



# AGENDA

## Council Meeting

4:00 PM - Thursday, April 22, 2021

Virtual - Zoom Technology

	Page
<b>1. CALL TO ORDER</b>	
<b>2. DISCLOSURE OF PECUNIARY INTEREST</b>	
<b>3. MINUTES</b>	
3.1. Regular Council Meeting Minutes of April 8, 2021 <a href="#">Council - 08 Apr 2021 - Minutes - Pdf</a>	3 - 7
<b>4. BUSINESS ARISING FROM THE MINUTES</b>	
<b>5. DELEGATIONS &amp; TIMED EVENTS</b>	
<b>6. CORRESPONDENCE</b>	
6.1. <a href="#">Information Only - April 22, 2021</a>	8 - 44
<b>7. STAFF REPORTS</b>	
7.1. <b><u>Treasurer's Report:</u></b> Year-to-Date (to March 31) Budget to Actual Comparisons <a href="#">Year-to-Date (to March 31) Budget to Actual Comparisons - Pdf</a>	45 - 51
7.2. <b><u>Fire Chief's Report:</u></b> First Quarter Summary - 2021 <a href="#">First Quarter Summary - 2021 - Pdf</a>	52 - 53
7.3. <b><u>Fire Chief's Report:</u></b> Brooke Fire Rescue - SCBA Upgrades & Cylinders <a href="#">Brooke Fire Rescue - SCBA Upgrades &amp; Cylinders - Pdf</a>	54
7.4. <b><u>CEMC's Report:</u></b> Emergency Preparedness Week - 2021 <a href="#">Emergency Preparedness Week - 2021 - Pdf</a>	55
7.5. <b><u>Drainage Superintendent's Report:</u></b> Consideration of the Ruth Drain <a href="#">Consideration of the Ruth Drain - Pdf</a>	56
7.6. <b><u>Drainage Superintendent's Report:</u></b> Consideration of the Logan Drain <a href="#">Consideration of the Logan Drain - Pdf</a>	57
7.7. <b><u>Drainage Superintendent's Report:</u></b> Drain Tender Summary <a href="#">Edgar Drain No.1 Tender Summary Letter (April 16, 2021)</a>	58
7.8. <b><u>Drainage Superintendent's Report:</u></b> Drain Maintenance Requests <a href="#">Request - Dolbear Gray Drain</a> <a href="#">Request - Dolbear -McKellar Drain</a> <a href="#">Request - Van Damme Drain</a>	59 - 61

**8. BY-LAWS**

- 8.1. Ruth Drain (Provisional Reading) - Proposed By-law 17 of 2021 [By-law 17 of 2021-Ruth Drain](#) 62 - 64
- 8.2. Logan Drain (Provisional Reading) - Proposed By-law 18 of 2021 [By-law 18 of 2021-Logan Drain](#) 65 - 67
- 8.3. Vote By Mail By-law - Proposed By-law 19 of 2021 [By-law 19 of 2021 - Vote By Mail](#) 68 - 69

**9. NEW BUSINESS**

**10. CLOSED SESSION**

**11. RISE AND REPORT**

**12. BY-LAW CONFIRMING PROCEEDINGS**

**13. ADJOURNMENT**



# MINUTES

## Council Meeting

4:00 PM - Thursday, April 8, 2021  
Virtual - Zoom Technology

The Council of the Brooke-Alvinston was called to order on Thursday, April 8, 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, Fire Chief Steve Knight, and Administrative Assistant Darlene Paolucci

### Regrets:

#### 1 CALL TO ORDER

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

#### 2 DISCLOSURE OF PECUNIARY INTEREST

Mayor Ferguson requested that any pecuniary interests be declared at the appropriate time of the meeting.

#### 3 MINUTES

a) Regular Council Meeting Minutes of March 25, 2021

#### RESOLUTION-2021-103

Deputy Mayor Frank Nemcek made a motion that the Minutes from the March 25, 2021 meeting be approved as presented without any errors or omissions. Councillor Jeannette Douglas seconded the motion.

**Carried**

#### 4 BUSINESS ARISING FROM THE MINUTES

Councillor Nemcek inquired about the site plan agreement between the Municipality and Kevin & Lisa Tizzard. It was announced that the SCRCA comments are still outstanding.

#### 5 DELEGATIONS & TIMED EVENTS

a) 4:03 p.m. Strik, Baldinelli, Moniz: Consent Application B001/21 (Johnson)

Councillor Armstrong declared a pecuniary interest and did not participate in the discussion.

Councillor Nemcek and Councillor Deans both declared a Conflict of Interest as they sit on the Committee of Adjustment.

Mayor Ferguson advised that the Municipality will be reviewing their Official Plan and Zoning By-law in the near future and anticipate there will be discussions around land size parcels and severances at that time.

#### 6 CORRESPONDENCE

a) Information Correspondence

**RESOLUTION-2021-104**

Councillor Jeannette Douglas made a motion that the Correspondence for Information only be received and filed. Councillor Wayne Deans seconded the motion.

**Carried**

- b) City of Kitchener - Planning Act Timelines

**RESOLUTION-2021-105**

Deputy Mayor Frank Nemcek made a motion that the request for support from the City of Kitchener be received and filed. Councillor Jamie Armstrong seconded the motion.

**Carried**

- c) Town of Caledon - 3 Digit Suicide and Crisis Prevention Hotline.

**RESOLUTION-2021-106**

Councillor Jamie Armstrong made a motion that Council supports the resolution from the Town of Caledon to endorse the 988 crisis line initiative to ensure critical barriers are removed to those in a crisis and seeking help. Councillor Jeannette Douglas seconded the motion.

**Carried**

## **7 STAFF REPORTS**

- a) **Clerk Administrator's Report:** Municipal Authorization - West Nile Virus Larvicide

**RESOLUTION-2021-107**

Councillor Wayne Deans made a motion that the Municipality of Brooke-Alvinston supports local action by Lambton Public Health to reduce the risk of the West Nile Virus and authorizes any permit application for West Nile Virus control submitted to the Ministry of the Environment, Conservation and Parks from an appropriately licensed exterminator to apply a larvicide into catch basins or surface water located within and owned by Brooke-Alvinston and located on private land that drain into the storm drain system or waterways located in Brooke-Alvinston. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- b) **Clerk Administrator's Report:** Comments from the Committee of Adjustment

**RESOLUTION-2021-108**

Councillor Wayne Deans made a motion that a letter be written to the County of Lambton Infrastructure & Development Services requesting a status update on the municipal Official Plan and Zoning Amendment review; and that Council consider their stance on 50 acre severances in advance of a review. Councillor Jamie Armstrong seconded the motion.

**Carried**

- c) **Clerk Administrator's Report:** Fire Safety Grant Transfer Payment Agreement & By-law

**RESOLUTION-2021-109**

Councillor Wayne Deans made a motion that Council authorize the Mayor and Clerk Administrator to sign the Fire Safety Grant Transfer Payment Agreement and associated By-law. Councillor Jamie Armstrong seconded the motion.

**Carried**

- d) **Clerk Administrator's Report:** Brooke-Alvinston Community Fund

**RESOLUTION-2021-110**

Councillor Jamie Armstrong made a motion that the report of the Clerk Administrator be received and filed as information. Councillor Jeannette Douglas seconded the motion.

**Carried**

- e) **Clerk Administrator's Report:** Voting methods for the 2022 Municipal Election

**RESOLUTION-2021-111**

Councillor Jamie Armstrong made a motion that Vote By Mail be approved for use in the 2022 municipal election based on the ability to uphold the principles of the Municipal Elections Act (MEA). Councillor Jeannette Douglas seconded the motion.

**Carried**

- f) **Clerk Administrator's Report:** Ice Cream Truck in Brooke-Alvinston

Councillor Armstrong declared a Conflict of Interest as he is an owner of a local restaurant that serves soft ice cream.

**RESOLUTION-2021-112**

Councillor Wayne Deans made a motion that Council receives and files the request for an ice cream truck to come to Brooke-Alvinston outside of special events. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- g) **Clerk Administrator's Report:** Killer Bees Sponsorship

**RESOLUTION-2021-113**

Councillor Jamie Armstrong made a motion that the report on the Senior Hockey Team Killer Bee Sponsorship be received and filed. Councillor Jeannette Douglas seconded the motion.

**Carried**

- h) **Treasurer's Report:** Accounts Payable Listing - March 2021

Councillor Deans inquired about the fee of the Integrity Commissioner listed in the accounts. The Clerk Administrator later acknowledged in an email to Council that the fee presented was the annual retainer fee.

- i) **Drainage Superintendent's Report:** Smith Drain Tender

**RESOLUTION-2021-114**

Councillor Wayne Deans made a motion that Council accepts the low tender from JLH Excavating in the amount of \$31,053.53 (including HST). Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- j) **Drainage Superintendent's Report:** Parker Lucas Drain Tender

**RESOLUTION-2021-115**

Councillor Jamie Armstrong made a motion that Council accepts the low tender from JLH Excavating in the amount of \$62,948.35 (including HST). Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- k) **Drainage Superintendent's Report:** Johnson Drain Tender

**RESOLUTION-2021-116**

Councillor Jamie Armstrong made a motion that Council accepts the low tender from JLH Excavating in the amount of \$19,834.89 (including HST). Councillor Jeannette Douglas seconded the motion.

**Carried**

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

**RESOLUTION-2021-117**

Deputy Mayor Frank Nemcek made a motion that Council directs Staff to forward the request to the Drainage Superintendent with the power to act. Councillor Wayne Deans seconded the motion.

**Carried**

## 8 BY-LAWS

- a) By-law 16 of 2021 Transfer Payment Agreement - Fire Safety Grant

## 9 NEW BUSINESS

- a) The Treasurer suggested that a report be prepared for the next Council meeting to review the policy for building permit fees.
- b) The Fire Chief noted that the 2020 Dodge Ram Pickup arrived April 7, 2021.
- c) The Public Works Manager reported that two students have been hired for the Summer Student positions.
- d) The Public Works Manager advised that Brooke-Alvinston and Enniskillen administration have been discussing on how to best supply water to the residents in the LaSalle pump station area. A proposal will be sent to LAWSS for consideration in the near future.
- e) Acknowledgement was noted of the dry road conditions on LaSalle Line. It is hoped with increased precipitation the conditions will improve.
- f) Councillor Deans inquired if a picnic table and garbage bin could be placed in the gazebo in Inwood.

## 10 CLOSED SESSION

## 11 RISE AND REPORT

## 12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

**RESOLUTION-2021-118**

Councillor Wayne Deans made a motion that By-law 17 of 2021 be read a first, second and third time and finally passed this 8th day of April, 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

## 13 ADJOURNMENT

Councillor Armstrong made a motion to adjourn the meeting at 4:49 p.m.

---

Clerk-Administrator

---

Mayor



## BROOKE-ALVINSTON COMMITTEE OF ADJUSTMENT

**PROVISIONAL CONSENT**  
 (Ont. Regulation 197/96)

\*\*\*DECISION\*\*\*

FILE NO. B-003 / 21

In the case of an application for consent from Allan & Katherine McNeil made under Section 53 of the Planning Act, as it affects the property legally described as Conc. 9 Part lot 21, in the Municipality of Brooke-Alvinston, in the County of Lambton as described in the application and shown on a sketch and municipally known as 8228 Rokeby Line. The Committee approves the residential lot having a frontage of 45.76 metres (150 feet), a depth of 70.26 metres (230.5 feet) and an area of 0.32 hectare (0.8 acre).

**DECISION:** GRANTED WITH CONDITIONS

**CONDITIONS:**

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and property geo referenced to the NAD83 UTM Zone 17 Coordinate System and also in a form suitable for registration;
2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;
3. That all conditions be fulfilled within one year of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within one year of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, **each applicant is responsible for ensuring that the Provisional Consent does not lapse.** If the Provisional Consent does lapse (meaning the deeds have not been stamped within one year of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*
4. That the applicant(s) enter into an agreement with the municipality for the apportionment of drainage assessments on the involved properties;
5. That the severed lands and lands they are being added to must be registered in the same name and interest
6. Section 50(3) of the Planning Act applies to any future conveyance of the severed lands and lands they are being added to
7. That the septic location be clearly demonstrated on a plot plan, with dimensions of the system, including setbacks to the new lot lines and provided to the County of Lambton Building Department for consideration

Members concurring in the above ruling:

Doug Smith Nancy Faflak Christa Sawyer Frank Nemcek Wayne Deans

\*\*\* CERTIFICATION \*\*\*

I, Janet Denkers, Secretary-Treasurer for this meeting of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded electronically herein which was brought before the Committee on April 13, 2021 with the Notice of Decision being mailed April 14, 2021

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





**Cultural Services Division**  
 Judith & Norman Alix Art Gallery  
 147 Lochiel Street  
 Sarnia, ON N7T 0B4

Telephone: 519-336-8127  
 Fax: 519-336-8128  
[www.jnaag.ca](http://www.jnaag.ca)

## **NEWS RELEASE**

For Immediate Release

### **JNAAG Launches Virtual Learning Unit**

Tuesday, April 6, 2021

**Sarnia, ON** - After overwhelming interest in the "Make Art Kit" at-home fine art program, the Judith & Norman Alix Art Gallery is pleased to announce the release of a Virtual Learning Unit for the classroom, in partnership with the Lambton Kent District School Board (LKDSB).

Each Virtual Learning Unit offers a series of art based learning experiences designed to guide students through a virtual exhibition and provide opportunities for deeper learning. An artist interview, viewing exercise and a variety of hands on art making activities have been recorded and can be accessed through a Google Drive. The unit can be enjoyed at a pace that best suits students in both a physical or virtual classroom.

"We are excited to share our first Virtual Learning Unit with the community while we look forward to the day when we will be able to host school tours at the Judith & Norman Alix Art Gallery again," said Anna Miccolis, Community Art & Education Coordinator, Judith & Norman Alix Art Gallery. "We hope that virtual learning in this way will engage students in their creativity and critical thinking skills until then."

LKDSB teachers can contact Matt Sanders for registration by phone or email:

Email: [Matt.Sanders@lkdsb.net](mailto:Matt.Sanders@lkdsb.net)

Phone: (519) 354-3775 ext. 31366

Those who are home schooling children are also encouraged to take advantage of the virtual program. Home schoolers can contact Anna Miccolis, Community Art & Education Coordinator at the Judith & Norman Alix Art Gallery for information at [anna.miccolis@county-lambton.on.ca](mailto:anna.miccolis@county-lambton.on.ca).

-30-

#### **Please contact:**

#### **Anna Miccolis**

Community Art & Education Coordinator, Judith & Norman Alix Art Gallery  
 County of Lambton  
[anna.miccolis@county-lambton.on.ca](mailto:anna.miccolis@county-lambton.on.ca)



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

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

## **NEWS RELEASE**

For Immediate Release

### **Vaccine Registration Now Open to 60+ and Individuals with specific Medical Conditions**

Wednesday, April 7, 2021

**Point Edward, ON** – The Ontario Government opened registration for individuals who are 60-69 years of age (or who are turning 60 in 2021) today. In addition, individuals under 60 years of age with highest-risk, high-risk and at-risk health conditions along with one essential caregiver from each of those groups are eligible to pre-register for their vaccinations.

**Full details regarding eligibility and registration are provided on LPH's vaccination registration page.** Eligible individuals who pre-register will receive an email invitation to schedule an immunization appointment directly from the Ontario booking system – please allow 3-5 days to receive your invitation.

Please be patient if you are using the Provincial Booking System today. Delays are expected as many individuals across the Province try to access the system simultaneously. This includes reported wait times to register in the system, and select dates for the first/second appointments. Please allow time for the system to load the available appointment dates.

"If you are a person under 60 years of age with one or more of the health conditions outlined in the Province's prioritization of Phase 2 populations, please contact your healthcare provider," said Dr. Sudit Ranade, Medical Officer of Health for Lambton County. "Lambton Public Health has developed a referral form for all local primary care physicians to assess eligibility of their patients directly."

"Unfortunately, due to limitations with our current vaccine supply we are not able to extend the pre-registration to one in-home caregiver that resides in the same household as the 60+ year old as we have done with age brackets in the past," said Dr. Ranade.

Registration and pre-registration also continues for the following:

- Individuals 70 years of age and older plus one in-home caregiver who resides in the same household
- Healthcare workers (as identified in Phase 1)
- Urban Indigenous adults
- Adult recipients of chronic home care plus one in-home caregiver who resides in the same household
- The Province's first group in their Phase 2 rollout (essential frontline workers who cannot work from home) which includes elementary/secondary school staff and Lambton College teachers conducting in-person instruction, childcare and licensed foster care workers, faith leaders, enforcement/inspection/compliance roles, agricultural and farm workers, and food manufacturing employees.

Please visit [GetTheVaccine.ca](http://GetTheVaccine.ca) for the latest COVID-19 related updates in Lambton County.

-30-

**Please contact:**

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



**Office of the Chief Administrative Officer**  
 789 Broadway Street, Box 3000  
 Wyoming, ON N0N 1T0

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

## **NEWS RELEASE**

For Immediate Release

### **Council Highlights**

Wednesday, April 7, 2021

**Wyoming, ON** – Lambton County Council held their regular meeting via videoconference on Wednesday, April 7, 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:
  - Brian McDougall, St. Clair Region Conservation Authority and Brian Horner, Ausable Bayfield Conservation Authority, with an update on the legislative and regulatory changes to the Conservation Authorities Act.
  - Dr. Matthew Davis, Southwest Ontario Regional Base Hospital Program and London Health Sciences Centre, providing a medical perspective on tiered medical response.
- Received an update on renovations at Bayside Centre. Renovation work remains on schedule.
- Instructed staff to continue working with the City of Sarnia to develop a new, mutually agreeable Tiered Response Agreement, with details of the agreement to be provided at the next County Council meeting on May 5, 2021. The streamlined COVID-19 protocols are to remain in effect while staff engage in those discussions.
- Requested staff prepare and complete a Master Program and Master Plan for the re-development of Lambton Meadowview Villa, and to submit the Plan to Council for review no later than December 31, 2021.

Council will next meet in Open Session at 9:30 a.m. on Wednesday, May 5, 2021.

**-30-**

#### **Please contact:**

**Lisa Brown**

Communications & Marketing Coordinator

County of Lambton

519-845-0809 ext. 5214

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

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





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

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

## **STATEMENT**

For Immediate Release

### **Lambton Vaccine Delivery Capacity Outweighs Supply**

Saturday, April 10, 2021

**Point Edward, ON** – Lambton County needs more vaccine to keep its COVID-19 immunization clinics operating.

"We are not the only region suffering from a lack of vaccine supply," said Dr. Sudit Ranade, Medical Officer of Health for Lambton County. "While we've been doing fairly well on the immunization front so far, our COVID case counts are still very concerning. We continue to see outbreaks in workplaces and schools. We are at a critical juncture - we need a large influx of vaccines to keep our clinics running and most importantly, to keep our residents protected."

The average supply of COVID-19 vaccines for March has been around 5,000 doses per week. Together, with its partners Bluewater Health, Lambton County EMS, and local municipalities, the region has the capacity in place right now to deliver 10,000 doses per week through fixed and mobile clinics. Until the supply increases, the Point Edward Arena "Hockey Hub" mass vaccination clinic will only run four days a week, rather than six.

Lambton Public Health is currently developing a strategy with the County of Lambton to advocate for the delivery of more vaccines in the region.

"We understand the Province is under immense pressure to get every region on a level playing field, but if we don't ask, we can't expect to get more allocations. Now is the time, and our amazing staff and volunteers are ready, willing and waiting to get shots into the arms of our local residents. The sooner we can do that the better."

Please visit [GetTheVaccine.ca](http://GetTheVaccine.ca) for the latest COVID-19 related updates in Lambton County.

-30-

**Please contact:**

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



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

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

## **NEWS RELEASE**

For Immediate Release

### **Reminder re: COVID-19 Vaccine Second Dose Appointments**

Monday, April 12, 2021

**Point Edward, ON** – Based on a decision by the Provincial Government in March, COVID-19 vaccination intervals have been extended from four weeks to 16 weeks for three vaccines (Moderna, Pfizer & AstraZeneca).

“This means if your second dose appointment was scheduled four weeks after your first dose (or if you did not receive an additional appointment), your second dose booking needs to be re-scheduled,” said Kevin Churchill, Manager of Family Health. “The new appointment will be 16 weeks after your first dose.”

Second dose appointments for these groups are expected to begin starting in June 2021.

“A few weeks ago, we reached out to the majority of residents who needed to have their second dose appointments re-scheduled,” said Kevin. “We also distributed two news releases and several social media posts, but unfortunately, we heard reports this weekend that some individuals went to the Point Edward clinic to get their second doses, and found the facility was closed. We are incredibly sorry for any inconvenience this may have caused, and will be in touch to schedule your second dose appointments as soon as possible.”

#### **Lambton Public Health will contact you directly with an appointment booking option.**

Please do not call or request your second dose appointment at this time. The health unit is in the process of securing appointment options for this group under a new set of dates. Please do not attend a clinic expecting to receive your vaccination unless you have an appointment booked.

Note: If you booked your COVID-19 vaccination appointment using the Provincial Booking System, your first and second dose appointments were scheduled using the new 16 week interval. Your appointment is still confirmed, and no further action is required.

Please visit [GetTheVaccine.ca](http://GetTheVaccine.ca) for the latest COVID-19 related updates in Lambton County. If you have specific questions related to the vaccination registration process please check out our [Frequently Asked Questions](#) page.

-30-

#### **Please contact:**

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



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

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

## **NEWS RELEASE**

For Immediate Release

### **Delayed Vaccine Shipment Leads to Clinic Postponements** Monday, April 12, 2021

**Point Edward, ON** – Due to a delay in the delivery of 4,000 doses of Moderna vaccine, Lambton Public Health (LPH) is regrettably postponing two immunizations clinics this week.

“We were expecting to receive a substantial allocation of Moderna vaccine early this week, but the delivery has been delayed,” said Kevin Churchill, Manager of Family Health. “Our weekly Pfizer allocation (3,510 doses) was delivered, so we are able to continue running our Point Edward clinic this week.

**Clinics which were originally scheduled in Brooke-Alvinston and Forest on Wednesday, April 14 are now rescheduled.**

“All individuals who had an appointment in Forest on April 14 have been re-scheduled to Friday, April 16. The rural pop-up community clinic in Brooke-Alvinston (which was also originally scheduled for April 14) is now being held on Friday, April 23. If you had an appointment for either clinic, please plan to arrive at the same time as your appointment was originally booked for (on the rescheduled date),” said Kevin.

If you can no longer attend due to the change in schedule, please call Lambton Public Health to re-book your vaccination appointment at 519-383-8331, Monday to Friday from 8:30 a.m. to 4:30 p.m. You can also contact LPH via the [web form](#) on its website.

If you have vaccination appointments scheduled in Point Edward this week, please attend. That clinic is still running as scheduled.

#### **Pt. Edward Clinic Schedule – Week of April 12:**

- Monday, April 12 – 10:00 a.m. to 4:00 p.m.
- Tuesday, April 13 – 10:00 a.m. to 4:00 p.m.
- Wednesday, April 14 – 10:00 a.m. to 4:00 p.m.

“We’re very sorry for any inconvenience this has caused,” said Kevin. “If you can’t make it to the clinic on the new date, please let us know and we will do our best to reschedule you as soon as possible.”

Please visit [GetTheVaccine.ca](http://GetTheVaccine.ca) for the latest COVID-19 related updates in Lambton County.

-30-

#### **Please contact:**

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



**Infrastructure & Development Services Division**  
 789 Broadway Street, Box 3000  
 Wyoming, ON N0N 1T0

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

April 13, 2021

**Sent VIA EMAIL**

The Municipality of Brooke-Alvinston  
 The Township of Dawn-Euphemia  
 The Township of Enniskillen  
 The Municipality of Lambton Shores  
 The Village of Oil Springs  
 The Town of Petrolia

The Town of Plympton-Wyoming  
 The Village of Point Edward  
 The City of Sarnia  
 The Township of St. Clair  
 The Township of Warwick

**Attention: Local Municipal Clerks**

Dear Clerks:

**Re: Conservation Authorities Presentation**

Please be informed that at its meeting held on Wednesday, April 7, 2021, Lambton County Council received a presentation from Brian McDougall, General Manager, St. Clair Region Conservation Authority who provided an update on the legislative and regulatory changes to the *Conservation Authorities Act*. Brian Horner, General Manager and Secretary-Treasurer, Ausable Bayfield Conservation Authority was also present to assist with the presentation and with answering questions.

It was requested that the presentation be forwarded to local municipalities in Lambton County. The link to the presentation can be found [here](#).

Should you have any questions, please don't hesitate to contact me.

Sincerely,

Jason Cole  
 General Manager, Infrastructure & Development Services

JC/aa



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

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

## **NEWS RELEASE**

For Immediate Release

### **Lambton COVID-19 Immunization Task Force Update – April 13**

Wednesday, April 14, 2021

**Point Edward, ON** – The Lambton COVID-19 Immunization Task Force met Tuesday, April 13 to discuss updates to the COVID-19 vaccine rollout plan in Lambton County. Here are some highlights from the meeting:

A total of 35,443 doses of COVID-19 vaccine have been administered. That represents 31 percent of the eligible population in Lambton County who have received one or more doses.

Last week, Lambton County entered Phase 2 of the Provincial Immunization plan. Adults 60 years of age and older, essential caregivers of adults receiving chronic home care, and the first group of essential workers who cannot work from home (according to the Ontario Government's Phase 2 prioritization) are currently being immunized. This is a large cohort of people which will take a few weeks to complete.

Vaccine supply continues to be a critical barrier to full implementation of the COVID-19 Immunization Rollout for the region. As such, Lambton Public Health (LPH) has postponed two immunization clinics this week in Forest and Brooke-Alvinston. Those clinics have been re-scheduled for Friday, April 16 in Forest and Friday, April 23 in Brooke-Alvinston. Individuals who had vaccine bookings scheduled for either clinic are asked to arrive at the same time as their original appointment (on the re-scheduled date). If you can no longer attend due to the change in schedule, please call Lambton Public Health to re-book at 519-383-8331, Monday to Friday from 8:30 a.m. to 4:30 p.m. You can also contact LPH via the [web form](#) on its website.

Lambton County's current capacity to deliver vaccines through all channels including fixed site and mobile clinics stands at around 12,000 to 15,000 doses per week. Current weekly vaccine supplies have averaged around 5,000 doses per week. This means local clinics will not be running at full capacity unless vaccine supply increases significantly.

A pop-up community clinic was held at Sunbridge Hotel on April 8 for those living in shelter programs. A total of 120 people were immunized at this clinic, which equals over 40 percent of those living in shelter type facilities. Future clinics for additional local congregate settings like group homes and other shelters are being scheduled (based on future vaccine allocations).

***...More***



LPH recently implemented a pilot project with four local primary care practices to increase their capacity to deliver COVID vaccines. Over 2,000 doses have been administered through partnerships with Central Lambton Family Health Team, North Lambton Community Health Centre, Rapids Family Health Team, and Twin Bridges Nurse Practitioner Clinic. These doses were offered to patients with the highest risk medical conditions as per the Province's [Phase 2 vaccination prioritization](#). This successful partnership has demonstrated that primary care providers are an important vaccine delivery channel, and these practice groups are well positioned to receive the AstraZeneca vaccine as it becomes available. To date, 500 doses of AstraZeneca have been received for distribution to primary care.

Five local pharmacies are also offering the AstraZeneca vaccine to members of the public 55 years of age and older. Additional pharmacies will be brought online as vaccine supply increases. For a list of the local pharmacies offering this service go to the [vaccine locations](#) page on the Ontario Government website.

**Reminder:** Based on a decision by the Provincial Government in March, COVID-19 vaccination intervals have been extended from four weeks to 16 weeks. This means if your second dose appointment was scheduled four weeks after your first dose (or if you didn't receive an additional appointment), your second dose booking needs to be re-scheduled. The new appointment will be 16 weeks after your first dose. LPH has reached out via email and phone to the majority of residents who needed to have their second dose appointments re-scheduled. They've also communicated this messaging extensively to local residents through a variety of channels, but unfortunately some individuals did not receive the message and attended clinics this weekend that were closed. LPH apologizes for any inconvenience, and will contact you directly with a new appointment booking option. Please do not call or request your second dose appointment at this time.

Over the weekend, Lambton Public Health released a new patron walk through video to showcase its fixed site clinic in Point Edward. The intention is that this video will help individuals prepare for appointments in a larger high volume immunization clinic setting (which is quite different than what they have experienced at past influenza type clinics). The new video can be viewed on [getthevaccine.ca](#).

Visit [GetTheVaccine.ca](#) for the latest updates on the vaccine roll-out plan in Lambton County.

-30-

**Please contact:**

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

*The Lambton COVID-19 Immunization Task Force is a group dedicated to the safe, comprehensive, effective, efficient and equitable rollout of the COVID-19 vaccine in Lambton County. Led by Lambton Public Health, the group consists of key stakeholders critical to the success of the plan including: Bluewater Health, Emergency Medical Services, Primary Care, Community Emergency Management Coordinators from the City of Sarnia, Village of Point Edward and County of Lambton, Aamjiwnaang First Nation, Kettle and Stony Point First Nation, and Walpole Island First Nation. The Task Force works to make vaccinations available to eligible populations in alignment with the Province of Ontario's [COVID-19 Vaccine Distribution Plan](#).*



**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

### **Emergency Child Care Program for School-Aged Children of Frontline Workers**

Thursday, April 15, 2021

**Sarnia, ON** - On Monday April 12, the Premier of Ontario announced that, in an effort to slow the spread of the COVID-19 virus, all schools in the province will revert to Remote Learning following the April break. At this time, there is no indication of how long schools will remain closed to in-person learning.

To support health care and frontline workers, the Ministry of Education has implemented a **targeted emergency child care program for school-aged children only** (ages 4 -12 years), at no cost to eligible parents, until schools reopen for in-person instruction, or until emergency child care is terminated by the Ministry of Education.

A comprehensive list of individuals eligible for emergency childcare, along with the steps on how to apply, can be found on the [Emergency Childcare Information Sheet](https://lambtononline.ca/childcare) at [lambtononline.ca/childcare](https://lambtononline.ca/childcare).

Emergency child care for school-aged children of health care and frontline workers will be offered at the following locations in the County of Lambton:

- **London Bridge - Holy Trinity School** - 60 Lorne Crescent, Sarnia  
Phone: 519-337-8668  
Email: [jvallinga@londonbridge.com](mailto:jvallinga@londonbridge.com)
- **YMCA - St. Anne's School** - 1000 The Rapids Parkway, Sarnia  
Phone: 519-328-4772  
Email: [ruthann.whitley@swo.ymca.ca](mailto:ruthann.whitley@swo.ymca.ca)
- **Lambton Rural Child Care**  
Phone: 519-331-0802  
Email: [mwallis@lrchildcare.com](mailto:mwallis@lrchildcare.com)
  - **Brooke Central Public School** - 7989 Brooke Line #7, Alvinston
  - **Errol Village Public School** - 3568 Egremont Road, Camlachie
- **North Lambton Child Care**
  - **Grand Bend School** - 15 Gill Rd, Grand Bend  
Contact: Karl Frisa  
Phone: 519-238-1066  
Email: [grandbend@nlchildcare.ca](mailto:grandbend@nlchildcare.ca)

**...More**

- **Kinnwood Central School** - 63 MacDonald Street, Forest  
Contact: Lisa Scotchmer  
Phone: 519-786-6161 ext. 9231  
Email: [kinnwood@nlchildcare.ca](mailto:kinnwood@nlchildcare.ca)
- **St. Peter Canisius Catholic School** - 424 Victoria Street, Watford  
Contact: Joanne VanDamme  
Phone: 519-876-9976  
Email: [nlccwatford@nlchildcare.ca](mailto:nlccwatford@nlchildcare.ca)
- **Sombra Township Child Care, Riverview Site** - 3926 St Clair Parkway, Port Lambton  
Phone: 519-892-3151 ext. 201  
Email: [nderoeven@stccadmin.ca](mailto:nderoeven@stccadmin.ca)
- **YMCA - St. Joseph's Corunna School** - 535 Birchbank Drive, Corunna  
Phone: 519-862-5071 ext. 221  
Email: [kelly.graham@swo.ymca.ca](mailto:kelly.graham@swo.ymca.ca)

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 above, 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](mailto:childcareadmin@county-lambton.on.ca) or by calling the County of Lambton Children's Services Department at: 519-344-2062 ext. 2201.

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

School aged child care spaces will be filled on a 'first-come first-served' basis. If a child care space is not available for your request, the name of each eligible child will be kept on a waitlist. Your waitlist date will be the date you contact the Children's Services office.

For more information on child care in the County of Lambton, visit [lambtononline.ca/childcare](http://lambtononline.ca/childcare).

-30-

**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](mailto:melissa.fitzpatrick@county-lambton.on.ca)

April 7, 2021

## AMO Policy Update – Province Declares a Third State of Emergency and Issues a Province-Wide Stay-at-Home Order

Today the provincial government declared a third province-wide state of emergency under s. 7.0.1 (1) of the *Emergency Management and Civil Protection Act* (EMPCA). The province-wide Stay-at-Home order will be effective Thursday, April 8, 2021 at 12:01 a.m. It is intended to be kept in place for at least four weeks.

This is in addition to the provincewide emergency brake that was put in place for all 34 public health unit regions that took effect as of Saturday, April 3, 2021, at 12:01 a.m.

The province-wide Stay-at-Home order requires everyone to remain at home except for essential purposes, such as going to the grocery store or pharmacy, accessing health care services (including getting vaccinated), for outdoor exercise, or for work that cannot be done remotely.

The strengthened public health and workplace safety measures **include, but are not limited to:**

- Limiting the majority of non-essential retailers to only operate for curbside pick-up and delivery, via appointment, between the hours of 7 a.m. and 8 p.m., and other restrictions;
- Restricting access to shopping malls to limited specified purposes, while permitting only select stores to operate for in-person retail by appointment only and subject to a 25 per cent capacity limit (e.g. safety supply stores, rental and leasing services, etc.).
- Restricting discount and big box stores in-person retail sales to grocery items, pet care supplies, household cleaning supplies, pharmaceutical items, health care items, and personal care items only.

In addition, beginning next week, education workers who provide direct support to students with special education needs across the province, and all education workers in select hot spot areas, will be eligible to register for vaccination.

As Phase Two of the Province's COVID-19 vaccine distribution plan continues, mobile teams are being organized to administer vaccines in high-risk congregate settings, residential buildings, faith-based locations, and locations occupied by large employers in hot spot neighborhoods to individuals aged 18 or over.

The government will also extend booking for COVID-19 vaccination appointments to more age groups through its provincial booking system, for public health regions with highly impacted neighborhoods on Friday, April 9, 2021.

The current COVID-19 Response Framework: Keeping Ontario Safe and Open will continue to be paused during this time.

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



April 8, 2021

### **In This Issue**

- PJ Marshall Awards - Call for submissions for 2021.
- AMO's webinar on long-term care posted.
- AMO 2021 Early Bird registration ends soon.
- Sponsorship and Exhibit Hall information now available.
- Accessibility & your municipality: Meeting your legal and ethical obligations.
- LAS Webinar: NEW! Aggregates category.
- Careers: Brantford Police Service, East Gwillimbury and Simcoe County.

### **AMO Matters**

Every year at the AMO Conference the PJ Marshall Awards recognize municipal excellence and innovation in capital projects, operating efficiencies and new approaches to service delivery. If you have something you are proud to share, the deadline for 2021 submissions is May 28, 2021.

On March 24, AMO hosted a webinar on long-term care for members. In case you missed it, the link to the recording is here. For more information, contact Michael Jacek, Senior Advisor.

### **Eye on Events**

April 30 is the last day to take advantage of the AMO 2021 early bird registration rate. Register now to be first in line for the last gathering of AMO members before the 2022 provincial election. Conversations at AMO 2021 will provide important input to the next governments' agenda -make sure you have your say by registering today.

What makes an AMO Conference great? Speakers, delegates, political leaders and, importantly: sponsors and exhibitors! Take advantage of the exclusive opportunity to showcase your products and services with municipal leaders from across Ontario. The AMO 2021 virtual conference offers an abundance of options to profile your value.

What are your municipality's legal and ethical obligations to persons with disabilities? AMO's partner, eSolutionsGroup, addresses current Ontario legislation and how it affects content and systems compliance, technical aspects of updating and maintaining accessible content on your website. Register now for the April 8 or April 15 webinar.

## LAS

Spring is here and that means so is construction season! [Join our webinar on April 21](#) to learn about our new Aggregates category, making it easier to source the materials you need to get the job done. Part of the [Municipal Group Buying Program](#).

## Careers

[Chief Financial Officer - Brantford Police Service](#). Job Posting 21-047. Reports to: Office of the Chief (i.e. Chief and Deputy Chief). Interested applicants are invited to forward complete resumes with cover letter (Word or Adobe format only) and completed Brantford Police Service Application form prior to Monday, April 12, 2021, 12:00 midnight, to: Marva Usher, Recruiting Coordinator, Brantford Police Service, Post Office Box 1116, Brantford, Ontario N3T 5T3. Fax: 519.756.4272; Email: [Marva Usher](#).

[Manager of Water & Wastewater - Town of East Gwillimbury](#). Position status: Permanent, Full-time. Reports to: Director, Operations. If you're looking for a career that will enable you to contribute to a growing and inclusive community, please submit your resume and related information online at [ADP Workforce Now - Career Centre](#). Deadline for applications is April 16, 2021.

[Municipal Technologist - Town of East Gwillimbury](#). Position status: Permanent, Full-time. Reports to Development Manager. If you're looking for a career that will enable you to contribute to a growing and inclusive community, please submit your resume and related information online at [ADP Workforce Now - Career Centre](#). Deadline for applications is April 16, 2021.

[Director, Community Engagement & Partnerships - County of Simcoe](#). Employment Status: Permanent Full-Time. Location: Midhurst. Reference Code: 1202. Closing Date: April 16, 2021. To view the job description and submit your application, please visit Simcoe County [Career Opportunities](#).

## About AMO

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

## AMO Contacts

[AMO Watch File](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

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

[ONE Investment](#)



April 12, 2021

## **AMO Policy Update – Back to Remote Learning, Connecting Links Funding, and *Funeral, Burial and Cremation Services Act* Regulation Changes**

### **Schools Move to Remote Learning and Reintroduction of Emergency Child Care**

As a result of the current COVID-19 conditions, the government has decided to move elementary and secondary schools back to remote learning following the April break, effective April 19, 2021. A decision about when it is safe to again resume in-person learning will be made as the situation requires. Child care for non-school aged children will remain open, before and after school programs will be closed, and free emergency child care for the school-aged children of eligible health care and frontline workers will be provided.

### **2020-21 Connecting Links Funding**

The Honourable Caroline Mulroney, Minister of Transportation, announced funding for 14 municipalities from the Ontario Connecting Links funding program. Ontario is providing \$30 million for eligible capital costs on successful connecting links funding application as previously announced. Connecting links are municipal roads and bridges that connect provincial roads, forming an important part of the Province's transportation network. Municipalities are eligible for up to \$3 million in funding for these projects, increasing to \$5 million in 2021-22.

### **Changes to Ontario Reg 30/11 under the *Funeral, Burial and Cremation Services Act***

Changes have been announced this month regarding Ontario Regulation 30/11 under the *Funeral, Burial and Cremation Services Act*. Changes to license display requirements and the price list and consumer information guide will come into force on July 1<sup>st</sup>, 2021, while additional changes to the cemetery care and maintenance funds and accounts will come into force on January 1<sup>st</sup>, 2022. Information on the regulatory



changes can be found on the e-Laws website at [O. Reg. 258/21: GENERAL](#); [O. Reg. 259/21: GENERAL](#) and any questions can be sent to at [info@thebao.ca](mailto:info@thebao.ca).

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



## ONLINE TRAINING

---

April 13, 2021



### **AMO and the Loomex Group *Leading Through Crisis: Strengthening Personal Resilience***

As the pandemic wears on, leaders can become worn down. AMO has joined with the Loomex Group to offer training that provides tools for elected officials to build resilience and strength in providing leadership through and beyond COVID-19.

Pandemic fatigue is impacting leaders. Stress is building.

While positive news about vaccines gives new hope, it does not change the fact that people may be struggling - and it could be the case for many months to come. Leaders need opportunities to restore and care for their well-being.

In response to the need for self-care and wellbeing for those in leadership positions, the Loomex Group are facilitating a one-day, virtual workshop to support the strengthening of personal resilience for municipal leaders.

The Loomex Group facilitators bring a wealth of experience in dealing with high-stress situations and have an acute awareness of the strategies that support resilience.

This virtual and experiential workshop will explore:

- healing exercises facilitated by an Indigenous community leader
- how to cultivate personal resilience and mindful leadership
- crisis communication tools
- supports required to move forward.

Registration is limited and on a first come first serve basis.

Date: Thursday, May 13, 2021  
Time: 9:00 a.m. – 3:00 p.m.

Registration Fee: \$225 plus HST\*

Register: **Here**

\*Cancellation fees in affect

Please submit any questions to AMO Events: [events@amo.on.ca](mailto:events@amo.on.ca)



April 13, 2021

## **City of Brantford Work-from-Home Workplace Model *In Discussion***

COVID-19 saw municipal leadership pivot in an instant to ensure work continued once the pandemic struck. Now is the time for municipal councils to think about what comes next and modernizing the workplace given all the lessons learned through the pandemic.

AMO is pleased to present the opportunity for its members to engage in discussion with City of Brantford staff on their new work-from-home workplace model. Join Brantford's **CAO Brian Hutchings** and **Director of Facilities Management and Security, Lisa Sordo** in learning about what went into moving from decision to implementation and the anticipated positive impact on employees and the city.

This engaging webinar will provide insight into decision making, policy and implementation considerations and more. This live session includes an opportunity for Q's and A's.

Date and time: April 23, 2021 1:00pm to 2:00pm EST  
[Zoom Link Here](#)

Please submit any questions to Petra Wolfbeiss, Director Membership, AMO:  
[pwolfbeiss@amo.on.ca](mailto:pwolfbeiss@amo.on.ca)



April 14, 2021

## AMO Policy Update – Municipal Code of Conduct Consultation Launched

As anticipated, the Ontario government has now launched a 90-day consultation to obtain broad feedback on strengthening municipal codes of conduct. AMO is supportive of this public consultation as it will help to make sure that the municipal codes of conduct continue to evolve appropriately.

“Municipal councils are looking for new tools and new measures to address modern challenges in local government”, said AMO President Graydon Smith. “Where there are serious code of conduct violations, municipal councils need the authority to take actions that are measured, appropriate and effective”.

As part of this consultation, the Province is including collecting feedback on AMO Board of Directors' recommendations for holding municipal councillors accountable, including increased financial penalties, suspension for certain violations, removal from office in certain circumstances, and better training and standards for integrity commissioners. The AMO Board of Directors provided these recommendations for the Province's consideration earlier this year.

AMO's recommendations aim to strengthen existing tools for compliance with Codes of Conduct and provide additional tools for municipal governments to use in defined circumstances. In providing their input, AMO's Board expressed confidence in Codes of Conduct and the offices of Municipal Integrity Commissioners as important resources to help councils maintain public accountability.

Comments to the provincial consultation should be provided through the online survey by July 15, 2021. Anyone, including members of the public and municipal elected leaders, can participate in the online survey to provide feedback. Municipal councils are encouraged to provide official feedback through the online survey.

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



April 15, 2021

### **In This Issue**

- AMO 2021 Conference program update.
- AMO webinar on City of Brampton's modernized work from home model.
- AMO training - *Leading Through Crisis: Strengthening Personal Resilience*.
- AMO 2021 Sponsorship and Exhibitor opportunities.
- AMO 2021 Early Bird registration - Ending very soon!
- How is COVID affecting the Ontario electricity market?
- NEW! Group Buying Program aggregates solution.
- Culvert prices protected under Group Buying Program.
- Energy Reporting Portal now open.
- Training on delegation of planning decisions - April 23.
- Careers: York Region DSB, Durham Region, Malahide and Grey County.

### **Eye on Events**

This year's AMO conference program features issues that matter to you: broadband, long-term care reform, community paramedicine, housing and neighbourhood revitalization, policing, CAs, CBAs, speeches by the Premier, opposition leaders, and Ministers, along with 3 Ministers' forums and provincial delegation meetings. Register by April 30 to take advantage of the early-bird rate.

Join AMO in discussion with City of Brampton CAO Brian Hutchings and Director of Facilities Management and Security, Lisa Sordo. Learn how Brantford moved from decision to implementation and the anticipated positive impact on employees and the city. Join this free webinar April 23, 1:00 pm - 2:00 pm EST.

AMO has joined with the Loomex Group to offer training that provides tools for elected officials to build resilience and strength in providing leadership through and beyond COVID-19. This important training has limited capacity - register today.

The AMO Annual Conference remains the premier event for sponsors and exhibitors to connect with municipal leadership. This year's conference offers a number of new sponsorship and exhibitor opportunity to explore your role at the 2021 conference contact: Christine Gallagher.

Counting down to April 30, you have 16 days to take advantage of the reduced conference registration rate under our early bird offer. Register by the April 30 deadline.

## **LAS**

COVID-19 created uncertainty in the Ontario electricity sector from forecasting supply, demand, in addition to disruption of reliable operation of the grid to prices and rates. [Read more](#) in our latest blog.

Our [Municipal Group Buying Program](#) has the solution for all your stone, gravel and sand purchases. [Join our webinar on April 21](#) at 10 am to learn about our new Aggregates category, designed to help you easily and efficiently buy any needed materials.

LAS's trade compliant contracts were put in place prior to the current steel price jump, protecting participants from fluctuating costs. Our members are seeing 35% - 45% savings by using the culvert offering under the [LAS Municipal Group Buying Program](#). [Contact Tanner](#) to learn more.

The Ministry of Energy, Northern Development and Mines is now accepting [O. Reg. 507/18](#) annual energy reports. Reporting is for the energy used in 2019 and due by July 1, 2021. Ministry information [webinars](#) will be on April 25, May 12 and 26, and June 9 and 23. Questions, email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

## **Municipal Wire\***

The Ontario Professional Planners Institute (OPPI) will lead a conversation with municipal council and staff on how delegation of planning approvals could be leveraged to help Council agendas focus on the strategic, support efficient processes, and improve service delivery while maintaining accountability. [Register for this free education opportunity](#) on April 23.

## **Careers**

[Senior Manager, Human Resources - York Region District School Board](#). Reports to: Superintendent of Human Resources. Work Location: Aurora. Number Positions: One (1). Application Deadline: April 19, 2021. Candidates are required to complete the [on-line application](#) to the attention of: The Recruitment Team. This position is effective immediately. IMPORTANT INFORMATION: This application is a repost. If you have already submitted an application, you will not be able to reapply at this time.

[Manager, Corporate Secretariat & Trustee Services - York Region District School Board](#). Work Location: Aurora. Number of Positions: One (1). Application Deadline: April 27, 2021. In compliance with Board policies and procedures, responsible for the implementation, monitoring and refinement of the Board's effective governance framework. Interested applicants are required to complete the following [on-line application](#) to the attention of: The Recruitment Team. This position is effective immediately.

[Director, Customer Contact Centre \(Job ID 14301\) - Region of Durham](#). Reports to: Commissioner, Corporate Services. To learn more about this opportunity, please visit Durham Region [Job Postings](#) and apply online directly to Job ID# 14301 no later than



April 16, 2021

## **AMO Policy Update – New COVID-19 Enforcement Measures and Two-Week Extension of Emergency Declaration, and Emergency Child Care**

### **New COVID-19 Enforcement Measures and Extension of Emergency Declaration**

Late this afternoon the Province announced that the province-wide emergency declaration will be extended by an additional two weeks, effective immediately. New enforcement measures and restrictions are being implemented to help Ontario manage through the third wave of COVID-19 in order to protect the health and safety of Ontarians.

As of 12:01 a.m. on April 18<sup>th</sup>, the new restrictions will apply provide-wide:

- Outdoor gatherings will be strictly limited to members of the same household only, or with one other household if that individual lives alone.
- In-person shopping at stores that primarily sell food and pharmaceutical goods, grocery, and “big box” stores will be restricted to 25% occupancy.
- Only essential construction will be able to continue (e.g., assessment centres, hospitals, long-term care homes). Non-essential construction (e.g., shopping malls, office towers, and hotels) is not allowed.
- All outdoor amenities will be closed (e.g., playgrounds, basketball courts).

As of 12:01 a.m. on April 19<sup>th</sup>, additional changes will include:

- Restricting indoor participation at places of worship, funerals, and weddings to 10 people.
- Checkpoints will be created to restrict mobility at interprovincial borders between Quebec and Manitoba, with exceptions for work, transportation of goods, and medical appointments.

To accompany these restrictions, the Ministry of Labour has increased the number of inspectors for workplaces, to ensure that any employee that is not required to work outside of the home, stays at home.



The Ministry of the Solicitor General has also provided new temporary enforcement powers of by-law, *Provincial Offences Act* (POA), First Nation Constables, and police officers. Some of these powers include the ability to ask Ontarians to provide the purpose of being outside the home, to ask their personal address, and police officers will be able to stop cars to inquire into why they are outside the home.

Regarding vaccine distribution, the Province continued to call on the federal government to increase its supply of vaccines. With that supply, the Province announced that 25% of future vaccine supply will be targeted to the “hotspot” neighborhoods. The Minister of Health defined those as 12 Public Health Units that have historical and ongoing high rates of deaths, transmission, and spread of COVID-19. It was noted that 80% of the current COVID-19 cases are occurring in 20% of the province and they want these areas targeted.

Additional information will be shared with members as soon as it becomes available and it is expected that further provincial details on all of the above, especially with respect to the enhanced enforcement provisions, essential services under these orders, and the accompanying *Emergency Management and Civil Protection Act* (EMCPA) regulations will be provided likely early next week.

## **Emergency Child Care for Health Care and Other Frontline Workers**

The government announced it is, again, funding free emergency child care, available for school-aged children of health care and other frontline workers. These include many categories of municipal staff. The list published today includes occupations such as police, firefighters, paramedics, nurses in long-term care and some staff delivering transit, waste, and water services.

To confirm a specific occupation and for a full list of eligible workers, see the Ontario website. Note this list could potentially be modified at any time. The government is advising parents with a school-aged child or children and on the eligibility list looking to access an emergency child care program, to contact the local municipal service system manager for information on availability, program locations, and registration.

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

**Ministry of Municipal  
Affairs and Housing**

**Ministère des Affaires  
Municipales et du Logement**

Office of the Deputy Minister

Bureau du sous-ministre

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7100

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7100

**April 13, 2021**

**MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks**

**SUBJECT: Declaration of Provincial Emergency under the  
Emergency Management and Civil Protection Act and  
Amendments to the Reopening Ontario Act**

---

Today I am writing to share some updates related to the declaration of a provincial emergency under the *Emergency Management and Civil Protection Act* (EMCPA), new orders under the EMCPA and amendments to orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act* (ROA).

By declaring a provincial emergency, the EMCPA provides the government with authority to make new orders to address the increasing COVID-19 transmission rates and associated system impacts. The declaration of emergency is valid for up to 14 days and can be extended once for up to another 14 days. Any further extensions must receive approval by the Legislature. The Legislature can extend the emergency declaration for additional periods of no more than 28 days for each extension.

As you are aware, effective April 8, 2021, the government issued a province-wide Stay-at-Home Order (Ontario Regulation 265/21). The Stay-at-Home order requires everyone to remain at home except for essential purposes, which are set out in the order.

Additionally, the Ontario government issued Ontario Regulation 266/21- Residential Evictions, effective April 8, 2021. This order temporarily suspends the enforcement of residential evictions subject to specific exemptions outlined in the order.

Previously, on April 3, 2021, the province imposed a province-wide emergency brake which amended the Stages of Reopening Order under the ROA by placing all public health units under the Shutdown zone of stage 1. Additional amendments were made to the Rules for Areas in Stage 1 Order through Ontario Regulation 267/21 effective April 8, 2021.

For more details on the declaration of a provincial emergency, the province-wide Stay-at-Home Order, the temporary suspension of enforcing residential evictions and amendments under the ROA, please see the attached memorandum from the Ministry of Solicitor General to Chiefs of Police dated April 8, 2021.

Thank you, once again, for your continued efforts to keep our communities safe and healthy.

Sincerely,

Kate Manson-Smith  
Deputy Minister, Ministry of Municipal Affairs and Housing

Enclosure: Correspondence from the Ministry of the Solicitor General to all Chiefs of Police dated April 8, 2021 – Declaration of Provincial Emergency under the Emergency Management and Civil Protection Act and Amendments to the Reopening Ontario Act

If a French version is required, please contact  
[Richard.Stubbings@ontario.ca](mailto:Richard.Stubbings@ontario.ca).

**Board of Directors Meeting Highlights  
Held on April 15, 2021 at 8:30 AM  
as a Virtual Meeting**



**Proposed Producer Responsibility Regulation For Hazardous And Special Products (HSP)**

The Association does not support the government's proposed HSP regulation as currently drafted. The proposed regulation fails to establish an EPR regulatory framework that recognizes the significant environmental and human health & safety risk associated with hazardous waste and a regulatory framework that will support increased waste diversion.

The proposed regulation will result in a reduction from current MHSW program performance in both the number of products and the volume of hazardous and special wastes managed. The opportunity to expand the management of HSP materials and increase diversion volumes under the new regulation has been rejected in the draft regulation.

The Association has recommended that the regulation be amended to establish aggressive collection and management targets, address materials that are required to be managed under the requirements of Regulation 347 and would not be managed through the collection network requirements of the regulation, and include rigorous requirements for transparent and accountable reporting and auditing.

**Amendments to the Operating Agreement Between the Minister and RPRA**

Accountability and transparency must be upheld in the province's administrative authorities. However, independent enforcement authority, such as that provided by the Resource Productivity & Recovery Authority (RPRA), is also a necessary pillar to ensure business competitiveness and investment confidence. RPRA's activities to-date have shown it to be an effective regulator that is providing value to industry, consumers and municipalities who participate in regulated recycling programs. The Association is concerned that some of the proposed amendments may hinder RPRA's ability to independently fulfill its functions and mandate.

**COVID-19 Vaccinations for Frontline Waste Workers Anticipated for 2nd-Half of June**

The second group of essential occupations who cannot work from home will be invited to make appointments for shots in the second half of June. This includes waste management workers, staff at Service Ontario outlets and passport offices, and workers in manufacturing industries related to COVID-19 products and oil, natural gas and propane workers and miners.

When the eligibility period arrives, information on how to book an appointment for a vaccination will be available at: <https://covid-19.ontario.ca/book-vaccine/>

People in occupations deemed essential will have to sign forms attesting to their jobs and bring proof of employment to the vaccination site, such as an identification card from work, a letter from their employer or any kind of professional ID or registration card.

### **Ministry of Environment Reviewing Tires and Batteries EPR Regulations**

The Ministry of the Environment, Conservation & Parks is seeking input on potential amendments to the Tires and Batteries Regulations. Overall, the Association fundamentally disagrees with the ministry's proposed approach of modelling the Tires regulation after the Batteries and EEE regulations by reducing or removing requirements for producers and service providers. In the case of materials such as tires and batteries, the regulatory requirements for the collection, management, reporting and auditing to ensure proper waste diversion of these materials – which pose a health and environmental risk if improperly disposed of – should not be viewed as an administrative burden, or “red tape”. These requirements enable producers to have full operational and financial responsibility for tire and battery recovery in Ontario, while ensuring ongoing waste diversion and investment in the end-of-life management of these materials.

### **UK Plastic Plant Is 'World-First' Commercial-Scale Chemical Recycler**

A new facility being built in the UK is said to be the world's first commercial-scale chemical plant for converting all types of plastic waste into oil and gas for use in new plastic products.

Construction has started on Mura Technology's operation on Teesside in the north-east of England and it is due to be operational in 2022 and capable of processing 80 000 tonnes of plastic waste per year. It anticipates a rapid global rollout that will see one million tonnes of capacity in development worldwide by 2025. Sites are planned in Germany, the US and Asia.

The company's patented Hydrothermal Plastic Recycling Solution (HydroPRS), using Cat-HTR technology developed and owned by Licella Holdings, breaks down plastic using supercritical steam (water at elevated pressure and temperature). The steam cuts longer-chain hydrocarbon bonds in the plastics to produce the chemicals and oils from which the material was originally made.

The process is claimed to deliver 80-100% more value than energy from waste treatment of plastic waste with nearly half the CO2 remissions. Cat-HTR produces a yield of around 85% oil and 15% gas – which can power the reactor. Mura believes new products may be suitable for use in food-contact packaging.

Ceo Steve Mahon says: 'HydroPRS represents a win-win for the environment, economy and society. We need to act now and that's why we're taking a global-first approach – to scale fast and meet the challenge head on. We're working with global partners to deploy our unique HydroPRS process where it's needed, today, to create a sustainable future and eliminate plastic pollution.'

### **Apple Patent Describes Recycled-Content Aluminum It Used**

A patent applied for by electronics maker Apple shows it used recycled-content aluminum made with used beverage cans (UBCs) layered with another aluminum alloy to create the all-aluminum cladding it offers for some of its MacBook laptop computers.

One of the two patents focuses on a heat-treating process, according to PatentlyApple, while the other is titled “Cosmetic Aluminum Alloys made from Recycled Aluminum Scrap.”

That second patent indicates UBC-content can sheet was used as a substrate in the MacBook cladding. The substrate was then layered over with a custom-designed alloy consisting of aluminum and several other metals.

According to writer Jack Purcher, the visible or surface alloy consists of material including aluminum alloys “made from market scrap” plus copper, manganese, chromium, zinc, iron, titanium, silicon, magnesium and “additional nonaluminum elements.”

## New Mobile App Update

The Recycle Coach app will sport a new look, feel, and features in early April.

Exciting new features include:

- New Design
- We Wanted to Know (WWtK): Weekly poll or quiz questions that gathers information about your residents knowledge and attitudes (to be reported in the Admin Portal as a new report)
- The new WWtK feature is powered by "Smart Betty", our content algorithm that ensures information that your residents receive is consistent with your local "What Goes Where" database
- Gamification is coming: We all want more educated residents. With the launch of the new mobile app, we're prioritizing getting more users and engaging them so they spend more time on recycling education activities



## Truck Driving Jobs Take A Toll On Health

Dale Holman is feeling each of his 45 years as a truck driver. The veteran owner-operator is back on the road after being sidelined for five weeks because of a nagging rotator cuff injury linked to years of work around heavy equipment. A cortisone shot helped him return to work this time. But his wrist still aches from decades of wear caused by vibrating gearshifts. Then there's the back that recently locked up while he was completing paperwork in the bunk.

The years will wear down every body. Truck drivers are no different than anyone else in that regard. But those who work behind the wheel face a long list of job-related health challenges – and they go beyond collisions, slips, trips and falls.

The fact is as clear as the lines on Bill McElligott's face. Photos circulated over the internet highlighted the web of lines carving into the lifelong trucker's cheek and up to his eye. The skin sags as it slumps to the jawline.

That's on the side of his face exposed to the window on the driver's side of the cab – the one that he tended to roll open during decades of deliveries in and around Chicago, Illinois. If you focus attention on the other cheek, the 69-year-old looks years younger, maybe decades younger, thanks to a lower exposure to the UVA rays.

Many other threats to driver health are limited from view, though. The World Health Organization (WHO) officially classified diesel engine exhaust as a carcinogen in 2012. And the American Cancer Society points directly at truck drivers when identifying people with some. It's not all bad news. Driver health is better protected than it was in days gone by. The diesel exhaust is of the highest work-related exposures now scrubbed as it passes through diesel particulate filters, rather than allowing black soot to spew from the stacks. Holman himself points to improvements such as today's spring mattresses in sleepers, the better driver seats, the smoother-running cabs, and many of the other equipment advances that help to prevent physical wear over the years.

But the Canadian Centre for Occupational Health and Safety also highlights many remaining factors that contribute to long-term health problems for truck drivers, such as irregular schedules, long hours, limited access to healthy food on the road, stress, and limited physical activity.

Remember hearing that sitting is the new smoking? Think about the hours that truck drivers spend sitting behind the wheel.

Perhaps we shouldn't be surprised by the health challenges that emerge from such risk factors. A 2010 National Institute for Occupational Safety and Health survey determined that seven in 10 longhaul drivers are obese, which is double the average for typical Americans. That contributes to issues like Type 2 diabetes, sleep apnea, and heart disease.

Solving such challenges is no easy feat. Healthy meal options can be limited at some truck stops. Even when they're available, it takes some added will to opt for a salad rather than a side of fries and gravy. Exercise will help, but Holman says there's always the danger that a truck can be towed if you leave it for a jog. He's half kidding.

As the average age of Canada's truck drivers creeps ever higher, fleets would be well served to support the workplace wellness programs that give employees some of the tools to care for themselves. Ongoing commitments to safe workplace practices will make a difference too.

The long-term health of our industry depends on it.

## Truck Driver Shortage A Worldwide Phenomenon

Fleets are struggling to hire the truck drivers they need despite economic slowdowns associated with Covid-19, and not just in Canada. The IRU — an international supply chain group that counts members such as the Canadian Trucking Alliance and American Trucking Associations — is reporting driver shortages around the world. Some countries are struggling with even bigger shortages than those experienced in Canada.

A recent survey of almost 800 road transportation companies from 23 countries found the truck driver shortage was most severe in Eurasia last year, when 20% of truck driving jobs went unfilled. In contrast, a mere 4% of truck driving jobs went unfilled in China.

The organization also cited recruiting challenges such as an aging workforce, a lack of safe and secure truck parking, and struggles to attract youth and women alike.

Trucking HR Canada data identified 20,000 unfilled truck driving jobs in 2020, and it projects 23,000 vacancies by 2023. Based on about 300,000 truck driving jobs last year, that puts the Canadian vacancy rate at more than 6%.

Europe's truck driver shortage eased somewhat in the face of pandemic-dampened demand, with the IRU reporting that openings plunged from 24% in 2019 to 7% in 2020.

This year, surveyed European companies are forecasting a 17% shortfall, compared to 18% in Mexico, 20% in Turkey, 24% in Russia, and almost 33% in Uzbekistan.

Thirty-eight percent of those who participated in the survey said a lack of trained drivers was the main cause of the shortage. But challenging work conditions made worse by the pandemic, and trouble attracting women and young people to the job, were also identified as barriers.

A mere 2% of the world's truck drivers are women, the IRU reports.

About 3.5% of Canada's truck drivers are women, Trucking HR Canada previously reported. South of the border, the U.S. Department of Labor says that 7.8% of truck drivers are women.

As for youth, the share of truck drivers under 25 reached as low as 5% in Europe and Russia, 6% in Mexico, and 7% in Turkey.

That situation is more acute in Canada. A mere 3.4% of truck drivers here are under the age of 25, while 31% are 55 or older, Trucking HR Canada says.

The average age of the world's truck drivers has now reached 50, and continues to grow older each year, the IRU survey finds. And it adds the "demographic time bomb will only get worse without action to reduce minimum driver age."

"The minimum age for professional drivers is 21 or higher in many places, creating a large gap between leaving school and taking the wheel. Governments should set the minimum age for trained drivers at 18, with training starting from 17, in order to unlock the full potential of the profession as a global job engine," it says.

The IRU is promoting strategies such as lowering the minimum driving age to 18, and investing in safe and secure truck parking areas to fix the current massive global shortfall. It also adds that working conditions will improve when drivers are treated with more respect.

Quebec recently announced that it is continuing a program that allows 18-year-old truck driver trainees with the support of a related internship.



## Supreme Court Backs Federal Carbon Tax

The Supreme Court of Canada has ruled that Canada's national carbon pricing is constitutional, dealing a blow to several provinces that had mounted a challenge against the so-called "carbon tax".

Under the Greenhouse Gas Pollution Pricing Act, provinces and territories had to implement carbon pricing on fuels before Jan. 1, 2019, or adopt prices imposed by the federal government.



(Photo: istock)

Alberta, Ontario and Saskatchewan had argued the Act was unconstitutional. While Alberta's Court of Appeal agreed with that position, Saskatchewan and Ontario courts sided with the federal government.

In a 6-3 decision, the Supreme Court of Canada noted the danger of climate change justifies a coordinated, national approach.

"Climate change is real. It is caused by greenhouse gas emissions resulting from human activities, and it poses a grave threat to humanity's future," Chief Justice Richard Wagner wrote in the majority decision.

The movement of goods accounts for more than 40% of transportation-related GHG emissions in Canada, and freight-hauling trucks account for the fastest-growing share of those emissions, the Pembina Institute reports.

The GHG emissions from trucks doubled between 1990 and 2015, thanks to factors including a growing vehicle pool and more vehicle kilometers traveled, it adds.

The Canadian Trucking Alliance calculates that the nation's truckers will pay \$538 million in carbon pricing this year, rising to \$1.2 billion by 2023, and \$3 billion by 2030.

The federal carbon price that applies to diesel is set to increase \$0.1073 per liter on April 1.

### **Purolator Deploys Electric Trucks, Cargo Bikes In Vancouver**

Purolator has deployed electric delivery trucks and cargo bikes in Vancouver, claiming to be the first national courier to deploy fully electric delivery vehicles.

The 18-foot delivery trucks are Ford F-59 models electrified by Motiv Power Systems' electric power intelligent chassis.

Purolator says it has seen residential deliveries surge by about 50% since the onset of the pandemic. Its electric trucks will reduce greenhouse gas emissions by 24 metric tons per year, per vehicle.



Purolator aims to produce net-zero emissions by 2050, and plans to roll out more e-bikes, low-speed electric vehicles and 18-foot all-electric delivery trucks to get there.

### **First Mack LR Electric Waste Collection Vehicle Begins Service With DSNY**

The DSNY Mack LR Electric demonstration model will be based at DSNY's Brooklyn North 1 garage.

Mack Trucks has turned over the keys to its Mack LR Electric demonstration model to New York City Department of Sanitation (DSNY) officials, who will put it through rigorous, real-world trials.

DSNY is the world's largest municipal sanitation department, with roughly 12,000 tons of refuse and recyclables collected each day by more than 6,000 vehicles. Their collection fleet is comprised predominantly of Mack vehicles.



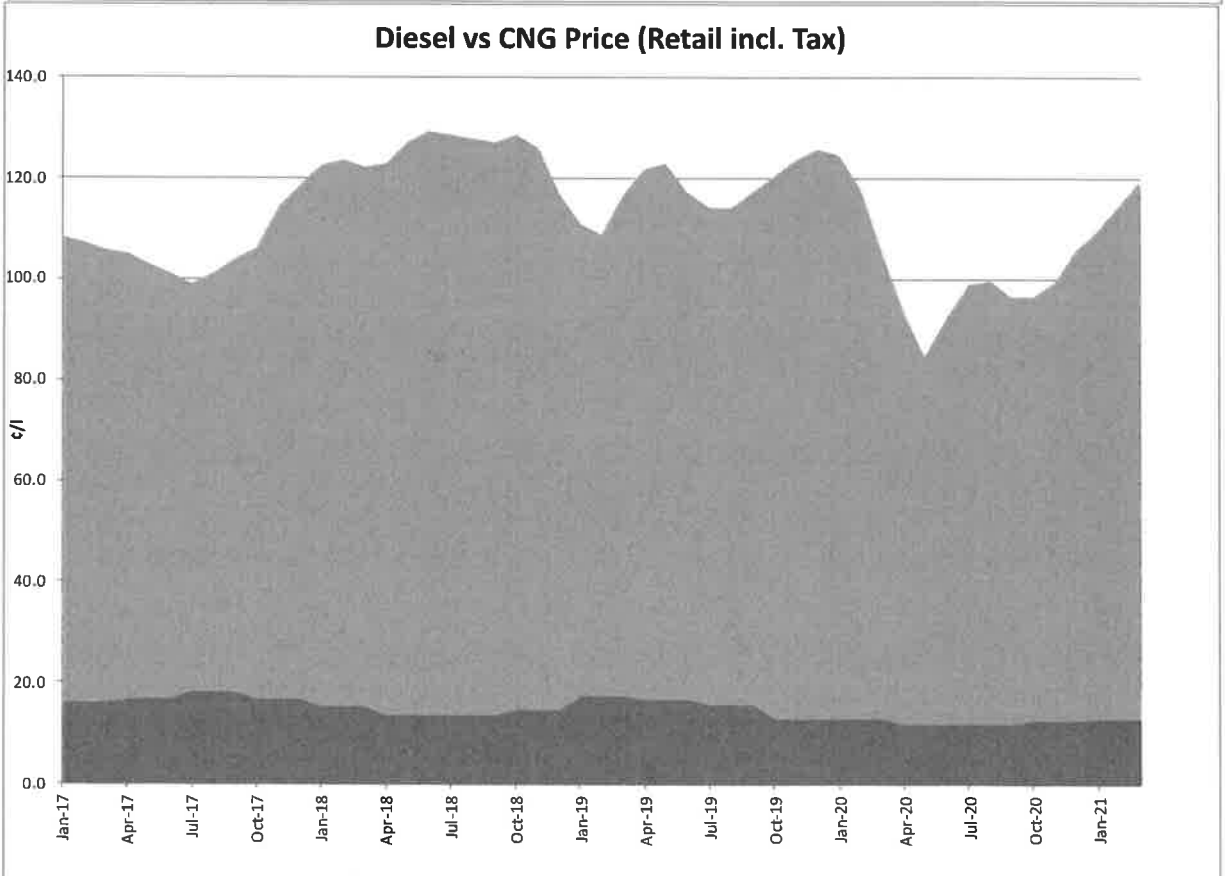
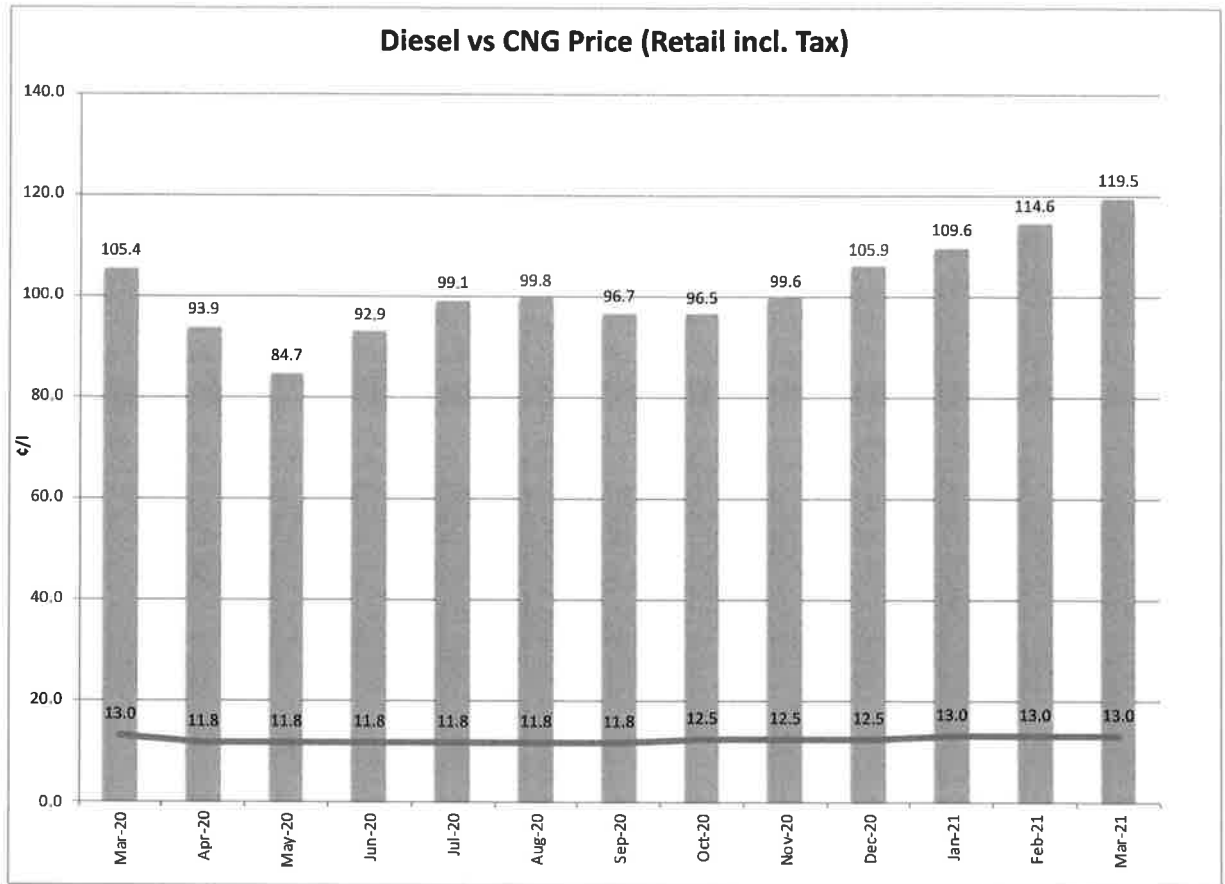
DSNY will base the Mack LR Electric demonstration model at its Brooklyn North 1 garage and conduct an in-service trial on local collection routes, evaluating operating range, payload capacity, regenerative braking and overall functionality of the electric refuse vehicle in their operations.

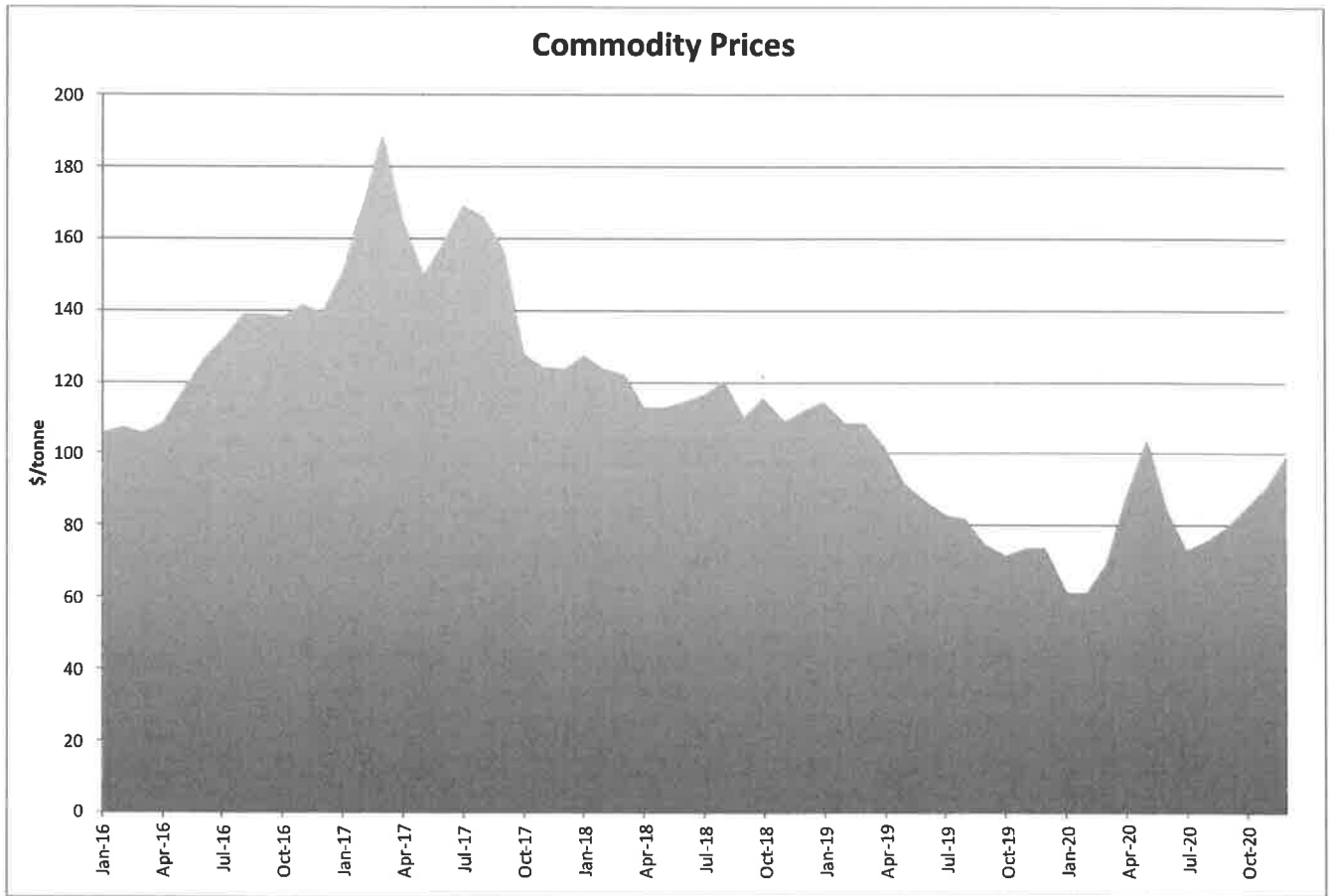
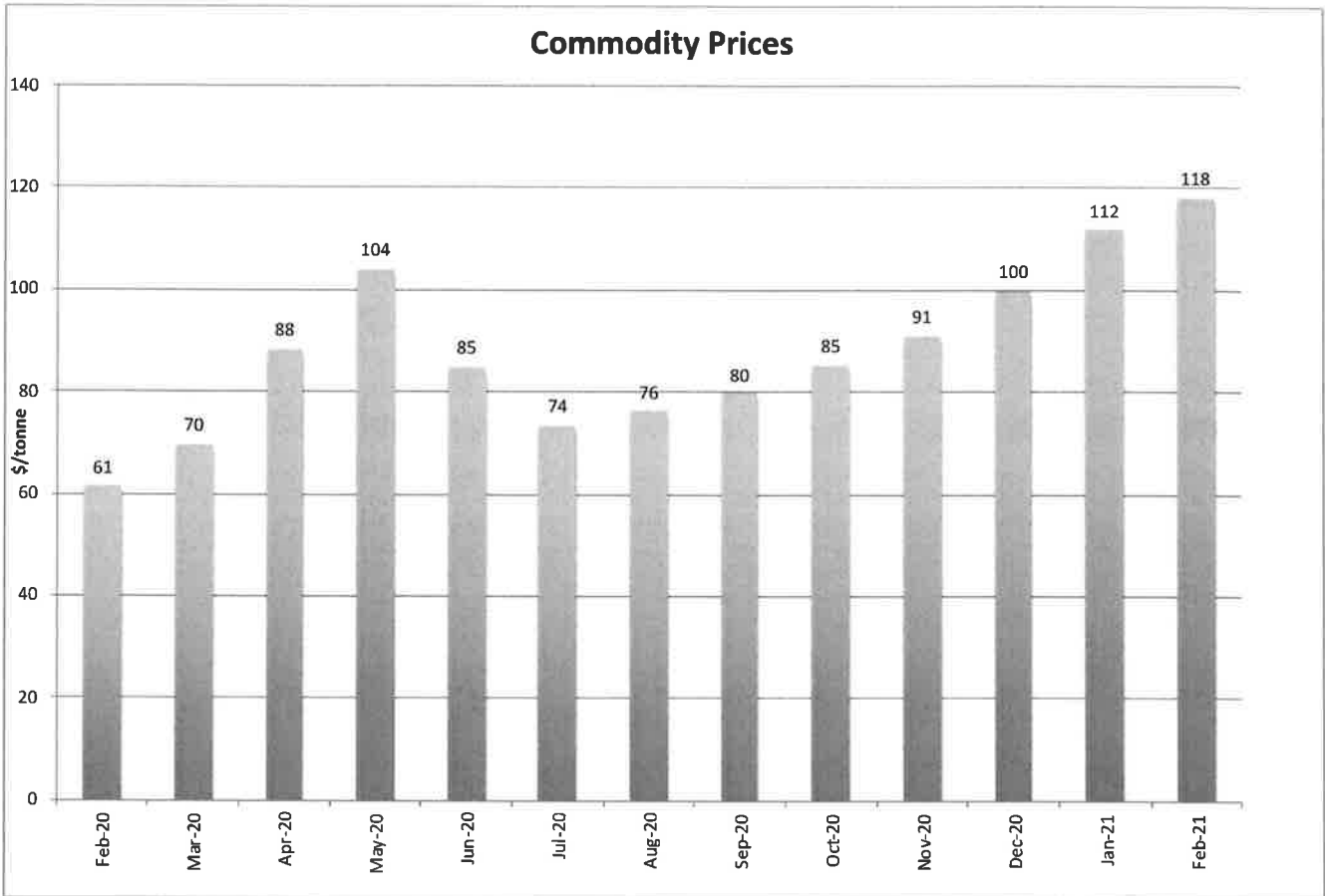
"Electric trucks will be a key component to helping New York City meet its ambitious goal of reducing GHG emissions by 80 percent by the year 2035."

Mack announced earlier this month its plans to commercialize the LR Electric model in 2021, enabling customers to collect refuse in a more environmentally friendly way.

Featuring a copper-colored Bulldog hood ornament to represent the fully electric drivetrain, DSNY's Mack LR Electric demonstrator features two 167-kW motors, offering a combined 536 peak horsepower and 4,051 lb.-ft. of torque available from zero RPM.

The vehicle is equipped with a two-speed Mack Powershift transmission and Mack proprietary S522R 52,000-lb. rear axles. The truck features four NMC lithium-ion batteries (Lithium Nickel Manganese Cobalt Oxide) that are charged via a 150kW, SAE J1772-compliant charging system. All accessories on the Mack LR Electric model, including the hydraulic system for the Heil Durapack 5000 refuse body, are electrically driven through 12V, 24V and 600V circuits.







## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Year-to-Date (to March 31) Budget to Actual Comparisons  
**Meeting:** Council - 22 Apr 2021  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### Recommendation:

**That Council receive and file Year-to-date (to March 31) Budget to Actual Comparisons**

### Background:

Regular reporting and comparison of budget to actual results and analysis allows Management and Council to:

- Track revenues and expenditures to date and ensure that it has the necessary funds for operations and any planned capital expenditures.
- Improve the accuracy of the budgeting process, as management and council will have a better understanding of variances and their causes.
- Exercise more effective cost control by routinely assessing actual results against the budget.

### Comments:

The year-to-date budget to actual results to March 31, 2021 are attached. Council is encouraged to review the year-to-date results. The following are some general comments I have:

- Expenditures
  - Inspections & Control expenditures are higher than budgeted because of the legal costs incurred related to the Normal Farm Practices Hearing.
  - Not all expenditures incurred to March 31 have been included because of timing, etc. (e.g. utilities, etc.).
  - Most planned Capital Projects/Expenditures have not yet occurred.
- Revenues
  - Transportation Revenues - sold scrap that had been accumulating for several years.
  - There were next to no Community Center Rentals in the first quarter
  - Water and Sewer year-to-date revenues lag expenditures due to the timing of the billing cycles.

The report is provided for information purposes only. No further action is required at this time. Should you have any questions, please do not hesitate to contact me or the appropriate department head.

### Financial Considerations:

The ongoing restrictions due to the Covid-19 pandemic will continue to affect Community Center activities for the foreseeable future.

**ATTACHMENTS:**

[2021-Brooke-Alvinston Budget-to-actual - March 31](#)

**MUNICIPALITY OF BROOKE-ALVINSTON**

## OPERATING

# CAPITAL

## TOTAL

## 2021 Budget to Actual Comparison

**To March 31, 2021**

## ALL DEPARTMENTS

## EXPENDITURES

## GENERAL GOVERNMENT

1	COUNCIL	42,410	8,102	6,740	1,362				-		42,410	8,102	6,740	1,362	15.9%
2	COUNCIL SUPPORT	174,400	47,779	49,486	(1,707)				-		174,400	47,779	49,486	(1,707)	28.4%
3	ADMINISTRATION	332,598	112,574	112,288	287	10,000	-	-	-		342,598	112,574	112,288	287	32.8%
		<b>549,408</b>	<b>168,456</b>	<b>168,514</b>	<b>(58)</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>559,408</b>	<b>168,456</b>	<b>168,514</b>	<b>(58)</b>	<b>30.1%</b>

## PROTECTION SERVICES

4	FIRE - ALVINSTON	249,569	45,569	33,225	12,344	245,500	60,000	66,640	(6,640)	495,069	105,569	99,866	5,703	20.2%
5	FIRE - INWOOD	-	-	5,692	(5,692)	40,000	-	-	-	40,000	-	5,692	(5,692)	14.2%
6	FIRE - WATFORD	4,785	3,585	3,733	(148)				-	4,785	3,585	3,733	(148)	78.0%
7	FIRE CHIEF & INSPECTOR	50,750	12,663	11,897	766				-	50,750	12,663	11,897	766	23.4%
8	POLICE	412,364	103,091	99,725	3,366				-	412,364	103,091	99,725	3,366	24.2%
9	CONSERVATION AUTHORITY	21,080	21,080	21,080	-				-	21,080	21,080	21,080	-	100.0%
10	INSPECTIONS & CONTROL	86,400	31,335	51,220	(19,885)				-	86,400	31,335	51,220	(19,885)	59.3%
11	EMERGENCY MEASURES	7,250	1,125	160	965				-	7,250	1,125	160	965	2.2%
		832,198	218,447	226,733	(8,285)	285,500	60,000	66,640	(6,640)	1,117,698	278,447	293,373	(14,926)	26.2%

## TRANSPORTATION SERVICES

12	ROADS - MATERIALS & SERVICES	782,000	6,805	5,488	1,317		3,414,130	29,000	28,528	472		4,196,130	35,805	34,016	1,789		0.8%
13	PUBLIC WORKS OVERHEAD	584,532	200,810	190,502	10,307					-		584,532	200,810	190,502	10,307		32.6%
14	VEHICLES & EQUIP	163,550	27,708	23,270	4,438		651,000	398,500	417,740	(19,240)		814,550	426,208	441,011	(14,803)		54.1%
15	SNOW REMOVAL	26,500	7,000	6,741	259					-		26,500	7,000	6,741	259		25.4%
16	STREET LIGHTS - ALVINSTON	13,000	2,250	2,001	249					-		13,000	2,250	2,001	249		15.4%
17	STREET LIGHTS - INWOOD	6,750	1,000	834	166					-		6,750	1,000	834	166		12.4%
		1,576,332	245,573	228,837	16,736		4,065,130	427,500	446,268	(18,768)		5,641,462	673,073	675,105	(2,033)		12.0%

## ENVIRONMENTAL

18	STORM SEWER	68,252	-	-	-				-		68,252	-	-	-		0.0%
19	WASTE COLLECTION/DISPOSAL	83,000	18,750	18,698	52				-		83,000	18,750	18,698	52		22.5%
20	RECYCLING	79,000	19,750	19,695	55				-		79,000	19,750	19,695	55		24.9%
		<b>230,252</b>	<b>38,500</b>	<b>38,394</b>	<b>106</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>230,252</b>	<b>38,500</b>	<b>38,394</b>	<b>106</b>		<b>16.7%</b>

## HEALTH

21	HOSPITAL/CEMETERIES - DONATIONS	850	-	-	-	-	-	-	850	-	-	-	0.0%
22	CEMETERY OPERATIONS	85,513	-	-	-	-	-	-	85,513	-	-	-	0.0%
		86,363	-	-	-	-	-	-	86,363	-	-	-	0.0%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To March 31, 2021

RECREATION AND CULTURAL

	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	% of Toal budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
23	REC & CANADA DAY	18,250	-	-	-		315,000	-	-	-		333,250	-	-	-	0.0%
24	COMMUNITY CENTER -ARENA	358,751	130,026	122,295	7,731		111,500	11,000	10,818	182		470,251	141,026	133,113	7,913	28.3%
25	COMMUNITY CENTER - CONCESSION	500	-	-	-					-		500	-	-	-	0.0%
26	INWOOD REC	9,755	1,693	1,559	133		15,000	-	-	-		24,755	1,693	1,559	133	6.3%
27	LIBRARY - ALVINSTON	6,737	2,987	2,865	122		-	-	-	-		6,737	2,987	2,865	122	42.5%
28	LIBRARY - INWOOD	4,990	1,348	1,035	312		-	-	-	-		4,990	1,348	1,035	312	20.7%
		398,983	136,053	127,754	8,299		441,500	11,000	10,818	182		840,483	147,053	138,572	8,481	16.5%

PLANNING AND DEVELOPMENT

29	PLANNING & ZONING	23,000	5,700	5,627	74					-		23,000	5,700	5,627	74	24.5%
30	COMMERCIAL INDUSTRIAL	12,000	825	208	617		-	-	-	-		12,000	825	208	617	1.7%
31	POST OFFICE	48,000	12,000	14,589	(2,589)					-		48,000	12,000	14,589	(2,589)	30.4%
32	AGRICULTURE & REFORESTATION	34,250	5,500	5,090	410					-		34,250	5,500	5,090	410	14.9%
33	MUNICIPAL DRAIN LOANS	-	-	-	-					-		-	-	-	-	#DIV/0!
34	MUNICIPAL DRAIN WORK	430,000	180,000	180,535	(535)					-		430,000	180,000	180,535	(535)	42.0%
35	TILE DRAIN LOANS	6,000	2,000	5,217	(3,217)					-		6,000	2,000	5,217	(3,217)	87.0%
		553,250	206,025	211,267	(5,242)		-	-	-	-		553,250	206,025	211,267	(5,242)	38.2%

OTHER/RESERVES

36	RESERVES	108,000	108,000	-	108,000					-		108,000	108,000	-	108,000	0.0%
37	RESERVE FUNDS	-			-					-		-	-	-	-	
		108,000	108,000	-	108,000		-	-	-	-		108,000	108,000	-	108,000	0.0%

TOTAL EXPENDITURES

38		4,334,786	1,121,054	1,001,497	119,557		4,802,130	498,500	523,727	(25,227)		9,136,916	1,619,554	1,525,224	94,330	16.7%
----	--	-----------	-----------	-----------	---------	--	-----------	---------	---------	----------	--	-----------	-----------	-----------	--------	-------



MUNICIPALITY OF BROOKE-ALVINSTON

2021 Budget to Actual Comparison

To March 31, 2021

REVENUES

FEES AND CHARGES

	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	% of Toal budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
39	GENERAL GOVERNMENT	(13,000)	(2,625)	(2,630)	(5)	-	-	-	-		(13,000)	(2,625)	(2,630)	(5)		20.2%
40	FIRE & EMERGENCY	-	-	-	-				-		-	-	-	-		0.0%
41	PROPERTY INSPECTION & CONTROL	(65,500)	(10,500)	(11,386)	(886)				-		(65,500)	(10,500)	(11,386)	(886)		17.4%
42	TRANSPORTATION	(2,500)	-	(59,420)	(59,420)						(2,500)	-	(59,420)	(59,420)		2376.8%
43	WASTE COLLECTION & RECYCLYING	-	-	(143)	(143)				-		-	-	(143)	(143)		0.0%
44	CEMETERY	(85,513)	-	-	-				-		(85,513)	-	-	-		0.0%
45	COMMUNITY CENTER - ALVINSTON	(85,550)	-	(326)	(326)				-		(85,550)	-	(326)	(326)		0.4%
46	COMMUNITY CENTER - CONCESSION	(800)	(500)	(596)	(96)				-		(800)	(500)	(596)	(96)		74.5%
47	COMMUNITY CENTER - INWOOD	-	-	-	-				-		-	-	-	-		0.0%
48	CANADA DAY	(13,250)	-	-	-				-		(13,250)	-	-	-		0.0%
49	PLANNING FEES	(12,500)	(5,700)	(8,600)	(2,900)				-		(12,500)	(5,700)	(8,600)	(2,900)		68.8%
50	HANGING BASKETS/COMMUNITY GROUP	(2,520)	-	-	-				-		(2,520)	-	-	-		0.0%
51	POST OFFICE	(60,000)	(15,000)	(17,546)	(2,546)				-		(60,000)	(15,000)	(17,546)	(2,546)		29.2%
52	AGRICULTURE & REFORESTATION	(2,000)	-	-	-				-		(2,000)	-	-	-		0.0%
53	MUNICIPAL DRAIN BILLINGS	(330,000)	-	-	-				-		(330,000)	-	-	-		0.0%
54	TILE DRAIN LOANS	(6,000)	-	-	-				-		(6,000)	-	-	-		0.0%
		(679,133)	(34,325)	(100,647)	(66,322)		-	-	-		(679,133)	(34,325)	(100,647)	(66,322)		14.8%

MUNICIPAL

55	ALVINSTON FIRE	(48,051)	-	-	-	(39,280)	-	-	-		(87,331)	-	-	-		0.0%
56	INWOOD FIRE	-	-	-	-	(155,000)	(155,000)	(154,166)	834		(155,000)	(155,000)	(154,166)	834		99.5%
57	COUNTY POLICING & OTHER GRANTS	(11,910)	(11,910)	(11,910)	-	-	-	-	-		(11,910)	(11,910)	(11,910)	-		100.0%
58	DONATIONS	-	-	-	-	(235,000)	-	-	-		(235,000)	-	-	-		0.0%
		(59,961)	(11,910)	(11,910)	-	(429,280)	(155,000)	(154,166)	834		(489,241)	(166,910)	(166,076)	834		33.9%

ONTARIO

59	OCIF				-	(137,421)	(137,421)	(137,421)	-		(137,421)	(137,421)	(137,421)	-		100.0%
60	COVID FUNDING	(17,000)	-	-	-	-	-	-	-		(17,000)	-	-	-		0.0%
61	PROVINCIAL - ICIP -ROADS	-	-	-	-	(1,029,607)	-	-	-		(1,029,607)	-	-	-		0.0%
62	PROVINCIAL - ICIP - COVID-19	-	-	-	-	(20,000)	-	-	-		(20,000)	-	-	-		0.0%
63	OMRFA DRAIN SUPERINTENDENT	(15,000)	-	-	-				-		(15,000)	-	-	-		0.0%
64	OMAFRA - DRAIN SUBSIDIES	(140,000)	-	-	-				-		(140,000)	-	-	-		0.0%
65	OMPF	(594,100)	(148,525)	(148,525)	-				-		(594,100)	(148,525)	(148,525)	-		25.0%
		(766,100)	(148,525)	(148,525)	-	(1,187,028)	(137,421)	(137,421)	-		(1,953,128)	(285,946)	(285,946)	-		14.6%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To March 31, 2021

CANADA

Page 6 of 7

	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	% of Toal budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
66	CANADA - ICIP - Roads	-	-	-	-	(1,853,478)	-	-	-		(1,853,478)	-	-	-		0.0%
67	CANADA - ICIP - COVID-19	-	-	-	-	(80,000)	-	-	-		(80,000)	-	-	-		0.0%
68	FEDERAL GAS TAX	-	-	-	-	-	-	-	-		-	-	-	-		#DIV/0!
69	FEDERAL CANADA DAY	(5,000)	-	-	-				-		(5,000)	-	-	-		0.0%
		(5,000)	-	-	-	(1,933,478)	-	-	-		(1,938,478)	-	-	-		0.0%
70	LICENCES, PERMITS, RENTS	(13,983)	(3,465)	(3,416)	49				-		(13,983)	(3,465)	(3,416)	49		24.4%
71	FINES AND PENALTIES	(55,000)	(16,500)	(12,089)	4,411				-		(55,000)	(16,500)	(12,089)	4,411		22.0%
72	OTHER REVENUES	(34,500)	(9,050)	(8,537)	513				-		(34,500)	(9,050)	(8,537)	513		24.7%
AREA RATINGS																
73	ALVINSTON AREA RATING	(43,593)	-	-	-				-		(43,593)	-	-	-		0.0%
74	INWOOD AREA RATING	(14,451)	-	-	-				-		(14,451)	-	-	-		0.0%
		(58,044)	-	-	-	-	-	-	-		(58,044)	-	-	-		0.0%
RESERVES/RESERVE FUNDS/FINANCING																
75	RESERVES	-	-	-	-	(924,000)	(424,000)	-	424,000		(924,000)	(424,000)	-	424,000		0.0%
76	FINANCING -OTHER				-				-		-	-	-	-		
		-	-	-	-	(924,000)	(424,000)	-	424,000		(924,000)	(424,000)	-	424,000		0.0%
TAXATION																
77	GENERAL TAXATION	(2,996,171)	-	-	-				-		(2,996,171)	-	-	-		0.0%
78	ADJUSTMENTS/WRITE-OFFS	25,000	-	-	-				-		25,000	-	-	-		0.0%
79	SUPPLEMENTAL	(5,000)	-	-	-				-		(5,000)	-	-	-		0.0%
80	UTILITY TRANSMISSION	(15,000)	-	-	-				-		(15,000)	-	-	-		0.0%
		(2,991,171)	-	-	-	-	-	-	-		(2,991,171)	-	-	-		0.0%
81	TOTAL REVENUES	(4,662,892)	(223,775)	(285,123)	(61,348)	(4,473,786)	(716,421)	(291,587)	424,834		(9,136,678)	(940,196)	(576,710)	363,486		6.3%
82	NET EXPENDITURES OVER REVENUE	(328,106)	897,279	716,374	180,905	328,344	(217,921)	232,140	(450,061)		238	679,358	948,514	(269,156)		

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To March 31, 2021

WATER & SEWER

REVENUE

	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	2021 Total Budget	2021 YTD Budget	2021 YTD Actual	YTD Under / (Over)	!	% of Toal budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
1	ONTARIO - GRANTS			-		-	-	-	-		-	-	-	-		0.0%
2	FEDERAL - GRANTS			-		-	-	-	-		-	-	-	-		0.0%
3	RESERVES			-		-	-	-	-		-	-	-	-		0.0%
4	RESERVE FUNDS			-		-	-	-	-		-	-	-	-		0.0%
5	WASTE WATER - ALVINSTON	(205,397)	(33,816)	(32,427)	1,389				-		(205,397)	(33,816)	(32,427)	1,389		15.8%
6	ALVINSTON OTHER SEWER CHGS	(5,840)	-	-	-				-		(5,840)	-	-	-		0.0%
7	WASTE WATER - INWOOD	(59,762)	-	-	-				-		(59,762)	-	-	-		0.0%
8	INWOOD SEWER CAPITAL & CONNECTION	(62,832)	-	-	-				-		(62,832)	-	-	-		0.0%
9	WATER - ALVINSTON	(335,881)	(56,543)	(54,331)	2,212				-		(335,881)	(56,543)	(54,331)	2,212		16.2%
10	WATER - ALVINSTON - OTHER CHGS	-	-	-	-				-		-	-	-	-		0.0%
TOTAL WATER & SEWER REVENUES						-	-	-	-		(669,711)	(90,359)	(86,758)	3,601		12.95%

EXPENDITURES

11	WASTE WATER - ALVINSTON	169,243	47,170	38,583	8,587	-	-	-	-		169,243	47,170	38,583	8,587		22.8%
12	WASTE WATER - INWOOD	116,559	39,165	37,738	1,427	-	-	-	-		116,559	39,165	37,738	1,427		32.4%
13	WATER - ALVINSTON	303,603	89,542	83,693	5,849	-	-	-	-		303,603	89,542	83,693	5,849		27.6%
14	RESERVE FUND	80,307	-	-	-				-		80,307	-	-	-		0.0%
TOTAL WATER & SEWER EXPENDITURES						-	-	-	-		669,711	175,878	160,015	15,863		23.89%

NET WATER & SEWER EXPENDITURES

-	85,519	73,257	12,262		-	-	-	-		-	85,519	73,257	12,262		
---	--------	--------	--------	--	---	---	---	---	--	---	--------	--------	--------	--	--



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** First Quarter Summary - 2021  
**Meeting:** Council - 22 Apr 2021  
**Department:** Fire Department  
**Staff Contact:** Steve Knight, Fire Chief

### Recommendation:

**That the January-March 2021 Fire Report be received and filed.**

### Background:

A summary of repairs / maintenance, training topics and responses since January 1, 2021 are noted below.

### Comments:

#### Emergency Responses since January 1, 2021 – March 31, 2021

- 12 responses
- Medical – 4
- MVC – 1
- Fire - 7
- Brush / Grass – 5
- Structure – 1
- Chimney - 1

#### Training:

- Breathing Air Fill Station calibration training for Officers completed
- Monthly Training has been changed to a platoon per week of the month to reduce the number of firefighters at the hall to meet as a result of Covid.
- Training is based on fundamental skills review and maintaining skills and competencies.  
 Monthly training topics:
  - January – PPE and SCBA
  - February – Ropes and knots
  - March - Ladders
- First Responder recertification completed in February for 9 firefighters

#### Personnel

- Staff compliment is unchanged

#### Equipment / PPE

- Dodge Pickup arrived on April 7th, in service after radio installed on April 21
- Annual Pump testing - all pumps passed with some minor repairs required
- Annual Ladder testing completed with all passed
- Breathing Air Fill Station calibration and bi-annual air quality testing completed

- 2 sets of bunker ordered; smalls tools and other PPE as required

### **Grants**

- OFMEM Fire Safety Grant - \$5,100 for upgrades for Training and Communications platform through MS Office suite specifically MS Teams as a Learning Management System and FD communications channel.
- Investing in Canada Infrastructure Program Covid Stream, Local Government Intake grant - \$85,000 for renovations to washrooms and storage building at the Alvinston Fire station. Tendering process has been started, probable completion by end of summer.

### **Fire Prevention and Public Education**

- Formatting and the development of content for the Brooke Alvinston website Brooke Fire Rescue webpage has started.
- Covid restrictions remaining in place have limited the delivery of Fire Prevention and Public Education materials.

### **COVID-19**

- OFMEM weekly PPE inventory report and weekly staffing reports filed.
- Operational precautions remain in place, particularly for medical calls.
- Fully staffed, all firefighters are asked to continually self-monitor.

### **Inspections**

- Burn permit site visits

### **Financial Considerations:**

- All purchasing through budgeted funds.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Brooke Fire Rescue - SCBA Upgrades & Cylinders  
**Meeting:** Council - 22 Apr 2021  
**Department:** Fire Department  
**Staff Contact:** Steve Knight, Fire Chief

### Recommendation:

**That the Fire Chief be authorized to purchase the budgeted SCBA upgrades from M & L Supply for the quoted price of \$63,372.49 (including tax).**

### Background:

Brooke Fire Rescue is looking to upgrade their SCBA from the current 2.2 capacity to 4.5 capacity. This change is possible on 17 of the 24 SCBA's currently in inventory with BFR.

- The increased capacity provides a longer working air supply for the firefighter. A 2.2 cylinder provides roughly 20 minutes of air, this conversion increases that time from 20 minutes up to 40 minutes depending on circumstances and conditions. This provides a greater working time and margin for safety for firefighters.
- The conversion cost is much less than replacing all the SCBA's. A new SCBA and cylinder are over \$10k each, cost for conversion is less than \$2k each.
- The 2.2 models will eventually become obsolete, and it will be difficult to obtain parts and service for them.
- The remaining seven 2.2 SCBA's will continue to be used in operations until they are replaced with new units over the next few years.

### Comments:

The following three quotes were received for the upgrade and in accordance with the municipal procurement policy:

17 SCBA Conversions from 2216-4500  
 45 min 4500 cylinder & valve assembly  
 Associated mileage / labour

M & L Supply	\$ 63,372.49 (including tax)
Priority 4 Fire Equipment	\$ 64,911.44 (including tax)
Engine Co. 333 Fire Consulting	\$ 66,783.00 (including tax)

### Financial Considerations:

The 2021 municipal budget figure for the upgrade was approved at \$65,000. There will be a modest savings in the quoted prices.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Emergency Preparedness Week - 2021  
**Meeting:** Council - 22 Apr 2021  
**Department:** Emergency Management  
**Staff Contact:** Kris Redick, CEMC

### **Recommendation:**

**That May 2-8, 2021 be declared Emergency Preparedness Week in the Municipality.**

### **Background:**

Emergency Preparedness Week is a federal-provincial-territorial initiative to promote emergency preparedness across Canada. It is an opportunity to encourage Canadians to take concrete actions to be better prepared to protect themselves and their families during emergencies.

### **Comments:**

The majority of the 2020 and 2021 year have seen the COVID 19 global pandemic have an unprecedented impact on Canadians.

Although emergency preparedness has been the main focus on COVID-19, we must be mindful that natural hazards and other disasters including storms and other weather events happen at anytime and families and individuals should remain diligent that emergencies can happen in the midst of a pandemic.

### **Financial Considerations:**

None associated with this report.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Consideration of the Ruth Drain  
**Meeting:** Council - 22 Apr 2021  
**Department:** Clerks  
**Staff Contact:** Ray Dobbin, Engineer

### **Recommendation:**

**That Council give first and second reading of the Ruth Drain and proceed to the Court of Revision.**

### **Background:**

The meeting to consider the Ruth Drain was held on Wednesday, April 7, 2021. In attendance were: Jeff Brooks, Councillor Nemcek (filled in for Mayor Ferguson) and Engineer Ray Dobbin.

### **Comments:**

There were no concerns expressed with regards to the report. Should Council approve, the Court of Revision could be set for the June 10, 2021 Council meeting.

### **Financial Considerations:**

The estimated cost of the drain is \$86,649.





## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Consideration of the Logan Drain  
**Meeting:** Council - 22 Apr 2021  
**Department:** Clerks  
**Staff Contact:** Ray Dobbin, Engineer

### **Recommendation:**

**That Council give first and second reading of the Logan Drain Branches and proceed to the Court of Revision.**

### **Background:**

The meeting to consider the Logan Drain Branches was held on Wednesday, April 7, 2021. In attendance were: Councillor Nemcek (filled in for Mayor Ferguson) and Engineer Ray Dobbin.

### **Comments:**

There were no concerns expressed with regards to the report. Should Council approve, the Court of Revision could be set for the June 10, 2021 Council meeting.

### **Financial Considerations:**

The estimated cost of the drain is \$119,560.



4218 Oil Heritage Road  
 Petrolia, Ontario, N0N 1R0  
 Phone: (519) 882-0032 Fax: (519) 882-2233  
 www.dobbineng.com

April 16, 2021

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

**Re: Edgar Drain No.1 & Edgar Drain Branch Maintenance**

Five (5) sealed tenders for the Edgar Drain No.1 & Edgar Drain Branch Maintenance were received and opened on April 15, 2021 at the Municipality of Brooke-Alvinston Municipal Office.

Following the tender opening, the schedule of tender prices from each bid was reviewed by David Moores, Drainage Superintendent to ensure correct unit price extensions and total tender prices. Following are the confirmed, corrected, tender prices submitted (including HST):

• Bruce Poland and Sons	\$44,602.68
• JLH Excavating	\$52,614.50
• McNally Excavating	\$60,094.87
• GM Construction	\$80,215.90
• HE Construction	\$85,040.86

Based on this review, the bid from **Bruce Poland and Sons** in the amount of **\$44,602.68** is the lowest price tendered and meets all of the requirements stipulated in tender documents. Therefore, I recommend that the tender be awarded to Bruce Poland and Sons for work on the Edgar Drain No.1 and Edgar Drain Branch.

Regards,

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

David Moores  
 Drainage Superintendent / Project Manager  
 R. Dobbin Engineering Inc.



The Corporation of the Municipality of Brooke-Alvinston  
REQUEST FOR MAINTENANCE / REPAIR / IMPROVEMENT  
(Drainage Act, R.S.O. 1990, Chapter D.17)



7.8.

I hereby give notice that the DOLBEAR GRAY (original) Drain is out of repair and request that:

☒ Maintenance (preservation of a drainage works) or repair (restoration of a drainage works to its original condition) be performed under the provisions of Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17.

☐ The drain be improved (modification of or an addition to a drainage works intended to increase the effectiveness of the system) under the provisions of:

☒ Section 77, (without an Engineer's Report and total cost not exceeding \$4,500.00)

☐ Section 78, (with an Engineer's Report)

(of the Drainage Act, R.S.O. 1990, Chapter D.17)

The following work is required:

2 broken tile in bottom of ditch beside the road  
west of laneways

Property Description: Lot 19 Concession 3 Roll Number 381512001016000

911 address 8072 OILSPRINGS LINE

Dated at the Municipality of Brooke-Alvinston this 31st day of MARCH, 2021

LARRY LEHRBASS

Name-please print

Name-please print

[Signature]

Signature

Signature

Telephone# 1  
Home

Cell

Email address: [redacted]

Additional Comments if any:

Copy: David Mares



The Corporation of the Municipality of Brooke-Alvinston  
REQUEST FOR MAINTENANCE / REPAIR / IMPROVEMENT  
(Drainage Act, R.S.O. 1990, Chapter D.17)



I hereby give notice that the DOLBEAR - McKELLAR Drain is out of repair and request that:

☒ Maintenance (preservation of a drainage works) or repair (restoration of a drainage works to its original condition) be performed under the provisions of Section 74 of the Drainage Act, R.S.O 1990, Chapter D.17.

☐ The drain be improved (modification of or an addition to a drainage works intended to increase the effectiveness of the system) under the provisions of:

☒ Section 77, (without an Engineer's Report and total cost not exceeding \$4,500.00)

☐ Section 78, (with an Engineer's Report)

(of the Drainage Act, R.S.O. 1990, Chapter D.17)

The following work is required:

REPAIR BROKEN TILE

Property Description: Lot 19 Concession 2 Roll Number 381512001010200

911 address 8071 OILSPRINGS LINE

Dated at the Municipality of Brooke-Alvinston this 31 day of MARCH, 2021

LARRY LEHRBASS

Name-please print

Larry Lehrbass

Signature

Telephone# \_\_\_\_\_

Home

Email address: \_\_\_\_\_

Additional Comments if any:

LINDSAY FERGUSON (owner)

Name-please print

Signature

Cell

Copy: David Moores



The Corporation of the Municipality of Brooke-Alvinston  
REQUEST FOR MAINTENANCE / REPAIR / IMPROVEMENT  
(Drainage Act, R.S.O. 1990, Chapter D.17)

RECEIVED 7.8.

APR 09 2021

I hereby give notice that the Van Damme Drain is out of repair and request that:

☒ Maintenance (preservation of a drainage works) or repair (restoration of a drainage works to its original condition) be performed under the provisions of Section 74 of the Drainage Act, R.S.O. 1990, Chapter D.17.

☒ The drain be improved (modification of or an addition to a drainage works intended to increase the effectiveness of the system) under the provisions of:

\_\_\_ Section 77, (without an Engineer's Report and total cost not exceeding \$4,500.00)

\_\_\_ Section 78, (with an Engineer's Report)

(of the Drainage Act, R.S.O. 1990, Chapter D.17)

The following work is required:

Fix all holes and blow outs on drain and change  
Orange Hicken Bottom in line fence with a  
catch basin, located between Minton Farm and my Farm

Property Description: Lot 13, west 1/2 of 14 Concession 13 Roll Number 38 15 120 040 13000 0000

911 address 7464 Lasalle Line

Dated at the Municipality of Brooke-Alvinston this 9th day of April, 2021

Ron Van Damme

Name-please print

\_\_\_\_\_  
Name-please print

Ron Van Damme

Signature

\_\_\_\_\_  
Signature

Telephone# \_\_\_\_\_

Home

\_\_\_\_\_  
Cell

Email address: \_\_\_\_\_

Additional Comments if any:

Field next to drain is seeded into  
winter wheat so catch basin work could  
be done after wheat Harvest.

Copy - David  
Moore

**THE CORPORATION OF THE MUNICIPALITY OF  
BROOKE-ALVINSTON**

**BY-LAW NUMBER 17 of 2021**

**BEING A BY-LAW TO PROVIDE FOR A DRAINAGE WORKS IN THE  
MUNICIPALITY OF BROOKE-ALVINSTON IN THE COUNTY OF LAMBTON**

WHEREAS the requisite number of owners have petitioned the Council of the Municipality of Brooke-Alvinston in the County of Lambton in accordance with the provisions of the *Drainage Act*, requesting that the following lands and roads be drained by a drainage works known as the “Ruth Drain” in the Municipality of Brooke-Alvinston;

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston in the County of Lambton has procured a report made by R. Dobbin Engineering Inc. and a copy of the report dated December 14, 2020 is attached hereto and forms part of this by-law;

AND WHEREAS the estimated cost of constructing the drainage works is \$86,649.00;

AND WHEREAS \$1,338.00 is the amount to be contributed by the Municipality for construction of the drainage works;

AND WHEREAS \$55,220.00 is being assessed in the Municipality of Brooke-Alvinston in the County of Lambton

AND WHEREAS \$30,091.00 is being assessed in the Township of Warwick in the County of Lambton

AND WHEREAS the Council is of the opinion that the drainage of the area is desirable;

THEREFORE, the Council of the Municipality of Brooke-Alvinston under the *Drainage Act* enacts as follows:

1. The report dated December 14, 2020 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized, and shall be completed in accordance therewith.
2. (1) The Corporation of the Municipality of Brooke-Alvinston may borrow on the credit of the Corporation the amount of \$86,649.00, being the amount necessary for construction of the drainage works.  
  
 (2) The Corporation may issue debentures for the amount borrowed less the total amount of,
  - (a) grants received under section 85 of the Act;
  - (b) commuted payments made in respect of lands and roads assessed within the municipality;
  - (c) money paid under subsection 61(3) of the Act; and
  - (d) money assessed in and payable by another municipality,
 and such debenture shall be made payable within five years from the date of the debenture and shall bear interest at a rate not higher than the rate charged by the Ontario Government for tile loans on the date of sale of such debentures.
3. A special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the report to be collected in the same manner and at the same time as other taxes are collected in each year for five years after the passing of this by-law.
4. For paying the amount of \$55,220.00 being the amount assessed upon the lands and roads belonging to or controlled by the Municipality, a special rate sufficient to pay the amount assessed plus interest thereon shall be

levied upon the whole rateable property in the Municipality of Brooke-Alvinston in each year for one year after the passing of this by-law to be collected in the same manner and at the same time as other taxes are collected.

- 5. For paying the amount of \$30,091.00 being the amount assessed to properties within the Township of Warwick a special rate will be assessed to the Township of Warwick
- 6. All assessments of \$1,000.00 or less are payable in the first year in which the assessment is imposed.
- 7. This by-law comes into force on the passing thereof and may be cited as “Ruth Drain By-law”.

FIRST READING \_\_\_\_\_, 2021

SECOND READING \_\_\_\_\_, 2021

Provisionally adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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

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

THIRD READING \_\_\_\_\_, 2021.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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

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





**THE CORPORATION OF THE MUNICIPALITY OF  
BROOKE-ALVINSTON**

**BY-LAW NUMBER 18 of 2021**

**BEING A BY-LAW TO PROVIDE FOR A DRAINAGE WORKS IN THE  
MUNICIPALITY OF BROOKE-ALVINSTON IN THE COUNTY OF LAMBTON**

WHEREAS the requisite number of owners have petitioned the Council of the Municipality of Brooke-Alvinston in the County of Lambton in accordance with the provisions of the *Drainage Act*, requesting that the following lands and roads be drained by a drainage works known as the “Logan Drain” in the Municipality of Brooke-Alvinston;

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston in the County of Lambton has procured a report made by R. Dobbin Engineering Inc. and a copy of the report dated December 14, 2020 is attached hereto and forms part of this by-law;

AND WHEREAS the estimated cost of constructing the drainage works is \$119,560.00;

AND WHEREAS \$0.00 is the amount to be contributed by the Municipality for construction of the drainage works;

AND WHEREAS \$119,560.00 is being assessed in the Municipality of Brooke-Alvinston in the County of Lambton

AND WHEREAS the Council is of the opinion that the drainage of the area is desirable;

THEREFORE, the Council of the Municipality of Brooke-Alvinston under the *Drainage Act* enacts as follows:

1. The report dated December 14, 2020 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized, and shall be completed in accordance therewith.
2. (1) The Corporation of the Municipality of Brooke-Alvinston may borrow on the credit of the Corporation the amount of \$119,560.00, being the amount necessary for construction of the drainage works.  
  
 (2) The Corporation may issue debentures for the amount borrowed less the total amount of,
  - (a) grants received under section 85 of the Act;
  - (b) commuted payments made in respect of lands and roads assessed within the municipality;
  - (c) money paid under subsection 61(3) of the Act; and
  - (d) money assessed in and payable by another municipality,
 and such debenture shall be made payable within five years from the date of the debenture and shall bear interest at a rate not higher than the rate charged by the Ontario Government for tile loans on the date of sale of such debentures.
3. A special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the report to be collected in the same manner and at the same time as other taxes are collected in each year for five years after the passing of this by-law.
4. For paying the amount of \$119,560.00 being the amount assessed upon the lands and roads belonging to or controlled by the Municipality, a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Municipality of Brooke-Alvinston in each year for one year after the passing of this by-law to be

collected in the same manner and at the same time as other taxes are collected.

- 5. All assessments of \$1,000.00 or less are payable in the first year in which the assessment is imposed.
- 6. This by-law comes into force on the passing thereof and may be cited as “Logan Drain By-law”.

FIRST READING \_\_\_\_\_, 2021

SECOND READING \_\_\_\_\_, 2021

Provisionally adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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

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

THIRD READING \_\_\_\_\_, 2021.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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

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



**THE CORPORATION OF THE MUNICIPALITY OF  
BROOKE-ALVINSTON**

**BY-LAW NUMBER 18 of 2021**

**Being a by-law to authorize voting by mail for the 2022 Municipal Election  
and entering into of an agreement with Datafix Comprint Systems Inc.  
to provide Vote By Mail services.**

WHEREAS Section 42 of the Municipal Elections Act, 1996 as amended, provides that a municipal council may pass a by-law authorizing an alternate voting method;

AND WHEREAS Council deems it appropriate and in the public interest to conduct the 2014 Municipal Election using a vote by mail method and to contract with Datafix Comprint Systems Inc. to provide election services;

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

1. The alternative voting method of "Vote by Mail" is hereby authorized for the Municipal Election to be held in 2022.
2. A Vote by Mail Kit will be provided to every person who qualifies to be an elector. The Kit will either be mailed or directly provided to each qualified elector.
3. The Vote by Mail kit shall consist of:
  - A voting instruction sheet
  - A composite ballot
  - An inner ballot envelope
  - A security slip
  - An outer return envelope
  - Such other necessary material as the Municipal Clerk determines
4. A Ballot Return Station shall be established at the Municipal Administrative Office from the date of mailing of the kits up to and including Election Day. The Ballot Return Station will be open regular business hours except for Election Day, which will be open from 8:30 am - 8:00 pm.
5. A Ballot Return Station means a voting place under the supervision of a Deputy Returning Officer, Election Official or designate, where electors, who prefer to deliver or have delivered their completed ballots, may deposit their ballots directly into the care of the Municipal Clerk rather than forwarding their ballots by mail.
6. Every elector has the responsibility of completing the ballots in accordance with the Municipal Elections Act, 1996 and the procedures authorized by this By-law and returning of the completed ballots to the Municipal Clerk by mail or by deposit at the Ballot Return Station on or before 8:00 p.m. on Election Day.
7. No proxy voting provisions or advance voting provisions other than Ballot Return Stations are applicable at Municipal Elections conducted in accordance with this By-law.
8. The Municipal Clerk shall prepare procedures and rules for the Vote by Mail municipal elections and provide these procedures no later than December 31, 2021.
9. Any person, corporation or trade union guilty of corrupt practices or contravening the provisions of the Municipal Elections Act, 1996 or the procedures and rules as established in paragraph 8 of this By-law may be

prosecuted pursuant to the provisions of the Municipal Elections Act, 1996.

- 10. The Mayor and Clerk are herewith authorized to sign the necessary agreement with Datafix Comprint Systems Inc. to provide Vote by Mail services.
- 11. That By-law 12 of 2017 is hereby repealed.
- 12. This By-law shall take effect on the date of final passing thereof.

READ A FIRST AND SECOND AND THIRD TIME AND FINALLY PASSED THIS  
22<sup>nd</sup> DAY OF APRIL, 2021.

\_\_\_\_\_  
Dave Ferguson, Mayor

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