.

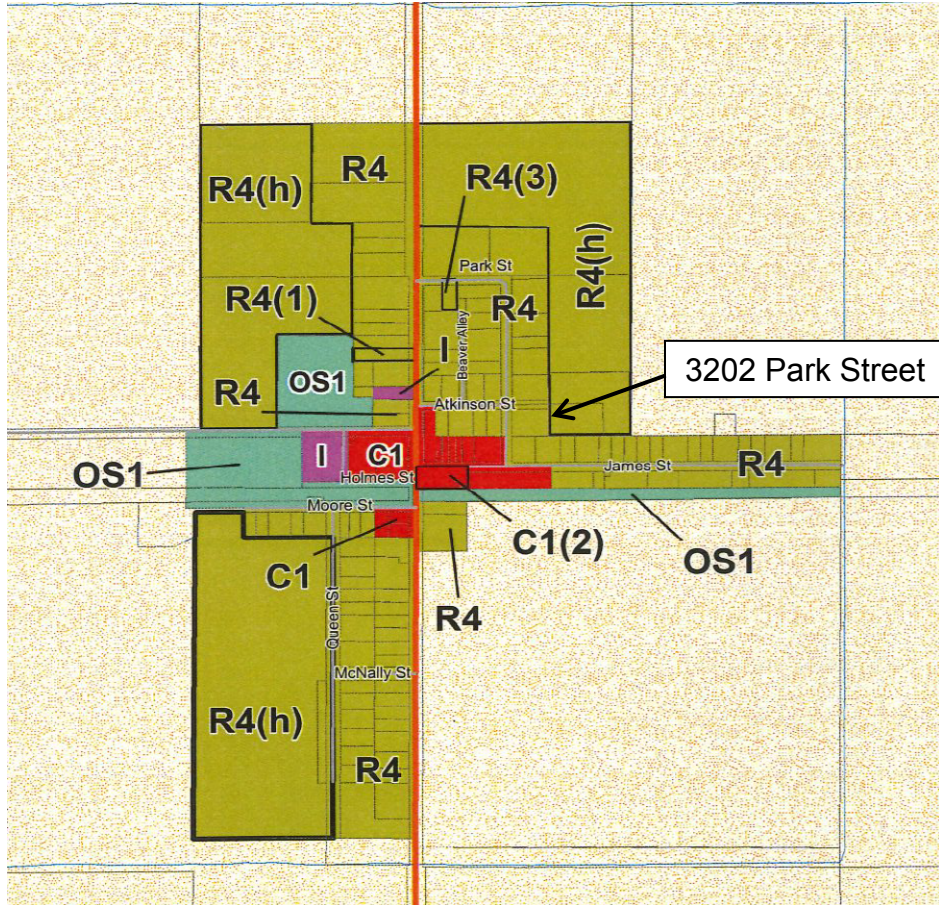


As shown below, the rear portion of 3202 Park Street and the abutting lands are zoned "Residential 4 (R4)" with a holding symbol. The "R4" zone allows single-detached dwellings, day nurseries and bed and breakfasts. Section 9.2 of the Zoning By-law states



that the provisions for removing holding symbol are: *To ensure the orderly development of lands and the adequate provision of municipal services, the "H" symbol shall not be deleted until a subdivision agreement or development agreement is entered into, for the lands in question, with the municipality.*

Therefore, the Municipality expects the development of the lands to proceed through the plan of subdivision process. A multi-lot severance process might be considered if only a few (i.e. 4 or less) lots are to be created.



Mr. DeBruin has asked whether Atkinson Street should be extended into the rear portion of the property and how the extension of the street and the municipal services would be funded. Atkinson Street is an unopened road allowance that is intended to eventually be extended to serve the development of the area behind the existing dwellings along the east side of Park Street. The road allowance abuts Mr. DeBruin's property and the neighbouring property. Therefore, these properties would need to be merged or reconfigured so that adequate land is available to accommodate the road extension. Costs related to the extension of the street and municipal services would be the responsibility of the developer/owner of the property.

Council has been asked whether it would consider changing the zoning of both properties property to allow for a dwelling containing six (6) or eight (8) units. Alternatively, would

Council consider rezoning the rear portion of 3202 Park Street for a six (6) unit dwelling. The property is not currently zoned to permit these uses. And, the Official Plan encourages medium density residential uses to be located in proximity to a collector or arterial road. Atkinson Street and Park Street are local streets. There may be other policies in the Official Plan that would need to be considered. While a rezoning of the property might be considered, any development would need to be designed so that access to the larger vacant parcels to the north is not restricted. Other issues may be identified during the review of a rezoning application. I am not able to provide an opinion concerning the likelihood of a rezoning application being successful.

Those are my initial comments on this matter. More extensive comments would be offered at the time a specific and detailed development proposal is submitted.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Nesbitt". The signature is written in a cursive, flowing style.

Rob Nesbitt, MCIP RPP  
Senior Planner

Dear Mayor and Council:

My name is Roger DeBruin and I am the owner of 3202 Park St. in Inwood.

The lot is 1.48 acres and has 2 separate PIN numbers.

The front portion of the lot fronts on Park St. 129.80 ft and sides on Atkinson St. 173.55 ft and is zoned as R-4.

The back portion is 156.22 ft wide and 260 ft in length and is zoned R-4-H. Atkinson St. dead ends at the beginning of the back portion.

The total length with both lots is 433.77 ft.

With regards to zoning, I can appreciate the reasons council added the "H" to the R-4 on the back portion of the lot and shows councils consideration for the future of Inwood.

I would like some clear direction as to what is permissible by Council with regards to the back portion or perhaps both lots combined.

For instance:

-If both lots combined is 433.77 ft and it was divided into 6 lots of 72.29 ft by 129.80 ft deep would that be permissible?

-If the front lot R-4 was to remain 129.80 ft x 173.55 ft and the back portion R-4-H divided into 4 lots of 65.05 ft x 129.80 ft deep would that be permissible?

-How would Council like to see Atkinson St. continue into the lot and how would the street and the services to the lots be funded?

-Would Council consider changing the zoning to allow for a multi unit dwelling for example " a six (6) or eight (8) plex with both lots combined or a six (6) plex on the R-4-H portion and a residential lot on the front portion?

Your thoughts and considerations are appreciated.

The very best regards,

Roger DeBruin



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Consideration of the Elliott Tait Drain  
**Meeting:** Council - 12 Nov 2020  
**Department:** Clerks  
**Staff Contact:** Ray Dobbin, Engineer

### **Recommendation:**

**That Council give first and second reading of the Elliott Tait Drain and proceed to the Court of Revision.**

### **Background:**

The meeting to consider the Elliott Tait Drain was held on Thursday, October 29, 2020. In attendance were: Carl Martin, Dennis Dudley, Councillor Deans, Drainage Superintendent David Moores and Engineer Ray Dobbin.

### **Comments:**

There were no concerns expressed with regards to the report. Should Council approve, the Court of Revision could be set for the December 10, 2020 Council meeting.

### **Financial Considerations:**

The estimated cost of the drain is \$23,038.

RECEIVED  
OCT 30 2020



The Corporation of the Municipality of Brooke-Alvinston  
REQUEST FOR MAINTENANCE / REPAIR / IMPROVEMENT  
(Drainage Act, R.S.O. 1990, Chapter D.17)

I hereby give notice that the M'Intyre/Weed Drain is out of repair and request that:

- Maintenance (preservation of a drainage works) or repair (restoration of a drainage works to its original condition) be performed under the provisions of Section 74 of the Drainage Act, R.S.O 1990, Chapter D.17.
- The drain be improved (modification of or an addition to a drainage works intended to increase the effectiveness of the system) under the provisions of:

\_\_\_ Section 77, (without an Engineer's Report and total cost not exceeding \$4,500.00)

\_\_\_ Section 78, (with an Engineer's Report)

(of the Drainage Act, R.S.O. 1990, Chapter D.17)

The following work is required:

culvert replacement

Property Description: Lot 13 Concession 9 Roll Number \_\_\_\_\_

911 address \_\_\_\_\_

Dated at the Municipality of Brooke-Alvinston this 05 day of Oct, 2020

Don Gilroy  
Name-please print

\_\_\_\_\_  
Name-please print

Don Gilroy  
Signature

\_\_\_\_\_  
Signature

Telephone# \_\_\_\_\_  
Home

\_\_\_\_\_  
Cell

Email address: dongilroy@brktel.on.ca

Additional Comments if any:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



4218 Oil Heritage Road  
 Petrolia, Ontario, N0N 1R0  
 Phone: (519) 882-0032 Fax: (519) 882-2233  
 www.dobbineng.com

November 5, 2020

The Mayor and Council  
 Municipality of Brooke-Alvinston  
 3236 River Street  
 Alvinston, ON  
 N0N 1A0

**Re: McIntyre Weed Drain Maintenance**

Four (4) sealed tenders for the McIntyre Weed Drain were received and opened on November 5, 2020 at the Municipality of Brooke-Alvinston Municipal Office.

Following the tender opening, the schedule of tender prices from each bid was reviewed by David Moores, Drainage Superintendent to ensure correct unit price extensions and total tender prices. Following are the confirmed, corrected, tender prices submitted (including HST):

- |                         |            |
|-------------------------|------------|
| • Bruce Poland and Sons | \$15782.59 |
| • J & L Henderson       | \$17808.80 |
| • McNally Excavating    | \$20501.54 |
| • GM Construction       | \$28396.90 |

Based on this review, the bid from Bruce Poland and Sons in the amount of \$15782.59 including HST is the lowest price tendered, and meets all of the requirements stipulated in tender documents. Therefore, I recommend that the tender be awarded to Bruce Poland and Sons for work on the McIntyre Weed Drain.

Regards,

A handwritten signature in black ink that reads 'D. Moores'.

David Moores  
 Drainage Superintendent / Project Manager  
 R. Dobbin Engineering Inc.

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>ASSETS &amp; LIABILITIES</b>					
01-0000-0020	003365 KIM MYERS	OCT2020 CANCELED BOOKING-COVID 19	10-09-20	10-09-20	225.00
01-0000-0020	003370 AMY DYMOND	OCT2020 RENTAL CANCELLATION-COVID19	10-23-20	10-23-20	225.00
Account Total					450.00
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	OCT2020 BENEFITS	10-01-20	10-01-20	4.34
01-0000-0609	002573 TRICKEY ET AL TAX TEAM INC.	14598 TAX ARREARS CERTIFICATE	10-09-20	10-09-20	1,101.75
01-0000-0609	002573 TRICKEY ET AL TAX TEAM INC.	14599 TAX ARREARS CERTIFICATE	10-09-20	10-09-20	1,327.75
Account Total					2,429.50
01-0000-0629	003370 AMY DYMOND	OCT2020 RENTAL CANCELLATION-COVID19	10-23-20	10-23-20	250.00
01-0000-0629	003370 AMY DYMOND	OCT2020 RENTAL CANCELLATION-COVID19	10-23-20	10-23-20	75.00
Account Total					325.00
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	SEP2020 DEDUCTIONS	10-01-20	10-01-20	16,296.33
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	SEP2020 WSIB PREMIUM	10-01-20	10-01-20	2,916.14
01-0000-2292	000370 MINISTER OF FINANCE -EHT	SEP2020 EMPLOYER HEALTH TAX	10-01-20	10-01-20	1,334.44
Account Total					4,250.58
Department Total					23,755.75
<b>LICENCES, PERMITS, RENTS</b>					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	-425.00
Department Total					-425.00
<b>GOVERNANCE</b>					
01-0240-7303	002598 DAVID FERGUSON	OCT2020 PHONE	10-01-20	10-01-20	30.00
01-0240-7306	002598 DAVID FERGUSON	OCT2020 MILEAGE	10-01-20	10-01-20	69.55
01-0240-7398	000279 BMO BANK OF MONTREAL	8180-MASTERCARD ZOOM MEETINGS	10-09-20	10-09-20	22.60

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0240-7610	002953 CHRISTMAS FOR EVERYONE	2020CHRISTMAS CHRISTMAS FOR EVERYONE	10-22-20	10-22-20	200.00
Department Total					322.15
<b>COUNCIL SUPPORT</b>					
01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	OCT2020 BENEFITS	10-01-20	10-01-20	917.07
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	59.94
Department Total					977.01
<b>CORPORATE MANAGEMENT</b>					
01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	OCT2020 BENEFITS	10-01-20	10-01-20	1,273.78
01-0250-7301	000165 MANLEY'S BASICS	1091061 OFFICE SUPPLIES	10-22-20	10-22-20	28.93
01-0250-7301	000279 BMO BANK OF MONTREAL	4621-MASTERCARD COVID WIPES	10-09-20	10-09-20	7.90
Account Total					36.83
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	56.49
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	247.90
Account Total					304.39
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	17814 IT SUPPORT & LICENCING	10-09-20	10-09-20	455.33
01-0250-7310	003264 REDCHAIR	3463 WEBSITE HOSTING	10-09-20	10-09-20	293.80
01-0250-7310	000279 BMO BANK OF MONTREAL	8180-MASTERCARD BATTERY BACK UPS	10-09-20	10-09-20	137.83
01-0250-7310	002691 EASYPAY	OCT2020 PAYROLL PROGRAM	10-30-20	10-30-20	355.00
Account Total					1,241.96
01-0250-7340	003275 STRATHROY WELDING & REPAIRS	179427 FIX RAILING	10-16-20	10-16-20	402.28
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	92659 MATS	10-14-20	10-14-20	38.98
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	92661 MATS	10-14-20	10-14-20	42.37
01-0250-7340	000112 NUTECH PEST SERVICES	9828 PEST CONTROL	10-09-20	10-09-20	47.46
Account Total					531.09



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01-0250-7341	000132 A-1 SECURITY SYSTEMS	141728 SECURITY SYSTEM MONITORING	10-22-20	10-22-20	541.72
Department Total					3,929.77
<b>FIRE STATION - ALVINSTON</b>					
01-0411-7117	003366 JENNY REDICK	OCT2020 CVFSA CLAIM	10-14-20	10-14-20	5,000.00
01-0411-7117	003367 SHAWN REDICK	OCT2020 CVFSA CLAIM	10-14-20	10-14-20	5,000.00
Account Total					10,000.00
01-0411-7120	002402 KYIS EMBROIDERY	19021 SHOULDER CRESTS FOR UNIFORMS	10-09-20	10-09-20	367.25
01-0411-7150	003196 HENRY RECKER	18586 DRIVERS MEDICAL	10-16-20	10-16-20	125.00
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	69.59
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	60.66
Account Total					130.25
01-0411-7330	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN157366 FIRE PREVENTION WEEK MATERIAL	10-09-20	10-09-20	255.68
01-0411-7340	002250 CPE SERVICES	14513 REPAIR LIGHT-CYLINDER FILL STN	10-16-20	10-16-20	271.25
01-0411-7340	003364 R & C CLEANING	SEPT-2020 FIREHALL CLEANING	10-09-20	10-09-20	60.00
Account Total					331.25
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	299035 STN FLAG	10-16-20	10-16-20	40.67
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	299475 STN FLAGS	10-16-20	10-16-20	67.79
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	300759 EQUIPMENT THERMOMETER BATTERY	10-16-20	10-16-20	25.40
01-0411-7345	003177 INGENIOUS SOFTWARE	7416 FIRE PRO SERVICE CONTRACT	10-30-20	10-30-20	1,312.22
Account Total					1,446.08
01-0411-7351	000279 BMO BANK OF MONTREAL	8180-MASTERCARD ZOOM MEETINGS	10-09-20	10-09-20	22.60
01-0411-7360	003232 CANADIAN IPG CORPORATION	CORUN-00434312 MEDICAL SUPPLIES	10-09-20	10-09-20	142.95

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7365	000131 BEARCOM CANADA CORP	5091537 REPROGRAM TO BROOKE CHANNEL	10-16-20	10-16-20	88.99
01-0411-7372	000168 WATFORD AUTO PARTS	5329-205392 REPLACEMENT TRUCK BATTERY	10-09-20	10-09-20	201.94
Department Total					13,111.99
<b><u>FIRE STATION - INWOOD</u></b>					
01-0412-7120	002402 KYIS EMBROIDERY	19021 SHOULDER CRESTS FOR UNIFORMS	10-09-20	10-09-20	367.25
01-0412-7120	002873 UNIFORM UNIFORMS / 835090 ONTATIO LTD	51386 UNIFORMS FOR FF PAST PROBATION	10-30-20	10-30-20	1,701.22
Account Total					2,068.47
01-0412-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	46.39
01-0412-7330	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN157366 FIRE PREVENTION WEEK MATERIAL	10-09-20	10-09-20	255.69
01-0412-7345	003177 INGENIOUS SOFTWARE	7416 FIRE PRO SERVICE CONTRACT	10-30-20	10-30-20	646.32
Department Total					3,016.87
<b><u>POLICE</u></b>					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2107 MONTHLY POLICING	10-01-20	10-01-20	34,018.84
Department Total					34,018.84
<b><u>PROTECTIVE INSPECTION &amp; CONTROL</u></b>					
01-0440-7420	003317 PICKFIELD LAW PROFESSIONAL CORPORATI	10255 NFP LEGAL COSTS	10-16-20	10-16-20	3,437.74
01-0440-7470	002223 COUNTY OF LAMBTON	33922 BUILDING INSPECTION CHARGES	10-14-20	10-14-20	2,470.00
01-0440-7470	002223 COUNTY OF LAMBTON	33922 BUILDING INSPECTION CHARGES	10-14-20	10-14-20	656.10
Account Total					3,126.10
01-0440-7472	000175 VICKI KYLE	OCT2020 ANIMAL CONTROL SERVICES	10-09-20	10-09-20	885.72
01-0440-7476	002223 COUNTY OF LAMBTON	33923 PROPERTY STANDARDS OFFICER	10-14-20	10-14-20	325.00
01-0440-7476	002223 COUNTY OF LAMBTON	33923 PROPERTY STANDARDS OFFICER	10-14-20	10-14-20	77.76

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0440-7476	002223 COUNTY OF LAMBTON	33924 PROPERTY STANDARD CHARGES	10-14-20	10-14-20	1,134.17
		Account Total			1,536.93
		Department Total			8,986.49
<b>EMERGENCY MEASURES</b>					
01-0450-7301	002223 COUNTY OF LAMBTON	33975 911 SIGNS	10-30-20	10-30-20	29.00
		Department Total			29.00
<b>RP - PATCHING COLD/HOT MIX</b>					
01-0501-7301	002812 INNOVATIVE SURFACE SOLUTIONS	INV54289 COLD PATCH	10-09-20	10-09-20	5,390.24
01-0501-7401	000115 LLOYD'S PAVING (WYOMING) LIMITED	895-8247 SPRAY PATCHING-CHURCHILL LINE	10-09-20	10-09-20	34,034.53
		Department Total			39,424.77
<b>RT&amp;M - LINE PAINTING</b>					
01-0546-7401	002223 COUNTY OF LAMBTON	33966 LINE PAINTING	10-30-20	10-30-20	2,776.09
		Department Total			2,776.09
<b>RT&amp;M - DITCHING</b>					
01-0548-7401	003004 TOM PARKS	200924A TILE CLEANING	10-09-20	10-09-20	316.40
		Department Total			316.40
<b>RT&amp;M - SIGNS</b>					
01-0550-7301	002022 E.S. HUBBELL HIGHWAY AND DRAINAGE	1022725 POSTS	10-30-20	10-30-20	970.44
		Department Total			970.44
<b>RT&amp;M - INTERSECTION LIGHTING</b>					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-1020 HYDRO	10-09-20	10-09-20	17.90
		Department Total			17.90
<b>OVERHEAD</b>					
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	OCT2020 BENEFITS	10-01-20	10-01-20	2,600.27
01-0560-7125	002345 WAYNE MCPHAIL	58988 WORKBOOTS	10-09-20	10-09-20	126.29

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01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	119.33
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	120.27
Account Total					239.60
01-0560-7304	003136 NAPA GLENCOE	130-463226 HOSE	10-09-20	10-09-20	154.45
01-0560-7304	003136 NAPA GLENCOE	130-464695 HANDLES, TESTER	10-09-20	10-09-20	60.74
01-0560-7304	000168 WATFORD AUTO PARTS	5329-206123 IMPACT GUN	10-16-20	10-16-20	545.78
01-0560-7304	002396 FASTENAL CANADA	ONST175570 TRAFFIC CONES	10-16-20	10-16-20	657.34
Account Total					1,418.31
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-1020 HYDRO	10-16-20	10-16-20	404.38
01-0560-7310	000131 BEARCOM CANADA CORP	5087659 GPS	10-09-20	10-09-20	305.10
01-0560-7340	000112 NUTECH PEST SERVICES	9830 PEST CONTROL	10-09-20	10-09-20	47.46
01-0560-7340	000112 NUTECH PEST SERVICES	9869 PEST CONTROL	10-30-20	10-30-20	47.46
Account Total					94.92
01-0560-7341	000132 A-1 SECURITY SYSTEMS	140811 ALARM ISSUES	10-09-20	10-09-20	266.68
01-0560-7398	000074 MACKENZIE OIL LIMITED	792636 FUEL	10-09-20	10-09-20	858.27
01-0560-7398	000074 MACKENZIE OIL LIMITED	792637 FUEL	10-09-20	10-09-20	519.48
01-0560-7398	000074 MACKENZIE OIL LIMITED	793061 FUEL	10-09-20	10-09-20	1,093.64
Account Total					2,471.39
Department Total					7,926.94
<b>06 STERLING PSD</b>					
01-0601-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
01-0601-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	31587 REPAIR	10-30-20	10-30-20	418.92
Account Total					825.72
Department Total					825.72

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<b>11 INTERNATIONAL</b>					
01-0603-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
01-0603-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	31549 RAD	10-09-20	10-09-20	3,621.66
01-0603-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	31570 REPAIRS	10-30-20	10-30-20	874.77
Account Total					4,903.23
Department Total					4,903.23
<b>18 WESTERN STAR</b>					
01-0604-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
01-0604-7372	000214 KARL'S TRUCK SERVICE	W69948 COOLER LINES	10-09-20	10-09-20	1,195.23
Account Total					1,602.03
Department Total					1,602.03
<b>97 CAT GRADER</b>					
01-0610-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
01-0610-7372	003136 NAPA GLENCOE	130-0464245 BATTERIES	10-09-20	10-09-20	792.74
01-0610-7372	003136 NAPA GLENCOE	130-464298 CREDIT BATTERIES	10-09-20	10-09-20	-135.60
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071343457 WINDOW, FILTERS	10-30-20	10-30-20	1,744.14
Account Total					2,808.08
Department Total					2,808.08
<b>93 CAT GRADER</b>					
01-0611-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
Department Total					406.80
<b>17 FORD 4X4</b>					
01-0620-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
Department Total					406.80
<b>11 GMC PICKUP</b>					
01-0621-7370	000074 MACKENZIE OIL LIMITED	0125364 GAS	10-09-20	10-09-20	166.27

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01-0621-7370	000074 MACKENZIE OIL LIMITED	792638 GAS	10-09-20	10-09-20	149.47
Account Total					315.74
Department Total					315.74
<b><u>19 FORD 4x4 PICKUP</u></b>					
01-0622-7370	000074 MACKENZIE OIL LIMITED	0125364 GAS	10-09-20	10-09-20	166.26
01-0622-7370	000074 MACKENZIE OIL LIMITED	792638 GAS	10-09-20	10-09-20	149.48
Account Total					315.74
Department Total					315.74
<b><u>WATER TANK &amp; TRAILER</u></b>					
01-0623-7372	000279 BMO BANK OF MONTREAL	9819-MASTERCARD MOTOR PARTS	10-09-20	10-09-20	94.86
Department Total					94.86
<b><u>DEERE TRACTOR LOADER</u></b>					
01-0630-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
01-0630-7372	000136 PODOLINSKY EQUIPMENT LTD	198707 COUPLERS	10-30-20	10-30-20	78.48
01-0630-7372	000136 PODOLINSKY EQUIPMENT LTD	201262 REPAIR ELECTRICAL CONNECTION	10-09-20	10-09-20	419.26
Account Total					904.54
Department Total					904.54
<b><u>CASE BACKHOE</u></b>					
01-0631-7372	000074 MACKENZIE OIL LIMITED	0314507-IN DESC-15W40 OIL	10-09-20	10-09-20	406.80
01-0631-7372	000068 KAL TIRE	873095426 TIRES	10-16-20	10-16-20	1,317.83
01-0631-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT43192 STRINGS & HOSES	10-09-20	10-09-20	105.73
Account Total					1,830.36
Department Total					1,830.36
<b><u>KUBOTA TRACTOR</u></b>					
01-0633-7370	000074 MACKENZIE OIL LIMITED	793063 FUEL	10-09-20	10-09-20	97.70
Department Total					97.70
<b><u>SMALL ENGINE EQUIPMENT</u></b>					

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01-0634-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT43192 STRINGS & HOSES	10-09-20	10-09-20	16.90
Department Total					16.90
<b><u>SWEEPER</u></b>					
01-0637-7372	000279 BMO BANK OF MONTREAL	9819-MASTERCARD BRUSHES	10-09-20	10-09-20	1,069.44
Department Total					1,069.44
<b><u>STREET LIGHTING - ALVINSTON</u></b>					
01-0751-7345	002991 BLUEWATER POWER SERVICES CORP	90054700 STREET LIGHT REPAIRS	10-16-20	10-16-20	887.84
Department Total					887.84
<b><u>STREET LIGHTING - INWOOD</u></b>					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-1020 HYDRO	10-09-20	10-09-20	521.04
Department Total					521.04
<b><u>SANITARY SEWER SYSTEM</u></b>					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	149.28
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000210551 SLUDGE REMOVAL	10-30-20	10-30-20	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000211410 SLUDGE REMOVAL	10-30-20	10-30-20	437.31
Account Total					874.62
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	5070 OPERATIONS CONTRACT	10-19-20	10-19-20	9,081.93
Department Total					10,105.83
<b><u>INWOOD SEWER SYSTEM</u></b>					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	49.76
Department Total					49.76
<b><u>WATERWORKS SYSTEM</u></b>					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	49.76
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	5070 OPERATIONS CONTRACT	10-19-20	10-19-20	8,094.28
Department Total					8,144.04

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<b>WASTE COLLECTION</b>					
01-0840-7481	003211 1528564 ONTARIO LTD	904343 LARGE ITEM DAY	10-30-20	10-30-20	7,436.81
01-0840-7481	003148 CHRIS CLARK	OCT2020 LABOUR FOR LARGE ITEM DAY	10-22-20	10-22-20	90.00
01-0840-7481	002969 JLH TRUCKING	T85924 LARGE ITEM DAY LOADER	10-30-20	10-30-20	395.50
01-0840-7481	002969 JLH TRUCKING	T86033 LARGE ITEM DAY LOADER	10-30-20	10-30-20	395.50
Account Total					8,317.81
Department Total					8,317.81
<b>CEMETERIES</b>					
01-1040-7683	000328 ST. JAMES CEMETERY	2020 YEARLY DONATION	10-22-20	10-22-20	150.00
01-1040-7683	002351 SAUNDERS CEMETERY	2020 YEARLY DONATION	10-22-20	10-22-20	150.00
Account Total					300.00
Department Total					300.00
<b>ALVINSTON COMMUNITY CENTRE</b>					
01-1635-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	OCT2020 BENEFITS	10-01-20	10-01-20	1,102.92
01-1635-7125	002654 ANDY PAVEY	OCT2020 WORKBOOTS	10-16-20	10-16-20	175.00
01-1635-7125	002035 RON HENDERSON	OCT2020 WORK BOOTS	10-30-20	10-30-20	56.47
Account Total					231.47
01-1635-7301	000165 MANLEY'S BASICS	1091512 OFFICE SUPPLIES	10-30-20	10-30-20	96.28
01-1635-7301	000165 MANLEY'S BASICS	1091527 OFFICE SUPPLIES	10-30-20	10-30-20	57.69
Account Total					153.97
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	112.43
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1020 PHONE & INTERNET SERVICE	10-09-20	10-09-20	131.48
Account Total					243.91
01-1635-7330	002481 JET ICE LIMITED	111727 PAINT	10-09-20	10-09-20	835.38
01-1635-7330	000048 WATFORD HOME HARDWARE / CARIS HARDV	133224 TAPE	10-09-20	10-09-20	12.62



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01-1635-7330	000279 BMO BANK OF MONTREAL	4621-MASTERCARD LOG BOOKS	10-09-20	10-09-20	146.90
01-1635-7330	000048 WATFORD HOME HARDWARE / CARIS HARDV	66290 HOSE ENDS	10-09-20	10-09-20	5.62
Account Total					1,000.52
01-1635-7340	002214 GERBER ELECTRIC LTD	00024297 BACKFLOW	10-09-20	10-09-20	1,683.14
01-1635-7340	000132 A-1 SECURITY SYSTEMS	141755 MONITORING REFRIGERATOR-BURG	10-30-20	10-30-20	595.96
01-1635-7340	000132 A-1 SECURITY SYSTEMS	141756 MONITOR FIRE	10-30-20	10-30-20	542.40
01-1635-7340	003029 MEGA-LAB	158471 COVID SANITIZER	10-30-20	10-30-20	229.39
01-1635-7340	003029 MEGA-LAB	158481 COVID SANITIZER	10-30-20	10-30-20	223.44
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	158816 CLIPS	10-09-20	10-09-20	9.70
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	3493 DUMPSTER	10-09-20	10-09-20	311.32
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	355277 SPRAYERS	10-09-20	10-09-20	79.05
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	66192 LEVEL, TAPE	10-09-20	10-09-20	39.53
01-1635-7340	003219 FASTSIGNS	684-57194 GLASS FOR OLYMPIA DOOR	10-30-20	10-30-20	1,015.76
01-1635-7340	000362 STATE CHEMICAL LTD	901703097 URINAL MATS	10-09-20	10-09-20	125.67
01-1635-7340	000362 STATE CHEMICAL LTD	901714424 WATER TREAT	10-16-20	10-16-20	186.21
01-1635-7340	000112 NUTECH PEST SERVICES	9829 PEST CONTROL	10-09-20	10-09-20	47.46
01-1635-7340	000112 NUTECH PEST SERVICES	9868 PEST CONTROL	10-30-20	10-30-20	47.46
01-1635-7340	002481 JET ICE LIMITED	OR66534 PAINT	10-30-20	10-30-20	283.64
Account Total					5,420.13
01-1635-7341	000074 MACKENZIE OIL LIMITED	793063 FUEL	10-09-20	10-09-20	97.71
01-1635-7372	003136 NAPA GLENCOE	130-464212 GLOVES, BELT	10-09-20	10-09-20	42.08
01-1635-7372	003359 WALLACE-KENT SPRINKLER SYSTEMS	14698 TEST BACKFLOW	10-09-20	10-09-20	282.50
01-1635-7372	000168 WATFORD AUTO PARTS	5259-206557 ANTIFREEZE	10-30-20	10-30-20	22.34

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7372	000168 WATFORD AUTO PARTS	5329-205825 BELT	10-16-20	10-16-20	21.92
Account Total					368.84
01-1635-7399	000279 BMO BANK OF MONTREAL	4621-MASTERCARD GIFT CARD	10-09-20	10-09-20	25.00
Department Total					8,644.47
<b>INWOOD COMMUNITY CENTER</b>					
01-1639-7306	000044 TOWNSHIP OF ENNISKILLEN	SEP2020-6482 WEIDMAN WATER	10-14-20	10-14-20	45.50
Department Total					45.50
<b>INWOOD LIBRARY</b>					
01-1642-7306	000044 TOWNSHIP OF ENNISKILLEN	OCT2020-6504 JAMES WATER	10-14-20	10-14-20	45.50
Department Total					45.50
<b>COMMERCIAL &amp; INDUSTRIAL</b>					
01-1820-7306	003217 MUN OF BROOKE-ALVINSTON - EFT	068391 WATER TOWER	10-09-20	10-09-20	41.94
01-1820-7399	003217 MUN OF BROOKE-ALVINSTON - EFT	OCT2020 LEGION MAILOUT	10-30-20	10-30-20	184.27
Department Total					226.21
<b>AGRICULTURE &amp; REFORESTATION</b>					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	176.2 DRAINAGE SUPERINTENDENT	10-19-20	10-19-20	3,296.21
Department Total					3,296.21
<b>TILE DRAINAGE</b>					
01-1850-7210	002515 MINISTRY OF FINANCE (TILE LOANS)	1-114154039-10 TILE DRAIN DEBENTURE 2010-11	10-14-20	10-14-20	51.60
01-1850-7210	002515 MINISTRY OF FINANCE (TILE LOANS)	627916-sep 1-118532039-6 & 1-119928081-4	10-14-20	10-14-20	21.00
Account Total					72.60
01-1850-7710	002515 MINISTRY OF FINANCE (TILE LOANS)	1-114154039-10 TILE DRAIN DEBENTURE 2010-11	10-14-20	10-14-20	858.72
Department Total					931.32
<b>ADMINISTRATION</b>					
20-0250-7401	000173 J.D. RENOVATIONS / JASON DENKERS	OCT-15-20 FIRE DOOR INSTALLED	10-19-20	10-19-20	3,411.11
Department Total					3,411.11

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b><u>BROOKE FIRE - INWOOD STATION</u></b>					
20-0412-8050	003074 A.J. STONE CO. LTD.	0000155794 SUPPLY HOLDER	10-16-20	10-16-20	1,006.82
			Department Total		1,006.82
<b><u>SHILOH LINE RECONSTRUCTION</u></b>					
20-0512-7301	000100 MCNAUGHTON HOME HARDWARE CENTRE	303461 PLATE TAMPER SHILOH	10-30-20	10-30-20	56.50
20-0512-7301	003151 ARMTEC	6-222709 CULVERTS-SHILOH LINE	10-09-20	10-09-20	44,025.20
20-0512-7301	000115 LLOYD'S PAVING (WYOMING) LIMITED	895-8249 CULVERT PATCHES-SHILOH LINE	10-09-20	10-09-20	3,149.54
			Account Total		47,231.24
			Department Total		47,231.24
<b><u>MAJOR CULVERT REPLACEMENTS</u></b>					
20-0513-7401	000101 B.M. ROSS AND ASSOCIATES LIMITED	19319 ENGINEER HILLY ROAD	10-09-20	10-09-20	2,849.76
20-0513-7401	000115 LLOYD'S PAVING (WYOMING) LIMITED	895-8248 FLOOD PLAIN-HILLY ROAD	10-09-20	10-09-20	7,403.76
			Account Total		10,253.52
			Department Total		10,253.52
<b><u>LA SALLE EAST</u></b>					
20-0514-7301	000115 LLOYD'S PAVING (WYOMING) LIMITED	895-8246 TAR & CHIP-PETROLIA LINE	10-09-20	10-09-20	182,449.80
			Department Total		182,449.80
<b><u>SIDEWALKS</u></b>					
20-0552-7301	000065 WANSTEAD FARMERS CO-OP CO. LTD.	200007017 GRASS SEED	10-30-20	10-30-20	168.09
20-0552-7301	000150 MELLIS CONSTRUCTION LTD	598180 SIDEWALKS	10-09-20	10-09-20	15,661.80
20-0552-7301	002136 COLDSTREAM CONCRETE LTD.	94154 CB TOPS FOR SIDEWALKS	10-30-20	10-30-20	1,602.31
			Account Total		17,432.20
			Department Total		17,432.20
<b><u>ALVINSTON PARKS</u></b>					
20-1620-7405	000279 BMO BANK OF MONTREAL	9819-MASTERCARD BOLTS, ETC	10-09-20	10-09-20	247.58
			Department Total		247.58
<b><u>COMMUNITY CENTRE</u></b>					

# Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
20-1635-8015	002312 JIM MIHALIK FLOORING & INSTALLATION	SEP2020 LABOUR FLOORING	10-09-20	10-09-20	6,605.98
20-1635-8016	000132 A-1 SECURITY SYSTEMS	140812 SHUT DOWN ALARM	10-09-20	10-09-20	207.92
20-1635-8016	000173 J.D. RENOVATIONS / JASON DENKERS	OCT-1-20 AUDITORIUM RENOVATIONS	10-19-20	10-19-20	25,925.47
Account Total					26,133.39
20-1635-8017	002214 GERBER ELECTRIC LTD	00024297 MANLIFT	10-09-20	10-09-20	339.00
20-1635-8017	002678 MUSICAL STRINGS'N'THINGS LTD.	B201009-01 SOUND SYSTEM	10-30-20	10-30-20	24,721.34
Account Total					25,060.34
Department Total					57,799.71
<b>MUNICIPAL DRAINS - CONSTRUCTION</b>					
20-2800-7341	000113 R DOBBIN ENGINEERING INC	145.20 ELLIOTT TAIT DRAIN	10-16-20	10-16-20	6,459.08
Department Total					6,459.08
<b>MUNICIPAL DRAINS - MAINTENANCE</b>					
20-2900-7401	003369 JAQUES FARM DRAINAGE	1794 WOODS DRAIN	10-22-20	10-22-20	4,040.51
20-2900-7401	003369 JAQUES FARM DRAINAGE	1795 HENDERSON DRAIN	10-22-20	10-22-20	688.27
20-2900-7401	002823 KT EXCAVATING	467 10-11 CONCESSION DRAIN	10-09-20	10-09-20	1,915.35
20-2900-7401	002823 KT EXCAVATING	474 8-9 CONCESSION DRAIN	10-19-20	10-19-20	2,293.34
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	521 ZIMMERMAN DRAIN	10-16-20	10-16-20	4,838.82
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	521 ROSS DRAIN	10-16-20	10-16-20	8,519.54
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	521-HB1 ZIMMERMAN DRAIN HOLDBACK	10-16-20	10-16-20	556.18
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	521-HB1 ROSS DRAIN HOLDBACK	10-16-20	10-16-20	979.26
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	521-HB2 ZIMMERMAN DRAIN HOLDBACK	10-16-20	10-16-20	166.86
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	521-HB2 ROSS DRAIN HOLDBACK	10-16-20	10-16-20	293.78
Account Total					24,291.91
Department Total					24,291.91

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
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Total Paid Invoices	487,515.42
Total Unpaid Invoices	59,336.43
Total Invoices	546,851.85

# Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

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

01-0000	ASSETS & LIABILITIES	23,755.75
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	322.15
01-0241	COUNCIL SUPPORT	977.01
01-0250	CORPORATE MANAGEMENT	3,929.77
01-0411	FIRE STATION - ALVINSTON	13,111.99
01-0412	FIRE STATION - INWOOD	3,016.87
01-0420	POLICE	34,018.84
01-0440	PROTECTIVE INSPECTION & CONTROL	8,986.49
01-0450	EMERGENCY MEASURES	29.00
01-0501	RP - PATCHING COLD/HOT MIX	39,424.77
01-0546	RT&M - LINE PAINTING	2,776.09
01-0548	RT&M - DITCHING	316.40
01-0550	RT&M - SIGNS	970.44
01-0551	RT&M - INTERSECTION LIGHTING	17.90
01-0560	OVERHEAD	7,926.94
01-0601	06 STERLING PSD	825.72
01-0603	11 INTERNATIONAL	4,903.23
01-0604	18 WESTERN STAR	1,602.03
01-0610	97 CAT GRADER	2,808.08
01-0611	93 CAT GRADER	406.80
01-0620	17 FORD 4X4	406.80
01-0621	11 GMC PICKUP	315.74
01-0622	19 FORD 4x4 PICKUP	315.74
01-0623	WATER TANK & TRAILER	94.86
01-0630	DEERE TRACTOR LOADER	904.54
01-0631	CASE BACKHOE	1,830.36
01-0633	KUBOTA TRACTOR	97.70
01-0634	SMALL ENGINE EQUIPMENT	16.90
01-0637	SWEEPER	1,069.44
01-0751	STREET LIGHTING - ALVINSTON	887.84
01-0752	STREET LIGHTING - INWOOD	521.04
01-0810	SANITARY SEWER SYSTEM	10,105.83
01-0811	INWOOD SEWER SYSTEM	49.76
01-0830	WATERWORKS SYSTEM	8,144.04
01-0840	WASTE COLLECTION	8,317.81
01-1040	CEMETERIES	300.00
01-1635	ALVINSTON COMMUNITY CENTRE	8,644.47
01-1639	INWOOD COMMUNITY CENTER	45.50
01-1642	INWOOD LIBRARY	45.50
01-1820	COMMERCIAL & INDUSTRIAL	226.21
01-1840	AGRICULTURE & REFORESTATION	3,296.21

# Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 10-01-20 to 10-31-20 Paid Invoices Cheque Date 10-01-20 to 10-31-20

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
		01-1850 TILE DRAINAGE			931.32
		20-0250 ADMINISTRATION			3,411.11
		20-0412 BROOKE FIRE - INWOOD STATION			1,006.82
		20-0512 SHILOH LINE RECONSTRUCTION			47,231.24
		20-0513 MAJOR CULVERT REPLACEMENTS			10,253.52
		20-0514 LA SALLE EAST			182,449.80
		20-0552 SIDEWALKS			17,432.20
		20-1620 ALVINSTON PARKS			247.58
		20-1635 COMMUNITY CENTRE			57,799.71
		20-2800 MUNICIPAL DRAINS - CONSTRUCTION			6,459.08
		20-2900 MUNICIPAL DRAINS - MAINTENANCE			24,291.91
				Report Total	546,851.85



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Ontario Municipal Partnership Fund  
**Meeting:** Council - 12 Nov 2020  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### Recommendation:

**That Council Receive and File the Ontario Municipal Fund (OMPF) and Brooke-Alvinston Taxation Levy Comparisons.**

### Background:

The Ontario Ministry of Finance recently announced the OMPF allocations for 2021. They have kept the same formula they have had in recent years. This fund was originally created to replace the taxation revenue that rural municipalities lost when the province reduced the tax rate on farmland to a maximum of 25% of that on residential properties and eliminated the 75% tax rebate they used to issue to farmers. However, under the current formula the government is reducing the amount they give to rural communities and increasing the amount they give to urban communities.

### Comments:

Since 2012 Brooke-Alvinston's OMPF Funding has dropped from over \$1.6 million to under \$600,000 for 2021. Since 2012 we have lost over \$5.2 million dollars in funding. In 2012 the OMPF grant represented over 85% of local taxation. In 2021 it will represent under 20% of local taxation.

### Financial Considerations:

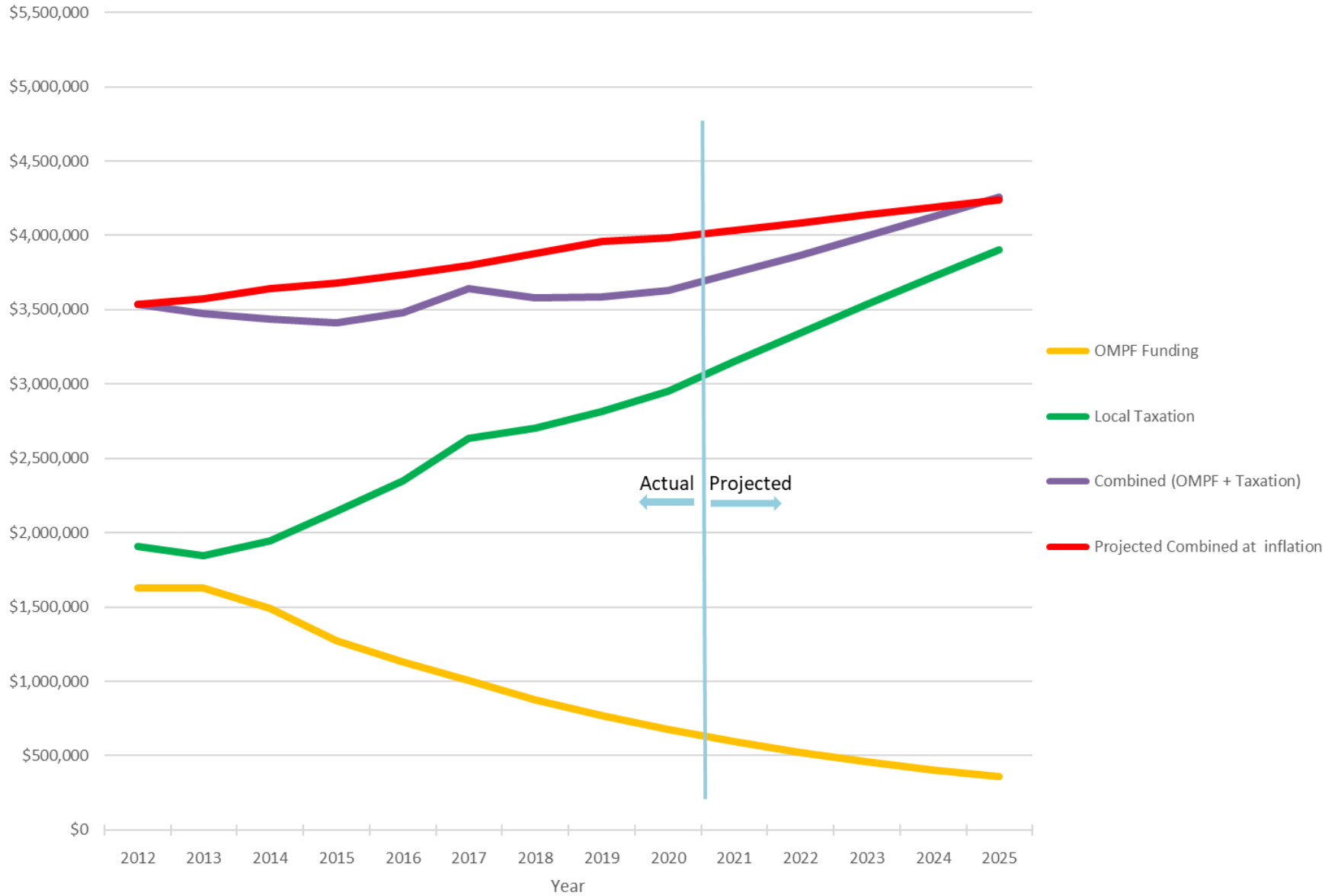
Our OMPF funding will decline by another 12.39% in 2021 to \$594,100. This is an \$84,000 loss from 2020. We would need to raise taxes by at least 2.27% to compensate for this loss. As the attached graph shows, we have not increased taxation to keep up with inflation to compensate for the OMPF losses we have had since 2012. To regain the losses sustained during these years, we would have to increase taxes between 5-7% for the next 5 years.

### ATTACHMENTS:

[OMPF Funding Graph](#)



### Municipality of Brooke-Alvinston - A comparison of OMPF Funding & Local Taxation Levies





## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** LAS Natural Gas Procurement - New Agency Agreement  
**Meeting:** Council - 12 Nov 2020  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### Recommendation:

**That the Mayor and Clerk Administrator be authorized to sign the attached agreement**

### Background:

The Municipality participates in the Natural Gas Program offered through LAS (Local Authority Services) LAS is a non-profit organization created by the AMO (Association of Municipalities of Ontario). The object of the Natural Gas Program is to provide municipalities with rate stability and predictability. Brooke-Alvinston has participated in this program since 2015.

### Comments:

A new agreement has been forwarded to the Municipality for approval. The original agreement is over 15 years old and was quite general. The new agreement is more detailed and is supposed to better protect LAS and its members.

### Financial Considerations:

Following an annual review of the program and its reserves, LAS will often provide rebates to municipalities based on their gas consumption of the previous year. In the past, Brooke-Alvinston has received rebates ranging from \$500 to \$900 per year.

Should a municipality want to exit the program they:

- must give 180 days notice (if we sign the new agreement, it is a minimum 2 years, then after 2 years, it is 180 days);
- will not be eligible for a program refund for the previous year; and
- may be liable for any charges related to agreements that LAS has entered into on the municipality's behalf.

### ATTACHMENTS:

[Natural Gas Appointment and Retainer Agreement Municipality TEMPLATE](#)

This Natural Gas Appointment and Retainer Agreement (“**Agreement**”) is made and entered into as of this \_\_ day of \_\_\_\_\_, 20\_\_.

**BETWEEN:**

**Local Authority Services (“LAS”)**

-AND-

+ (“**Member**”)

Each of the foregoing entities being referred to individually as “**Party**” or collectively as “**Parties**”.

**WHEREAS** the Member wishes to retain LAS on an exclusive basis to provide professional services regarding advice on options for purchasing natural gas and to act as its agent in taking certain actions related to such natural gas purchasing activity as set forth herein;

**AND WHEREAS** the Member acknowledges that such actions may include but are not limited to (i) entering into natural gas purchase and sale agreements and transactions with commodity suppliers for a quantities of natural gas and/or (ii) entering into financial agreements to fix the price or range of prices to be paid by the Member for the future delivery of some or all of the natural gas required by the Member (iii) entering into agreements with third party service providers such as utility companies, local distribution companies, pipeline companies and storage operators for the transportation and delivery of natural gas (“**Third Party Service Providers**”) and/or (iv) entering into agreements which are customary to the natural gas industry such as assignment and assumption agreements, letters of authorization, agency appointment agreements, confidentiality agreements and IT user related agreements (all of which agreements or transactions referred to as “**Natural Gas Agreements**”);

**AND WHEREAS** the Member wishes to enter into Natural Gas Agreements to minimize the cost or risk associated with the procurement of natural gas;

**AND WHEREAS** the Member has passed the necessary by-laws or resolutions to permit the Member to enter into Natural Gas Agreements and transactions thereunder;

**AND WHEREAS** the Member has adopted a statement of policies and goals relating to the use of Natural Gas Agreements to address commodity pricing and costs and has passed the necessary by-laws or resolutions authorizing LAS to act as its agent;

October 1, 2020

**AND WHEREAS** the Member has provided LAS with copies of the aforementioned policies, goals, bylaws or resolutions;

**NOW THEREFORE THE PARTIES** agree as follows:

1. **APPOINTMENT AND AUTHORIZATION OF LAS**

- 1.1 The Member appoints LAS as its exclusive agent in respect of all matters specified in this Agreement including the solicitation and analysis of offers, negotiating and execution of Natural Gas Agreements and the management and administration associated with such Natural Gas Agreements.
- 1.2 The Member acknowledges and agrees that LAS, as its exclusive agent has full and complete authorization and discretion to take the following actions on behalf of the Member:
- (a) access any and all information relating to the Member which is in the possession and control of any Third Party Service Providers which relates to the supply and delivery of natural gas at Member facilities;
  - (b) negotiate on behalf of the Member Natural Gas Agreements including the specific terms and conditions contained therein, and execute the same together with other related agreements and documents reasonably requested by the counterparty to the Natural Gas Agreements, on the Member's behalf;
  - (c) disclose to any third party any information of the Member which is necessary to disclose for the purposes of this Agreement or any Natural Gas Agreement or for the purpose of billing, settlement or accounts, administrative matters or for any other purpose relating to the Natural Gas Agreements;
  - (d) as agent for the Member enter into transactions under the Natural Gas Agreements in the name of the Member, and to execute on behalf of the Member confirmations evidencing such transactions;
  - (e) carry out or direct the Member to carry out any ongoing responsibilities of the Member specified in any Natural Gas Agreements or exercise any rights as required to implement said Natural Gas Agreements;
  - (f) terminate any of the Natural Gas Agreements including any or all of the transactions under the Natural Gas Agreements or any related agreements entered into with the counterparty to the Natural Gas Agreements, on the Member's behalf;
  - (g) contract with and otherwise appoint any third party selected by LAS in its sole discretion for the purposes of carrying out any responsibilities of LAS contained in this Agreement (any such appointee, consultant, service provider or delegate shall be engaged on terms satisfactory to LAS);

October 1, 2020

- (h) terminate any contract of any third party appointed by LAS under Section 1.2(g) and
- (i) carry out any duties or responsibilities and take any actions on the Member's behalf not otherwise specified herein that are incidental or related to carrying out its role as agent herein.

## 2. **LAS OBLIGATIONS**

### 2.1 LAS will:

- (a) solicit and analyze offers, negotiate and where appropriate enter into Natural Gas Agreements in the name of the Member as agent for the Member;
- (b) monitor the regulatory developments concerning natural gas and where appropriate provide recommendations to the Members on Natural Gas Agreements;
- (c) continuously search for and solicit Natural Gas Agreements on the Member's behalf;
- (d) nominate natural gas on a timely basis with Third Party Service Providers;
- (e) account to the Member for all amounts paid to or to be paid by the Member under the Natural Gas Agreements or this Agreement;
- (f) review all natural gas invoices received from Third Party Service Providers and ensure payments (including GST/HST if applicable) are made in a timely manner;
- (g) review delivery rates for each of the Member's facilities to ensure that they are at the most appropriate rate; and
- (h) take such other action as the LAS deems appropriate in the exercise of its authority and performance of its obligations under this Agreement.

## 3. **MEMBER UNDERTAKINGS**

### 3.1 The Member will:

- (a) remain liable as principal for all obligations incurred under or relating to the Member's Natural Gas Agreements whether arising out of actions taken by LAS or the Member;
- (b) provide all necessary accurate data to enable LAS to solicit bids, negotiate and manage new Natural Gas Agreements prudently and as LAS believes to be in the Member's best interest;

- (c) forward to LAS all notices or other communication received by the Member relating to the Natural Gas Agreements or services provided under this Agreement by LAS;
  - (d) provide credit and financial information and collateral or performance assurances if required under any Natural Gas Agreements or this Agreement;
  - (e) pay for the supply of natural gas in accordance with the invoices issued by Third Party Service Providers plus any GST/HST which may be applicable;
  - (f) keep confidential the terms of this Agreement and any of the advice, details or arrangements provided to it by LAS or any of its appointed third parties;
  - (g) inform LAS of any statement of policies and goals relating to the use of Natural Gas Agreements and any amendments thereto;
  - (h) if requested by LAS, provide prudential support to LAS that is required under any of the Natural Gas Agreements or by any Third Party Service Providers; and
  - (i) execute any such documentation as may be deemed necessary by LAS to permit LAS to undertake any of the functions specified under this Agreement including the Notice of Appointment of Agent as set forth in Appendix A to this Agreement.
- 3.2 The Member acknowledges that bids may be solicited by LAS and transactions under the Natural Gas Agreements may be negotiated on behalf of a number of members. The Member further acknowledges and agrees that LAS may determine in its sole discretion whether the Member participates in any particular transaction under a Natural Gas Agreement.
- 3.3 The Member acknowledges that the fixed price for any transaction under its Natural Gas Agreements could at any time be below, above or equal to the market price for natural gas. The Member also acknowledges that the Natural Gas Agreements may contain provisions which may result in the Member owing a termination payment following default under the Natural Gas Agreements even though the member is not the defaulting party.
- 3.4 The Member acknowledges that LAS or a party appointed by LAS may charge and the Member agrees to pay a finance charge for each gigajoule supplied provided that such charge reasonably represents the cost of LAS or a party appointed by LAS providing collateral or performance assurance under Natural Gas Agreements or with Third Party Service Providers.
4. **LAS FEES**
- 4.1 The Member agrees to pay the fees set forth in Appendix B to this Agreement to LAS or any third party appointed by LAS as directed by LAS. The payment of these fees to LAS shall cover the costs of managing and administering the LAS natural gas program on

October 1, 2020

behalf of the Member including the cost of any third party appointed by LAS to assist in providing services under this Agreement.

5. **TERM**

5.1 The term of this Agreement shall commence on the date of execution and shall remain in effect for an initial period of two (2) years and thereafter shall automatically renew from year to year unless and until terminated by either Party upon one hundred and eighty (180) days prior written notice; provided, however, that this Agreement and any other documents executed and delivered hereunder shall remain in effect until the last transaction entered into under any of the Natural Gas Agreements expires. The obligation to make payment under Section 4 and Appendix B, and the liability and indemnification provisions shall survive the termination of this Agreement.

6. **LIABILITY AND INDEMNIFICATION**

6.1 While LAS takes proactive measures for the protection of the Member's interests, LAS cannot provide unconditional protection from the occurrence of unanticipated and uncontrollable events resulting in adverse financial consequences for the Member. LAS does warrant that the services provided by LAS under this Agreement will be performed in a professional manner. The Member agrees that if LAS breaches this warranty in performing services provided under this Agreement, the sole and complete liability of LAS for such breach will be limited to the return of the fees paid by the Member for services under this Agreement.

6.2 LAS liability under or for breach of this Agreement shall not exceed the amount of fees paid by the Member under this Agreement. In no event shall LAS be liable to the Member for incidental, indirect, special, punitive, exemplary or consequential damages howsoever caused, whether for breach of warranty, in tort, for contract or otherwise even if LAS has been advised of the possibility of such damages.

6.3 The Member hereby indemnifies LAS, its affiliates, its respective officers, directors, energy committee members, employees, agents, sub-agents, contractors, and consultants and holds them harmless from and against all losses, costs, liabilities, damages and expenses (including without limitation reasonable legal fees) it may incur as a result of LAS acting as the Member's agent as provided herein and the Member hereby agrees that it is liable for all obligations which LAS enters into on the Member's behalf.

7. **REPRESENTATIONS AND WARRANTIES**

7.1 The Member represents and warrants to LAS on an ongoing basis that:

- (a) all acts necessary to the valid execution, delivery and performance of this Agreement and the Natural Gas Agreements, including without limitation, public notice or other required procedures have or will be taken and performed as required under the *Municipal Act, 2001*;

- (b) the authorizing by-law with respect to the Agreement and the Natural Gas Agreements have been passed by the council of the Member in full compliance with the *Municipal Act, 2001*, the same was signed by the head of the council and the clerk and sealed with the municipal seal of the Member and no application has been made or action brought to quash, set aside or declared invalid such authorizing by-law nor has the same been in any way repealed, altered or amended and such authorizing by-law is now in full force and effect;
- (c) the aforesaid authorizing by-law and the Natural Gas Agreements contemplated thereby do not conflict with or result in a breach or violation of any statutory provisions which apply to the Member or any agreement to which the Member is a party or under which the Member or any of its property is or may be bound, or, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Member of any regulatory, administrative or other government or public body or authority, arbitrator or court;
- (d) no litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the Agreement or any of the Natural Gas Agreements as authorized under the aforesaid authorizing by-law, or in any manner questioning the proceedings and authority under which any Natural Gas Agreements will be entered into, or the capacity of the officers of the Member authorized thereunder to enter into any Natural Gas Agreements, and no authority or proceedings for the Agreement or any Natural Gas Agreements have been repealed, revoked or rescinded in whole or in part;
- (e) entry into and performance of this Agreement and the Natural Gas Agreements by the Member are for a proper public purpose within the meaning of the *Municipal Act, 2001* and the regulations made thereunder;
- (f) the Member obligations to make payments hereunder are unsubordinated obligations and are not subject to any prior claim under any agreement or financial instrument to which the Member is a party;
- (g) the Member is not now subject to any restructuring order under Part V of the *Municipal Act, 2001* or other statutory authority; accordingly, no approval of the aforesaid authorizing by-law, the Agreement or the Natural Gas Agreements is required to be given by any transition board or commission appointed in respect of the restructuring of the Member; and
- (h) to the extent that the term of any transaction entered into in under a Financial Agreement exceeds the current Member council's term, before the Member exercised any powers in respect of the transaction, the Member's treasurer calculated an updated debt limit under Ontario Regulation 403/02 and the treasurer determined that the transaction would not cause the Member to exceed its updated limit and that the approval of the Ontario Municipal Board in respect of the transaction was not required.

7.2 Each Party represents and warrants to the other on an ongoing basis that:

October 1, 2020



- (a) it has the capacity and authority to execute this Agreement and perform its obligations and has taken the necessary action to authorize the execution and performance of this Agreement and the person signing this Agreement is authorized and empowered to do so;
- (b) it has obtained or submitted any authorization or approval or notice to with any governmental authority or regulatory body that is required for the due execution, delivery and performance of this Agreement;
- (c) the execution, delivery and performance of this Agreement does not violate or conflict with any law applicable to it;
- (d) this Agreement constitutes a valid and legal binding obligations enforceable against it in accordance with its terms;

## 8. MISCELLANEOUS

- 8.1 This Agreement shall be governed by and construed in accordance with the laws of the province of Ontario.
- 8.2 This Agreement may be executed by the Parties in separate counterparts, and each executed counterpart shall have the same force and effect as the original instrument. The Parties agree to accept facsimile signatures in lieu of original signatures as evidence of the agreement of the other Party, but each Party shall deliver to the other Party an originally executed copy of this Agreement as soon as possible thereafter.
- 8.3 Each Party will from time to time and promptly upon request, sign and deliver all further documents including any notices of appointment of agent and take all further action as may be reasonably necessary or appropriate to give effect to the terms and intent of this Agreement and to complete the Natural Gas Agreements contemplated by this Agreement.

**IN WITNESS WHEREOF** the Parties have executed this Agreement by the duly authorized officers:

**Local Authority Services**

**City of**

Judy Dezell  
Director AMO Enterprise Centre, Business  
Partnerships, LAS & ONE

[Name]  
[Title]

Local Authority Services  
200 University Avenue,  
Toronto, ON M5H 3C6  
(T) 416-971-9856  
(F) 416-971-6191

[Member name and address]  
(T)  
(F)

October 1, 2020

## Appendix A

### NOTICE OF APPOINTMENT OF AGENT

THIS NOTICE OF APPOINTMENT OF AGENT is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

By: \_\_\_\_\_  
a municipal corporation, having offices in the \_\_\_\_\_ of \_\_\_\_\_ in the Province of Ontario (hereinafter called “End User”),

To: **All Interested Parties**  
(each a “Notified Party”).

1. Appointment. End User in accordance with its Natural Gas Agency and Appointment Retainer Agreement hereby appoints Local Authority Services (“LAS”) as its exclusive agent in respect of all matters related to the End User’s supply of natural gas. The End User further confirms and accepts the appointment by LAS of a third party to assist LAS in managing the End User’s gas supply in accordance with a services agreement between LAS and the third party. The third party may be changed from time to time by LAS.

2. End User Acknowledgement. End User acknowledges that in accordance with its Natural Gas Agency and Appointment Retainer Agreement with LAS that LAS is authorized to approve one or more purchasing strategies for natural gas. End User acknowledges that LAS has authorized, in accordance with the services agreement between LAS and third party, for the third party to assist by negotiating and managing one or more gas supply contracts, delivery agreements and collection service agreements for and on behalf of the End User.

3. Termination. End User may terminate the appointment of LAS as its agent in accordance with the provisions of the Natural Gas Agency and Appointment Retainer Agreement; provided, however, that this appointment and any other documents executed and delivered hereunder shall remain in effect until the last transaction entered into under any of the natural gas agreements expires. Notwithstanding the termination of the appointment of LAS, the End User shall remain liable for all natural gas agreements made on their behalf by LAS under its Natural Gas Agency and Appointment Retainer Agreement.

4. Effective Date. The appointments and directions are effective as of the date first set above.

October 1, 2020

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(Legal Name of End User)

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Province: \_\_\_\_\_  
Postal Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_

## Appendix B

### Fees

In accordance with Section 4.1, the Member agrees to pay LAS the following fees plus GST/HST, as applicable.

Volume (GJ/day)	Fee (\$/GJ)
5,000 or lower	\$0.14
5,001 to 8,000	\$0.12
8,001 to 15,000	\$0.10
15,001 or greater	\$0.095



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Surplus Fire Equipment  
**Meeting:** Council - 12 Nov 2020  
**Department:** Fire Department  
**Staff Contact:** Steve Knight, Fire Chief

### Recommendation:

**That the list of surplus fire equipment attached to this report be declared surplus in accordance with the purchasing policies and procedures of the Municipality of Brooke-Alvinston (By-law 64 of 2016); and that the Fire Chief and Treasurer be authorized to dispose of the items listed.**

### Background:

With the closure of the Inwood Station, all equipment and apparatus in Brooke Fire Rescue has been looked at itemized and listed. The list attached to this report is what has been declared surplus by the Department and able to be listed as surplus to the Department needs.

### Comments:

In accordance with municipal policy, the sale of surplus assets shall be made to the highest responsive bidder. This may be by sealed Bid or by offering the goods at public auction. Once approved by Council, it is recommended that the list will be advertised immediately for view and the sale of the surplus assets shall be made to the highest responsive bidder.

Should any alternate offers be made on the surplus equipment either from Municipalities or authorized agents (Dependable, Metalfab, Carrier etc), the offers will be presented to Council.

The municipal insurance provider will be notified of the list and the disposal of the equipment as it progresses.

### Financial Considerations:

In accordance with the By-law, the revenue from the sale of obsolete material shall be credited to the appropriate account which in this case is the Fire Department.

### ATTACHMENTS:

[SURPLUS REPORT NOV 2020](#)

UNIT/ITEM	MANUFACTURER/VIN	SPECIFICATIONS	SEATING	ESTIMATED VALUE	rationale for surplus
<b>Pumper 6</b> DC1 814 20,725 km	2000 GMC C8500 Superior 1GDP7H1C9YJ511581	<u>Pumper</u> Pump – 1150 Tank – 800 G	2	<\$2000	no heated storage / age of unit / fully depreciated / pump control technology has changed / seats 2 / net book value at \$0
<b>Tanker 7</b> 605 ORS 14,511 km	2003 GMC C8500 Asphodel 1GDP8J1CX3F512139	<u>Tanker</u> Pump – 750 Tank – 1500 G	2	>\$19,000	no heated storage / age of unit / fully depreciated / pump control technology has changed / seats 2 / net book value at 2020 year end \$21 k
<b>Rescue 5</b> AK 80125 7,624 km	2015 International Dependable 1HTMKAZR9GH068640	<u>Rescue</u> Walk-in	4	>\$150K	storage / age of unit - has resale value-net book value at \$152k / not designed as a rescue vehicle that requires transporting firefighters to the scene (R5 seats 4-R1 seats 8) / won't fit into existing fire hall - doors are too short and height can't be increased - only option is to add another bay onto the existing fire hall (approx \$100-\$125k)

UNIT/ITEM	MANUFACTURER/VIN	SPECIFICATIONS	ESTIMATED VALUE	rationale for surplus
<b>Jaws of Life</b> Power Unit	Hurst serial # 363R352 mfg date - 12/09	Briggs + Stratton 8.5 hp / 5,000 psi system	\$1,500	BFR Alvinston Station has sufficient tools that are newer
<b>Jaws of Life</b> hydraulic hose	Hurst	2 X 50' on reel / 2 X 50' coiled	\$500	BFR Alvinston Station has sufficient tools that are newer
<b>Jaws of Life</b> ram	Hurst serial # N15924 mfg date - 07/09	model 60C - 60" hydraulic ram	\$1,500	BFR Alvinston Station has sufficient tools that are newer
<b>Jaws of Life</b> cutter	Hurst serial # 22232 mfg date - 12/09	model MOC II - hydraulic cutter	\$2,000	BFR Alvinston Station has sufficient tools that are newer
<b>Jaws of Life</b> spreader	Hurst serial # 22033 mfg date - 11/09	model ML 28 - hydraulic spreader	\$2,000	BFR Alvinston Station has sufficient tools that are newer
<b>Diesel Generator</b> with trailer	Lister Petter Hawpower 013385/10 machine ID-99034584	48 Amps, KVA 11.7, 120/240v, 1 phase, 3 wire	\$5,000	former reserve unit for the Inwood Hall / not required

**THE CORPORATION OF THE MUNICIPALITY OF  
BROOKE-ALVINSTON**

**BY-LAW NUMBER xx of 2020**

**BEING A BY-LAW TO PROVIDE FOR A DRAINAGE WORKS IN THE  
MUNICIPALITY OF BROOKE-ALVINSTON IN THE COUNTY OF LAMBTON**

WHEREAS the requisite number of owners have petitioned the Council of the Municipality of Brooke-Alvinston in the County of Lambton in accordance with the provisions of the *Drainage Act*, requesting that the following lands and roads be drained by a drainage works known as the “Elliott Tait Drain” in the Municipality of Brooke-Alvinston;

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston in the County of Lambton has procured a report made by R. Dobbin Engineering Inc. and a copy of the report dated August 20, 2020 is attached hereto and forms part of this by-law;

AND WHEREAS the estimated cost of constructing the drainage works is \$23,038.00;

AND WHEREAS \$0.00 is the amount to be contributed by the municipality for construction of the drainage works;

AND WHEREAS the Council is of the opinion that the drainage of the area is desirable;

THEREFORE, the Council of the Municipality of Brooke-Alvinston under the *Drainage Act* enacts as follows:

1. The report dated August 20, 2020 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized, and shall be completed in accordance therewith.
2. (1) The Corporation of the Municipality of Brooke-Alvinston may borrow on the credit of the Corporation the amount of \$23,038.00, being the amount necessary for construction of the drainage works.
  - (2) The Corporation may issue debentures for the amount borrowed less the total amount of,
    - (a) grants received under section 85 of the Act;
    - (b) commuted payments made in respect of lands and roads assessed within the municipality;
    - (c) money paid under subsection 61(3) of the Act; and
    - (d) money assessed in and payable by another municipality,
 and such debenture shall be made payable within five years from the date of the debenture and shall bear interest at a rate of 6% per annum.
3. A special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the report to be collected in the same manner and at the same time as other taxes are collected in each year for five years after the passing of this by-law.
4. For paying the amount of \$0.00 being the amount assessed upon the lands and roads belonging to or controlled by the municipality, a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Municipality of Brooke-Alvinston in each year for one year after the passing of this by-law to be collected in the same manner and at the same time as other taxes are collected.
5. All assessments of \$1,000.00 or less are payable in the first year in which the assessment is imposed.

6. This by-law comes into force on the passing thereof and may be cited as "Elliott Tait Drain By-law".

FIRST READING \_\_\_\_\_, 2020

SECOND READING \_\_\_\_\_, 2020

Provisionally adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

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

THIRD READING \_\_\_\_\_, 2020.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

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



THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON  
BY-LAW NUMBER xx of 2020

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A BY-LAW TO ESTABLISH RULES OF ORDER AND PROCEDURES  
TO GOVERN THE PROCEEDINGS OF THE  
MUNICIPAL COUNCIL AND COMMITTEE MEETINGS OF  
THE MUNICIPALITY OF BROOKE-ALVINSTON

WHEREAS pursuant to Section 238(2) of the Municipal Act, S.O. 2001, c. 25, provides that every Municipality shall pass a procedural by-law for governing the calling, place and proceedings of meetings;

AND WHEREAS The Council shall also follow the regulations as set out within the Municipal Conflict of Interest Act;

AND WHEREAS on May 30", 2017 Bill 68, Modernizing Ontario's Municipal Legislation Act received Royal Assent, which includes a number of amendments to the Municipal Act, 2007 and its regulations;

AND WHEREAS the Brooke-Alvinston Municipal Council deems it desirable that there be rules governing the order and procedures of the Council;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the Corporation of Brooke-Alvinston hereby enacts as follows:

1.0. DEFINITIONS

"Abstain" shall mean a member who is lawfully entitled to vote but chooses not to exercise their right to vote on a matter. When a member abstains from a vote without declaring a pecuniary interest they will be counted as opposed to the motion.

"Ad Hoc Committee" shall mean a committee established by Council for the purpose of dealing with a special project with a clear mandate, including a start and finish date.

"Agenda" shall mean the order of proceedings for a meeting setting out the business to be considered at the meeting authorized to preside in their absence.

"Chief Administrative Officer" shall mean the Council appointed Chief Administrative Officer for the Municipality of Brooke-Alvinston who shall be responsible for exercising general control and management of the affairs of the Municipality for the purpose of ensuring the efficient and effective operation of the Municipality.

"Clerk" shall mean the Municipal Clerk of the Municipality of Brooke-Alvinston or designate appointed by Council who shall have all the powers and duties of the Clerk under the Municipal Act 2001, Municipal Elections Act 1996 and every other Act and to record and maintain Council resolutions, decisions, minutes, by-laws and proceedings of the Council.

"Committee" shall mean a committee of Council, ad hoc or a committee established by Council from time to time.

"Committee Chair" shall mean a Presiding Officer of a Committee, advisory or special committee of Council and shall have the same powers during a committee meeting as the Head of Council during Council meetings.

“Conflict of Interest” shall mean a pecuniary interest as defined in the Municipal Conflict of Interest Act.

“Council” shall mean the elected and sworn in Members of the Municipal Council of the Corporation of the Municipality of Brooke-Alvinston.

“Councillor” shall mean an elected and sworn in Member of the Council for the Municipality of Brooke-Alvinston.

“Delegation” shall mean a ten (10) minute address to Council or a Committee at the written request on of a person or persons wishing to speak who are not Members of Council or Municipal employees.

“Deputy Mayor” shall mean the Member of Council elected after a regular election with the highest number of votes to act from time to time in the place and stead of the Mayor when the Mayor is absent or refuses to act or when the Office of Mayor is vacant.

“Head of Council” shall mean the Mayor who shall preside at all meetings of the Council (unless absent or refuses to act); and the Head of Council is also the Chief Executive Officer of the Municipality.

“In Camera” (Closed Session) means that part of a meeting closed to the public, other than those persons specifically invited by Council or Committee to remain pursuant to the provisions of Section 239 of the Municipal Act 2001 regulating Closed Session meetings.

“Meeting” shall mean any regular, special, committee or other meeting of Council of the Municipality of Brooke-Alvinston, or advisory committee

“Member” shall mean a member of Council and/or an appointed or elected member of a municipal Committee or Local Board.

“Motion” shall mean a proposal for a specific action moved by a Member in Council or Committee and marks the beginning of consideration of a subject to deal with a matter before Council or a Committee.

“Presentation” shall mean a ceremonial presentation to or from the Municipality of Brooke-Alvinston, or an address or presentation to Council or a Committee at the request of Council, Committee or municipal employees.

“Presiding Officer” shall mean the Mayor or Acting Head of Council, or Chair of a Meeting.

“Quorum” shall mean the minimum number of voting members required to be present to legally conduct business in the name of the Council or Committee. In the Municipality of Brooke-Alvinston, quorum shall mean a majority (more than half) of whole number of members of Council (5) if all in attendance; or a Committee except where a Member has, or Members have declared a pecuniary (financial) interest pursuant to the Municipal Conflict of Interest Act.

“Recorded Vote” shall mean the recording by the Clerk of the name and the vote of each Member present at a meeting on a motion during a meeting when requested by a Council Member.

“Resolution” shall mean the decision of Council on any motion.

“Secretary” shall mean the recording secretary for a Council, or other Committee meeting being the Municipal Clerk or designated Committee Secretary responsible for preparing Agendas and taking Minutes of the proceedings of Council or a Committee.

#### INAUGURALMEETING

- 2.1 The Inaugural Meeting of Council shall be held after the regular Municipal Election pursuant to the Municipal Act 2001 and shall be held in accordance with this Procedural By-law and not held later than 31 days after the term commences. The date shall be at the discretion of the Mayor elect.
- 2.2 At the Inaugural Meeting, the Elected Members shall organize as a Council, and the first order of business shall be the Declarations of Office, Oaths and appointment of the Deputy Mayor in accordance with the Municipal Act, 2001.
- 2.3 The new Council of the Municipality of Brooke-Alvinston shall be deemed to be organized after a regular municipal election when the oaths of office have been taken and signed pursuant to Section 232 (1) of the Municipal Act 2001.

#### CONVENING OF COUNCIL AND COMMITTEE MEETINGS:

- 3.1 All Meetings of Council and Committees shall be convened in the Council Chambers, unless the notice of meeting stipulates the Meeting shall be held at another location, or unless otherwise decided by resolution of Council or required due to an emergency event.
- 3.2 When the day for a regular meeting of Council falls on a public or statutory holiday, Council shall direct the regular meeting to be held on the business day immediately following the originally scheduled date for that meeting.
- 3.3 A Motion passed by a majority of the Members present is required to continue a meeting of Council or of a Committee that extends past 3 hours.
- 3.4 All Council and Committee meetings and agendas will be published and communicated in accordance with the Municipality of Brooke-Alvinston Notice Policy.
- 3.5 In general, Regular Meetings will be held in the Council Chambers at 4:00 p.m. and 7:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month respectively (excluding the 4<sup>th</sup> Thursday in August and the 4<sup>th</sup> Thursday in December) and will be communicated in accordance with the Municipality of Brooke-Alvinston Notice Policy.
- 3.6 Committee and Board meetings will be held on an as need basis.
- 3.7 The annual Regular Council meeting schedules will be updated by the Municipal Clerk and will be posted on the Municipal Website and circulated by the Municipal Clerk annually.
- 3.8 The Head of Council or designate may, at any time, summon a Special meeting of Council; and upon receipt of a petition of the majority of the members of Council, the Municipal Clerk shall call a special meeting for the purpose and at

the time mentioned in accordance with the Municipality of Brooke-Alvinston Notice Policy.

- 3.9 The Municipal Clerk shall attempt to give notice in writing, by electronic mail, of the time, place and purpose of every Special meeting to all Members not less than forty—eight(48) hours prior to the time set for the Meeting in accordance with the Municipality of Brooke-Alvinston Notice Policy.
- 3.10 The notice calling for a Special meeting of Council shall state only the business to be considered at the Special meeting and no other matters, business, or financial decisions shall be made to be included or added other than that those stated in the notice or agenda shall be considered at such Meeting, except with consent of a majority of the members present
- 3.11 The Head of Council may summon an Emergency meeting of the Council to deal with matters deemed to be of an urgent/emergency nature, that impact the health, safety, well-being of the community or that need to be addressed due to extraordinary circumstances.
- 3.12 All meetings of the Council and its Committees shall be open to the public except as provided for pursuant to Section 239 (2) of the Municipal Act 2001 regarding a meeting or part of a meeting that may be closed to the public if the subject matter being considered falls under a section as outlined within Section 239 (2) of the Municipal Act, 2001.
- 3.13 Pursuant to Section 238 (1) of the Municipal Act, 2001 a Meeting shall be defined as any regular, special, or other meeting of a Council, of a local board or of a committee of either of them, where:
  - (a) a quorum is present, and
  - (b) members discuss or deal with any matter in a way that materially advances the business or decision-making of the Council, Local Board or Committee.

#### NOTICE OF MEETINGS

- 4.1 The Municipal Clerk shall provide notice to the public respecting matters coming before Council for decision in the manner required by the Municipality of Brooke-Alvinston's Notice Policy or as required by statute.
- 4.2 The Municipal Clerk shall send notice of each Regular Council, Emergency and Special Meeting of Council accompanied by the Agenda to every Council Member by electronic mail and will ensure the meetings are posted on to the Municipal website for public information.
- 4.3 Written notice of all Special Meetings of Council, detailing the matters to be considered at the meeting, shall be delivered by electronic mail not less than forty-eight (48) hours before the time set for the meeting. The Municipal Clerk shall provide notice to the public through the following methods:
  - a) Publishing the annual schedule of meetings by posting it on the Municipal web site and by distributing copies upon request;
  - b) Updating the annual schedule of meetings posted on the Municipal website within forty-eight (48) hours of any changes made to the schedule;

- c) Posting a copy of meeting notices and Agenda on the Municipal notice boards and on the Municipality of Brooke-Alvinston's Municipal website not less than forty-eight (48) hours in advance if possible.
- 4.4 Every Notice of a meeting of Council or Committee shall indicate the day, month, year, place and time of commencement of the meeting and the contact information of the Municipal Clerk or designated Secretary's Office.
- 4.5 The Notice of meeting requirements set out in this by-law shall be subject to any specific requirements for the publishing of notice as prescribed by legislation such as the Planning Act, Statutory of Powers and Procedures Act, Municipal Act 2001, the Municipality of Brooke-Alvinston 'Procedural By-law' and 'Notice Policy', or as directed by Council.
- 4.6 Any meeting may be cancelled or rescheduled to a day, time and place set out in a written notice from the Municipal Clerk, sent to each Member by electronic mail or a method acceptable to the Member at least forty-eight (48) hours before the scheduled date of the meeting if possible. '

#### GENERAL RULES IN CONDUCTING THE BUSINESS OF COUNCIL

- 5.1 The rules and regulations set out herein shall be observed in all proceedings of Council and, with necessary modifications, the Committees of Council, and shall be the rules and regulations for the order and dispatch of business.
- 5.2 In any case for which provision is not made herein, the procedure to be followed for the proceedings of the Council or Committee meeting shall be as aligned as possible, to "Roberts' Rules of Order" as the rule for guidance on a specific parliamentary procedure.
- 5.3 The rules of proceedings shall be observed in Regular Council and Committee meetings.
- 5.4 Every Regular Council meeting shall be chaired by:
- a) The Mayor, if present.
  - b) The Deputy Mayor, if the Mayor is absent.
  - c) if both are absent, Council shall select an Acting Chair to serve as Head of Council.
- Every Advisory Committee meeting shall be chaired by:
- a) The Chair, if present.
  - b) The Vice Chair, if the Chair is absent.
  - c) If both are absent, Committee shall select an Acting Chair to serve as Chair.
- 5.5 If, at any time, the attendance of a Member of the Brooke-Alvinston Municipal Council is required to perform any corporate responsibility or duty and the Mayor/Head of Council is not available to perform the responsibility, other Members of Council shall be contacted in the following order: Deputy Mayor and the Councillors in accordance with their standing at the last municipal election, in order to arrange for a Member of Council to perform the responsibility or duty.

### MUNICIPAL CLERK'S ATTENDANCE AT MEETINGS

- 5.6 The Municipal Clerk who is appointed by the Municipality shall be present at all meetings; however, the Municipal Clerk may delegate a municipal employee to act in their stead at the meetings of Council or Committees.

### RECORD OF MEETINGS:

- 5.7 Pursuant to Section 228 (1) (a)-of the Municipal Act 2001 2001, as amended, the Municipal Clerk shall provide a written record of meetings, without note or comment, including all resolutions, decisions and other proceedings of the Council or Committees.

### UPPER-TIER MUNICIPAL REPRESENTATION

- 5.8 The Mayor shall be the member appointed to the Upper-Tier Council on behalf of the Municipality of Brooke-Alvinston.
- 5.9 In the absence of the Mayor, the Deputy Mayor shall act as the alternate member to represent the Municipality of Brooke-Alvinston on Upper Tier Council.

### USE OF AUDIO VISUAL TECHNOLOGY:

- 5.10 At meetings of Council the use of cameras, electric lighting equipment, flashbulbs, recording equipment, television cameras or any other device of a mechanical, electronic or similar nature used for transcribing or recording proceedings by auditory or visual means by members of the public may be permitted, subject to the approval and/or direction of the Chair unless decided by Council.

### REGULAR MEETINGS OF COUNCIL

- 6.1 Regular Meetings of Council shall be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of each month at 4:00 p.m. and 7:00 p.m. respectively in the Council Chambers, in accordance with the annual Regular Council meeting schedule prepared and published annually, except:
- a) when otherwise directed by resolution of Council; or
  - b) when the Clerk advises otherwise upon a minimum of forty-eight (48) hours notice; or
  - c) when special meetings are called by the Head of Council with forty-eight (48) hours notice; or
  - d) when emergency meetings are called by the Head of Council and no notice is required.
- 6.2 When the day for a Regular meeting of Council is a public or civic holiday, Council shall meet at the same hour on the next following day which is not a public or civic holiday unless otherwise directed by resolution of Council.
- 6.3 One Regular Council meeting will be held during each month of August and December. Additional Council meetings may be held during this time period at the call of the Head of Council.

### CALLING OF THE MEETING TO ORDER AND QUORUM

- 7.1 The Mayor or Presiding Officer shall take the Chair and call the order meeting to as soon after the hour fixed for the holding of the meeting of the Council and once a quorum is present. If there is not a quorum present fifteen (15) minutes after the time appointed for the meeting, the Council or Committee shall stand adjourned until the next regular day of meeting unless a Special Meeting is called earlier.
- 7.2 A majority of the whole number of Members of Council is necessary to form a quorum. A quorum of this Council shall be a majority of the five Members, which is three (3) Members, unless a two—thirds majority vote shall be required by statute or law.
- 7.3 A quorum of any of the Committees appointed by the Council shall be a majority of its Members.
- 7.4 If during the course of a Council or Committee meeting a quorum is lost, then the meeting shall stand adjourned, to reconvene when quorum is regained. If a quorum is not present within fifteen (15) minutes, the Clerk or designate will record the names of the members present and the meeting shall be adjourned and the remaining business on the Agenda for that meeting shall be placed on the Agenda for the next scheduled meeting of the Council or Committee.
- 7.5 Where the Mayor does not attend within fifteen (15) minutes after the time appointed for the meeting, the Deputy Mayor shall call the members to order and, if a quorum is present, preside during the meeting until the arrival of the Mayor at that meeting.
- 7.6 If a meeting of Council or Committee cannot be convened or does not continue because of a lack of quorum, the remaining business on the Agenda for that meeting shall be placed on the Agenda for the next scheduled meeting of Regular Council.

### ELECTRONIC PARTICIPATION AT MEETINGS

- 7.7 A member of Municipal Council who is unable to attend a Council Meeting shall be permitted to participate by means of audio/visual or audio electronic communication devices. Members participating electronically cannot be part of the quorum and are not eligible to vote.

### REGULAR COUNCIL MEETING AGENDA

- 8.1 The Municipal Clerk shall prepare Agendas for Regular Council meetings. Insofar as practicable, agendas along with supporting material shall be made available to Members at least three working days prior to any meeting.

The business of Council shall, in all cases, be taken up in the order in which it appears on the Agenda, unless otherwise directed by Council.

As soon as the Agenda is published and circulated by the Municipal Clerk or designate to Council Members the agenda will be made available to the media

and public on the Municipal Website with the exception of information relating to matters to be considered in 'Closed Session'.

### AGENDA HEADINGS

- 8.2 The Municipal Clerk, subject to changes as may be appropriate in the circumstances, shall prepare for distribution a Council Agenda with the routine order of business for regular meetings of Council to be as follows:
1. Call to Order
  2. Disclosure of Pecuniary Interest and General Nature Thereof
  3. Adoption of Minutes from Previous Meeting(s)
  4. Business Arising from Previous Minutes
  5. Delegations and Timed Events
  6. Correspondence
  8. Business (including staff reports)
  9. By-laws
  10. New Business
  11. Closed Session
  12. Rise and Report
  13. By-law Confirming Proceedings
  14. Adjournment

Additions to the Agenda:

- 8.3 After delivery of the Council Agenda, the Municipal Clerk may amend the Agenda by way of a revision to add or delete matters from the prepared Agenda in consultation with the Mayor. In this case, the Municipal Clerk shall endeavour to forward additional Agenda material to the Members prior to the meeting. The Agenda additions may be presented at the Council meeting and are not subject to the notice requirements.
- 8.4 The addition of items to be added to the Council Agenda shall be restricted to time sensitive and emergency matters. All addendum items and items of business not listed on a Council Agenda or addendum may only be introduced at a Council meeting with the approval of Council.

### DISCLOSURE OF PECUNIARY INTEREST

- 9.1 Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest direct or indirect, in any matter and is present at a meeting of the Council or Committee at which the matter is the subject of consideration, the Member in accordance with the Municipal Conflict of Interest Act shall:
- a) prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
  - b) record the Conflict of Interest on the prescribed Declaration of Pecuniary interest Form and provide it to the Municipal Clerk;
  - c) shall not take part in the discussion of or vote on any question in respect of the matter;
  - d) shall not attempt in any way either before, during or after the meeting to influence voting on any such question; and;
  - e) may ask to be excused from the portion of the meeting the pecuniary matter is to be discussed.



- 9.2 Where the meeting is not open to the public, in addition to complying with the requirements of the Municipal Conflict of Interest Act, a Member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration.
- 9.3 The Municipal Clerk shall record in reasonable detail the particulars of any disclosure of pecuniary interest made by a Member, and this record shall appear in the Minutes, Notes or Report of that meeting.

#### Requirement to Establish a Registry

- 9.4 The Municipal Clerk shall establish and maintain a registry in which shall be kept;
- a) a copy of each Declaration of Pecuniary Interest Form statement filed and signed by a Member;
  - b) every declaration of interest and the general nature thereof made under Section 5 of the Municipal Conflict of Interest Act, shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the Municipal Clerk of the municipality or Secretary of the committee or local board, as the case may be. The registry shall be available for public inspection upon request to the Municipal Clerk.

#### ADOPTION OF MINUTES OF THE PREVIOUS MEETING(S)

- 10.1 Minutes of the previous Regular or Special Meetings of Council will be presented for adoption by the Council including any amendments as may be noted at the meeting.
- 10.2 Minutes shall record:
- a) the place, date and time of meeting;
  - b) the name of the Chair or Presiding Officer and attendance of Council Members and Municipal Employees;
  - c) the correction of any amendments to and adoption of the Minutes of prior meetings. Any corrections made to the draft minutes at the meeting at which they are made should merely indicate that the minutes were approved "as corrected" without specifying the corrections;
  - d) Each item considered by Council and the decisions of the meeting without note or comment.
- 10.3 The Minutes are a legal record of action taken and may be amended to correct errors and omissions. No debate is permitted.
- 10.4 Once the Minutes are adopted by Council, they shall be signed by the Mayor and Municipal Clerk, or their designate(s) if the Mayor and/or Municipal Clerk were absent from the meeting when the Minutes were taken.

#### PRESENTATIONS

- 11.1 Presentations at all Council Meetings may include:
- a) Presentations by organizations providing information at the request of Council;
  - b) Presentations to or from Council recognizing achievements; and,
  - c) Presentations by Municipal Staff or Consultants.
- 11.2 In general, Council will provide fifteen (15) minutes for each presentation with a question and answer period by Council to follow. Any additional time exceeding fifteen (15) Minutes shall be granted by the Mayor or Presiding Officer.

## DELEGATIONS

- 12.1 Persons can make a request to the Municipal Clerk if they wish to appear at Council as a delegation by making a written request.
- 12.2 Every individual, organization or group wishing to address Council shall notify the Municipal Clerk in writing providing a brief outline of the nature of the Delegation and include any specific requests or recommendations to Council no later than 1:00 p.m. on a Friday preceding a Council meeting. The notice shall be signed, shall include the mailing address and telephone number or email by which the individual or the organization or group may be contacted.
- 12.3 Council may refuse to hear Delegations when, in the opinion of the Council, the subject of the presentation is beyond the jurisdiction of the Municipality; when the matter was referred to a Staff member for a report; when the delegation has already spoke in front of Council on the subject matter or if the delegation is vexatious in nature.
- 12.4 All persons attending the meeting as a delegation shall address the Chair from the table in the Council Chambers.
- 12.5 Delegations shall be limited to speaking not more than ten (10) minutes when addressing Council.
- 12.6 Council may limit or extend the time allowed for a Delegation by the Chair or a majority vote by the members present.
- 12.7 An opportunity will be provided for Members to ask questions of clarity immediately following Delegations and Public Meetings and Members will be granted permission to ask questions, one (1) question at a time per Member as directed through the Mayor or Presiding Officer, on a rotating basis to ensure that anyone who wishes to ask a question is given the opportunity. The question period is a method of seeking clarification on matters presented and is not intended nor shall be entered into as a forum for debate.

## DELEGATION ACTIONS

- 13.1 Following a Delegation, Council may, by resolution, agree on a specific action in response to the Delegation, such as 'refer to staff for a report', 'receive for information', or decide on a direction or action to be taken in response to a request to Council.

## REPORTS

- 14.1 Reports of Council and verbal or written reports from Municipal Employees shall be presented, received and action taken as directed by Council and be expressed by Motion and passed by Resolution.
- 14.2 The reports contain recommendations provided by municipal staff including background information and may request authorization for a stated course of action by Council. The reports should succinctly layout the reasons for the request or recommendation and may summarize pertinent report sections including the origin, background, analysis or conclusion where this information assists in clarifying or justifying the staff recommendation.

- 14.3 All Municipal Staff Reports to be included in the Council Agenda package shall be prepared using a consistent and prescribed format and will include the following if applicable:
- Recommendation
  - Background
  - Analysis
  - Financial Implications
  - Strategic Plan Objective (if applicable);
  - Conclusion;
  - Attachment(if applicable);
  - Authorization acknowledgement.
- 14.4 The recommendation of a Municipal Staff embodied in a Report to Council are:  
 (1) the main Motion(s) when the clause is called and  
 (2) deemed to have been adopted by Council without any amendments unless Council decides otherwise

### MOTIONS

- 15.1 No Member shall introduce any item to the Council for its consideration unless:  
 a) the item relates to a matter on the Agenda for that meeting; or  
 b) the matter is of an urgent nature and leave is granted on a two-thirds majority vote.
- 15.2 In Regular Council, a Motion shall be moved and seconded before a Member speaks to the Motion and before the Chair shall put the question and the Motion is recorded in the Minutes of the meeting.
- 15.3 A Member may move a Motion in order to initiate discussion and debate and that Member may vote in opposition to the Motion. A seconder of a Motion may vote against the Motion.
- 15.4 After a Motion is moved at the Council meeting it shall be deemed to be in the possession of Council and may not be withdrawn without the consent of the mover and seconder and a majority vote before decision or amendment.
- 15.5 Requirement for Disposition: A Motion properly before Council for decision must receive disposition before any other motion can be received for debate, except where:  
 a) a motion on procedure has been made to amend, to defer decision on the question, to refer the matter, to call the vote on the question, or to extend the hour of closing proceedings; or meeting has failed for lack of a quorum.
- 15.6 Presentation of Motion—All Motions shall be presented in written form to Council and will be provided to the Municipal Clerk if not already printed in the Agenda for the meeting and shall be stated by the Presiding Officer before it is debated.
- 15.7 Motion to Adjourn - A Motion to adjourn:  
 • shall always be in order except as provided by these rules;  
 • Does not require a seconder.
- 15.8 Motion to Refer — A Motion to refer a question or matter provides the opportunity for redrafting or further study of a motion to either amend properly or to obtain

additional information. The motion can be made with or without instructions to the staff or a committee, such as when to report back, or to propose an amendment written to accomplish a particular purpose.

- 15.9 A reconsideration— Any substantive Motion may be reconsidered. If a motion has been either adopted or defeated during a meeting, at least one member who voted on the winning side may make the motion to reconsider.
- 15.10 The Motion to reconsider may be seconded by any member, no matter how the Member voted.
- 15.11 A Motion to reconsider is debatable
- 15.12 If the Motion to reconsider is decided in the affirmative, such reconsideration shall become the next order of business, and debate on the question to be reconsidered shall proceed as though it had never previously been considered
- 15.13 No question upon which a notice of reconsideration has been accepted shall be considered more than once, nor shall a vote to reconsider be reconsidered.

#### RECESS

- 16.1 A Motion to recess may be made at the call of the Mayor or Chair when no question is pending, in order to provide for an intermission in the Council or Committee proceedings. This does not close the meeting and after which business will immediately be resumed at exactly the point where it was interrupted.

#### RECONVENE

- 17.1 The motion to reconvene is made after the Member(s) have had a short recess of the Municipal Council's proceedings. Once reconvened, business resumes at exactly the point where it was recessed. Time of reconvening shall be noted in the Minutes of the Meeting.

#### WITHDRAWAL

- 18.1 A request to withdraw a Motion,
- I. Shall only be made by the mover of the Motion;
  - II. May be made without the consent of the seconder of the Motion; and
  - III. Shall be in order up until the vote on the Motion is taken.

#### NOTICES OF MOTION

- 19.1 A Member desiring to introduce a Motion at a Meeting regarding a matter that would not otherwise be considered by the Council at such Meeting, shall deliver a written copy of the Motion, to the Municipal Clerk before the Regular Meeting or of Council at the Meeting which a notice of Motion is to be given. Upon receipt of a notice of Motion request, the Municipal Clerk shall print the Motion in full in the agenda for the next Regular Meeting or Committee of the Whole Meeting of the Council. A notice of Motion shall be otherwise considered or disposed of by the Council at the Regular Meeting at which it is first introduced, unless a Member objects by a vote to its consideration, in which case it shall be considered at the next regular Meeting of the Council.

## RULES OF DEBATE

- 20.1 Every Member prior to speaking to any question or Motion shall raise their hand and must be recognized first by the Mayor or the Presiding Officer to address Council.
- 20.1 When two or more Members raise their hand at the same time, the Mayor or Presiding Officer shall designate the Member who in the opinion of the Presiding Officer, was first to be acknowledged.
- 20.2 When the Mayor or Presiding Officer calls for the vote on a Motion, each Member shall be seated and shall remain seated until the result has been announced.
- 20.3 Any Member may require a Motion under discussion and debate to be read out by the Mayor or Committee Chair, or Municipal Clerk at any time during the debate but not so as to interrupt a Member while speaking.
- 20.4 No Member of Council, shall speak to the same Motion, or in reply, for longer than five (5) minutes without approval by the Mayor or Presiding Officer.
- 20.5 A Member may ask a question solely for the purpose of obtaining information relating to the Motion under discussion and such question must be stated concisely and be asked through the Mayor or Presiding Officer.
- 20.6 If the Mayor or Chair desires a Member to preside over a portion of the Meeting for the purpose of taking part in the debate, the Mayor or Presiding Officer shall designate the Deputy Mayor or, if present, or any other Member, who will preside over the Meeting or a specific section of the agenda.
- 20.7 If a Member repeatedly questions the motives of other Members and mentions them by name, or persists in speaking on completely irrelevant matters in debate then the Mayor or Presiding Officer normally should first warn the Member; The Mayor or Presiding Officer should clearly state the breach involved and put the question as to whether the Member should be allowed to continue speaking to the assembly.

## VOTING ON MOTIONS

- 21.1 The manner of determining the decision of the Municipal Council on a Motion shall be by show of hands unless a recorded vote is requested. No vote shall be taken by ballot or by any other method of secret voting, and every vote so taken is of no effect.
- 21.2 No Member can be compelled to vote. As a result, every Member has the right to abstain. If the vote required is a majority or two thirds of the members present, an abstention will have the same effect as a "no" vote.
- 21.3 Where a recorded vote is requested prior to or immediately to taking of the vote each Member present, except a Member who is disqualified from voting by any Act, shall announce his vote openly, and any failure to vote by a Member who is not disqualified shall be deemed to be a negative vote and the Municipal Clerk shall record each vote.

- 21.4 When a Member present requests a recorded vote, all Members present at the Council or Committee meeting must vote by random draw by the Clerk or designate. The names of those who voted for and the names of those who voted against shall be noted in the Minutes. The Mayor or Presiding Officer shall announce the results.
- 21.5 Unless provided otherwise, if there is a tied vote on any question, the vote shall be deemed to be lost.
- 21.6 Every Member of the Council has the right to vote on all questions, unless such Member has declared a conflict of interest in writing pursuant to the Municipal Conflict of Interest Act.
- 21.7 Any question having an equal number of votes shall be deemed to have been in the negative.

#### BY-LAWS

- 22.1 No by-law shall be presented to Council unless the subject matter thereof has been considered and approved by Council or unless the Mayor, or Municipal Clerk determines that the matter is of sufficient urgency, needs to be dealt with in the best interests of the Municipality, or is of a routine nature.
- 22.2 The Municipal Clerk shall submit to Council a summary of all By-laws proposed for adoption, including the By-law number and title.
- 22.3 Unless otherwise requested or separated, all By-laws proposed for adoption shall be passed in one single Motion, duly moved and seconded.
- 22.4 The Clerk shall be responsible for their correctness should they be amended at the Council Meeting.
- 22.5 Every by-law, when introduced, shall contain no blanks except such as may be required to "conform to accepted procedure or to comply with the provisions of any Act and shall be complete with the exception of the number and date thereof.
- 22.6 All amendments to any by-laws being approved by Council shall be deemed to be incorporated into the by-law. If the by-law is enacted by Council, the amendments shall be inserted by the Municipal Clerk.
- 22.7 Every by-law enacted by Council shall be numbered, dated, signed by the Mayor or designate in the Mayor's absence, and by the Clerk or designate in the Clerk's absence. The corporate seal shall be affixed to the by-law and the by-law shall be numbered, dated and deposited by the Clerk for safekeeping.

#### CORRESPONDENCE

- 23.1 Upon receipt of any letter, or other communication and addressed to Council, the Municipal Clerk shall place the matter on the next available Regular Council Meeting
- 23.2 Every communication intended to be presented to Council or Committee must be legibly written and must contain the signature and contact address of at least one person and preferably the addresses of all signatories. For all communication

items submitted there shall be a designated contact person to whom the Clerk can communicate on behalf of Council or a Committee.

- 23.3 Any communication within the jurisdiction of a Council shall first be referred by the Clerk to the appropriate Department unless the communication relates to a subject or report scheduled to be considered by Council.
- 23.4 All communications received from other Municipalities requesting endorsement or consideration of their resolution may be added to the appropriate Council Agenda and be received for information and filed as necessary.
- 23.5 Any Member of Council, at any time prior to the preparation of the Agenda, may file in writing an item for inclusion in the Agenda.
- 23.6 The business of the Council shall in all cases be taken up in the order in which it stands upon the Agenda unless otherwise decided by the Council.

#### PETITIONS

- 24.1 Petitions shall include a statement or position that the signatories are supporting, and include legible names and shall not contain any obscene, incorrect, vexatious or improper matter or language.
- 24.2 The individual or group initiating the petition, or submitting the petition to the Municipal Clerk, must provide a key contact name, mailing address, and telephone contact information to the Municipal Clerk.
- 24.3 The signatory's personal information will be redacted from the information published in the agenda.

#### COUNCIL ANNOUNCEMENTS

- 25.1 Council Announcements are added to the Agenda for the sole purpose of informing other Members of Council and the general public on items of interest in each Council Member's respective portfolio. It also provides Council an opportunity to ask questions of clarification only relating to items in a Council Member/Coordinator's portfolio.

#### CLOSED SESSIONS

- 26.1 Meetings or a part of a meeting may be closed to the public by a Motion, if the subject matter being considered pursuant to Section 239 of the Municipal Act, 2001.

Exceptions:

- a) the security of the property of the municipality or local board;
- b) personal matters about an identifiable individual, including municipal or local board employees;
- c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- d) labour relations or employee negotiations;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

- f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- g) a matter in respect of which a Council, board or committee, or other body may hold a closed meeting under another Act;
- h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

26.2 A meeting of the Regular Council or of a Committee may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the Members; and
2. At the meeting, no Member discusses or otherwise deals with any matter in any way that materially advances the business or decision making of the Council, board or Committee, in accordance with the Municipal Act 2001.

26.3 Public Statement Required for Closed Sessions:

Prior to holding a meeting or part of a meeting that is to be closed to the public the Head of Council or presiding Officer shall state by resolution:

- a) The fact of the holding of the Closed Session;
- b) The general nature of the matter to be considered at the Closed Session;
- c) The specific provision of the Municipal Act 2001 under which meeting in Closed Session is permitted; and
- d) Where the purpose is for education or training that the meeting is to be held in private session, in accordance with the Municipal Act 2001.

26.4 A meeting shall not be closed to the public during the taking of a vote. Despite the preceding, a meeting may be closed to the public during a vote if:

- a) Section 239 (2) of the Municipal Act 2001 permits or requires a meeting to be closed to the public; and
- b) The vote is for a procedural matter or for giving directions or instructions to officials, employees or agents of the Municipality or persons retained under contract by the Municipality.

26.5 The Clerk shall prepare a record of each Closed Session held in Council or Committee, indicating:

- a) The matter discussed;
- b) The specific provision of the Act under which the meeting in Closed Session is held;
- c) The Members in attendance;



- d) The disposition of the matter;
- e) The starting and concluding times for the Closed Session; and
- f) Any other proceedings.

- 26.6 Confidential Documentation- All information, documentation or deliberations received, reviewed or taken in a Closed Session are confidential including notes and records.
- 26.7 No Member or Administration shall release or make public any information considered at a Closed Session or discuss the content of such a meeting with persons other than Members of Council, Committee or relevant municipal employees.
- 26.8 All information, or documentation or deliberation received, reviewed, presented or discussed in a legitimate Closed Session of Council and its Committee's is confidential and if disclosed, the person or person's disclosing the information may be disciplined in accordance with the Municipality of Brooke-Alvinston Code of Conduct for Council Members and the Code of Conduct for Municipal Staff Policies.
- 26.9 Agendas, reports or any items from a Closed Session for Council consideration shall not be released to the public or media.
- 26.10 Subject to the provision of Section 239 of the Municipal Act 2001, an in- camera item that requires a final decision shall be done by Council resolution or by-law at a future public meeting of Council. However, discussion that took place during a closed session, shall remain confidential

#### ADJOURNMENT

- 27.11 A Motion to adjourn may be made by a Member who has the floor, requires no seconder and need not be in writing. However, no Motion to adjourn may be made during the taking of a vote on any Motion.
- 27.12 A Motion to adjourn may not be amended.
- 27.13 On a Motion to adjourn no Member shall leave their seat until the Chair has declared the meeting adjourned.

#### COMMITTEES— GENERAL

- 29.1 Council shall determine the appropriate number of Committees, their membership, mandates, purposed, terms of reference and reporting practices.
- 29.2 Council shall direct the Municipal Clerk to advertise for Committee applications after each election, to fill any vacancies, or expired terms of office on an annual basis, or as vacancies occur throughout the term of Council.
- 29.3 Council will review the applications under their assigned respective service area of responsibility and will make recommendations for prospective Committee Members from applications received in closed session for appointment by motion at a Regular Council Meeting for their areas of responsibility after each municipal election for any vacancies or expired terms of office or on an as needed basis.

- 29.4 The role of Committees shall generally be to:
- a) Make recommendations to Council on matters which are in their area of jurisdiction that are referred to the Committee by Council or that are in accordance with the Committee mandate, purpose and terms of reference;
  - b) Request municipal employees, through the Chief Administrative Officer, to provide reports on the direction and nature of policy development, fact findings, analysis and generation of possible alternatives required; and
- 29.5 The rules governing the procedure of Council and the conduct of Members at Council shall be observed in all Committees so far as they are applicable,
- 29.6 The Mayor shall be an ex-officio Member of each Committee, shall be counted for quorum purposes and is entitled to vote at such meetings.
- 29.7 The Mayor shall not be eligible to be the Chair or Vice-Chair of an Advisory Committee.
- 29.8 Members shall be appointed to Committees and local board by Council for the term of Council or for the term set out in such appointment, and, until their successors are appointed, unless otherwise provided by by-law.
- 29.9 Council Members who are not Members of a specific Committee may attend meetings of that Committee and may, with the consent of the Chair of the Committee, take part in the discussion, but shall not be counted in the quorum or be entitled to make Motions or to vote at these meetings.
- 29.10 Committees shall not hold or schedule meetings while Council is in session.
- 29.11 All Committee Minutes, when approved, are to be sent to the Municipal Clerk (or designate) for record keeping purposes.
- 29.12 Members shall be appointed to Committees of Council for the term of Council or for the term set out in such appointment and until their successors are appointed.

#### DISBANDING— AD HOC OR SUB-COMMITTEES

- 30.1 Unless otherwise directed by the Council, an Ad Hoc Committee shall be considered disbanded upon completion of the assigned task(s) and submission of its findings.
- 30.2 Unless otherwise directed by the Council, a Subcommittee shall be considered disbanded upon completion of the assigned task(s) and submission of its findings.
- 30.3 This By-law may be referred to as the “Council Procedural By-law”.

#### SEVERABILITY

- 31.1 If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law will be considered to be severed from the balance of the by-law, which will continue to operate in full force.

Electronic Meetings (revision # 1 By-law 15 of 2020)

revision # 2 By-law xx of 2020 presented at October 22, 2020 meeting

32.1 For the purposes of this Part 32, the following capitalized term has the following meaning and all other capitalized terms shall have the meaning given to them in Part 2 hereof:

"Electronic Meeting" means a meeting called by the Mayor and held in full or in part through such electronic means selected by the Mayor, in consultation with the Clerk, taking into account the Municipality of Brooke-Alvinston's resources, which may include, but not be limited to, audio telephone conference, video telephone conference, or online through the Internet or otherwise via the Internet, and with or without in person attendance.

32.2 Notwithstanding any other Part hereof, at the call of the Mayor a regular or special meeting of Council (including, for greater certainty, any Committee meeting) may be conducted by Electronic Meeting, in accordance with this Part and any other protocol and/or policy as may be approved by Council from time to time.

32.3 A Member attending and present during an Electronic Meeting shall be counted for purposes of quorum at the commencement and at any point in time during the Meeting, and shall be entitled to vote as if they were attending the Meeting in person.

32.4 An Electronic Meeting may include a Closed Meeting, which shall be conducted with members of the public excluded therefrom and in accordance with this Part.

32.5 A public notice of an Electronic Meeting shall include sufficient information as to provide the public with the ability to reasonably access and/or otherwise observe, by such means identified in the notice, the open session of the Electronic Meeting.

32.6 Despite any other Part hereof any person desiring to present verbally to, or to make a request of, or present correspondence to, Council at and/or during an Electronic Meeting, shall first give the requisite notice thereof to the Clerk and meet all other requirements of these Rules of Procedure, and provided such requirements have been met, shall only be permitted to make such presentation, request or present such correspondence in writing, provided further that such written presentation, request and/or correspondence is received by the Clerk no later than 12:00 noon on the sixth working day immediately preceding the Electronic Meeting.

***Note: the amendment will not permit individual members of Council to opt to participate electronically in any open or closed session of Council. In other words, if this amendment is adopted, it's "all or nothing", meaning that the Mayor could only call an electronic meeting of Council and all of Council would participate electronically instead of an in-person.***

32.7 The Rules of Procedure shall continue to apply to an Electronic Meeting held pursuant to this Part 32. In the event of any inconsistency and/or conflict between this Part 32 and any other Part of these Rules of Procedure, this Part 32 shall prevail to the extent of the inconsistency and/or conflict.

#### EFFECTIVE DATE

THIS by-law shall become effective upon signing.

#### REPEAL OF EXISTING BY-LAWS

That By-law Number 1 of 2020 and 15 of 2020 is hereby repealed.

Read a first, second and third time and finally passed this 12<sup>th</sup> day of November 2020.

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Mayor  
David Ferguson

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Clerk Administrator  
Janet Denkers

**CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON**

**BY-LAW NUMBER \_\_\_ OF 2020**

**Being a By-law to authorize the execution of an Agreement between the Corporation of the Municipality of Brooke-Alvinston and Christopher Daniel Whitcroft**

**WHEREAS** the Corporation of the Municipality of Brooke-Alvinston has in effect an Official Plan for the Municipality of Brooke-Alvinston designating all the lands within the Municipality as a site plan control area:

**AND WHEREAS** Part E, Section 4 of the Municipal Official Plan requires that no person shall undertake any development in a site plan control area unless the Council of the municipality has approved plans and/or drawings as set out in Subsection 4.2 and provided for any conditions as per Subsection 4.2.1.

**AND WHEREAS** the Council of the Municipality of Brooke-Alvinston has passed a site plan control by-law pursuant to Section 41 (2) of the Planning Act, 1990;

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

1. That the Council of the Municipality of Brooke-Alvinston ratifies the site plan agreement between the Corporation of the Municipality of Brooke-Alvinston and Christopher Daniel Whitcroft.
2. That the Mayor and Clerk-Administrator are authorized and directed to execute the site plan agreement between the Corporation of the Municipality of Brooke-Alvinston and Christopher Daniel Whitcroft.
3. That the site plan agreement shall form part of the By-law and be attached as Schedule "A" hereto.
4. This By-law shall come into force and take effect on the final passing thereof.

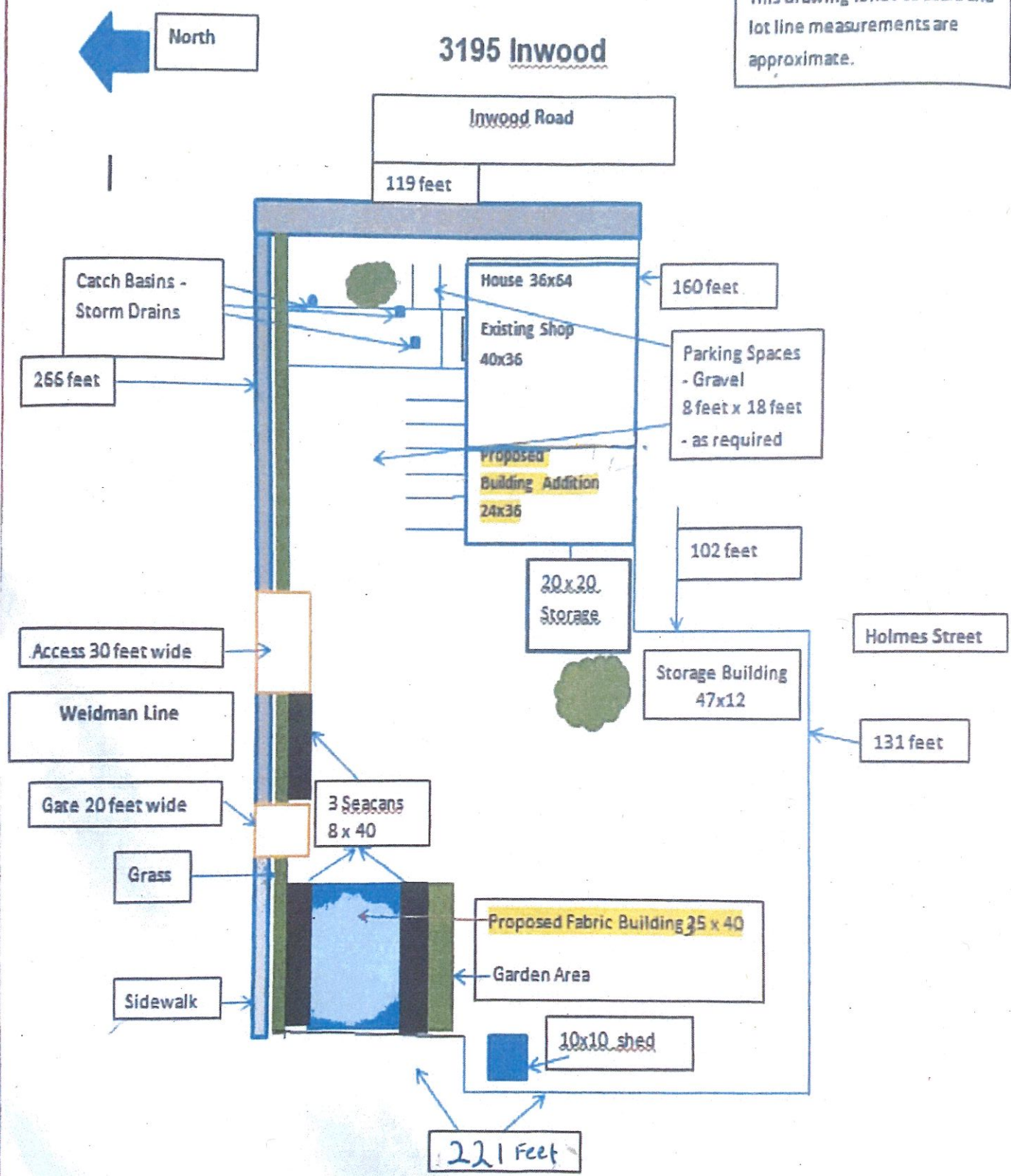
READ A FIRST AND SECOND TIME THIS \_\_\_<sup>th</sup> DAY OF 2020.

READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_<sup>th</sup> DAY OF 2020.

\_\_\_\_\_  
Dave Ferguson, Mayor

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

This drawing is not to scale and lot line measurements are approximate.



- There are no lighting/signs, except for lighting on building/security.
- Natural drainage is to grassed areas and to three catch basins. Willing to discuss further when new sidewalks installed.
- Seacans will provide the necessary screening/fencing - as is. Made of solid materials and at least 6 feet in height
- Yard is a mix of grass, gravel and cement