



AGENDA

Council Meeting

4:00 PM - Thursday, February 11, 2021

Virtual - Zoom Technology

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- 8.1.

Noise By-law

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- 8.2.

Third and Final Reading of Elliott Tait Drain

9.

NEW BUSINESS

10.

CLOSED SESSION

- 10.1.

Personal matters about an identifiable individual including municipal or local board employees

11.

RISE AND REPORT

12.

BY-LAW CONFIRMING PROCEEDINGS

13.

ADJOURNMENT



MINUTES

Council Meeting

4:00 PM - Thursday, January 28, 2021

Virtual - Zoom Technology

The Council of the Brooke-Alvinston was called to order on Thursday, January 28, 2021, at 4:00 PM, in the Virtual - Zoom Technology, 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, Administrative Assistant Darlene Paolucci, Fire Chief Steve Knight, and Parks and Recreation Supervisor Kevin Miller

Regrets:

1 CALL TO ORDER

Mayor Ferguson called the meeting to order at 4 p.m.

2 DISCLOSURE OF PECUNIARY INTEREST

Mayor Ferguson requested that any pecuniary interests be declared when applicable.

3 MINUTES

a) Regular Council Meeting Minutes of January 14, 2021

Councillor Armstrong inquired about the status of the Conflict of Interest claim and spoke on the municipal Code of Conduct and the letter of inquiry about a potential conflict of interest that was presented at the Jan. 14, 2021 Council meeting.

RESOLUTION-2021-032

Deputy Mayor Frank Nemcek made a motion that the January 14, 2020 Minutes be approved as presented without any errors or omissions. Councillor Jeannette Douglas seconded the motion.

Carried

b) Special Meeting Minutes of January 21, 2021

RESOLUTION-2021-033

Councillor Wayne Deans made a motion that the Special Council meeting Minutes from the January 21, 2020 be approved as presented without any errors or omissions. Councillor Jeannette Douglas seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

Councillor Armstrong commented that he was upset the ATV by-law was passed at the previous meeting; he also requested that Staff survey other municipalities to inquire if they report on health & safety issues to Council and requested staff to complete a yearly summary of any accidents or incidents as a follow up to the Municipal Health and Safety Policy.

5 DELEGATIONS & TIMED EVENTS

6 CORRESPONDENCE

- a) Information Only

RESOLUTION-2021-034

Deputy Mayor Frank Nemcek made a motion that the correspondence information presented at Council be received and filed. Councillor Wayne Deans seconded the motion.

Carried

- b) Municipality of Southwest Middlesex - Municipal Drains & CN Rail

RESOLUTION-2021-035

Deputy Mayor Frank Nemcek made a motion that Council supports the Municipality of Southwest Middlesex's resolution that the Province of Ontario work with the Federal Minister of Transportation to address concerns regarding municipal drainage matters and the need for coordination with the national railway. Councillor Jeannette Douglas seconded the motion.

Carried

- c) Lambton County Trails - 2021 "Share The Road Campaign"

Staff were requested to obtain the presentation for the Share the Road Campaign

RESOLUTION-2021-036

Councillor Jamie Armstrong made a motion that Council supports the request from Lambton County Trails to educate riders and drivers on how to safely share the road and to help make our roadways a safe place for both motor vehicles and bicycles. Councillor Wayne Deans seconded the motion.

Carried

7 STAFF REPORTS

- a) **Notice of Motion:** Councillor Armstrong made a notice of motion that due to electronic meetings and lockdown, unless councillors say they are not attending meetings, the meetings should be delayed 15 mins.

RESOLUTION-2021-037

Councillor Wayne Deans made a motion that due to electronic meetings and lockdown, unless Councillors say they are not attending meetings, the meetings should be delayed 15 minutes. Councillor Jamie Armstrong seconded the motion.

DEFEATED. 2-3 (opposed: Mayor David Ferguson, Deputy Mayor Frank Nemcek, and Councillor Jeannette Douglas).

- b) **Notice of Motion:** Councillor Armstrong made a notice of motion that the Municipality has a look at the structure of a building committee (*for the Optimist pavilion project*) if we are to partner with the Municipality.

RESOLUTION-2021-038

Councillor Jamie Armstrong made a motion that the Municipality has a look at the structure of a building committee (for the Optimist pavilion project) if we are to partner with the Municipality. Councillor Wayne Deans seconded the motion.

DEFEATED. 2-3 (opposed: Mayor David Ferguson, Deputy Mayor Frank Nemcek, and Councillor Jeannette Douglas).

- c) Discussion on the 2021 Draft Budget presented Jan. 21, 2021

RESOLUTION-2021-039

Councillor Jamie Armstrong made a motion that the 2021 Budget be tabled to the next Council meeting. Councillor Wayne Deans seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Noise By-law

RESOLUTION-2021-040

Deputy Mayor Frank Nemcek made a motion that Council direct the Clerk Administrator to revise the noise by-law to incorporate prohibiting noise from loudspeakers in the rural area and consistent dog barking in the rural area and present it at the next regular session of Council. Councillor Wayne Deans seconded the motion.

Carried

- e) **Public Works Manager's Report:** 2021 Dust Suppressant

RESOLUTION-2021-041

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston acknowledge the report provided by the Public Works Manager regarding the 2021 dust suppressant needs for the Municipality; and that the quote received from Den Mar Brines for \$188.55/ flake/ tonne be accepted; and that Council waives the requirements for a competitive process in favour of a negotiated process with Den Mar Brines for the provision of dust suppressant for the Municipality for the reason that the Public Works Manager has worked extensively with this supplier in the past and has obtained a price for the product that is within the draft budgeted amount and is anticipated to be lower than other suppliers. Councillor Jeannette Douglas seconded the motion.

Carried

- f) **Drainage Superintendent's Report:**

RESOLUTION-2021-042

Deputy Mayor Frank Nemcek made a motion that the Drainage Superintendent's be authorized to proceed with the power to act on the recommendations provided in his written report. . Councillor Jeannette Douglas seconded the motion.

Carried

- g) **Drainage Superintendent's Report:** Drain Maintenance Request

RESOLUTION-2021-043

Councillor Jamie Armstrong made a motion that Council directs Staff to forward the request to the Drainage Superintendent with the power to act. Councillor Jeannette Douglas seconded the motion.

Carried

8 BY-LAWS

- a) **Drain Maintenance By-law**

RESOLUTION-2021-044

Councillor Wayne Deans made a motion that By-law 6 of 2021 be read a first, second and third time and finally passed this 28th day of January 2021. Councillor Jamie Armstrong seconded the motion.

Carried

9 NEW BUSINESS

- a) The Public Works Manager requested approval from Council to tender for gravel.

RESOLUTION-2021-045

Councillor Jamie Armstrong made a motion that Council directs the Public Works Manager to tender for 16,000 tonnes of granular M and 6,000 tonnes of dolomite gravel. Councillor Wayne Deans seconded the motion.

Carried

10 CLOSED SESSION

- a) Personnel Matter about an identifiable individual(s)

11 RISE AND REPORT

The Clerk Administrator provided the Rise and Report following the closed session. It was reported that:

- 1.Council accept the resignation of Sandra Dale, Deputy Treasurer with regret
- 2.Council accept the retirement of Ron Goss from the Parks & Recreation Dept.
- 3.That staff be directed to proceed with the Senior of the Year nomination
- 4.Council acknowledge Kevin Aitken as the new employee for the P. W. Dept.
- 5.Directed Staff to proceed as directed with property 3815-140-001-116

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2021-046

Councillor Wayne Deans made a motion that By-law 7 of 2021 be read a first, second and third time and finally passed this 28th day of January 2021. Councillor Jamie Armstrong seconded the motion.

Carried

13 ADJOURNMENT

Councillor Nemcek made a motion to adjourn the meeting at 5:31 p.m.

Clerk-Administrator

Mayor

Dear Municipality of Brooke-Alvinston:

The Optimist Building Committee has reviewed the agreement sent from the Municipality to us, and we wish to discuss some items with the council at the upcoming meeting on Thursday, February 11, 2021.

- a) Drawing accuracy of drawing rendered for project. Discussion regarding this.
- b) The word pavilion changed to project in the agreement, since it is more than a pavilion, as wheelchair accessible washrooms are included in our project.
- c) We would like to begin end of March on the project.
- d) We would like a part added to the agreement regarding the municipality's involvement to ensure the accuracy of the locations for various services, etc., (before building).

In reference to the agreement, a discussion around the following:

Section 4. (a) – 30 calendar days

Section 5. (d) – the club is authorized to enter into this agreement – are you requiring proof of this? What is meant by this?

Section 5. (e) – the Club's signatory – do you mean Les here as Building Committee Chairman or the Club President?

Section 6 (g) – want to discuss this to ensure we understand...

Section 7. – Discussion regarding insurance – agency or club...

This is a brief outline of what we hope to cover with council at the upcoming council meeting. We look forward to working with you, as we push forward with our project

Yours in Optimism,

Les Douglas – Chairperson

Andy Triest – Committee Member

THIS AGREEMENT MADE in triplicate this ____ day of _____, 2021

BETWEEN:

The Alvinston & District Optimist Club

AND

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

(together, each of the parties is referred to individually herein as a "Party" and the parties are referred to together as the "Parties")

WHEREAS the Alvinston & District Optimist Club (the "Club") has initiated the "Raise the Roost" project (the "Project") the purpose of which is to construct a 48' by 80' public pavilion to the specifications set out in in Schedule "A" hereto (the "Pavilion") on The Corporation of the Municipality of Brooke-Alvinston's (the "Municipality") lands located at 3310 Walnut Street (the "Lands");

AND WHEREAS the Club wishes the Municipality to consent to the Club constructing the Pavilion on the Lands at that location on the Lands identified in Schedule "A";

AND WHEREAS the Club has asked the Municipality to financially support a portion of the costs required to construct the Pavilion on the Lands;

AND WHEREAS the Municipality is prepared to provide the Club with its consent and agreement for the Club to construct the Pavilion on the Lands and partially support the construction thereof, on the terms and conditions set out herein;

NOW THEREFORE in consideration of the covenants and terms and conditions contained herein, the Parties agree as follows:

1. All capitalized terms used in this Agreement shall have the meaning given to them in the recitals above.
2. On and subject to the terms and conditions hereof, the Club agrees to construct the Pavilion on the Lands at its sole costs and liability and to complete the construction of the Pavilion by no later than [enter date].
3. On and subject to the terms and conditions hereof, the Municipality hereby grants the Club, its employees, officers, volunteers and contractors a limited license to enter upon the Lands to carry out such activities reasonably required by the Club to construct and erect upon the Lands the Pavilion. Such license shall be in effect from [enter date] and shall terminate on [enter date] unless the Municipality agrees in writing with the Club to

extend such period to accommodate any unforeseeable reasonable delays incurred by the Club to complete its construction of the Pavilion on the Lands.

4. Prior to exercising any of its license rights granted herein to enter the Lands for the purposes set out herein, the Club shall first provide the Municipality the following:
 - (a) draft architectural drawings of the Pavilion that identify the anticipated finished, fully constructed Pavilion, the works to be carried out and the materials and labour expected to be used to construct the Pavilion on the Lands, for the Municipality's review and approval. The Municipality shall have thirty (30) calendar days to review such information from the date the Club delivers such information to the Municipality. The Municipality shall be entitled to require reasonable amendments and other changes to such drawings, concepts, works and materials to address any reasonable health and safety concerns that the Municipality may have about the Pavilion. If such amendments and/or changes are requested by the Municipality, the Club shall amend and/or change, as required, its architectural drawings, concepts, works and materials to address the Municipality's communicated concerns and provide revised drawings for the Municipality's review and approval. In each instance the Municipality shall have thirty (30) calendar days to review such information from the date the Club delivers such information to the Municipality. The Municipality assume no liability whatsoever on any grounds arising from its review and any requested changes to the drawings, and the Club hereby releases and agrees to defend and indemnify the Municipality from any such liability;
 - (b) the date the Club and/or its employees, officers, volunteers and contractors first wish to enter upon the Lands for the purposes of constructing thereon the Pavilion and the anticipated time period such employees, officers, volunteers and contractors will occupy the Lands for such purposes, including, without limitation, the date such employees, officers, volunteers and contractors are expected to vacate the Lands upon completion of the Pavilion;
 - (c) at least five (5) calendar days before the date identified by the Club to the Municipality for the purposes of paragraph 2 above: (i) a clearance certificate issued by the Workplace Safety and Insurance Board evidencing that the Club's contractor retained to construct the Pavilion or to carry out any works associated with the Project is insured under the Workplace Safety and Insurance Act, 1997 and that its account with the Workplace Safety and Insurance Board is in good standing; and (ii) such certificate(s) of insurance required to be provided to the Municipality under this Agreement; and
 - (d) a safety plan, policy(ies), programs and measures the Club, its employees, officers, volunteers and contractors, as the case may be, will implement and adhere to, to:
 1. protect the health and safety off all workers on the Lands involved directly or indirectly in the construction of the Pavilion;

2. protect the health and safety of members of the public from the Club's activities on the Lands and emanating from the Lands in relation to the construction of the Pavilion thereon; and
 3. safeguard the security of all materials, tools, equipment, vehicles and any other asset of the Club, its employees, officers, volunteers and contractors on the Lands.
5. The Club hereby acknowledges, represents and warrants the following:
- (a) the Project, including without limitation the construction of the Pavilion, is solely a Club project and the Club assumes all responsibility and liability in regards thereto Club at its own and exclusive costs;
 - (b) the Club has the necessary expertise to carry out the Project and to construct or cause to be constructed the Pavilion on the Lands;
 - (c) the Club has the financial resources to assume and pay for all architectural, engineering, labour, material and any other costs reasonably foreseeable to complete the Project including the construction of the Pavilion on the Lands, and that the Club has a minimum or will have a minimum of \$350,000.00 in cash available to it to completely pay for the Project and all costs associated and incurred with the construction of the Pavilion;
 - (d) the Club is authorized to enter into this Agreement;
 - (e) the Club's signatory to this Agreement are authorized to enter into this Agreement and bind the Club to the terms and conditions hereof.
6. The Club agrees and covenants further with the Municipality as follows:
- (a) The Club shall provide the Municipality with copies of all quotations received by the Club for the construction of the Pavilion on the Lands before accessing the Lands to construct thereon the Pavilion;
 - (b) The Club shall or shall cause the Pavilion to be constructed on the Lands with diligence and good workmanship;
 - (c) The Club and/or the Club's retained general contractor shall assume all responsibilities and duties of a "constructor" over the Project and construction of the Pavilion on the Lands for the purposes of the Occupational Health and Safety Act;
 - (d) The Club shall construct the Pavilion strictly in accordance with all applicable laws, by-laws and, without limiting the generality of the foregoing, the Accessibility for Ontarians with Disabilities Act, 2005, at its sole costs. Without limiting the generality of the foregoing, the Club shall be solely responsible and liable for securing, at its sole costs, all requisite permits, including building permits, and approvals, including applicable environmental approvals and consents (if any) and locates, required by law to construct the Pavilion on the Lands prior to carrying out any works on the Lands. The Club shall provide a

copy of such permits and approvals to the Municipality prior to starting any works on the Lands associated with the Club's construction of the Pavilion thereon;

- (e) The Club shall not and shall not permit its employees, officers, volunteers and contractors to emit any unreasonable noise and/or odour from the Lands and/or contaminate the Lands with any contaminant (as defined in the Environmental Protection Act);
 - (f) The Club will or will cause that area on the Lands reasonably necessary for its and/or its employees, officers, volunteers and contractors to construct the Pavilion to be safeguarded at all times against unauthorized access;
 - (g) The Club shall provide the Municipality with "as built" drawings of the Pavilion within five (5) calendar days after the day the Pavilion is substantially completed as determined by the Municipality, acting reasonably;
 - (h) Upon completion of the Pavilion, the Club shall and shall cause the Club, its employees, officers, volunteers and contractors, as the case may be, to vacate the Lands and do such things reasonably required to permit access to, and use by, the public to, and of, the Pavilion. The Lands (including grass and asphalt thereon) shall be restored to their original condition, to the reasonable satisfaction of the Municipality, and free of any debris. If the Club fails to do within ten (10) calendar days after completion of the Pavilion, the Municipality may carry out such works and/or repairs and/or remediation as the Municipality deems required and the Club shall fully reimburse the Municipality the costs thereof within thirty (30) days of the Municipality's invoices therefor to the Club;
 - (i) Upon completion of the Pavilion or such other date as the Municipality may direct, the Club shall transfer ownership of the Pavilion (including all of its constituent parts) to the Municipality. The Club shall execute any reasonable documents required by the Municipality for such purposes within five (5) days of the Municipality's request therefor; and
 - (j) Unless otherwise explicitly stated otherwise herein, the Municipality shall have no responsibility or liability whatsoever in relation to the construction of the Pavilion on the Lands, and the Club shall defend, save harmless and indemnify the Municipality from all losses, damages, liens, fines, claims and/or proceedings, including legal fees, claimed against the Municipality arising from any omission or action (including negligence) of the Club, its employees, volunteers and contractors in relation to the Project, the construction of the Pavilion and/or any the Club's breach of this Agreement;
7. Throughout the term of this Agreement, the Club shall secure and maintain, at its costs:
- (a) a commercial general liability insurance policy in an amount not less than \$2,000,000.00 per occurrence and in the aggregate, which policy shall include cross-liability and severability of interest endorsements;
 - (b) environmental liability insurance policy in an amount of no less than \$2,000,000.00 per occurrence and in the aggregate;
 - and (c) a Builder's Risk (Course of Construction) liability insurance policy in an amount not less than \$350,000.00. The Club shall provide a true copy of the certificates evidencing the insurances required herein and deposit same with the Municipality at

least ten (10) days prior to it, its employees, officers, volunteers or contractor (s) first accessing the Lands to commence construction thereon of the Pavilion. Such certificates shall contain, at a minimum, the following information: (a) that the Municipality is an additional insured party under the policy(ies); (b) the above mentioned coverages; (c) the commencement date of the policy(ies); (d) a waiver of subrogation against the Municipality, its employees, councillors, directors and officers, whether or not any loss is caused by the act, omission or negligence of the Municipality, its employees, councillors, directors, officers; and that if the policy(ies) are ever cancelled or amended in any manner for any reason, a minimum of thirty (30) days written notice of such change or cancellation will be provided to the Municipality.

8. The Club shall defend, indemnify and save harmless the Municipality of Brooke-Alvinston, its elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the Supplier, its directors, officers, employees, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this Contract. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the Club in accordance with this Contract and shall survive this Contract.
9. The Club agrees to defend, indemnify and save harmless Municipality of Brooke-Alvinston from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever arising out of or related to the Club's status with WSIB. This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by the Club in accordance with this Contract, and shall survive this Contract.
10. Broad Form Builders' Risk Insurance written in the joint names of the Contractor, Owner, Club, Sub-contractors, and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall have limits of not less than 1.1 times the Contract Price and the full value as stated in the Agreement. Should the Owner provide any property to be incorporated into the structure, the policy must be endorsed to include the Owner's property. Coverage shall be maintained during the term of the contract and until 10 calendar days after the date of Substantial Performance of the Work.

The Builders' Risk shall:

- a) Be endorsed to grant permission to occupy prior to the completion or acceptance of the entire work.
- b) Not be less than the insurance coverage provided by IBC Forms 4042 and 4047 or their equivalent replacement.

- c) Include the installation, testing, commissioning and subsequent use of any machinery and equipment including boilers, pressure vessels or vessels under vacuum.
 - d) Apply to all products, labour, equipment and supplies of every nature, the property of the Club or Contractor or for which the Club or Contractor may have assumed responsibility (whether on site or in transit), that is to be used in or pertaining to site preparation, erection, fabrication, construction or reconstruction of the structure.
 - e) Be subject to a waiver of coinsurance.
 - f) Include coverage for materials while in transit, awaiting installation or stored at off-site locations. Coverage shall be in an amount equal to the value of the material.
 - g) (on Contractor purchased policies) provide that in the case of a loss or damage payment shall be made to the Club and the Contractor as their respective interests may appear, the Contractor shall act on behalf of the Club for the purpose of adjusting the amount of such loss or damage payment with the insurer. When the extent of the loss or damage is determined, the Design Builder shall proceed to restore the Work. Loss or damage shall not affect the rights and obligations of either party under the Contract except that the Contractor shall be entitled to a reasonable extension of Contract Time
11. Standard Form Automobile Liability Insurance that complies with all requirements of the current legislation of the Province of Ontario, having an inclusive limit of not less than (no less than \$ 2 Million) per occurrence for Third Party Liability, in respect of the use or operation of vehicles owned, operated or leased by the Contractor.
12. Commercial General Liability, underwritten by an insurer licensed to conduct business in the Province of Ontario, for a limit of not less than (\$ 2 Million) per occurrence, an aggregate limit of not less than \$ 2 Million, within any policy year with respect to completed operations and a deductible of not more than \$ 50,000. The policy shall include an extension for a standard provincial and territorial form of non-owned automobile liability policy. This policy shall include but not be limited to:
- (a) Name the Municipality as an additional insured
 - (b) Cross-liability and severability of interest
 - (c) Blanket Contractual
 - (d) Products and Completed Operations
 - (e) Premises and Operations Liability
 - (f) Personal Injury Liability
 - (g) Contingent Employers Liability
 - (h) Work performed on Behalf of the Named Insured by Sub-Contractors
 - (i) Broad Form Property Damage

13. This Agreement shall remain in effect until five (5) days after the date the Club has transferred ownership of the Pavilion to the Municipality as required in accordance with paragraph (6) of section (i) above. Despite the expiry of this Agreement, all rights and obligations of the Club that have accrued as of the date of expiry, and all indemnity obligations of the Club, shall survive such expiry.
14. Despite the term of this Agreement set out in section (3) above, the Municipality may terminate this Agreement without advance notice and without liability to the Club upon providing written notice thereof to the Club, if the Club breached any term or condition of this Agreement and has failed to remedy such breach within five (5) days of the date the Municipality has notified the Club of the breach. In the event this Agreement is terminated pursuant to this section [3], the Club shall and shall cause its employees, officers, volunteers and contractors to vacate the Lands, remove therefrom their equipment and materials, and clean and restore the Lands to the reasonable satisfaction of the Municipality within ten (10) days after this Agreement is so terminated.
15. This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable thereto. The parties each agree to submit to the jurisdiction of the Province of Ontario.
16. Time shall be of the essence for the observance and performance of all obligations required to be performed hereunder.
17. If and to the extent either Party is prevented or delayed by reason of an event beyond a Party's reasonable control, provided that reasonable due diligence was exercised to prevent the event, such Party shall not be in default and the time for performance of such obligation(s) shall be extended accordingly.
18. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Communication of an executed copy of this Agreement, or of any counterparts thereto, by facsimile transmission or electronically in portable document format (PDF) shall constitute good and effective delivery.
19. Where in this Agreement any notice is required, or authorized to be given, that notice shall be in writing and may be sent by registered mail, by courier, delivered in person or delivered by electronic mail (e-mail). Where any notice is sent by registered mail it shall be deemed to be delivered four (4) days (excluding Saturday and Sunday) after the date of mailing; when sent by e-mail, it shall be deemed received three (3) days after delivery; where delivered by courier, it shall be deemed received the next day (excluding Saturday and Sunday) following delivery to the courier; when delivered in person, when received. Any notice shall be addressed as follows:
 1. to the Municipality: [Attention: Clerk-Administrator, 3236 River Street, Alvinston, ON N0N 1A0, jdenkers@brookealvinston.com]
 2. to the Club: [Alvinston District Optimist Club]
20. In the event of a dispute arising between the Parties in connection with this Agreement:

1. Such dispute shall be promptly referred to a member of senior management of each Party who shall attempt to resolve such dispute. If such members of senior management are unable to resolve such dispute within twenty (20) days after referral to them, then the Parties shall resolve such dispute in accordance with the remaining provisions of this Section.
 2. Any dispute, difference or question between the Parties hereto or any provision hereof shall be determined by reference to arbitration by a single arbitrator, in accordance with the provisions of the Arbitration Act, 1991, S.O. 1991, c. 17 (or as may be amended) and in accordance with the rules of arbitration of the ADR Institute of Canada, Inc. The seat of arbitration shall be Sarnia, Ontario. The dispute shall be heard before a single arbitrator. The language of arbitration shall be English. Each Party shall bear its own costs of the arbitration, including legal fees, unless ordered otherwise by the arbitrator.
21. This Agreement, together with Schedule A attached hereto, shall be deemed to constitute the entire agreement between the Parties with respect to the subject matter hereof, and shall supersede all previous negotiations, representations and documents made by either Party hereto. In the event of any inconsistency between the terms and conditions of the Agreement and Schedule A attached hereto, the terms and conditions of the document specifically defining the parties' rights and obligations over the subject matter at issue shall govern to resolve the inconsistency.
 22. That the municipality/taxpayers contribution is limited to no more than \$80,000;
 23. That the municipality only forward funds to the Optimists based on the Optimists supplying contractor invoices that conform to the quote(s) /contract(s);

IN WITNESS WHEREOF each of the parties hereto has affixed its Corporate Seal by the hands of its proper officers.

SIGNED, SEALED AND EXECUTED:

Alvinston Optimist Club

Per:

Per:

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

Mayor David Ferguson

Clerk-Administrator Janet Denkers

SCHEDULE A

Description of the pavilion & components including: washrooms, all appurtenances and specific location of lands



PUBLIC NOTICE **MINOR VARIANCE** **APPLICATION** **COMMITTEE OF ADJUSTMENT**

APPLICATION NUMBER:

A-001/21
(Everett Thorne)

LOCATION OF PROPERTY:

Part Lot 7 Concession 13, Parts 1 to 3
RP25R10871 and known municipally as 4636
Sutorville Line

PURPOSE OF APPLICATION:

Relief is requested from the Brooke-Alvinston
Zoning By-law 9 of 2013 which requires
agricultural lots to have a minimum lot area of
38 hectares. The proposed variance will allow
the subject property to have a lot area of 37.6
hectares (93 acres). The requested variance is
required as a condition of a consent
application's approval.

TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed **February 23, 2021 at 9:00 a.m.** for the purpose of a public hearing into this matter. Signed, written submissions regarding the application will be accepted by the Secretary-Treasurer prior to the hearing.

If you wish to submit a written or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 12:00 p.m. noon on February 22, 2021. The public hearing will be held via a **ZOOM** Teleconference format.

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

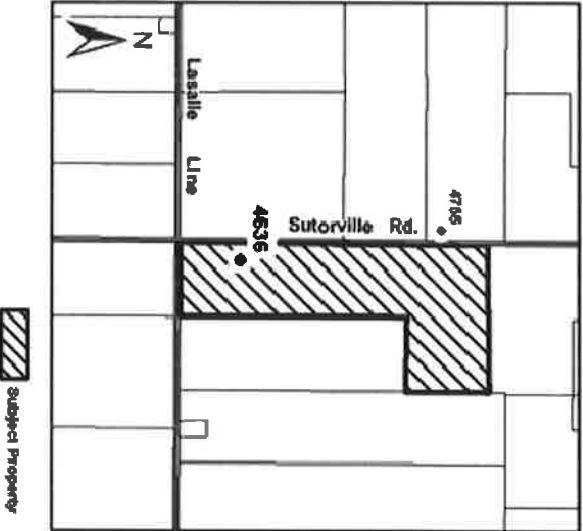
If you are aware of any persons interested or affected by this application who have not received a copy of this notice, it would be appreciated if you would so inform them.

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

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

Janet Denkers
Secretary-Treasurer
Committee of Adjustment

Email: idenkers@brookealvinston.com
Phone: 519-898-2173
Fax: 519-898-5653
Dated: February 8, 2021





**MUNICIPALITY OF BROOKE-ALVINSTON
NOTICE OF PUBLIC MEETING**

CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT

TAKE NOTICE that the Council of the Corporation of the Municipality of Brooke-Alvinston will hold a **Public Meeting on March 11, 2021 at 4:05 p.m. at the Municipal Office Council Chambers** to consider a proposed Zoning By-law Amendment under Section 34 of the Planning Act, R.S.O. 1990, as amended.

THE PROPOSED ZONING BY-LAW AMENDMENT amends the Municipality of Brooke-Alvinston Comprehensive Zoning By-law 9 of 2013 by changing the zoning on lands described as Concession 13, Part Lot 7, in the Municipality of Brooke-Alvinston from "Agricultural 1 (A1)" to "No-Dwelling Agricultural (ND-A)".

CONSENT was granted by the Municipality of Brooke-Alvinston Committee of Adjustment (File B-02/20) to sever +/- 2.00 acres from an approximately 95 acre parcel. The severed land is municipally known as 4636 Sutorville Line and contains a dwelling and two sheds. The proposed zoning by-law amendment was a condition of the Committee's approval of the consent and prohibits a new dwelling on the retained 93 acre farm parcel, in accordance with the Provincial Policy Statement and the Municipality's Official Plan policies.

THE KEY MAP shows more particularly the lands affected.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of, or in opposition to the proposed Zoning By-law Amendment. If you wish to submit a written or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 4:30 p.m. on March 10, 2021. The public meeting will be held via a ZOOM Teleconference format.

WRITTEN SUBMISSIONS in respect of the proposed Zoning By-law Amendment can be made to the Clerk of the Municipality of Brooke-Alvinston.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Brooke-Alvinston before the by-law is passed; the person or public body is not entitled to appeal the decision of the Municipality of Brooke-Alvinston to the Local Planning Appeal Tribunal.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Brooke-Alvinston before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

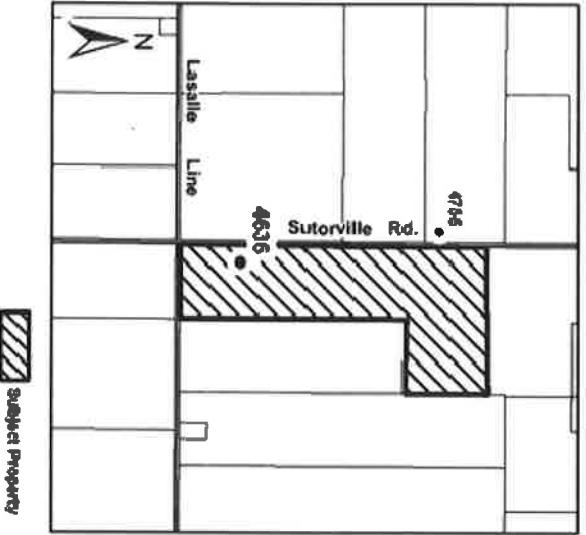
IF YOU WISH to be notified of the proposed zoning by-law amendment being passed, you must make a written request to the Clerk of the Municipality of Brooke-Alvinston.

THE PROPOSED AMENDMENT will be available for public inspection during regular office hours at the Brooke-Alvinston Municipal Office, located at 3236 River Street in Alvinston and at the public meeting.

**Janet Denkers
Clerk Administrator
Municipality of Brooke-Alvinston
3236 River Street, Box 28
Alvinston, ON N0N 1A0**

Telephone: 519-898-2173
Fax: 519-898-5653

Email: idenkers@brookealvinston.com





MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, ON
N0N 1A0

February 1, 2021

Official Notice – Drain Maintenance

The Municipality of Brooke-Alvinston has received a drain maintenance request on the **14th Concession Drain from Mr. Tom Shea.**

In accordance with Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17, all municipalities are responsible for maintenance and repair of municipal drains constructed under a bylaw passed under this Act. The drain has been inspected and maintenance is required at this time.

Due to Covid19, maintenance notices will be sent out to each affected landowner on the drain, in place of an onsite meeting.

The proposed work is as follows:

Work: Brushing and Drain Cleanout
Timeline: 2021

If you require additional work i.e., culvert replacement, please contacted David Moores, Drainage Superintendent – 519-882-0030, ext. 203.

Upon completion of the maintenance work, you will be invoiced for your share of the cost less any agricultural grant that your property is eligible for.

The Municipality asks that all landowners mark their tile drains and if possible, please leave 15 feet at the top of the bank for maintenance, as no allowances are paid for crop damages. Please contact the Drainage Superintendent regarding working corridors and spoil locations so this information can be included in the drainage tenders and instructions to the contractors.

Should you have any questions, please contact the Drainage Superintendent within 7 business days of receiving this notice; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drain.

Thank you,


 Janet Denkers
 Clerk-Administrator



MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, ON
N0N 1A0

February 1, 2021

Official Notice – Drain Maintenance Update

The Municipality of Brooke-Alvinston received a drain maintenance request in 2020 on the **Smith Drain from Mr. Bert Opthof.**

An Official Notice was sent out to all landowners in September – 2020 explaining that works would be completed before March 2021. Due to the volume of drainage requests received to date, this work has been moved to summer or fall of 2021. The scheduled work is outlined below.

In accordance with Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17, all municipalities are responsible for maintenance and repair of municipal drains constructed under a bylaw passed under this Act. The drain has been inspected and maintenance is required at this time.

Due to Covid19, maintenance notices will be sent out to each affected landowner on the drain, in place of an onsite meeting.

The proposed work is as follows:

Work: Brushing and Drain Cleanout
Timeline: 2021

**If you require additional work i.e., culvert replacement, please contacted David Moores, Drainage Superintendent
 – 519-882-0030, ext. 203.**

Upon completion of the maintenance work, you will be invoiced for your share of the cost less any agricultural grant that your property is eligible for.

The Municipality asks that all landowners mark their tile drains and if possible, please leave 15 feet at the top of the bank for maintenance, as no allowances are paid for crop damages. Please contact the Drainage Superintendent regarding working corridors and spoil locations so this information can be included in the drainage tenders and instructions to the contractors.

Should you have any questions, please contact the Drainage Superintendent within 7 business days of receiving this notice; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drain.

Thank you,

A handwritten signature in black ink, appearing to read 'Janet Denkers', written in a cursive style.

Janet Denkers
Clerk-Administrator



MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, ON
N0N 1A0

February 1, 2021

Official Notice – Drain Maintenance Update

The Municipality of Brooke-Alvinston received a drain maintenance request in 2020 on the **Edgar Drain No.1 from Mr. Steve Sanders.**

An Official Notice was sent out to all landowners in July – 2020 explaining that works would be completed before March 2021. Due to delays in receiving approvals from Fisheries and Oceans Canada, this work has been moved to summer or fall of 2021. The Edgar Drain No.1 is a Class E drain which brings species at risk to the drain and complicates the proposed work. The scheduled work is outlined below.

In accordance with Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17, all municipalities are responsible for maintenance and repair of municipal drains constructed under a bylaw passed under this Act. The drain has been inspected and maintenance is required at this time.

Due to Covid19, maintenance notices will be sent out to each affected landowner on the drain, in place of an onsite meeting.

The proposed work is as follows:

Work: Brushing – one side only; side opposite any treelines

Bottom Cleanout- channel bottom is between 3 feet and 5 feet wide

Half Bottom Cleanout – channel bottom is greater than 5 feet wide

Work from Salem Road to Hardy Creek Road

Timeline: 2021

**If you require additional work i.e., culvert replacement, please contacted David Moores, Drainage Superintendent
 – 519-882-0030, ext. 203.**

Upon completion of the maintenance work, you will be invoiced for your share of the cost less any agricultural grant that your property is eligible for.

The Municipality asks that all landowners mark their tile drains and if possible, please leave 15 feet at the top of the bank for maintenance, as no allowances are paid for crop damages. Please contact the Drainage Superintendent regarding working corridors and spoil locations so this information can be included in the drainage tenders and instructions to the contractors.

Should you have any questions, please contact the Drainage Superintendent within 7 business days of receiving this notice; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drain.

Thank you,

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Janet Denkers
Clerk-Administrator



MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, ON
N0N 1A0

February 1, 2021

Official Notice – Drain Maintenance

The Municipality of Brooke-Alvinston has received a drain maintenance request on the **MacDougall Drain from Mr. Doug MacDougall.**

In accordance with Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17, all municipalities are responsible for maintenance and repair of municipal drains constructed under a bylaw passed under this Act. The drain has been inspected and maintenance is required at this time.

Due to Covid19, maintenance notices will be sent out to each affected landowner on the drain, in place of an onsite meeting.

The proposed work is as follows:

Work: Brushing and Drain Cleanout

Timeline: 2021

**If you require additional work i.e., culvert replacement, please contacted David Moores, Drainage Superintendent
 – 519-882-0030, ext. 203.**

Upon completion of the maintenance work, you will be invoiced for your share of the cost less any agricultural grant that your property is eligible for.

The Municipality asks that all landowners mark their tile drains and if possible, please leave 15 feet at the top of the bank for maintenance, as no allowances are paid for crop damages. Please contact the Drainage Superintendent regarding working corridors and spoil locations so this information can be included in the drainage tenders and instructions to the contractors.

Should you have any questions, please contact the Drainage Superintendent within 7 business days of receiving this notice; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drain.

Thank you,

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Janet Denkers
Clerk-Administrator



MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, ON
N0N 1A0

February 1, 2021

Official Notice – Drain Maintenance

The Municipality of Brooke-Alvinston has received a drain maintenance request on the **4-5 Concession Road Drain from Mr. Doug MacDougall.**

In accordance with Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17, all municipalities are responsible for maintenance and repair of municipal drains constructed under a bylaw passed under this Act. The drain has been inspected and maintenance is required at this time.

Due to Covid19, maintenance notices will be sent out to each affected landowner on the drain, in place of an onsite meeting.

The proposed work is as follows:

Work: Brushing and Drain Cleanout

Timeline: 2021

**If you require additional work i.e., culvert replacement, please contacted David Moores, Drainage Superintendent
 – 519-882-0030, ext. 203.**

Upon completion of the maintenance work, you will be invoiced for your share of the cost less any agricultural grant that your property is eligible for.

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Should you have any questions, please contact the Drainage Superintendent within 7 business days of receiving this notice; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drain.

Thank you,



Janet Denkers
Clerk-Administrator



MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, ON
N0N 1A0

February 4, 2021

Official Notice – Drain Maintenance Update

The Municipality of Brooke-Alvinston received a drain maintenance request in 2020 on the **Parker Lucas Drain from Mr. Tom Shea and Mr. Gary Straatman.**

An Official Notice was sent out to all landowners in July – 2020 explaining that works would be completed before March 2021. Due to the volume of drainage requests received to date, this work has been moved to summer or fall of 2021. The scheduled work is outlined below.

In accordance with Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17, all municipalities are responsible for maintenance and repair of municipal drains constructed under a bylaw passed under this Act. The drain has been inspected and maintenance is required at this time.

Due to Covid19, maintenance notices will be sent out to each affected landowner on the drain, in place of an onsite meeting.

The proposed work is as follows:

Work: Brushing and Drain Cleanout
Timeline: 2021

If you require additional work i.e., culvert replacement, please contacted David Moores, Drainage Superintendent – 519-882-0030, ext. 203.

Upon completion of the maintenance work, you will be invoiced for your share of the cost less any agricultural grant that your property is eligible for.

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Thank you,

A handwritten signature in cursive script, appearing to read 'Janet Denkers', written in dark ink.

Janet Denkers
Clerk-Administrator



MINUTES

Brooke-Alvinston Fire Committee Meeting

4:00 PM - Wednesday, October 14, 2020
Virtual - Zoom Technology

The Brooke-Alvinston Fire Committee was called to order on Wednesday, October 14, 2020, at 4:00 PM, in the Virtual - Zoom Technology, with the following members present:

Council Present: Fire Committee Member Alan Broad, Councillor Jamie Armstrong, Councillor Jeannette Douglas, and Fire Committee Member Martin Vink

Staff Present: Treasurer Stephen Ikert, Fire Chief Steve Knight, and Clerk Administrator Janet Denkers

Regrets:

1 CALL TO ORDER

Jeannette Douglas called the meeting to order at 4:05 p.m.. Chief Hansen from Southwest Middlesex was welcomed to the meeting.

2 DISCLOSURE OF PECUNIARY INTEREST

3 MINUTES

- a) Regular Council Meeting Minutes of September 8, 2020

RESOLUTION-2020-001

Fire Committee Member Alan Broad made a motion that the Fire Committee meeting minutes from September 8, 2020 be approved as presented. Councillor Jamie Armstrong seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 STAFF REPORTS

- a) Staff report to Brooke-Alvinston Council (Oct. 8):
Fire Board / Fire Committee

The Clerk Administrator provided a brief update on the report and advised that the Brooke-Alvinston Council approved it at their October 8th meeting. It was agreed that moving forward all references of the group would be referred to as the Fire Committee. The Committee had no comments on the report.

- b) Staff Report to Brooke-Alvinston Council (Oct. 8):
Fire Chief Shared Responsibilities

The Committee received the report on the duties of the Fire Chief. Martin Vink inquired about public education in the Southwest Middlesex area. Chief Knight noted that public education activities would be coordinated with the Chief of Southwest Middlesex moving forward.

- c) Staff Report to Brooke-Alvinston Council (Oct. 8)
Draft By-law to Establish & Regulate A Fire Department

The Clerk Administrator noted that a request from Dawn-Euphemia to extend the coverage area to Smith Falls Road was received. She advised that a revised map would be presented to the Brooke-Alvinston Council as they had previously reviewed the attached agreement and map at their October 8th

meeting.

- d) Staff Report to Brooke-Alvinston Council (Oct. 8)
Draft Amending By-law to Jointly Manage and Operate a Fire Department

RESOLUTION-2020-002

Fire Committee Member Alan Broad made a motion that the Fire Committee approve the use of the Weighted Current Value Assessment (same as used for taxes; provided by MPAC) to calculate the share of each Municipalities' cost for the Budgeted/Actual expenditures for the Fire Area covered by Brooke Fire Rescue. Fire Committee Member Martin Vink seconded the motion.

Carried

6 NEW BUSINESS

- a) Alan Broad thanked the Brooke-Alvinston staff for their work in completing the presented draft by-laws and associated calculations that were presented.
- b) Next Meeting Date: November 23, 2020 at 4:00 p.m.. The Clerk Administrator noted that she will present the by-laws to the Brooke-Alvinston Council for approval and forward to the Municipality of Southwest Middlesex and Township of Dawn-Euphemia for the same.
- c) The Clerk Administrator thanked Chief Hansen for his time with the Fire Committee and wished him well in his upcoming retirement.

7 ADJOURNMENT

- a) The meeting was adjourned by Alan Broad at 4:25 p.m.

Fire Committee Chair

Share The Road Campaign

Bluewater International Granfondo



About

Bluewater International Granfondo (B.I.G) welcomes cyclists to Lambton County to ride along the shores of Lake Huron.

B.I.G entered its 5th year in 2020 and has been voted #1 Granfondo in Ontario and #2 in Canada. Participation has grown 200% with 500 riders in year one and over 1,000 riders in year four.

Now, B.I.G is focusing their efforts to educate riders and drivers on how to safely share the road.

- *Rules of the road*
- *Bike safety*
- *Group riding skills*
- *Nutrition*
- *Bike Maintenance*



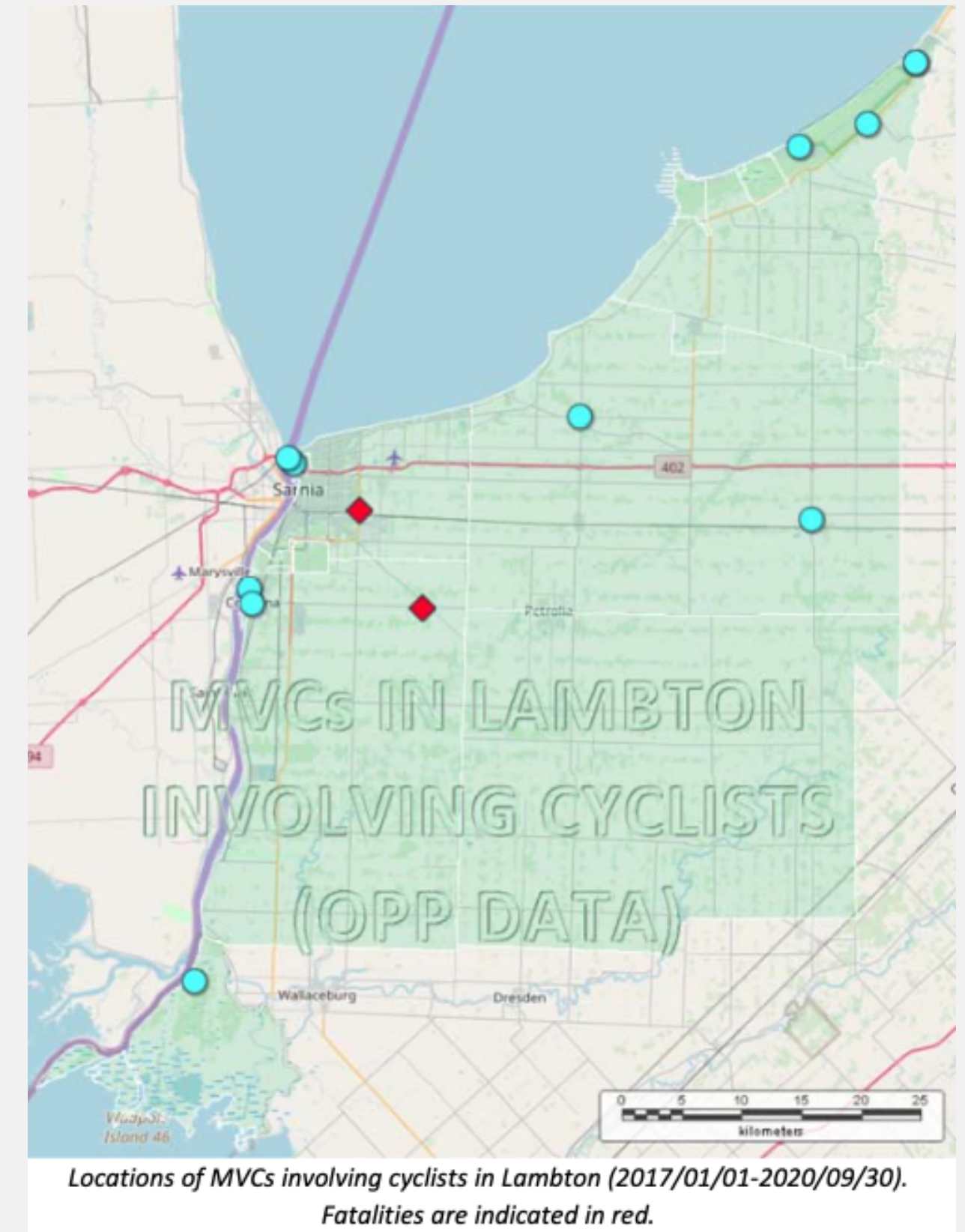
Facts

Between 2017 and 2020, there was a total of 12 collisions between cyclists & motorists:

- *There were 2 fatalities & both cyclists were wearing the necessary safety equipment*
- *Collisions occurred on dry roads and during daylight*
- *Municipalities of St. Clair Twp. & Bosanquet Twp. accounted for 50% of all crashes*

Conclusions:

- Cyclists & motorists must share the road
 - Stop at intersections
 - Signal at intersections
 - Give space to each other
- The trend indicates an increasing number of these collisions for 2021

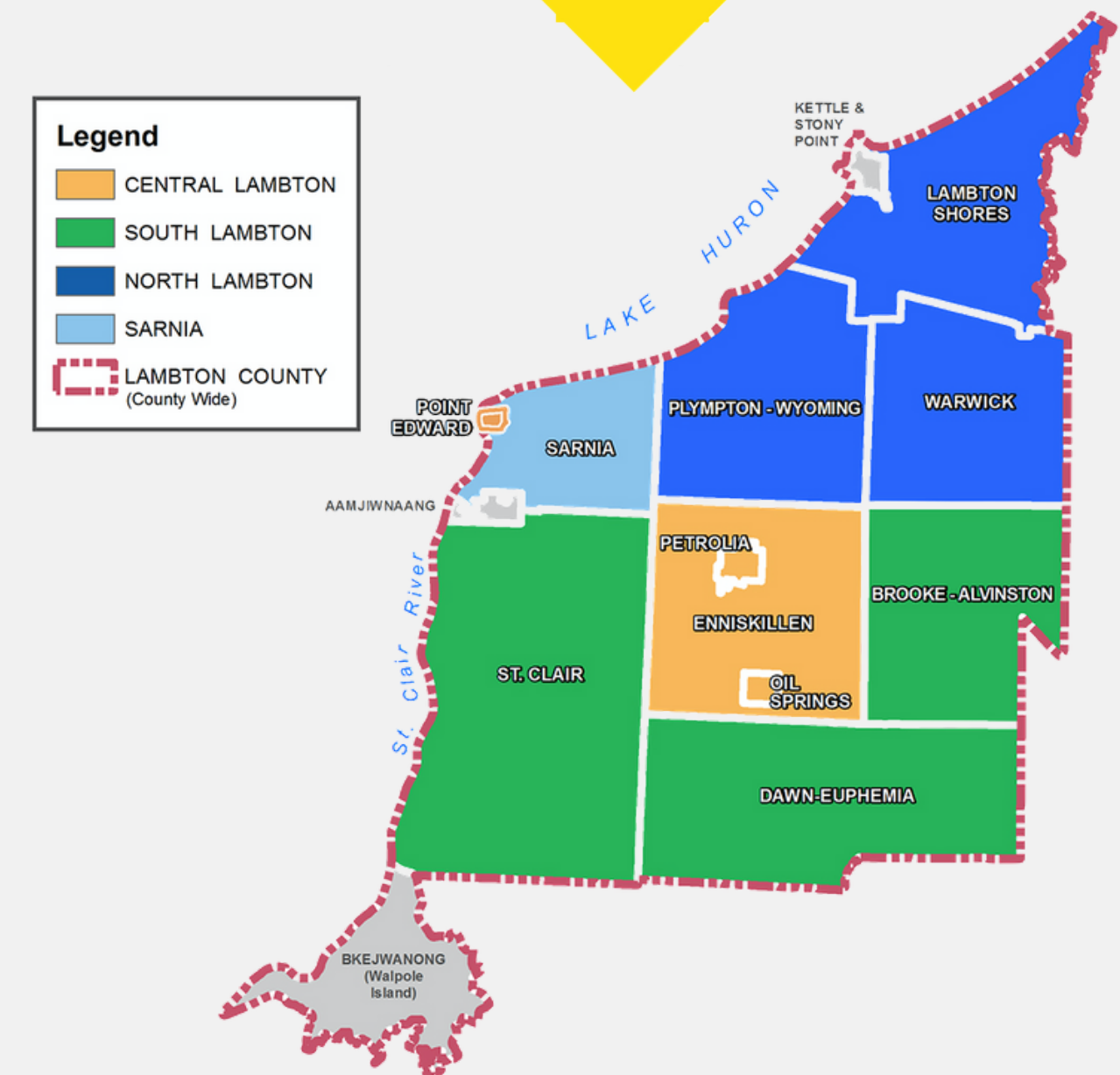


Who is involved?

Lambton County consists of 11 municipalities:

- City of Sarnia
- Township of St. Clair
- Municipality of Lambton Shores
- Town of Plympton-Wyoming
- Town of Petrolia
- Township of Warwick
- Township of Enniskillen
- Township of Brooke-Alvinston
- Village of Point Edward
- Township of Dawn-Euphemia
- Village of Oil Springs

Names of each municipality will be added to the signs corresponding with the municipality. Bringing awareness to how Lambton County is laid out, inform cyclists and motorists as to what municipality they are in, and help with collective "buy in" from the municipalities.




Why Support This Campaign

We are in this together

- Being in a rural area, almost all of our roads are only two-lane, which means bicyclists, motorists, agricultural equipment operators, and riders & pedestrians will be sharing the road.
- Everyone should have a safe and enjoyable experience on our roads
- When everyone drives with care and courtesy, it is easy to share the road.

Partnerships

- B.I.G will partner with local stakeholders, established road safety groups, and Tourism Sarnia-Lambton to develop a Rural Share the Road initiative.
- Videos along with other promotional pieces will provide far reaching effort to ensure residents as well as visitors are aware of how to Share the Road while using our rural areas.



How will we educate?



There will be 4 elements that go into the campaign

Knowledge
Mobilization


Video
Campaign

Physical
Campaign
(Signs)

Photo
Campaign



The duration of this campaign will be 12 months or more.



- Sign design specific for Lambton County
- Layout ideal sign locations
- Plan detailed campaign content
- Create a household awareness program
- Coordinate media release
- Social media rules of the road awareness program
- Create a series of informational videos
- Create cycling events to bring awareness
- Coordinate school cycling educational visits
- Coordinate instructional group rides
- Coordinate group safety talks at service clubs

Knowledge Mobilization

Educate motorists and cyclists that bicycles are considered vehicles under the Highway Traffic Act, which means that bicyclists have the same rights to the road as other users and are responsible for obeying all traffic laws.

- Show how motorists and bicyclists can safely share the city streets
- Bicyclists - How to share county roads safely
- Motorists - How to pass cyclists
- Trail & path etiquette
- Promote and educate Lambton County "Safe Route"
- How to protect yourself as a bicyclist
- Value of lights
- Educate age recommended for kids to stop cycling on sidewalks

To be presented on social media

Samples:

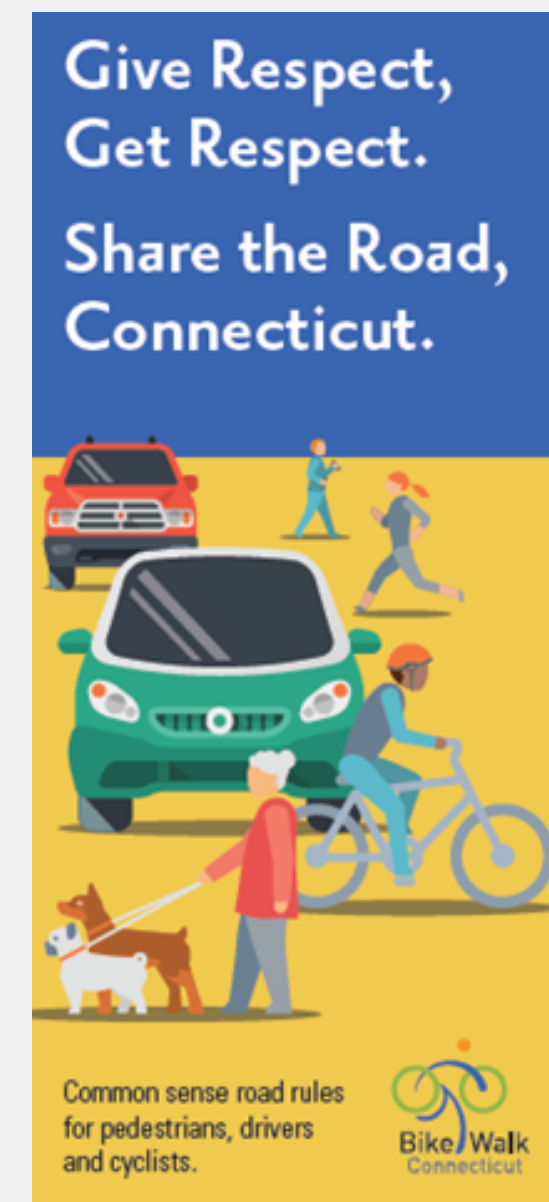
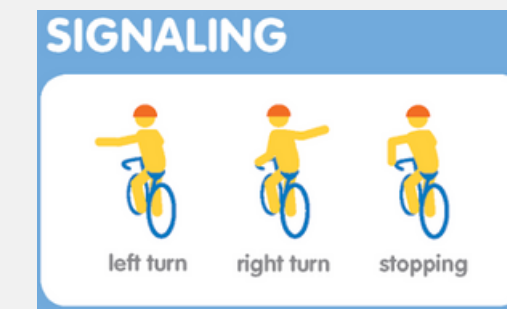
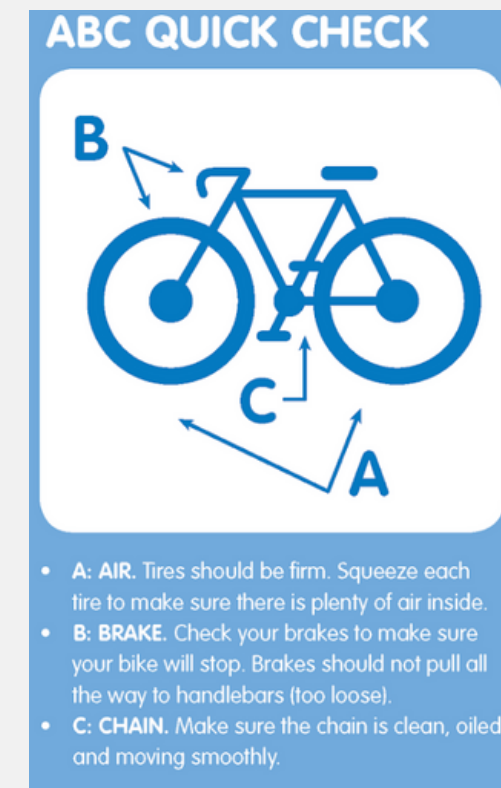


Photo Campaign

Samples:



- Photos of cyclists around Lambton County
- Cyclists displaying safe cycling practices (helmets, lights, etc.)
- Cycling statistics (accidents, # of cyclists in the area, popular routes, etc.)
- Participant photos

To be presented on social media

Physical Campaign Signs

- Signs are placed strategically along County roads
- Share the road signs showing "1 meter it is the law"
- Safe route signs through the Lambton County
- Active transportation community signs
- Safety signs such as wearing your helmet

To be displayed around Lambton County based on incident hotspots

Samples:



Samples:



Video Campaign

- Members of Bluewater International Granfondo speaking about the initiative
- Sarnia Police and OPP speaking about cyclist and vehicle accidents
- Community members affected by cyclist & vehicle accidents speaking about their experience
- EMS who have attended an accident
- Demonstrations on how to ride safely
- Council members advocating for safe cycling
- County restaurants, coffee shops, and farmers markets

To be shared on social media platforms

Our Request

Lambton County to supply and install 80 +/- signs

- B.I.G will layout a map of where signs are to be placed
- Signs to inform motorists about cyclists (will cover 400k +/- County roads
- Signs placed in specific areas of concern

12 month campaign

- A 12 month campaign with an estimate cost of \$40,000
- \$20,000 from the City of Sarnia
- Remaining funds come from Lambton County and municipalities plus sponsors and patrons of B.I.G
- Creating a safe place for cycling and continuing to attract tourists to the Sarnia Lambton area

Educate cyclists and motorists

- Utilized to inform and educate both cyclists and motorists

This initiative will add up to make Lambton County safer for all commuters, pedestrians, cyclists, and motorists.

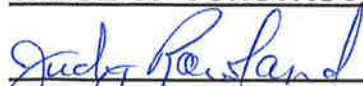
Thank you! Questions?



FEB 03 2021

RECEIVED

2020 BUILDING REPORT: MUNICIPALITY OF BROOKE-ALVINSTON

<u>PERMITS ISSUED:</u>	<u>2020</u>	<u>2019</u>
Residential Construction	11	5
Residential Alteration/Addition	5	4
Multi-Residential Construction/Alteration/Addition	0	0
Non-Residential (accessory bldgs)	5	4
Commercial Construction	0	2
Commercial Alteration/Addition	1	2
Agricultural Construction	18	17
Agricultural Alteration/Addition	2	3
Industrial Construction	0	0
Industrial Alteration/Addition	0	0
Institutional Construction/Alteration/Addition	0	0
Demolition	5	8
Swimming Pool	4	1
Solar	0	0
Other	0	0
TOTAL	51	46
AMOUNT PAID TO MUNICIPALITY BY BUILDING PERMIT FEES COLLECTED:	\$29,375.00	25,050.00
INVOICED AMOUNT FROM COUNTY TO MUNICIPALITY:	(Building Permits) \$35,630.46 (Property Standards) \$15,412.31 (Misc Property Standards) \$12,311.58	23,533.59 9,350.88 967.29
VALUE OF CONSTRUCTION:	\$6,455,050	8,425,307
 Judy Rowland, Building Services County of Lambton		



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

Lambton County Receives First Shipment of COVID-19 Vaccine

Monday, January 25, 2021

Point Edward, ON – The Lambton COVID-19 Immunization Task Force is happy to report that the County received its first 500 doses of Moderna's COVID-19 vaccine today.

Residents of long-term care homes and high-risk retirement homes in Lambton County will begin to receive immunizations tomorrow. Further information on the first immunizations will be available then.

"We're very excited to receive this first shipment," said Dr. Sudit Ranade, Medical Officer of Health for Lambton County. "This is a game changer for our community."

Phase 1 (February – March/April 2021) of the provincial government's immunization plan involves a number of eligible groups. The current priority within those groups are the residents of long-term care homes, high-risk retirement homes, and Indigenous Elder Care residents. Other eligible groups within Phase 1 will be immunized as more of the vaccine becomes available.

"This is an important milestone in our pandemic response and Lambton Public Health is proud to play a lead role in this historic vaccination program along with our key partners on the Lambton COVID-19 Immunization Task Force," said Dr. Ranade.

The group will continue to work tirelessly to build an effective, comprehensive COVID-19 immunization program in Lambton County. An additional shipment of the vaccine is expected to arrive the first week in February, which will enable continued immunizations of the first priority group.

In the meantime, visit getthevaccine.ca to learn more about how you and your family can access the COVID-19 vaccines as they become available in the community and check back often as information will be updated frequently. This dedicated section of the website will feature updates on the immunization plan, [Frequently Asked Questions](#), videos and more.

-30-

LPH Media Inquiries

LPH-media-inquiries@county-lambton.on.ca



Administration & Office of the Medical Officer of Health
 160 Exmouth Street
 Point Edward, ON N7T 7Z6

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

NEWS RELEASE

For Immediate Release

Lambton Public Health Officially Begins COVID-19 Immunization Program

Tuesday, January 26, 2021

Point Edward, ON – Lambton Public Health (LPH) officially began its COVID-19 Immunization program today at Trillium Villa Nursing Home, in Sarnia.

The first recipient of the vaccine was Valerie Verberg, a resident of the Steeves & Rozema long-term care community (see attached photo).

At 88 years young, Valerie was thrilled to be the first recipient of the COVID-19 vaccine. "I feel great," she said. "I can't believe I was the first one!"

Trillium Villa was chosen as one of the first sites to receive the vaccine based on its level of risk due to its size and older design. Immunizations will continue this week until LPH administers all of the currently available doses of the Moderna vaccine. A small additional shipment of the vaccine is expected to arrive the first week in February, which will enable continued immunizations of the first priority groups.

"Vaccines are an important tool in helping stop the spread of this virus," said John Scotland, Chief Executive Officer, Steeves & Rozema Group. "Equally important, they are the first step in resuming a level of normalcy for residents, caregivers and staff living, visiting and working in Long-Term Care. We are absolutely thrilled to have Trillium Villa residents be amongst the first in the area to receive the vaccine!"

Kim Van Dam, Administrator at Trillium Villa, is excited about the day's big event. "Today is a great day," she said. "We are finally taking the first steps in eradicating COVID-19. We are happy to work alongside our community partners and offer this vaccine to our residents today. It offers us all hope for a brighter future, keeping our residents and our community safe and healthy!"

Phase 1 (February – March/April 2021) of the provincial government's immunization plan involves a number of eligible groups. The current priority within those groups are the residents of long-term care homes, high-risk retirement homes, and Indigenous Elder Care residents. Other eligible groups within Phase 1 will be immunized as more of the vaccine becomes available including essential caregivers, healthcare workers, adult indigenous populations and recipients of chronic home healthcare.

...More

"It is encouraging that our region is now able to begin vaccinating priority populations," said Dr. Sudit Ranade, Medical Officer of Health for Lambton County. "But, it remains essential that our community continues to follow all the provincially regulated health measures including maintaining physical distancing, washing your hands frequently, wearing a face covering/mask, and limiting contact to people within your own household. The virus continues to spread rapidly in our community and these public health guidelines are critical to ensuring the health and sustainability of our hospital and other systems."

Please visit getthevaccine.ca to learn more about how you and your family can access the COVID-19 vaccines as they become available in the community and check back often as information will be updated frequently. This dedicated section of the website will feature updates on the immunization plan, [Frequently Asked Questions](#), videos and more.

-30-

Please contact:

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

Eligibility Further Expanded for Emergency Child Care Program

Tuesday, January 26, 2021

Sarnia, ON - The Province of Ontario has further expanded the eligibility list for the Emergency Child Care Program for school-aged children, which was introduced to support health care and front line workers during the extended school closure.

"We're pleased to see the list of eligible essential workers extended further," said Melissa Fitzpatrick, Manager, Homelessness Prevention and Children's Services. "There are still spaces available in the program at several locations throughout the County. I am happy that we will be able to offer assistance to more families who are in need of child care through this program, as a result of the Province expanding the list of eligible essential workers."

The province has added additional occupations to the eligibility list, which can be found in the [background document](#) issued by the Province. The full list, which is expected to be updated soon to include the new additions, can be found on [Province of Ontario website](#). Emergency child care for school-aged children of health care and frontline workers is currently offered at 12 locations throughout the County of Lambton. The list of locations and additional details are available in the [information document](#) on the County of Lambton website.

School aged child care spaces are limited at each site. Eligible families must follow the steps outlined below to apply for emergency child care:

Step 1: From the list of agencies, contact the child care provider of your choice to register and determine if a space is available that meets your needs.

Step 2: Complete a simplified application for emergency child care by emailing childcareadmin@county-lambton.on.ca or by calling the County of Lambton Children's Services Department at: 519-344-2062 extension 2201.

Step 3: Staff from the Children's Services Department will follow up with you within 2 business days to confirm eligibility. Department staff will also confirm your eligibility with the child care operator.

For more information on child care in the County of Lambton, visit lambtononline.ca/childcare.

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Please contact:

Melissa Fitzpatrick
Manager, Homelessness Prevention and Children's Services
County of Lambton
519-344-2062 ext. 2016
melissa.fitzpatrick@county-lambton.on.ca

www.lambtononline.ca





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160 Exmouth Street
Point Edward, ON N7T 7Z6

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

NEWS RELEASE

For Immediate Release

Lambton COVID-19 Immunization Task Force Update – January 26

Wednesday, January 27, 2021

Point Edward, ON – The Lambton COVID-19 Immunization Task Force met Tuesday, January 26 to discuss updates to the COVID-19 vaccine rollout plan in Lambton County. The group plans to meet every Tuesday to discuss new developments and planning requirements.

At this meeting, the Task Force:

- Discussed the arrival of Lambton County's first COVID-19 vaccine, and the official beginning of administration of the first doses of the Moderna vaccine at Trillium Villa Nursing home, in Sarnia.
 - Further immunizations will continue for residents at high risk long-term care homes this week until the Mobile Immunization Team* administers all of the currently available doses. A small additional shipment of the vaccine is expected to arrive the first week in February, which will enable continued immunizations of the first priority groups.

**The Mobile Immunization Team includes staff from Lambton Public Health (LPH), Bluewater Health and Lambton Emergency Medical Services (EMS).*

- Provided working group updates to the committee on operations, mobilization, systems and communication.
- Engaged with the key partners on the committee regarding planning for the next phases of the immunizations process.
- Received a reminder regarding Dr. Ranade's upcoming Community Radio Call-in Session on Thursday, January 28 at 8:30 a.m. to answer questions from the public surrounding the COVID-19 vaccine and the local rollout plan. Call in details are posted on LPH's [events page](#) and social channels. For further information listen to CHOK 103.9 FM, 1070 AM or go to CHOK.com.

Please visit getthevaccine.ca to learn more about how you and your family can access the COVID-19 vaccines as they become available in the community and check back often as information will be updated frequently. This dedicated section of the website will feature updates on the immunization plan, [Frequently Asked Questions](#), videos and more.

-30-

Please contact:

LPH-media-inquiries@county-lambton.on.ca

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Long-Term Care Division
 Lambton Meadowview Villa
 3958 Petrolia Line, RR 4
 Petrolia, ON N0N 1R0

Telephone: 519-882-1470
 Fax: 519-882-1633
www.lambtoncares.ca

NEWS RELEASE

For Immediate Release

Staff Member Tests Positive for COVID-19 Virus at Lambton Meadowview Villa

Thursday, January 28, 2021

Petrolia, ON - The administration team of Lambton Meadowview Villa learned today that a staff member has tested positive for the COVID-19 virus.

People living in the long-term care home and their families were notified of the positive case today, and informed that as a result, Lambton Public Health has declared a COVID-19 outbreak in the Home.

The positive case was detected through routine staff testing, which is conducted as part of the Home's regular surveillance protocol. Residents are being tested today and any residents who may have been in close contact with this employee are in isolation as a precaution. Staff testing is ongoing.

"We are diligently following the protocols and procedures put into place by the Ministry of Health and the Ministry of Long-Term Care in all of our Homes," said Jane Joris, General Manager, Long-Term Care Division. "Our priority is the continued care and well-being of the people who live at Lambton Meadowview Villa, along with their families. We are actively working with Lambton Public Health and following the guidance provided to us."

Lambton Meadowview Villa is home to 125 people, and employs almost 200 staff members in a range of occupations from nursing, to food service, to recreation and environmental services.

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Please contact:

Jane Joris

General Manager, Long-Term Care Division
 County of Lambton
 519-845-0809 ext. 5412
jane.joris@county-lambton.on.ca



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NEWS RELEASE

For Immediate Release

COVID-19 Outbreak Declared at a Workplace

Saturday, January 30, 2021

Point Edward, ON – Lambton Public Health (LPH) is investigating an outbreak at a workplace declared on January 29. LPH received three laboratory-confirmed positive test results for COVID-19 linked to the workplace.

A workplace outbreak is declared when there are two or more lab-confirmed COVID-19 cases with an epidemiological link in the workplace (e.g., same work area, same shift) within a 14-day period, where both/several cases could have reasonably acquired their infection in the workplace.

"The individuals who tested positive have been notified of their results," said Jennifer Beaubien, Supervisor of Family Health for Lambton Public Health. "LPH is continuing to conduct case and contact management as part of the investigation."

No additional details will be provided at this time based on the current needs of the investigation. All individuals impacted have been notified.

This news release has been issued to provide notification of the outbreak. During standard operating hours the reporting notification is supported through our [website dashboard and detailed reports](#), unless the investigation requires additional information sharing.

We all have a role to play to reduce the transmission of COVID-19. Limit all non-essential social activities and stay home if you are sick. If Lambton Public Health contacts you, be honest and understand that isolating close contacts is critical to slowing the spread of COVID-19.

To learn more about public health's COVID-19 response in Lambton County visit LambtonPublicHealth.ca.

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Please contact:

LPH-media-inquiries@county-lambton.on.ca



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NEWS RELEASE

For Immediate Release

Lambton COVID-19 Immunization Task Force Update – February 2

Wednesday, February 3, 2021

Point Edward, ON – The Lambton COVID-19 Immunization Task Force met Tuesday, February 2 to discuss updates to the COVID-19 vaccine rollout plan in Lambton County.

At this meeting, the Task Force:

- Discussed the fixed site locations intended to host public immunization clinics throughout the County, which include the Point Edward Arena/Optimist Club Community Hall, Wyoming Fairgrounds, and Forest Kimball Hall.
 - Lambton Public Health is also working closely with the City of Sarnia to pilot an innovative drive-up option that will serve those with mobility issues.
 - Lambton Public Health is also exploring other temporary occasional mobile sites in Brooke-Alvinston, Oil Springs and the Township of St. Clair.

*Please stand by for further information regarding all COVID-19 vaccination sites (occasional mobile and fixed). **Note: The sites mentioned above are not currently open for immunizations.** They will be operational once more vaccines become available, and as per the provincial government's guidelines regarding eligibility and priority groups.*

- Heard that several municipalities and organizations have reached out to Lambton Public Health and the Task Force to offer their support for the vaccine rollout, including facilities for hosting public clinics. The Task Force is grateful for all offers of assistance and are maintaining a database of all potential sites to be considered as we expand the rollout.
- Heard that during the week of January 25, the Mobile Immunization Team administered all doses of the first shipment of vaccines to five long-term care and high-risk retirement homes, as well as an Indigenous Elder Care facility at Kettle & Stony Point First Nation. Lambton Public Health expects a small shipment of additional vaccines to arrive this week. As such, further immunizations will be administered to the remaining Phase 1 long-term care and high risk retirement home residents, staff and First Nations Elder Care facilities beginning next week.
- Engaged with key partners on the planning and distribution of vaccines for Phase 2 including hospital-affiliated healthcare workers, First Nations communities, regulated health professions, and recipients of chronic home healthcare.

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NEWS RELEASE

For Immediate Release

Council Highlights

Thursday, February 4, 2021

Wyoming, ON – Lambton County Council held their regular meeting via videoconference on Wednesday, February 3, 2021. 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.
- Heard presentations from:
 - Steven Jelic, Darryl Arnold, and Brian Lennie of Enbridge Gas regarding upcoming projects in Lambton County.
 - Robert Dickieson, City of Sarnia resident, regarding traffic concerns at the intersection of Brock Street and London Road in Sarnia.
 - Jennifer McCann (Sarnians Making Affordable Living in Lambton) and David Waters (Habitat for Humanity Sarnia/Lambton) regarding a local Tiny Homes initiative.
 - Stephen Thompson, Chief Executive Officer and Katherine Walker, Chair, Sarnia-Lambton Economic Partnership, providing an update on the Partnership's activities and plans.
 - Mark Perrin, Executive Director, Tourism Sarnia-Lambton, providing an update on the organization's activities and plans.
- Held the Annual General Meeting of the Corporation of the County of Lambton Community Development Corporation.
- Received additional information from the Bluewater Health Foundation with respect to Bluewater Health's request for funding to assist with capital projects. This request will be referred to the 2021 County Budget.
- Debated Gypsy Moth control programs specific to County-owned property.
- Instructed staff to work with the City of Sarnia to develop a new, mutually agreeable Tiered Response Agreement, to be completed no later than April 2021. The streamlined COVID-19 protocols are to remain in effect while staff engage in those discussions.

- Supported the re-location of the Mallroad Library to the Clearwater Arena and referred relocation costs of up to \$100,000 to the 2021 County Budget.
- Approved the creation and opening of the Bayside Centre Option Acquisition Reserve to receive and hold funds to be used towards purchasing the renovated building in the City of Sarnia now known as Bayside Centre.

Council will next meet in Open Session at 9:30 a.m. on Wednesday, March 3, 2021.

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Please contact:

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Communications & Marketing Coordinator

County of Lambton

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NEWS RELEASE

For Immediate Release

Preparation for a Safe Return to Schools in Lambton County

Friday, February 5, 2021

Point Edward, ON – The recent provincial announcement to return to school for in-class learning is a welcomed step forward in Lambton County. Lambton Public Health supports this transition and reminds the community that we all have role to play to make it sustainable.

“Opening schools is critical for the development of children and the wellbeing of families,” says Dr. Ranade, Medical Officer of Health for the County of Lambton. “It will require collective efforts of everyone to ensure the health of the school community for students, parents and staff.”

We all have role to play:

- **Parents** will continue to monitor their child for COVID-19 symptoms and communicate with their school. Parents should access [provincial screening tools](#) and [local resources](#) to help guide their safe access to school, each and every day.
- **School staff** will continue to support conversations with families and implement the recommended guidance where it is practical and feasible.
- **Lambton Public Health** will continue to work with stakeholders to support testing and contact tracing to limit transmission in a school setting.
- **Community** focus is essential to limit the spread of COVID-19 outside of schools by following current restrictions in place and public health measures. Less cases in the community will also reduce outbreaks in other settings such as schools.

The school setting has a number of control measures in place to reduce the spread of COVID-19. It's important to have these working together collectively to create a safer school environment. Some measures are more practical than others and everyone involved will be doing their best to support them. Some of the basics will include:

- Daily screening
- Stay home if sick, even with mild symptoms
- Limit contact outside of school to only the people you live with
- Practice physical distancing to reduce contact with others
- Wash hands frequently
- Wear a mask – now includes children in grades 1-3, including outdoors where physical distancing cannot be maintained

We are all in this together so please be patient, kind and understand that each individual situation may be different. Talk with your family and your employer to better understand possible options if your child does get sick or is required to stay home.

To learn more about public health's COVID-19 response in Lambton County visit <https://lambtonpublichealth.ca/COVID19>.

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Please contact:

LPH-media-inquiries@county-lambton.on.ca



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NEWS RELEASE

For Immediate Release

Multiple Outbreaks Declared this Weekend

Sunday, February 7, 2021

Point Edward, ON – Lambton Public Health (LPH) is investigating multiple outbreaks at one workplace, one institutional workplace, and one Long Term Care home, all declared on February 6. LPH received the laboratory-confirmed positive COVID-19 test results for three staff at the workplace, one inmate at Sarnia Jail, and one staff member in the Long-Term Care division of Vision Nursing & Rest Home.

A workplace outbreak is declared when there are two or more lab-confirmed COVID-19 cases with an epidemiological link in the workplace (e.g., same work area, same shift) within a 14-day period, where both/several cases could have reasonably acquired their infection in the workplace.

An institutional workplace outbreak is declared when there are two or more lab-confirmed COVID-19 cases with an epidemiological link in the workplace (e.g. same work area, same shift) within a 14-day period, where both/several cases could have reasonably acquired their infection in the workplace.

A long-term care or other communal living setting outbreak is declared facility wide when one or more lab-confirmed COVID-19 case in a staff member or resident and possible exposure to others in the setting has occurred.

"The individuals who tested positive have been notified of their results," states Kevin Churchill, Manager of Family Health for Lambton Public Health. "LPH is continuing to conduct case and contact management as part of the investigation." Testing of Long Term Care residents is also underway and staff testing is ongoing.

No additional details will be provided at this time based on the current needs of the investigation. All individuals impacted have been notified.

This news release has been issued to provide notification of the outbreak. During standard operating hours the reporting notification is supported through our [website dashboard and detailed reports](#), unless the investigation requires additional information sharing.

We all have a role to play to reduce the transmission of COVID-19. Limit all non-essential social activities and stay home if you are sick. If Lambton Public Health contacts you, be honest and understand that isolating close contacts is critical to slowing the spread of COVID-19.

To learn more about public health's COVID-19 response in Lambton County visit LambtonPublicHealth.ca.

-30-

Please contact:

LPH-media-inquiries@county-lambton.on.ca



January 26, 2021

AMO Policy Update – 2021 OCIP Funding, 2nd Intake of Municipal Modernization Program, and Provincial Emergency Extension

A few provincial announcements occurred at the ROMA conference, which occurred on January 25-26, and we have put them together for your convenience.

Second Intake of the Municipal Modernization Program Announced at ROMA Conference

During the 2021 Annual ROMA Conference, the Honourable Minister Steve Clark has announced the opening of the second intake of the Municipal Modernization Program. At today's announcement, the Minister noted that government is investing \$40 million dollars to help small and rural municipalities to assist with service delivery reviews and modernization efforts.

The funding is application based and targets 405 municipalities across Ontario. The first intake of the program saw 184 modernization projects funded. These included service reviews, implementing previous recommendations from service reviews, IT upgrades, or process improvements that help municipalities become more efficient with taxpayers' dollars.

Today's announcement is part of the \$125 million committed through 2022-23. For more program information, please visit the [program website](#).

2021 Ontario Community Infrastructure Fund (OCIF) Announced

Premier Doug Ford announced the 2021 OCIF envelope at the ROMA Conference on Monday. In 2021, OCIF will be stable with the Province providing \$200M again this year to 424 municipalities across Ontario. Stability in the funding envelope has been a major policy goal of AMO's during the pandemic.

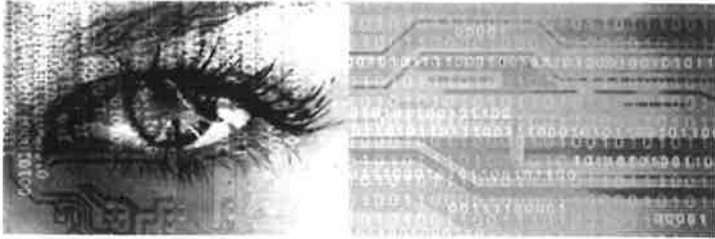
OCIF supports municipal core infrastructure such as roads, bridges, water, wastewater, and stormwater systems. Individual formula allocations to municipal governments have been provided by the Ministry of Infrastructure.

The Premier also noted in his remarks that the Province has allocated almost \$1 billion to broadband expansion. Affordable broadband access remains a key objective of AMO and ROMA. The full text of Premier Ford's comments can be found [here](#).

Provincial Emergency Declaration Extended

Ontario's [Declaration of Emergency](#), and all orders in force under the *Emergency Management and Civil Protection Act*, including the Stay-at-Home order, have been extended until Feb 9, 2021.

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.



January 28, 2021

In This Issue

- Municipal Information & Data Analysis System (MIDAS).
- Book now for your 2021 Road/Sidewalk Assessment.
- Our Municipal Group Buying webinars are back!
- Peterborough County resolution concerning long-term care residents.
- AMONTario Climate Change & Asset Management Conference.
- Kraft Hockeyville nominations open: Deadline to submit your story is February 14.
- Careers: Town of Hawkesbury and City of Markham.

AMO Matters

406 of 444 municipalities in Ontario have now their 2019 Financial Information Returns (FIRs), and 444 have posted their 2018 FIRs, all available on MIDAS. Access to MIDAS is free and available to all Ontario municipalities, creating opportunities to generate reports and compare data. Browse the MIDAS brochure to see what it can do for you. To get access, email midasadmin@amo.on.ca.

LAS

Looking to improve your road assets in 2021? Join 93 other municipalities who have gotten a road or sidewalk assessment through LAS. Get the most from your budget dollars using objective information and state-of-the-art software. We're expecting a busy 2021, contact us today to receive a no-obligation quote.

Our popular bi-weekly webinar series is back this year! Keep your fleet in top shape with two new categories under our Municipal Group Buying Program. Join us on February 10 @ 10 am to learn about Automotive Parts (with NAPA), and on February 24 @ 10 am for Fleet Upfitting (with Commercial Truck).

Municipal Wire*

The Peterborough County resolution requests the Province of Ontario to take immediate steps to reduce the number of positive COVID cases and to save lives in long-term care homes, including the deployment of rapid COVID testing and committing to vaccinating with the first dose, all residents of congregate senior living facilities by February 15, 2021.

AMONTario's Climate Change & Asset Management Conference will provide municipalities with tools to integrate climate change adaptation (resilience) and asset management planning. Starts on Feb. 22nd. More information and registration here.



DIGITAL GOVERNMENT

February 1, 2021

AMO Digital Partner Webinars: Health & Safety Training Initiatives and Managing Online Bookings

This February, join AMO's digital services partners, [4S Consulting Services Inc.](#) and [eSolutionsGroup](#), for webinars on tools and initiatives to help your municipality during the ongoing COVID-19 pandemic.

Health & Safety and Training Initiatives to Support Ontario Businesses During COVID-19

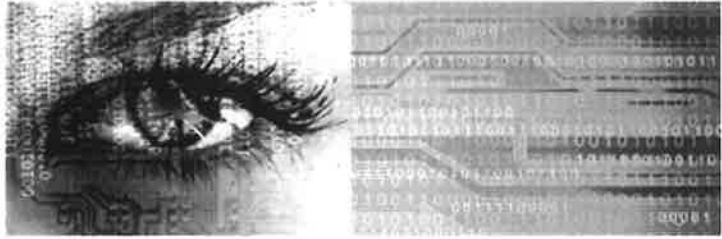
February 10, 2021 – [Register here](#)

4S Consulting Services Inc. is hosting an online panel with the Honourable Monte McNaughton, Minister of Labour, Training & Skills Development and Ron Kelusky, Chief Prevention Officer of Ontario along with industry leaders to discuss health and safety initiatives during the COVID-19 pandemic as well as some of the Ministry's priorities and initiatives for 2021.

Planning in a Pandemic: Managing COVID-19 Testing & Vaccination Appointments Online

CORRECTION: February 25, 2021 – [Register here](#)

Municipalities and healthcare providers worldwide are struggling to adapt to protect public safety while managing high volumes of COVID-19 testing and vaccination appointments. In this webinar, eSolutionsGroup discusses the challenges of handling these unprecedented requirements and how [Appointmentio](#) can address these challenges while decreasing the administrative burden on your staff.



February 4, 2021

In This Issue

- Report out on January 29, 2021 AMO Board meeting.
- AMO's submission to the Long-Term Care COVID-19 Commission.
- Maple Medical to help AMO members/communities by donating certified PPEs.
- Electrical Safety Authority warns of stockpiling material under overhead powerlines.
- Health & Safety and Training initiatives to support businesses during COVID-19.
- Managing COVID-19 testing and vaccination appointments online - webinar.
- Must-see Municipal Group Buying webinars.
- CNIB resources for blind or partially sighted pedestrian safety.
- ROI Knowledge Centre - Impact of COVID-19 on non-metro businesses.
- Careers: Muskoka District and City of Kitchener.

AMO Matters

AMO President Graydon Smith recaps the highlights of the January 29 AMO Board meeting.

AMO submitted final comments to the Long-Term Care COVID-19 Commission in January on behalf of municipal long-term care homes.

Maple Medical will donate 20 million certified 3 ply disposable face masks, over 100k bottles of sanitizer and disinfectant wipes to frontline workers and any low income/vulnerable individuals. For information email Savdah Manjra, VP Sales, or call 647.501.1553.

Provincial Matters

The Electrical Safety Authority (ESA) and electrical utilities have seen an increase of stockpiling of dirt and snow under overhead powerlines. Stockpiling of materials under overhead high voltage powerline or near transformer stations can create hazards to members of the public and workers using high reach equipment.

Eye on Events

On February 10, 4S Consulting Services Inc. is hosting an online panel with the Honourable Monte McNaughton, Minister of Labour, Training & Skills Development, the Chief Prevention Officer of Ontario, along with industry leaders, to discuss health and safety initiatives during the COVID-19 pandemic and some Ministry priorities and initiatives for 2021. Register here.

Municipalities and healthcare providers struggle to protect public safety while

managing high volumes of COVID-19 testing and vaccination appointments. On February 25, [eSolutionsGroup](#) will discuss the challenges of handling unprecedented requirements and how [Appointio](#) can address the challenges while decreasing the administrative burden on staff. [Register now](#).

LAS

Don't miss our popular bi-weekly webinar series this month. Keep your fleet in top shape with two new categories under our [Municipal Group Buying Program](#). Join us on [February 10 @ 10 am](#) to learn about Automotive Parts (with NAPA), and on [February 24 @ 10 am](#) for Fleet Upfitting (with Commercial Truck).

Municipal Wire*

Blind pedestrian warning signs are used to enhance the safety of blind and partially sighted residents. However, more effective interventions may be available. Canadian National Institute for the Blind (CNIB) offers the [Clearing Our Path](#) resource on safety and encourages contacting them for more guidance.

Through its Focus On Rural Ontario series, the [Rural Ontario Institute Knowledge Centre](#) has released a [fact sheet](#) on the impact of COVID-19 on business closures in non-metro areas.

Careers

[Manager, Fleet Services - District of Muskoka](#). Reporting to the Director, Facilities and Support Services, the Manager is responsible for effectively managing, overseeing and recommending the administration, safe operation, efficient procurement, timely replacement, upgrade and repair of District Fleet related assets. Please review the "[How to Apply](#)" instructions to submit your application. Closing date: February 26, 2021 @ 12:00 NOON.

[Director, Equity, Anti-Racism and Indigenous Initiatives - City of Kitchener](#). The Director will provide the organization and City Council with exceptional leadership, expertise and senior-level competencies in issues including equity, anti-racism, inclusion and Indigenous reconciliation. To explore this opportunity further, please contact [Amanda Bugatto](#) or submit your resume and letter of interest online to [Odgers Berndtson Opportunities](#) by February 28, 2021.

About AMO

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

AMO Contacts

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[Conferences/Events](#)

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Tél. : 416 585-7000



234-2021-344

January 26, 2021

Dear Head of Council:

Our government is committed to improving local service delivery and better respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

Today at the Rural Ontario Municipal Association (ROMA) conference, I announced the launch of the second intake under the Municipal Modernization Program. Modern, efficient municipal services that are financially sustainable are more important than ever in light of the COVID-19 pandemic. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The second intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. I also want to encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario (TPON) system by **March 15, 2021**. To get started, visit www.Ontario.ca/getfunding.

If you have questions on the program, or would like to discuss a proposal, I encourage you to contact your [Municipal Services Office](#) or e-mail municipal.programs@ontario.ca.

- 2 -

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,

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

Steve Clark
Minister

c. Chief Administrative Officers and Treasurers

COVID-19 Vaccine Distribution Task ForceGeneral (Ret'd) Rick Hillier
Chair25 Grosvenor Street
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Toronto ON M7A 1Y6

COVID-19VaccineTaskForce@ontario.ca

Groupe d'étude sur la distribution des vaccins contre la COVID-19Général (à la retraite) Rick Hillier
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COVID-19VaccineTaskForce@ontario.ca



February 5, 2021

We have entered the month of February in a different set of circumstances than we anticipated being in only a few weeks ago. As you know, ongoing vaccine shipment delays and reduced shipments have forced us to pivot from the plan we had made for larger shipments of vaccines. However, a pivot does not mean that we have changed our goals. Quite the opposite – it has given us the opportunity to prove that we can re-focus our efforts when needed, while continuing to work on logistics and plans to be ready when the vaccines do arrive.

To support this, we have been holding Knowledge Sharing Sessions (KSS) with public health units. These sessions are meant to provide an opportunity for public health units to showcase their integrated delivery plans and strengthen mutual understanding by sharing best practices and findings and by identifying and discussing where provincial supports and resources may be needed.

Due to the delay in vaccine shipments, we updated our goal of completing the administration of first doses of COVID-19 vaccines to residents in each long-term care, high-risk retirement and First Nations elder care homes from February 5 to February 10. However, at the time of this memo, we have been able to offer first doses to residents in over 80% of the homes. The moment the vaccines are delivered this week, teams in public health units will move immediately to get them into the remaining homes.

We are also excited to report that vaccination teams will be distributing vaccines in 31 First Nations fly-in communities in the north as part of Operation Remote Immunity. In fact, 1,551 total doses were administered during the soft launch of this operation, between January 8 and January 29, 2021. When Operation Remote Immunity was officially launched this week, 1,363 doses were administered between February 1 and 3, 2021. This first step begins our journey towards protection for remote First Nations communities.

The continued collaboration between municipal, community, and health system partners and the determination to achieve our common goals has steered us through these past few weeks and remains the key to our success.

Sincerely,

General (Ret'd) Rick Hillier
Chair of the COVID-19 Vaccine Distribution Task Force

COVID-19 Vaccine Distribution Task Force Update #7

Vaccine Update


- Over **355,000** doses administered across the province
- Second dose, full immunization began January 5, 2021, with over **80,977** Ontarians fully immunized after receiving both doses (as of 8 p.m. February 3, 2021)
- Operation Remote Immunity officially started on February 1, 2021 in six fly-in First Nation communities in northern Ontario. As of February 3, 2021, a total of 2,914 doses have been administered through Operation Remote Immunity which includes communities that were part of the soft launch in January.

Long-Term Care Homes Update:

- Residents, staff, essential caregivers (including family caregivers) and other employees in congregate living settings for seniors were identified as an initial priority due to age, clinical risk/vulnerability and risk associated with living in a congregate setting.
- Specific public health unit areas were identified and prioritized based on highest risk categorization including rates of disease transmission in the community.
- Over 80% of residents have received the 1st dose of the vaccine in more than 80% of all LTC homes.
- 20 of 34 PHUs are showing 100% of LTC complete.
- All LTC home residents will receive a first dose vaccine offer by February 10.

Update on Data, IT & Reporting Progress and Issues

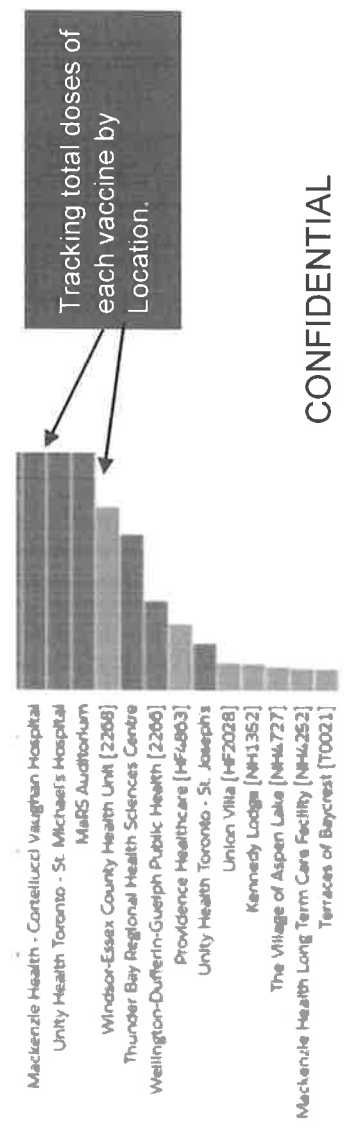
Tracking Vaccination Progress



Regular reporting tracks progress

A regular dashboard tracks progress on key indicators such as number of shots and demographics.

Tracking 1st and 2nd doses of each vaccine type.



CONFIDENTIAL

Pfizer and Moderna Update

- On January 19th, the province was notified by the federal government of further reductions in Pfizer-BioNTech allocations, resulting in:
 - no allocations in the week of January 25th
 - 26,325 doses in the week of February 1st (reduction of approx. 82%)
 - 27,300 doses in the week of February 8 (reduction of approx. 81%)
 - 130,650 doses in the week of February 15 (reduction of approx. 8%)
 - 155,025 doses in the week of February 22 (increase of approx. 9%)
- No allocations have been provided beyond the week of February 22nd.
- On January 29th the province was advised by the Federal Government that the allocation of Moderna for the week of February 1st will be decreased by 18,200 doses (approx. 22% decrease).
 - Ontario is expecting to receive 63,400 doses of Moderna by February 7th.
- Despite these challenges in supply, the province and vaccination sites have worked together to accelerate the vaccination of long-term care, high-risk retirement and First Nations elder care home residents and continue to administer second doses based on availability of supply provided by the federal government. As a result of recent delays in shipments, the province has updated its goal of visiting these settings to administer first doses by February 10th.
- The province is expecting approximately 310,000 doses to be delivered in the remaining weeks of February. Once sufficient doses are available, vaccinations will resume to provide first doses for staff and essential caregivers in the settings for the most vulnerable populations.

Operation Remote Immunity Update (31 northern fly-in communities and Moosonee)

- Operation Remote Immunity is a collaborative effort between Ornge, the Ministries of Health, Indigenous Affairs (IAO), Solicitor General and Natural Resources and Forestry, federal government partners as well as with the Nishnawbe Aski Nation (NAN).
- Ornge is leading the administration of the vaccine to 31 fly-in First Nation communities and Moosonee in Ontario. As part of the rollout, the vaccine will be available to community members 18 years of age or older.
- Recognizing the critical importance of engaging Indigenous leadership in how vaccines are offered to their communities, the plan was co-developed in partnership with NAN.
- Vaccination teams under the direction of Ornge will be represented by a number of organizations, including the Weeneebayko Area Health Authority (WAHA), the Sioux Lookout First Nations Health Authority (SLFNHA), the First Nations Inuit Health Branch, the Northern Ontario School of Medicine, Queen's University, the University of Toronto, northern Paramedic Services, and the Porcupine Health Unit, among others. Team members have received the full COVID-19 vaccine and have undergone cultural training prior to this operation.
- Weenusk (Peawanuck) First Nation was the first to host a vaccination team and clinic on January 26. During the week of February 1, 2021, teams administered the vaccine to six additional communities, Neskantaga, Slate Falls, Muskrat Dam, Fort Severn, Kashechewan and Webequie. A total of 1,363 doses were administered from February 1 to 3, 2021.
- As part of a soft launch in January, Ornge delivered vaccines to SLFNHA, WAHA and Weenusk First Nation where 1,551 doses have been administered with a focus on hospital and long-term care/chronic care staff and residents.
- Operation Remote Immunity aims to complete its work by April 30, 2021.

Public & stakeholder communications

- Premier-led announcements to address emerging issues affecting Ontario's vaccine program directly or indirectly including vaccine supply from manufacturers and COVID-19 variants of concern.
- Technical briefings, memos to stakeholders, daily fact sheets, and meeting with hospital and public health units to articulate direction confirm the commitment to be transparent.

Targeted public/sector education efforts

Long-Term Care:

- Social media marketing push with video (in approval) for LTC workers to combat misinformation and clarify that the vaccine is safe and effective. Selected professions will be targeted on Facebook and Instagram.
- Townhall by the General and LTC sector, Minister's letter to sector— translated into several languages
- CMOH/DM letter with information deck and fact sheet.
- Fact sheet distributed to the sector, translated into several languages, Sector FAQs are in approvals.
- Outreach strategy to faith/community leaders to identify vaccine champions among LTC workers, including a toolkit for the champions.

Indigenous Affairs:

- Hosted the third weekly Indigenous Vaccine Communications working group meeting and introduced the new online resource hub.
- Indigenous Services Canada communications reps have now joined Ontario's meeting, consolidating several meetings to one.
- Continued sharing partner social posts highlighting vaccination rollout underway in fly-in communities.
- Collaborating with Ornge and MOH on the launch of Operation Remote Immunity, which aims to complete its work by April 30, 2021.

Anti-Racism Directorate

- At-risk subgroup met this Monday where early thinking on the communications approach to support at-risk communities was presented.
- Exploring opportunity to create a digital resource (i.e. a web page) where resources can be collected, curated and accessed by community groups and leaders.

Marketing

- "Text Message" creative in market since mid-January alongside the existing "Stop the Spread" Campaign.
- Starting Feb. 1: new campaign began rolling out focusing on the action and potential outcome of disregarding public health advice. It asks Ontarians to continue following public health advice and measures until it is their time to get the vaccine.
- New "stay at home" creative will blanket social, digital, out-of-home, radio and print across the province.
- The campaign also has a large multicultural media buy and will be available in Indigenous languages as well.
- Goal is to transition to a more vaccine-focused marketing message in mid-to-late March.

Next Steps

- Ministry of Health continues working with vaccination sites to **accelerate the vaccination of long-term care, high-risk retirement, and First Nations elder care residents** across Ontario.
- We are **working with partners** to plan next steps for when additional vaccine supply is restored to the province:
 - Remaining staff and essential caregivers in long-term care, high-risk retirement and First Nations elder care homes
 - Retirement homes and other congregate care for seniors (e.g., number of residents, staff, etc.)
 - Health care workers
 - First Nation, Inuit, and Métis populations
 - Adults in chronic home care
- Ontario **continues to be ready** to administer doses – and expand the number of locations administering – as soon as we receive them from the federal government. The province has capacity to vaccinate nearly 40,000 people per day and is building capacity to triple or quadruple that capacity pending federal government supply, including municipally-run vaccination clinics.

Implications of Proclamation of Various Provisions: Frequently Asked Questions

1. Do participating municipalities have to appoint new members to conservation authorities now in order to meet the 70% requirement?

Immediate action is not required on the part of conservation authorities or by municipalities related to the provision requiring 70% of municipally appointed members be elected officials.

Current members should complete the remaining duration of their appointments. As new members are appointed, conservation authorities should be appointing members in a way that complies with this new requirement.

A participating municipality may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to this 70% requirement. The request should include the rationale for the request, and what proportion of members the municipality is proposing to be elected officials. Requests should be sent to minister.mecp@ontario.ca.

2. Does a conservation authority need to immediately initiate the term limits of chair/vice-chairs and rotate amongst participating municipalities?

Immediate action is not necessarily required. Implementation of this provision could begin at the first meeting held this year (following the proclamation date of February 2, 2021), or at such other meeting as may be specified by the authority's by-laws.

A participating municipality or conservation authority may also apply to the Minister of the Environment, Conservation and Parks requesting an exception to the term limit or rotation. The request should include the alternative approach being proposed, and the rationale for the request. Requests should be sent to minister.mecp@ontario.ca.

3. When should conservation authorities transition to the use of generally accepted accounting principles?

If not already the practice, conservation authorities will transition to the use of generally accepted accounting principles for local government and ensure that key conservation authority documents are made available to the public (i.e., minutes of authority or executive committee meetings, auditor reports) following proclamation of these provisions on February 2, 2021.

Implications of Proclamation of Various Provisions: Frequently Asked Questions

4. When do copies of municipal member agreements need to be sent to the Minister and made public?

Please submit any existing agreements (on the number of total conservation authority members and number of members per participating municipality in a conservation authority) to the Minister within 60 days of February 2, 2021 (i.e., by April 3, 2021).

If no such agreement is in place as of February 2, 2021, but such an agreement is entered into at a future date, please provide it to the Minister within 60 days of executing the agreement. These agreements should also be made available to the public through the conservation authority's website or other appropriate means within these same timelines.

5. Which provisions of the Conservation Authorities Act (CAA) are you proclaiming in this first phase?

Provisions in the CAA that come into effect February 2, 2021, as part of this first phase include:

Housekeeping Amendments

- Clarifying “Minister” means the Minister of the of the Environment, Conservation and Parks (rather than the Minister of the Natural Resources and Forestry) (Bill 108, 2019).
- Administrative change by striking out “of the Environment” from “Minister of the Environment” (in the section on CA dissolutions – clause 13.1(6)(c)) (Bill 108, 2019).
- Remove a legislative date (now stale) for a past transition period for conservation authorities (CAs) to up-date administrative by-laws (Bill 229, 2020).

Government Requirements

- Non-derogation provision to recognize existing Aboriginal or treaty rights (Bill 229, 2020).
- Enable the Minister to delegate his or her powers to an employee of the Ministry of the Environment, Conservation and Parks (Bill 229, 2020).

Governance

- Changes to the CA municipal membership provisions including requiring 70 per cent of municipally appointed members to be elected officials with provision for the Minister to permit less than 70 per cent on application by a participating municipality (Bill 229, 2020).
- Requiring copies of municipal member agreements on number of total CA members agreed upon and numbers per participating municipality in a CA agreed upon, to be made public and provided to the Minister (Bill 229, 2020).

Implications of Proclamation of Various Provisions: Frequently Asked Questions

- Removal of the regulation making authority regarding the composition of the CA (Bill 229, 2020).
- Minister's power to appoint a member from the agricultural sector with limitations added to the member's voting rights (Bill 229, 2020).
- Limiting the term of the chair/vice-chair and rotating of the chair/vice-chair among a CA's participating municipalities with provision for the Minister to permit an exception to these requirements upon application of the CA or participating municipality. If an exception is granted, this would allow a chair/vice-chair to hold office for more than one year or two terms, or a member to succeed an outgoing chair, vice-chair, appointed from the same participating municipality (Bill 229, 2020).
- Minor amendments to the 'powers of authorities': integrating the CA power to "cause research to be done" with the CA power to "study and investigate the watershed" in order to support the programs and services the CA delivers; to require consent of the occupant or owner of the land before a CA staff can enter the land for the purpose of a CA project (such as land surveying); and to remove the power of a CA to expropriate land (Bill 229, 2020).
- Require CAs to follow generally accepted accounting principles for local governments, make key documents (annual audit, meeting agendas and minutes and member agreements) available to the public (Bill 229, 2020).
- **Minister's Power**
- Enable the Minister to issue a binding directive to a CA following an investigation (Bill 229, 2020).
- Enable the province, upon recommendation by the Minister, to appoint a temporary administrator to assume control of a CA's operations following an investigation or the issuance of a binding directive, if the directive is not followed. Immunity is provided for the administrator (Bill 229, 2020).



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February 1, 2021

Sent by E-mail
sylvia.jones@pc.ola.org

Honourable Sylvia Jones
Solicitor General
18th Floor - 25 Grosvenor St.
Toronto, ON M7A 1Y6

Re: Community Safety & Well-Being Plan - Extension Request

Dear Solicitor General Jones,

The Township of Asphodel-Norwood is participating in a regional Community Safety & Well-Being Plan (CSWB) plan with the City of Peterborough and the eight (8) lower-tier municipalities located within the County of Peterborough. The decision to develop a joint plan was derived after consulting with our municipal neighbours. Our vision for a long-term tool that addresses the unique needs of our area while supporting safe, healthy, and sustainable communities by moving away from reactionary, incident-driven responses and re-focusing on proactive, collaborative initiatives to take the strain off the emergency response system is shared by all of our municipal partners; as the success of our community is dependent upon each and every individual's well-being.

Preparations are underway, but the response efforts needed to manage the COVID-19 outbreak have taken priority and an unprecedented amount of time, energy, and resources. A meaningful CSWB Plan requires extensive public consultation and engagement in order to prepare a document that is both comprehensive and in alignment with the legislative intent. Given the current political climate and the ongoing effects of the pandemic, a deadline extension for the completion and adoption of a CSWB Plan would be the most appropriate course of action. The Township appreciates the extension previously granted from January 1, 2021 to July 1, 2021, but humbly asks the Solicitor General consult with municipalities before prescribing a new deadline.

With that in mind, I put forward the following resolution for your consideration:

WHEREAS the Police Services Act, 1990, was amended on January 1, 2019 to mandate every municipality in Ontario to prepare and adopt a Community Safety and Well-Being (CSWB) Plan; and



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WHEREAS the Ministry of Municipal Affairs and Housing introduced the Municipal Emergency Act, 2020 to assist municipal governments and local boards during the COVID-19 emergency; and

WHEREAS the protective measures municipalities have put in place to protect their communities, Councillors, and staff members include eliminating face-to-face meetings, closing municipal offices, and directing staff to work from home; and

WHEREAS Bill 189, Coronavirus (COVID-19) Support and Protection Act, 2020 was passed to amend various acts to support municipal, policing, and community partners during the pandemic;

NOW THEREFORE, BE IT RESOLVED that while these measures are imperative and necessary, they impose undue hardship on municipalities to meet provincial deadlines such as the completion and adoption of a Community Safety & Well-Being (CSWB) Plan prior to July 1, 2021. The Council of the Township of Asphodel-Norwood calls upon the Solicitor General to review the imposed deadline for municipalities to complete and adopt a Community Safety & Well-Being (CSWB) Plan in consultation with local governments to address the unique challenges facing individual regions.

Thank you in advance for your time and consideration of our request. Please do not hesitate to reach out should you require any further information.

Sincerely,

A handwritten signature in cursive script, appearing to read "C White".

Candice White, CAO/Clerk/Treasurer
 Township of Asphodel-Norwood

Cc: Ministry of Community Safety and Correctional Services
 All Ontario Municipalities in Ontario

From: Save OFC <savetheofc@gmail.com>
Sent: Monday, February 1, 2021 1:51 PM
Subject: Closure of the Ontario Fire College

Dear Municipal Leaders:

We are writing to you regarding the province's announcement on January 13, 2021, of the impending closure of the Gravenhurst campus of the Ontario Fire College on March 31, 2021.

We know that at least two of the three associations quoted in the Ontario Government's press release were not informed that the government would close the Ontario Fire College in Gravenhurst!

The Ontario Government says its plan to modernize and regionalize fire service training will be more cost-effective and accessible to municipalities. Yet, the government has not shared a plan showing how these changes will provide training of equal value in a more cost-effective and accessible manner for municipalities across Ontario.

The province's regionalization model currently has Memorandums of Understanding (MOUs) with a mixed bag of 20 "Regional Training Centres" (RTCs) located in various parts of Ontario. The municipalities' cost to send one firefighter to an RTC range between \$300 and \$1,200 for the course alone. This cost does not include accommodations or meals.

The Gravenhurst campus of the Ontario Fire College has modern facilities and equipment where subject matter experts provide training in all fire service disciplines. The cost is \$65 for a municipality to send one firefighter to the college. That cost includes onsite accommodations and three meals a day. In shifting firefighter training to RTCs, the price for training our firefighters will shift to your municipality's taxpayers. If the government revives O. Reg 379/18 (firefighter certification) while shuttering the college, the growth in training demand and cost will be significant.

The Fire Protection and Prevention Act, 1997, as amended, requires the fire marshal to "develop training programs and evaluation systems for persons involved in the provision of fire protection services." It also stipulates the fire marshal must "provide programs to improve practices relating to fire protection services" and "maintain and operate a central fire college."

As municipal leaders, would you prefer an affordable, cost-effective training model that keeps students in one location with up-to-date, technically accurate training facilities led by subject matter experts? Or a more expensive training model in multiple facilities that cannot match what the Ontario Fire College provides?

Please stand with us against this ill-conceived closure of the Ontario Fire College and the government's undefined plan. Let's keep your firefighters and community safe by keeping the ONLY provincial fire training facility in Ontario open. As municipal councils, we ask that you send a strong letter of rejection of this plan to your local Member of Provincial Parliament and lobby the Doug Ford government to reverse its decision.

Thank you for your consideration. If you have any questions or a need for further information please let us know.

Regards,

Chris McConnell
President, OPSEU Local 317

(Representing the workers of the Ontario Fire College)

705-801-5774
savetheofc@gmail.com



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Municipal Conflict of Interest
Meeting: Council - 11 Feb 2021
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the report provided by the Clerk Administrator be received and filed.

Background:

A public inquiry was presented at the Jan. 14, 2021 Council meeting. The inquiry was in regards to the recorded vote (Dec. 10, 2020) on the discussion of the placement of the pavilion at 3310 Walnut Street. After discussion, a motion was passed to forward the inquiry to the Integrity Commissioner for review.

At the Jan. 28, 2021 regular session of Council, Councillor Armstrong, in his opinion, stated that the public inquiry should have been handled through the Municipal Code of Conduct and not in open session. His intermittent internet connection did not allow him to state this at the meeting when the inquiry was discussed.

A further inquiry was made to the Integrity Commissioner to verify that the handling of the public inquiry was done properly in open session. The common practice has always been, if a letter is received, addressed to the Mayor and Council and signed, it is to be presented to Council in open session. This ensures transparency.

Comments:

The Integrity Commissioner has provided in a letter dated January 28, 2021 his response of whether there was a Conflict of Interest in the recorded vote on the placement of the pavilion. The letter is attached and will be available for person(s) inquiring into the voting of the placement of the Optimist Pavilion project.

He also provided, in an email, that the presentation of the Public Inquiry in open session was correctly handled. The email is attached and should be acknowledged.

It is the responsibility of a Council member to determine if they have a Conflict of Interest-whether direct or indirect. The office has received inquiries into potential conflicts with Council members on various topics that have been on the agenda (past and present).

A copy of the Municipal Conflict of Interest Act is being provided as a reference for Council members to determine if they have a direct or indirect pecuniary interest moving forward. The integrity and voting of any member can be challenged or questioned at any time by members of the public.

Financial Considerations:

None associated with this report.

ATTACHMENTS:

[Letter from the Integrity Commissioner](#)

[Handling of Public Inquiry](#)

[Municipal Conflict of Interest Act](#)

ROBERT J. SWAYZE

BARRISTER & SOLICITOR

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20736 Mississauga Road
CALEDON, ONTARIO
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January 28, 2021

Mayor and Council
Municipality of Brooke-Alvinston
3236 River Street
Alvinston ON N0N 1A0

Dear Sirs:

Re: Potential Conflict of Members regarding Optimist Project

You have requested my opinion as an Integrity Commissioner whether two members of Council have a pecuniary interest under the *Municipal Conflict of Interest Act* ("MCIA") in participating in the discussion of and voting on an Optimist Club supported building to be constructed on municipal lands and financed by the municipality. They are both members of the Club but I understand they are volunteers and not paid as members. I also understand that neither of them is in the building business and will not benefit in any way from the construction of the building except as members of the community.

In my opinion, the two members do not have a pecuniary interest in the construction of the building and therefore do not contravene the MCIA. It is not required that they declare a conflict on any related matter coming before Council.

If any issues on the construction come before Council that either of them feel they cannot be impartial on, they may choose to declare a personal conflict but should be aware that their refusal to vote would be counted as a negative vote under the procedural by-law.

I have never supported a Code of Conduct that requires a mandatory declaration of a personal conflict. The purpose of the MCIA is to attract stakeholders in communities to run for Council who are required only to declare a conflict if they benefit financially from an issue coming before Council. The Code of Conduct should not increase that obligation.

Respectfully submitted,


Robert Swayze
Integrity Commissioner

Janet Denkers

From: robert.swayze@sympatico.ca
Sent: Thursday, February 4, 2021 9:19 AM
To: Janet Denkers
Subject: Clarification
Attachments: Opinion Letter Optimist conflict.pdf

Dear Ms. Denkers:

You were absolutely correct in placing my attached letter on the agenda for a meeting open to the public. The *Municipal Act* in Section 223.6 (3) requires that all reports from an Integrity Commissioner be available to the public. In my opinion, you were also correct in publishing the letter from Ms. Faflak on an open agenda because it was correspondence addressed to Council and you would have no justification to have it considered in closed session.

The conclusions in my letter stand. The *Municipal Conflict of Interest Act* does not require any member to declare a non-pecuniary conflict and it is not my policy to increase the legal obligation of members of Council under the Act.

Please forward this to all members of Council.

Robert J. Swayze

Integrity Commissioner
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Français

Municipal Conflict of Interest Act

R.S.O. 1990, CHAPTER M.50

Consolidation Period: From March 26, 2019 to the e-Laws currency date.

Last amendment: 2019, c. 1, Sched. 4, s. 35.

Legislative History: [+]

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Definitions

1 In this Act,

“child” means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family; (“enfant”)

“controlling interest” means the interest that a person has in a corporation when the person beneficially owns, directly or indirectly, or exercises control or direction over, equity shares of the corporation carrying more than 10 per cent of the voting rights attached to all equity shares of the corporation for the time being outstanding; (“intérêts majoritaires”)

“council” means the council of a municipality; (“conseil”)

“elector” means,

(a) in respect of a municipality, or a local board thereof, other than a school board, a person entitled to vote at a municipal election in the municipality, and

(b) in respect of a school board, a person entitled to vote at the election of members of the school board; (“électeur”)

“interest in common with electors generally” means a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part; (“intérêt commun à tous les électeurs”)

“judge” means a judge of the Superior Court of Justice; (“juge”)

“local board” means a school board, board of directors of a children’s aid society, committee of adjustment, conservation authority, court of revision, land division committee, municipal service board, public library board, board of management of an improvement area, board of health, police services board, planning board, district social services administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a long-term care home, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of one or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board or a local roads board; (“conseil local”)

Note: On a day to be named by proclamation of the Lieutenant Governor, the definition of “local board” in section 1 of the Act is amended by striking out “police services board” and substituting “police service board”. (See: 2019, c. 1, Sched. 4, s. 35)

“meeting” includes any regular, special, committee or other meeting of a council or local board, as the case may be; (“réunion”)

“member” means a member of a council or of a local board; (“membre”)

“municipality” includes a board, commission or other local authority exercising any power in respect of municipal affairs or purposes, including school purposes, in territory without municipal organization, but does not include a committee of management of a community recreation centre appointed by a school board, a local roads board or a local services board; (“municipalité”)

“parent” means a person who has demonstrated a settled intention to treat a child as a member of his or her family; (“père ou mère”)

“school board” means a board as defined in subsection 1 (1) of the *Education Act*, and, where the context requires, includes an old board within the meaning of subsection 1 (1) of the *Education Act*; (“conseil scolaire”)

“senior officer” means the chair or any vice-chair of the board of directors, the president, any vice-president, the secretary, the treasurer or the general manager of a corporation or any other person who performs functions for the corporation similar to those normally performed by a person occupying any such office; (“dirigeant”)

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside marriage. (“conjoint”) R.S.O. 1990, c. M.50, s. 1; 1997, c. 25, Sched. E, s. 7; 1997, c. 31, s. 156 (1); 1999, c. 6, s. 41 (1); 2002, c. 17, Sched. F, Table; 2005, c. 5, s. 45 (1, 2); 2006, c. 19, Sched. C, s. 1 (1); 2006, c. 32, Sched. D, s. 10; 2007, c. 8, s. 219; 2016, c. 23, s. 58.

Section Amendments with date in force (d/m/y) [+]

Principles

1.1 The Province of Ontario endorses the following principles in relation to the duties of members of councils and of local boards under this Act:

1. The importance of integrity, independence and accountability in local government decision-making.
2. The importance of certainty in reconciling the public duties and pecuniary interests of members.
3. Members are expected to perform their duties of office with integrity and impartiality in a manner that will bear the closest scrutiny.
4. There is a benefit to municipalities and local boards when members have a broad range of knowledge and continue to be active in their own communities, whether in business, in the practice of a profession, in community associations, and otherwise. 2017, c. 10, Sched. 3, s. 1.

Section Amendments with date in force (d/m/y) [+]

Indirect pecuniary interest

2 For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

- (a) the member or his or her nominee,
 - (i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,
 - (ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or
 - (iii) is a member of a body,

that has a pecuniary interest in the matter; or

- (b) the member is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. R.S.O. 1990, c. M.50, s. 2.

Interest of certain persons deemed that of member

3 For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member. R.S.O. 1990, c. M.50, s. 3; 1999, c. 6, s. 41 (2); 2005, c. 5, s. 45 (3).

Section Amendments with date in force (d/m/y) [+]

EXCEPTIONS

Where ss. 5 and 5.2 do not apply

4 Sections 5 and 5.2 do not apply to a pecuniary interest in any matter that a member may have,

- (a) as a user of any public utility service supplied to the member by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;
- (b) by reason of the member being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;
- (c) by reason of the member purchasing or owning a debenture of the municipality or local board;
- (d) by reason of the member having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to the member in like manner as such a deposit is or may be returnable to all other electors;
- (e) by reason of having an interest in any property affected by a work under the *Drainage Act* or by a work under a regulation made under Part XII of the *Municipal Act, 2001* or Part IX of the *City of Toronto Act, 2006*, as the case may be, relating to local improvements;

- (f) by reason of having an interest in farm lands that are exempted from taxation for certain expenditures under the *Assessment Act*;
- (g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;
- (h) by reason only of the member being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of the member being a member of a board, commission, or other body as an appointee of a council or local board;
- (i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which the member may be entitled by reason of being a member or as a member of a volunteer fire brigade, as the case may be;
- (j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or
- (k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member. R.S.O. 1990, c. M.50, s. 4; 2002, c. 17, Sched. F, Table; 2006, c. 32, Sched. C, s. 33 (1); 2017, c. 10, Sched. 3, s. 2.

Section Amendments with date in force (d/m/y) [+]

DUTY OF MEMBER

When present at meeting at which matter considered

5 (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 local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

Exception, consideration of penalty

(2.1) The following rules apply if the matter under consideration at a meeting or a part of a meeting is to consider whether to suspend the remuneration paid to the member under subsection 223.4 (5) or (6) of the *Municipal Act, 2001* or under subsection 160 (5) or (6) of the *City of Toronto Act, 2006*:

1. Despite clauses (1) (b) and (c), the member may take part in the discussion of the matter, including making submissions to council or the local board, as the case may be, and may attempt to influence the voting on any question in respect of the matter, whether before, during or after the meeting. However, the member is not permitted to vote on any question in respect of the matter.
2. Despite subsection (2), in the case of a meeting that is not open to the public, the member may attend the meeting or part of the meeting during which the matter is under consideration. 2017, c. 10, Sched. 3, s. 3.

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by the member after the meeting referred to in subsection (1). R.S.O. 1990, c. M.50, s. 5 (3).

Section Amendments with date in force (d/m/y) [+]

Written statement re disclosure

5.1 At a meeting at which a member discloses an interest under section 5, or as soon as possible afterwards, the member shall file a written statement of the interest and its general nature with the clerk of the municipality or the secretary of the committee or local board, as the case may be. 2017, c. 10, Sched. 3, s. 4.

Section Amendments with date in force (d/m/y) [+]

Influence

5.2 (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 that is being considered by an officer or employee of the municipality or local board, or by a person or body to which the municipality or local board has delegated a power or duty, the member shall not use his or her office in any way to attempt to influence any decision or recommendation that results from consideration of the matter. 2017, c. 10, Sched. 3, s. 4.

Exception

(2) However, if a municipality delegates a power to suspend the remuneration paid to a member under subsection 223.4 (5) of the *Municipal Act, 2001* or subsection 160 (5) of the *City of Toronto Act, 2006* to a person or body, and the person or body is considering exercising that power with respect to a member, subsection (1) of this section does not prevent the member from attempting to influence any decision or recommendation of the person or body that results from consideration of the matter. 2017, c. 10, Sched. 3, s. 4.

Section Amendments with date in force (d/m/y) [+]

RECORD OF DISCLOSURE

Disclosure to be recorded in minutes

6 (1) Every declaration of interest and the general nature thereof made under section 5 shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the clerk of the municipality or secretary of the committee or local board, as the case may be. R.S.O. 1990, c. M.50, s. 6 (1).

Idem

(2) Every declaration of interest made under section 5, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public. R.S.O. 1990, c. M.50, s. 6 (2).

REGISTRY

Requirement to establish registry

6.1 (1) Every municipality and local board shall establish and maintain a registry in which shall be kept,

- (a) a copy of each statement filed under section 5.1; and
- (b) a copy of each declaration recorded under section 6. 2017, c. 10, Sched. 3, s. 5.

Access to registry

(2) The registry shall be available for public inspection in the manner and during the time that the municipality or local board, as the case may be, may determine. 2017, c. 10, Sched. 3, s. 5.

Section Amendments with date in force (d/m/y) [+]

REMEDY FOR LACK OF QUORUM

Quorum deemed constituted

7 (1) Where the number of members who, by reason of the provisions of this Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two. R.S.O. 1990, c. M.50, s. 7 (1).

Application to judge

(2) Where in the circumstances mentioned in subsection (1), the remaining number of members who are not disabled from participating in the meeting is less than two, the council or local board may apply to a judge without notice for an order authorizing the council or local board, as the case may be, to give consideration to, discuss and vote on the matter out of which the interest arises. R.S.O. 1990, c. M.50, s. 7 (2).

Power of judge to declare s. 5, 5.1 or 5.2 not to apply

(3) The judge may, on an application brought under subsection (2), by order, declare that section 5, 5.1 or 5.2 does not apply to the council or local board, as the case may be, in respect of the matter in relation to which the application is brought, and the council or local board thereupon may give consideration to, discuss and vote on the matter in the same manner as though none of the members had any interest therein, subject only to such conditions and directions as the judge may consider appropriate and so order. R.S.O. 1990, c. M.50, s. 7 (3); 2017, c. 10, Sched. 3, s. 6.

Section Amendments with date in force (d/m/y) [+]

ACTION WHERE CONTRAVENTION ALLEGED

Application

8 (1) An elector, an Integrity Commissioner of a municipality or a person demonstrably acting in the public interest may apply to a judge for a determination of the question of whether,

- (a) a member has contravened section 5, 5.1 or 5.2; or
- (b) a former member contravened section 5, 5.1 or 5.2 while he or she was a member. 2017, c. 10, Sched. 3, s. 7.

Six-week period

(2) An application may only be made within six weeks after the applicant became aware of the alleged contravention. 2017, c. 10, Sched. 3, s. 7.

Exception

(3) Despite subsection (2), an application may be made more than six weeks after the applicant became aware of the alleged contravention if all of the following conditions are satisfied:

1. The applicant applied to an Integrity Commissioner for an inquiry under section 223.4.1 of the *Municipal Act, 2001* or under section 160.1 of the *City of Toronto Act, 2006* in accordance with those sections.
2. The Integrity Commissioner conducted an inquiry under section 223.4.1 of the *Municipal Act, 2001* or under section 160.1 of the *City of Toronto Act, 2006* and the Commissioner,
 - i. has advised the applicant under subsection 223.4.1 (16) of the *Municipal Act, 2001* or under subsection 160.1 (16) of the *City of Toronto Act, 2006* that the Commissioner will not be making an application to a judge,
 - ii. has not completed the inquiry within the time limit set out in subsection 223.4.1 (14) of the *Municipal Act, 2001* or subsection 160.1 (14) of the *City of Toronto Act, 2006*, or
 - iii. has terminated the inquiry under subsection 223.4.1 (12) of the *Municipal Act, 2001* or subsection 160.1 (12) of the *City of Toronto Act, 2006*.

3. The application under this section includes a copy of the applicant's statutory declaration made under subsection 223.4.1 (6) of the *Municipal Act, 2001* or under subsection 160.1 (6) of the *City of Toronto Act, 2006*.
4. The application under this section is made within six weeks after the earlier of the following,
 - i. the day the Commissioner advised the applicant under subsection 223.4.1 (16) of the *Municipal Act, 2001* or under subsection 160.1 (16) of the *City of Toronto Act, 2006* that the Commissioner will not be making an application to a judge,
 - ii. the last day on which the Commissioner is required under subsection 223.4.1 (14) of the *Municipal Act, 2001* or subsection 160.1 (14) of the *City of Toronto Act, 2006* to complete the inquiry referred to in paragraph 2 of this subsection, and
 - iii. the day the inquiry was terminated under subsection 223.4.1 (12) of the *Municipal Act, 2001* or subsection 160.1 (12) of the *City of Toronto Act, 2006*. 2017, c. 10, Sched. 3, s. 7.

Same, application by Integrity Commissioner

(4) Despite subsection (2), an application may be made more than six weeks after the applicant became aware of the alleged contravention if the applicant is an Integrity Commissioner and if the application relates to an inquiry conducted by the Commissioner under section 223.4.1 of the *Municipal Act, 2001* or under section 160.1 of the *City of Toronto Act, 2006*. 2017, c. 10, Sched. 3, s. 7.

No application by Integrity Commissioner during regular election

(5) No application shall be made by an Integrity Commissioner of a municipality during the period of time starting on nomination day for a regular election, as set out in section 31 of the *Municipal Elections Act, 1996*, and ending on voting day in a regular election, as set out in section 5 of that Act. 2017, c. 10, Sched. 3, s. 7.

Limitation

(6) Despite subsections (2), (3) and (4), no application shall be made after the sixth anniversary of the alleged contravention. 2017, c. 10, Sched. 3, s. 7.

Contents of notice of application

(7) The notice of application shall state the grounds for finding that the member or former member contravened section 5, 5.1 or 5.2. 2017, c. 10, Sched. 3, s. 7.

Section Amendments with date in force (d/m/y) [+]

Power of judge

9 (1) If the judge determines that the member or former member contravened section 5, 5.1 or 5.2, the judge may do any or all of the following:

1. Reprimand the member or former member.
2. Suspend the remuneration paid to the member for a period of up to 90 days.
3. Declare the member's seat vacant.
4. Disqualify the member or former member from being a member during a period of not more than seven years after the date of the order.
5. If the contravention has resulted in personal financial gain, require the member or former member to make restitution to the party suffering the loss, or, if the party's identity is not readily ascertainable, to the municipality or local board, as the case may be. 2017, c. 10, Sched. 3, s. 7.

Same

(2) In exercising his or her discretion under subsection (1) the judge may consider, among other matters, whether the member or former member,

- (a) took reasonable measures to prevent the contravention;
- (b) disclosed the pecuniary interest and all relevant facts known to him or her to an Integrity Commissioner in a request for advice from the Commissioner under the *Municipal Act, 2001* or the *City of Toronto Act, 2006* and acted in accordance with the advice, if any, provided to the member by the Commissioner; or
- (c) committed the contravention through inadvertence or by reason of an error in judgment made in good faith. 2017, c. 10, Sched. 3, s. 7.

Section Amendments with date in force (d/m/y) [+]

10 REPEALED: 2017, c. 10, Sched. 3, s. 7.

Section Amendments with date in force (d/m/y) [+]

Appeal to Divisional Court

11 (1) An appeal lies from any order made under section 9 to the Divisional Court in accordance with the rules of court. R.S.O. 1990, c. M.50, s. 11 (1); 2017, c. 10, Sched. 3, s. 8.

Judgment or new trial

(2) The Divisional Court may give any judgment that ought to have been pronounced, in which case its decision is final, or the Divisional Court may grant a new trial for the purpose of taking evidence or additional evidence and may remit the case to the trial judge or another judge and, subject to any directions of the Divisional Court, the case shall be proceeded with as if there had been no appeal. R.S.O. 1990, c. M.50, s. 11 (2).

Appeal from order or new trial

(3) Where the case is remitted to a judge under subsection (2), an appeal lies from the order of the judge to the Divisional Court in accordance with the provisions of this section. R.S.O. 1990, c. M.50, s. 11 (3).

Section Amendments with date in force (d/m/y) [+]

Proceedings not invalidated but voidable

12 (1) A member's failure to comply with section 5, 5.1 or 5.2 does not invalidate any proceedings in respect of a matter referred to in those sections, but those proceedings are voidable in the circumstances described in subsection (2). 2017, c. 10, Sched. 3, s. 9.

Declaring proceedings void

(2) Subject to subsection (3), if a member has failed to comply with section 5, 5.1 or 5.2 in respect of a matter referred to in those sections, the municipality or local board, as the case may be, may declare the proceedings to be void before the second anniversary of the date of the passing of the by-law or resolution authorizing the matter. 2017, c. 10, Sched. 3, s. 9.

Exception

(3) Subsection (2) does not apply if declaring the proceedings to be void would adversely affect the rights that any person who acted in good faith and without actual notice of the failure to comply with section 5, 5.1 or 5.2 acquired under or by virtue of the proceedings. 2017, c. 10, Sched. 3, s. 9.

Section Amendments with date in force (d/m/y) [+]

Other proceedings prohibited

13 (1) A proceeding that relates to a member's or former member's alleged conflict of interest and seeks a remedy described in subsection 9 (1) shall be brought only under this Act. 2017, c. 10, Sched. 3, s. 9.

Same

(2) Subsection (1) does not affect the power of a municipality or a local board to reprimand a member or suspend a member's remuneration under subsection 223.4 (5) or (6) of the *Municipal Act, 2001* or under subsection 160 (5) or (6) of the *City of Toronto Act, 2006*. 2017, c. 10, Sched. 3, s. 9.

Section Amendments with date in force (d/m/y) [+]

GENERAL

Insurance

14 (1) Despite section 279 of the *Municipal Act, 2001* or section 218 of the *City of Toronto Act, 2006*, as the case may be, the council of every municipality may at any time pass by-laws,

- (a) for contracting for insurance;
- (b) despite the *Insurance Act*, to enable the municipality to act as an insurer; and
- (c) for exchanging with other municipalities in Ontario reciprocal contracts of indemnity or inter-insurance in accordance with Part XIII of the *Insurance Act*,

to protect a member of the council or of any local board thereof who has been found not to have contravened section 5, 5.1 or 5.2 against any costs or expenses incurred by the member as a result of a proceeding brought under this Act, and for paying on behalf of or reimbursing the member for any such costs or expenses. R.S.O. 1990, c. M.50, s. 14 (1); 2002, c. 17, Sched. F, Table; 2006, c. 32, Sched. C, s. 33 (2); 2017, c. 10, Sched. 3, s. 10 (1).

Insurance Act does not apply

(2) The *Insurance Act* does not apply to a municipality acting as an insurer for the purposes of subsection (1). R.S.O. 1990, c. M.50, s. 14 (2).

Surplus funds

(3) Despite section 387 of the *Insurance Act*, any surplus funds and the reserve fund of a municipal reciprocal exchange may be invested only in accordance with subsection 279 (2) of the *Municipal Act, 2001* or subsection 218 (3) of the *City of Toronto Act, 2006*, as the case may be. 2017, c. 10, Sched. 3, s. 10 (2).

Reserve funds

(4) The money raised for a reserve fund of a municipal reciprocal exchange may be expended or pledged for, or applied to, a purpose other than that for which the fund was established if two-thirds of the municipalities that are members of the exchange together with two-thirds of the municipalities that previously were members of the exchange and that may be subject to claims arising while they were members of the exchange agree in writing and if section 386 of the *Insurance Act* is complied with. R.S.O. 1990, c. M.50, s. 14 (4); 2009, c. 33, Sched. 21, s. 7.

Local boards

(5) A local board has the same powers to provide insurance for or to make payments to or on behalf of its members as are conferred upon the council of a municipality under this section in respect of its members. R.S.O. 1990, c. M.50, s. 14 (5).

Former members

(6) A by-law passed under this section may provide that it applies to a person who was a member at the time the circumstances giving rise to the proceeding occurred but who, prior to the judgment in the proceeding, has ceased to be a member. R.S.O. 1990, c. M.50, s. 14 (6).

Section Amendments with date in force (d/m/y) [+]

Conflict with other Acts

15 In the event of conflict between any provision of this Act and any provision of any general or special Act, the provision of this Act prevails. R.S.O. 1990, c. M.50, s. 15.

Français



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Truck Replacement
Meeting: Council - 11 Feb 2021
Department: Public Works
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That the Public Works Managers report titled Truck Replacement be received and filed.

Background:

On December 29, 2020, a municipal truck was damaged in a collision with a deer while on road patrol. Insurance determined the truck to be a write-off provided replacement value for a new vehicle. We have purchased the replacement vehicle from All Roads Dodge at a cost to the Municipality of \$39,210.59 (price before tax, plus unrecoverable HST).

Comments:

The Municipality did not send out a formal tender for a new pick up truck as trucks with specific specifications take months to acquire. Instead, contact was made with local and surrounding dealers for a silver (first choice) truck that closely matched the specifications of the truck it was replacing. It soon became apparent that it was going to be impossible to source the a similar pickup without making a special order and waiting months for its arrival. Therefore dealers were asked to provide the best prices on pickups that were in their current inventory.

The following quotes where received for silver pickups in current inventories (there were no silver, 2-wheel drive, regular cab pick-ups in inventory):

- McNaughton Dodge (1500 Big Horn Crew Cab 4x4) \$52,193.57 (including tax)
- Grogan Ford (2021 F-150 XLT) \$52,917.13 (including tax)
- Finch Chrysler (2021 1500 Classic Crew Cab 4x4) \$50,850.00 (including tax)
- All Roads Dodge (2021 1500 Classic Quad Cab 4x4) \$42,606.65 (including tax)

Financial Considerations:

Insurance will provide the claim for \$28,199.02. The balance has been recognized in the 2021 budget.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2021 Updated Draft Budget
Meeting: Council - 11 Feb 2021
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council provide direction whether or not a tax increase is desired (adding money back to reserves), and if so, what the tax increase (amount added back to reserves) should be. And having done so, that Council pass the 2021 Draft Budget .

Background:

The 2021 Draft Budget was originally presented at a Special Budget Meeting on January 21, 2021. The Draft Budget proposed no tax increase by cutting operating expenditures and utilizing reserves. At the January 28, 2021 Regular Council Meeting, Council reconsidered the budget and questioned some of the capital expenditures and enquired what the tax increase would be if more money was left in reserves.

Comments:

The attached, updated 2021 Draft Budget still shows the original proposed zero dollar increase in taxes, but includes two new schedules:

1. 2021 Budget Scenarios (Page 6 of 9) - shows the increase in taxes (percentage increase) if \$30,000, \$45,000, \$60,000, or \$75,000 is added back to reserves.
2. 2021 Capital Budget Analysis (page 7 of 9) - shows what our 2021 Capital Budget would be if we removed
 - expenditures that were approved in the 2020 Budget but not spent, and
 - expenditures that would not be undertaken without grant funding, etc.

Financial Considerations:

For every \$15,000 added back to reserves the Budgeted Taxes will increase by a half a percent (0.5%).

ATTACHMENTS:

[2021-BA-Budget-Feb 8, 2021](#)

BROOKE-ALVINSTON COMBINED

OPERATIONS

CAPITAL

TOTAL BUDGET

CLASSIFICATION		2020		OVER	!	2020		OVER	!	2020		OVER	!	2020 to 2021			
		2020 BUDGET	Projections	(UNDER)		2021 BUDGET	2020 BUDGET	Projections		(UNDER)	2021 BUDGET	2020 BUDGET		Projections	(UNDER)	2021 BUDGET	BUDGET DIFF
		(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
2021 GENERAL BUDGET EXPENDITURES																	
GENERAL GOVERNMENT																	
1	COUNCIL	55,160	39,742	(15,418)	42,410				-			55,160	39,742	(15,418)	42,410		(12,750)
2	COUNCIL SUPPORT	170,250	163,546	(6,704)	174,400				-			170,250	163,546	(6,704)	174,400		4,150
3	ADMINISTRATION	325,123	309,456	(15,667)	332,598		38,000	28,660	(9,340)	10,000		363,123	338,116	(25,007)	342,598		(20,525)
		550,533	512,744	(37,789)	549,408		38,000	28,660	(9,340)	10,000		588,533	541,404	(47,129)	559,408		(29,125)
PROTECTION																	
4	FIRE - ALVINSTON	210,124	193,413	(16,711)	249,569		32,000	20,104	(11,896)	245,500		242,124	213,517	(28,607)	495,069		252,945
5	FIRE - INWOOD	103,575	80,854	(22,721)	-		15,500	8,672	(6,829)	40,000		119,075	89,525	(29,550)	40,000		(79,075)
6	FIRE - WATFORD	4,627	3,946	(681)	4,785				-			4,627	3,946	(681)	4,785		158
7	FIRE - ADMINISTRATION	82,549	57,171	(25,378)	50,750				-			82,549	57,171	(25,378)	50,750		(31,799)
8	POLICE	408,226	408,226	0	412,364				-			408,226	408,226	0	412,364		4,138
9	CONSERVATION AUTHORITY	23,191	18,662	(4,529)	21,080				-			23,191	18,662	(4,529)	21,080		(2,111)
10	INSPECTIONS & CONTROL	47,825	92,375	44,550	86,400				-			47,825	92,375	44,550	86,400		38,575
11	EMERGENCY MEASURES	4,100	6,035	1,935	7,250				-			4,100	6,035	1,935	7,250		3,150
		884,217	860,681	(23,536)	832,198		47,500	28,776	(18,725)	285,500		931,717	889,457	(42,260)	1,117,698		185,981
TRANSPORTATION SERVICES																	
12	ROADS - MATERIALS & SERVICES	634,250	643,488	9,238	782,000		1,126,000	1,012,082	(113,918)	3,414,130		1,760,250	1,655,569	(104,681)	4,196,130		2,435,880
13	PUBLIC WORKS OVERHEAD	581,009	556,914	(24,095)	584,532		-	-	-	-		581,009	556,914	(24,095)	584,532		3,523
14	VEHICLES & EQUIP	154,100	128,513	(25,587)	163,550		375,000	-	(375,000)	651,000		529,100	128,513	(400,587)	814,550		285,450
15	SNOW REMOVAL	35,000	25,568	(9,432)	26,500		-	-	-	-		35,000	25,568	(9,432)	26,500		(8,500)
16	STREET LIGHTS - ALVINSTON	14,500	10,165	(4,335)	13,000		-	-	-	-		14,500	10,165	(4,335)	13,000		(1,500)
17	STREET LIGHTS - INWOOD	6,750	5,397	(1,353)	6,750		-	-	-	-		6,750	5,397	(1,353)	6,750		-
		1,425,609	1,370,044	(55,565)	1,576,332		1,501,000	1,012,082	(488,918)	4,065,130		2,926,609	2,382,126	(544,483)	5,641,462		2,714,853
ENVIRONMENTAL																	
18	STORM SEWER	68,252	68,252	-	68,252							68,252	68,252	-	68,252		-
19	WASTE COLLECTION/DISPOSAL	81,537	82,801	1,264	83,000		-	-	-	-		81,537	82,801	1,264	83,000		1,463
20	RECYCLING	77,999	77,999	(0)	79,000		-	-	-	-		77,999	77,999	(0)	79,000		1,001
		227,788	229,053	1,264	230,252		-	-	-	-		227,788	229,053	1,264	230,252		2,464

BROOKE-ALVINSTON COMBINED					OPERATIONS					CAPITAL					TOTAL BUDGET					
CLASSIFICATION		2020 BUDGET	2020 Projections	OVER (UNDER)	2021 BUDGET	!	2020 BUDGET	2020 Projections	OVER (UNDER)	2021 BUDGET	!	2020 BUDGET	2020 Projections	OVER (UNDER)	2021 BUDGET	!	2020 to 2021 BUDGET DIFF			
		(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)			
HEALTH																				
21	HOSPITAL/CEMETERIES - DONATIONS	850	750	(100)	850				-			850	750	(100)	850		-			
22	CEMETERY OPERATIONS	85,393	85,393	-	85,513		-	-	-	-		85,393	85,393	-	85,513		120			
					86,243	86,143	(100)	86,363		-	-	-	-		86,243	86,143	(100)	86,363		120
RECREATION AND CULTURAL																				
23	CANADA DAY	18,250	4,819	(13,431)	18,250		-	-	-	-		18,250	4,819	(13,431)	18,250		-			
24	COMMUNITY CENTER -ARENA	435,133	371,174	(63,959)	358,751		255,000	144,124	(110,876)	426,500		690,133	515,298	(174,835)	785,251		95,118			
25	CC - CONCESSION/VENDING	2,000	962	(1,038)	500		-	-	-	-		2,000	962	(1,038)	500		(1,500)			
26	INWOOD REC	6,106	4,288	(1,818)	9,755		-	-	-	15,000		6,106	4,288	(1,818)	24,755		18,649			
27	LIBRARY - ALVINSTON	7,315	5,637	(1,678)	6,737		-	-	-	-		7,315	5,637	(1,678)	6,737		(578)			
28	LIBRARY - INWOOD	5,273	3,868	(1,405)	4,990		-	-	-	-		5,273	3,868	(1,405)	4,990		(283)			
					474,077	390,748	(83,329)	398,983		255,000	144,124	(110,876)	441,500		729,077	534,872	(194,205)	840,483		111,406
PLANNING AND DEVELOPMENT																				
29	PLANNING & ZONING	5,750	4,376	(1,374)	23,000		-	-	-	-		5,750	4,376	(1,374)	23,000		17,250			
30	COMMERCIAL INDUSTRIAL	12,500	12,025	(475)	12,000		-	3,213	3,213	-		12,500	15,238	2,738	12,000		(500)			
31	POST OFFICE	46,200	50,425	4,225	48,000				-			46,200	50,425	4,225	48,000		1,800			
32	AGRICULTURE & REFORESTATION	21,300	28,508	7,208	34,250				-			21,300	28,508	7,208	34,250		12,950			
33	MUNICIPAL DRAIN LOANS	1,250	1,183	(67)	-				-			1,250	1,183	(67)	-		(1,250)			
34	MUNICIPAL DRAIN WORK	640,000	483,553	(156,447)	430,000							640,000	483,553	(156,447)	430,000		(210,000)			
35	TILE DRAIN LOANS	12,000	12,000	-	6,000				-			12,000	12,000	-	6,000		(6,000)			
					739,000	592,070	(146,930)	553,250		-	3,213	3,213	-		739,000	595,284	(143,716)	553,250		(185,750)
OTHER/RESERVES																				
36	RESERVES	203,000	203,000	-	63,000			-	-			203,000	203,000	-	63,000		(140,000)			
37	RESERVE FUNDS		-	-	-				-			-	-	-	-		-			
					203,000	203,000	-	63,000		-	-	-	-	-	-	63,000		(140,000)		
38	TOTAL EXPENDITURES	4,590,467	4,244,483	(345,984)	4,289,786		1,841,500	1,216,855	(624,645)	4,802,130		6,431,967	5,461,338	(970,630)	9,091,916		2,659,949			

BROOKE-ALVINSTON COMBINED

OPERATIONS

CAPITAL

TOTAL BUDGET

CLASSIFICATION		2020				!	2020				!	2020				!	2020 to 2021
		2020 BUDGET	Projections	OVER (UNDER)	2021 BUDGET		2020 BUDGET	Projections	OVER (UNDER)	2021 BUDGET		2020 BUDGET	Projections	OVER (UNDER)	2021 BUDGET		BUDGET DIFF
		(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
REVENUES																	
FEES AND CHARGES																	
39	GENERAL GOVERNMENT	14,050	12,769	(1,281)	13,000				-			14,050	12,769	(1,281)	13,000		(1,050)
40	INSPECTIONS & CONTROL	43,000	74,783	31,783	65,500				-			43,000	74,783	31,783	65,500		22,500
41	TRANSPORTATION	2,500	1,878	(623)	2,500				-			2,500	1,878	(623)	2,500		-
42	WASTE COLLECTION & RECYCLYING	-	782	782	-				-			-	782	782	-		-
43	CEMETERY	85,393	85,393	-	85,513				-			85,393	85,393	-	85,513		120
44	COMMUNITY CENTER - ALVINSTON	155,500	140,889	(14,611)	85,550				-			155,500	140,889	(14,611)	85,550		(69,950)
45	CC - CONCESSION/VENDING	2,600	1,211	(1,389)	800				-			2,600	1,211	(1,389)	800		(1,800)
46	COMMUNITY CENTER - INWOOD	500	-	(500)	-				-			500	-	(500)	-		(500)
47	CANADA DAY	18,250	5,509	(12,741)	18,250				-			18,250	5,509	(12,741)	18,250		-
48	PLANNING FEES	7,250	8,790	1,540	12,500				-			7,250	8,790	1,540	12,500		5,250
49	HANGING BASKETS/COMMUNITY GROUP	2,520	8,873	6,353	2,520				-			2,520	8,873	6,353	2,520		-
50	POST OFFICE	60,000	64,551	4,551	60,000				-			60,000	64,551	4,551	60,000		-
51	TREE PROGRAM	3,500	2,054	(1,447)	2,000				-			3,500	2,054	(1,447)	2,000		(1,500)
52	MUNICIPAL DRAIN BILLINGS	450,000	332,375	(117,625)	330,000							450,000	332,375	(117,625)	330,000		(120,000)
53	TILE DRAIN LOANS	12,000	12,000	-	6,000				-			12,000	12,000	-	6,000		(6,000)
		857,063	751,856	(105,207)	684,133		-	-	-	-		857,063	751,856	(105,207)	684,133		(172,930)
MUNICIPAL																	
54	ALVINSTON FIRE	45,016	64,187	19,171	48,051		5,920	5,674	(246)	39,280		50,936	69,861	18,925	87,331		36,395
55	INWOOD FIRE	12,322	15,264	2,942	-		1,860	1,976	116	155,000		14,182	17,240	3,058	155,000		140,818
56	COUNTY POLICING GRANT, etc.	11,910	13,542	1,632	11,910		-	-	-	-		11,910	13,542	1,632	11,910		-
57	DONATIONS	-	4,600	4,600	-		15,000	5,500	(9,500)	235,000		15,000	10,100	(4,900)	235,000		220,000
		69,248	97,593	28,345	59,961		22,780	13,150	(9,630)	429,280		92,028	110,743	18,715	489,241		397,213
ONTARIO FUNDING																	
58	OCIF - GRANT	-	-	-	-		273,968	273,968	-	137,421		273,968	273,968	-	137,421		(136,547)
59	COVID & EFFICIENCY FUNDING	-	63,500	63,500	17,000		105,000	105,000	-	-		105,000	168,500	63,500	17,000		(88,000)
60	PROVINCIAL - ICIP -ROADS	-	-	-	-		-	-	-	1,029,607		-	-	-	1,029,607		1,029,607
61	PROVINCIAL - ICIP - COVID-19	-	-	-	-		-	-	-	20,000		-	-	-	20,000		20,000
62	FIRE REVIEW GRANT	17,299	7,089	(10,210)	-		-	-	-	-		17,299	7,089	(10,210)	-		(17,299)
63	OMRFA DRAIN SUPERINTENDENT GRANT	7,500	12,000	4,500	15,000		-	-	-	-		7,500	12,000	4,500	15,000		7,500
64	OMAFRA - DRAIN SUBSIDY GRANTS	190,000	151,179	(38,821)	140,000		-	-	-	-		190,000	151,179	(38,821)	140,000		(50,000)
65	OMPF - GRANT	678,100	678,100	-	594,100		-	-	-	-		678,100	678,100	-	594,100		(84,000)
		892,899	911,868	18,969	766,100		378,968	378,968	-	1,187,028		1,271,867	1,290,836	18,969	1,953,128		681,261

BROOKE-ALVINSTON COMBINED					OPERATIONS					CAPITAL					TOTAL BUDGET							
CLASSIFICATION					2020 BUDGET	2020 Projections	OVER (UNDER)	2021 BUDGET	!	2020 BUDGET	2020 Projections	OVER (UNDER)	2021 BUDGET	!	2020 BUDGET	2020 Projections	OVER (UNDER)	2021 BUDGET	!	2020 to 2021 BUDGET DIFF		
					(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)		
CANADA FUNDING																						
66	CANADA - ICIP - Roads			-						-	-	-	1,853,478		-	-	-	1,853,478		1,853,478		
67	CANADA - ICIP - COVID-19			-						-	-	-	80,000		-	-	-	80,000		80,000		
68	FEDERAL - ACCESSIBILITY									9,392	9,392	-	-		9,392	9,392	-	-		(9,392)		
69	FEDERAL GAS TAX			-						228,949	228,949	(0)	-		228,949	228,949	(0)	-		(228,949)		
					-	-	-	-		238,341	238,341	(0)	1,933,478		238,341	238,341	(0)	1,933,478		1,695,137		
OTHER																						
70	LICENCES, PERMITS, RENTS	16,083	15,484	(599)	13,983							-			16,083	15,484	(599)	13,983		(2,100)		
71	FINES AND PENALTIES	45,000	48,717	3,717	55,000							-			45,000	48,717	3,717	55,000		10,000		
72	OTHER REVENUES	45,500	57,877	12,377	34,500							-			45,500	57,877	12,377	34,500		(11,000)		
AREA RATINGS																						
73	ALVINSTON AREA RATING	44,219	44,246	27	43,610							-			44,219	44,246	27	43,610		(609)		
74	INWOOD AREA RATING	14,474	14,444	(30)	14,451							-			14,474	14,444	(30)	14,451		(23)		
					58,693	58,690	(3)	58,061		-	-	-	-		58,693	58,690	(3)	58,061		(632)		
RESERVES/RESERVE FUNDS/FINANCING																						
75	RESERVES	-	-	-	-					887,000	(40,000)	(927,000)	924,000		887,000	(40,000)	(927,000)	924,000		37,000		
76	OTHER			-						-	352	352	-		-	352	352	-		-		
					-	-	-	-		887,000	(39,649)	(926,649)	924,000		887,000	(39,649)	(926,649)	924,000		37,000		
TAXATION																						
78	ADJUSTMENTS/WRITE-OFFS	(50,500)	(42,344)	8,156	(25,000)							-			(50,500)	(42,344)	8,156	(25,000)		25,500		
79	SUPPLEMENTAL	5,000	3,995	(1,005)	5,000							-			5,000	3,995	(1,005)	5,000		-		
80	UTILITY TRANSMISSION	14,500	15,399	899	15,000							-			14,500	15,399	899	15,000		500		
					(31,000)	(22,949)	8,051	(5,000)		-	-	-	-		(31,000)	(22,949)	8,051	(5,000)		26,000		
81 TOTAL REVENUES					1,953,486	1,919,135	(34,352)	1,666,738		1,527,089	590,811	(936,278)	4,473,786		3,480,576	2,509,946	(970,630)	6,140,524		2,659,948		
82 NET EXPENDITURES OVER REVENUE					(2,636,981)	(2,325,348)	311,633	(2,623,048)		(314,411)	(626,044)	(311,633)	(328,344)		(2,951,392)	(2,951,392)	(0)	(2,951,392)		(0)		
83 ADJUSTMENTS																						
84 NET ADJUSTMENTS					-	-	-	-		-	-	-	-		-	-	-	-	-		-	
85 TO BE RAISED BY TAXES																						
																Tax Increase		0	Percent Increase		0.00%	

BROOKE-ALVINSTON COMBINED

OPERATIONS

CAPITAL

TOTAL BUDGET

CLASSIFICATION					2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020 to 2021		
					BUDGET	Projections	(UNDER)	BUDGET	!	BUDGET	Projections	(UNDER)	BUDGET	!	BUDGET DIFF		
					(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(13)		
2021 WATER & SEWER BUDGET																	
WATER & SEWER REVENUE																	
1	ONTARIO - Grants			-			75,116	7,715	(67,401)	-		75,116	7,715	(67,401)	-	(75,116)	
2	FEDERAL - Grants			-			-	-	-	-		-	-	-	-	-	
3	RESERVES			-			-	-	-	-		-	-	-	-	-	
4	RESERVE FUNDS	-	-	-	-		110,000	173,226	63,226	-		110,000	173,226	63,226	-	(110,000)	
5	WASTE WATER - ALVINSTON	202,500	203,507	1,007	205,397				-			202,500	203,507	1,007	205,397	2,897	
6	ALVINSTON OTHER SEWER CHGS	5,933	5,840	(93)	5,840		-	-	-	-		5,933	5,840	(93)	5,840	(93)	
7	WASTE WATER - INWOOD	58,950	58,590	(360)	59,762				-			58,950	58,590	(360)	59,762	812	
8	INWOOD SEWER CAPITAL & CONNECTION	62,974	62,974	-	62,832		-	-	-	-		62,974	62,974	-	62,832	(142)	
9	WATER - ALVINSTON	332,380	350,130	17,750	335,881			-	-			332,380	350,130	17,750	335,881	3,501	
10	WATER - ALVINSTON - OTHER CHGS	-	-	-	-		-	-	-	-		-	-	-	-	-	
TOTAL WATER & SEWER REVENUES		662,737	681,040	18,303	669,711		185,116	180,941	(4,175)	-		847,853	861,981	14,128	669,711	(178,142)	
WATER & SEWER EXPENDITURES																	
11	WASTE WATER - ALVINSTON	170,832	183,624	12,792	169,243		110,000	173,226	63,226	-		280,832	356,850	76,018	169,243	(111,589)	
12	WASTE WATER - INWOOD	119,386	119,948	562	116,559		-	-	-	-		119,386	119,948	562	116,559	(2,827)	
13	WATER - ALVINSTON	305,949	285,570	(20,379)	303,603		75,116	7,715	(67,401)	-		381,065	293,284	(87,780)	303,603	(77,462)	
14	RESERVE FUNDS	66,571	91,899	25,328	80,307		-	-	-	-		66,571	91,899	25,328	80,307	13,737	
TOTAL WATER & SEWER EXPENDITURES		662,737	681,040	18,303	669,711		185,116	180,941	(4,175)	-		847,853	861,981	14,128	669,711	(178,142)	
NET WATER & SEWER EXPENDITURES (SURPLUS)		-	-	0	-		0	-	(0)	-		0	-	(0)	-	(0)	

Municipality of Brooke-Alvinston

2021 Budget Scenarios

	<u>Budget Dollar</u> <u>increase</u>	<u>Budget</u> <u>Percentage</u> <u>increase</u>
Current Budget Proposal	\$ <u>0</u>	<u>0.00%</u>
Add \$30,000 back to reserves	\$ <u>30,000</u>	<u>1.02%</u>
Add \$45,000 back to reserves	\$ <u>45,000</u>	<u>1.52%</u>
Add \$60,000 back to reserves	\$ <u>60,000</u>	<u>2.03%</u>
Add \$75,000 back to reserves	\$ <u>75,000</u>	<u>2.54%</u>

Municipality of Brooke-Alvinston
2021 Capital Budget Analysis (normalization)

Current Capital Expenditure Budget 4,747,130

Current year proposals that wouldn't typically be in this year's budget

Shop doors/salt shed improvements	Approved in 2020 budget	45,000	
Shiloh Line Project	Only possible with grant	3,089,130	
Grader purchase	Approved in 2020 budget	407,000	
Optimist Pavilion Project	Optimist Project	315,000	
Fire Station upgrades	Contingent on grant funding	<u>85,000</u>	<u>3,941,130</u>

Normalized 2021 Capital Expenditures 806,000

2021 DRAFT CAPITAL PROPOSALS - DETAIL by DEPARTMENT

<u>DEPARTMENT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
GENERAL GOVERNMENT	EQUIPMENT	10,000	Possible copier, ipads, chairs, etc
		10,000	
BROOKE FIRE RESCUE	EQUIPMENT	16,000	Extractor (Bunker Gear Cleaner)
	BUNKER GEAR	10,000	4 sets @ \$2,500 each
	AIR PACKS	65,000	SCBA upgrade
	VEHICLE	60,000	new pickup truck with gear
	BUILDING	85,000	Upgrades if ICIP grant is approved
	GENERAL EQUIPMENT	9,500	Rope rescue & Remote door openers
		245,500	
PUBLIC WORKS	BUILDING IMPROVEMENTS	45,000	Shop doors - 22,067 + electrical; Salt Shed - 23,000 est
	GUARD RAILS	15,000	Guard Rails
	SHILOH LINE PROJECT	3,089,130	Shiloh Line Rehabilitation
	RURAL CONSTRUCTION	175,000	Rokeby Line East - Tar and Chip
	TOWN CONSTRUCTION	75,000	Lorne St, - Top coat - elgin ext
	CONSTRUCTION MATERIAL	15,000	Sidewalks
	VEHICLE	20,000	new pickup truck (ins claim diff)
	BACKHOE	95,000	New Backhoe
	GRADER	407,000	Grader on order, plus extended warranty & greaser
	TRACTOR	100,000	New Tractor
	MISC EQUIPMENT	29,000	Plate Tamper, jumping jack, Roller, pressure washer
		4,065,130	
RECREATION & CULTURE	BUILDING	315,000	Optimist Pavilion Proj/Washrooms
	BUILDING, EQUIP, ETC	11,500	Upper Mtg Rm floor, lighting, ceiling, table, TV
	EQUIPMENT	3,000	Trailer - lawn mower
	HOT WATER SYSTEM	8,000	Showers - Hayters not completed in 2020
	BUILDING UPGRADES	33,000	Upper Hall Lighting, ceiling, floor, insulate
	AUDITORIUM UPGRADES	56,000	Auditorium Floor, lighting, ceiling
		426,500	
TOTAL CAPITAL - TAXATION BUDGET		4,747,130	

CAPITAL - WATER & SEWER

ALVINSTON SEWER	PLANT EQUIPMENT	-	
WATER	EQUIPMENT	-	
WATER	WATER PLANT	-	Decommission clear well ??
TOTAL CAPITAL - WATER AND SEWER		-	

2021 RESERVE CONTRIBUTION/WITHDRAWAL PROPOSALS

Page 10 of 10

	2019	2020 Budgeted			2020 Projected		2021 Budgeted		
	CLOSING	Contributions	Withdrawals	CLOSING	Adjustments	CLOSING	Contributions	Withdrawals	CLOSING
RESERVES									
BUDGET SURPLUS	412,000		(412,000)	-	452,000	452,000	-	(424,000)	28,000
WORKING CAPITAL	874,612			874,612		874,612	-	-	874,612
ELECTION	3,000	3,000		6,000		6,000	3,000	-	9,000
GENERAL	430,000	-		430,000		430,000	-	-	430,000
MUNICIPAL BUILDING	40,000	-		40,000		40,000	-	-	40,000
BROOKE FIRE RESCUE	10,000	200,000		210,000		210,000	60,000	-	270,000
ROADS	1,214,282	-	(375,000)	839,282	375,000	1,214,282	-	(400,000)	814,282
COMMUNITY CENTER	175,000	-	(100,000)	75,000	100,000	175,000	-	(100,000)	75,000
CANNABIS IMPLEMENTATION	15,000	-	-	15,000		15,000	-	-	15,000
HOSPITAL/CEMETERY	3,150	-		3,150		3,150	-		3,150
ALVINSTON LIGHTING	5,000	-	-	5,000	-	5,000	-	-	5,000
TOTAL RESERVES	3,182,044	203,000	(887,000)	2,498,044	927,000	3,425,044	63,000	(924,000)	2,564,044
RESERVE FUNDS		Bluewater					Bluewater		
		Power -Est. Int.					Power -Est. Int.		
		& Div.					& Div.		
ALVINSTON GENERAL	117,011	20,000	(110,000)	27,011	-	27,011	20,000	-	47,011
TOTAL	3,299,055	223,000	(997,000)	2,525,055	927,000	3,452,055	83,000	(924,000)	2,611,055

The Corporation of the Municipality of Brooke-Alvinston

By-law Number xx of 2021

**Being a By-law to Prohibit Noises calculated to disturb the Inhabitants of
the Municipality of Brooke-Alvinston
Pursuant to provisions of the Municipal Act, 2001**

WHEREAS, Section 129 of the Municipal Act 2001, states that a Municipality may Prohibit and Regulate matters with respect to noise and vibration

AND WHEREAS, the Council wishes to list the By-law as an Offence under Part 1 of the Provincial Offences Act;

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

Definitions Section 1

Construction

Includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection therewith.

Construction equipment

Means any equipment or device designed and intended for use in construction or material handling, including but not limited to, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators and rollers, pumps, concrete mixers, graders or other material handling equipment.

Conveyance

Includes a vehicle and any other device employed to transport a person or persons or goods from place to place but does not include any such device or vehicle if operated only within the premises of a person.

Council

Means the Council of The Corporation of the Municipality of Brooke-Alvinston

Highway

Includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, via duct or trestle designed and intended for, or used by, the general public for the passage of vehicles.

Minister

Means the Minister of the Environment.

Ministry

Means the Ministry of Environment.

Motor vehicle

Includes an automobile, motorcycle, and any other vehicle propelled or driven otherwise than by muscular power; but does not include the cars of electric or steam railways, other motor vehicles running only upon rails, or a motorized snow vehicle, ATV, traction engine, farm tractor, self-

propelled implement of husbandry or road building machine within the meaning of the Highway Traffic Act.

Motorized conveyance

Means a conveyance propelled or driven otherwise than by a muscular, gravitational or wind power.

Municipality

Means the land within the geographic limit of the Municipality of Brooke-Alvinston

Noise

Means unwanted sound.

Point of reception

Means any point on the premises of a person where sound or vibration originating from other than those premises is received.

Police

Means any member of the Ontario Provincial Police

By-Law Officer

Means any person appointed by the municipality to act as a by-law enforcement officer.

Section 2 General Prohibitions

Emissions – clearly audible – set out

No person shall emit or cause or permit the emission of sounds resulting from an act in so far as they are calculated to disturb the inhabitants of the Municipality of Brooke-Alvinston more specifically described as:

2.1 Racing – motorized conveyance – exception

No person shall emit or cause or permit the emission of sound as a result of Racing of any Motorized Conveyance other than in a racing event regulated by law.

2.2 Tires – squealing

No person shall emit or cause or permit the emission of sound as a result of the operation of a motor vehicle in such a way that the tires squeal.

2.3 Engine – pneumatic device – exhaust – ineffective

No person shall emit or cause or permit the emission of sound as a result of the operation of any combustion engine or pneumatic device without an effective exhaust or intake muffling device in good working order and that is in constant operation.

2.4 Horn – use – other then warning

No person shall emit or cause or permit the emission of sound as a result of the operation of a motor vehicle horn or other warning device except where required or authorized by law or in accordance with good safety practices.

2.5 Construction equipment – operation

No person shall emit or cause or permit the emission of sound as a result the operation of the operation any item of construction equipment in an area without effective muffling devices in good working order and that is in constant operation.

2.6 Loudspeakers – amplification sound equipment

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro-mechanical transducers, and intended for the production, reproduction or amplification of sound.

2.7 Barking – calling – other – animal – pet

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the persistent barking, calling or whining or other similar persistent noise making by any domestic pet or any other animal kept or used for any purpose other than agriculture

Section 3 PROHIBITIONS – BY TIME – PLACE

No person shall within the limits of the “Urban” areas of the Municipality of Brooke-Alvinston more specifically, Inwood and Alvinston, make or permit to be made the following noises and vibrations in so far as they are calculated to disturb the inhabitants of those communities.

3.1 Engine – combustion – toy – for amusement

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the operation of a combustion engine which, is or, is used in, or is intended for use in a toy, or a model or replica of any device which model or replica has no function other than amusement and which is not a conveyance.

3.2 Signaling device – use other than for safety

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the operation of any auditory signaling device, including but not limited to the ringing of bells or gongs and the blowing of horns, the use of drums, or sirens or whistles, or the production, reproduction or amplification of any similar sounds by electronic means except where required or authorized by law or in accordance with good safety practices.

3.3 Yelling – shouting – whistling – other

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the persistent yelling, shouting, hooting, whistling or singing.

3.4 Selling – advertising – by shouting

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from selling or advertising by shouting or outcry or amplified sound.

3.5 Construction equipment – use

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the operation of any equipment in connection with construction between 9:00pm to 7:00am, unless in the commission of work connected with an emergency.

3.6 Tools – domestic use – exception – snow removal

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the operation or use of any tool for domestic purpose other than snow removal between 9:00pm to 7:00am.

3.6.1 Not withstanding provisions of 3.8, the commercial elevators located in Alvinston and Inwood are exempted during the intake and shipping of farm produce.

3.7 Refuse – compacting equipment – other

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception from the operation of solid waste bulk lift or refuse compacting equipment between 9:00pm to 7:00am.

3.8 Vehicles

No person shall emit or cause or permit the emission of sound that is clearly audible at a point of reception caused by any licensed or unlicensed motorized vehicle, including trucks, motor cars, snow mobiles, motor bikes, and ATV's, in starting up or driving said motorized vehicle, truck, motor car, snow mobile, motor bike, and ATV's.

**SECTION 4
Penalty Section**

4.1 Every Person who contravenes any provision of this by-law is guilty of an offence and on conviction may be subject to a fine as provided for in the Provincial Offences Act.

**SECTION 5
Enforcement**

5.1 For the purposes of this by-law, this by-law is enforced by the Ontario Provincial Police, By-law officer, Provincial Offenses Officer, or any person appointed by the Municipality to enforce said by-law.

**SECTION 6
Investigation**

6.1 For the purpose of this by-law an appointed person such as the Ontario Provincial Police, By-law Officer, Provincial Offenses Officer may enter onto private property to determine the source of a Sound or Noise.

**SECTION 7
Repeal of By-laws**

By-law 37 of 2006 is hereby repealed.

**SECTION 8
Force and Effect**

This by-law will come into force and take effect upon final passing.

By-law read a first, 2nd and third time and finally passed this xx day of February, 2021

Mayor

Clerk

MUNICIPALITY OF BROOKE-ALVINSTON
SCHEDULE “A” to
BY-LAW No. xx of 2021
TITLE: Noise By-law
PART 1 – Provincial Offences Act

Page 1

SET FINE SCHEDULE

ITEM:

COLUMN 1 – Short Form Wording

COLUMN 2 – Offence Creating Provision

COLUMN 3 – Set Fine

1.	Emit Sound from Racing – motorized conveyance	Sec. 2.1	\$250.00
2.	Emit Sound from Squealing Tires	Sec. 2.2	\$250.00
3.	Emit Sound from Ineffective Exhaust	Sec. 2.3	\$250.00
4.	Emit Sound from Use of Horn other than warning	Sec. 2.4	\$250.00
5.	Emit Sound from Ineffective Muffling device – construction equipment	Sec. 2.5	\$250.00
6.	Emit Sound from Loudspeakers - amplifiers	Sec. 2.6	\$250.00
7.	Emit Sound from Barking, Calling or Whining of domestic pet	Sec. 2.7	\$250.00
8.	Emit Sound from Engine Combustion on toy device not used for conveyance	Sec. 3.1	\$250.00
9.			
10	Emit Sound from Signaling Device other than when required	Sec. 3.3	\$250.00
11.			
12..	Emit Sound from Yelling, Shouting, Whistling or other noise	Sec. 3.5	\$250.00
13.	Emit Sound from Selling – advertising by shouting	Sec. 3.6	\$250.00

			Page 2 of Schedule “A to By-law xx of 2021
14.	Emit Sound from Use of Construction equipment after hours	Sec. 3.7	\$250.00
15.	Emit Sound from Use of Domestic equipment after hours	Sec. 3.8	\$250.00
16.	Emit Sound from Use of waste or refuse equipment after hours	Sec. 3.9	\$250.00
17.	Emit Sound from Noise from licensed or unlicensed motorized vehicles	Sec. 3.10	\$250.00

NOTE: The penalty section for offences cited above is Section 4.1 of By-law xx of 2021, a certified copy of which has been filed.