



# AGENDA

## Council Meeting

4:00 PM - Thursday, July 22, 2021  
Virtual Council Meeting Via Zoom

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| <b>1. CALL TO ORDER</b>  |           |
| <b>2. DISCLOSURE OF PECUNIARY INTEREST</b>   |           |
| <b>3. MINUTES</b>  |           |
| 3.1. Regular Council Meeting Minutes of July 8, 2021<br><a href="#">Council - 08 Jul 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. Letter(s) addressed to Council<br><a href="#">Letter Re LaSalle Line</a><br><a href="#">Letter Re Street Event</a><br><a href="#">BAWFF Letter Re Early Ice Installation 2021</a><br><a href="#">Letter from Jenny Redick Re Two Pitch Tournament</a> | 8 - 11    |
| 6.2. <a href="#">Municipal &amp; General Information - July 22, 2021</a>   | 12 - 51   |
| 6.3. <a href="#">LAMBTON GROUP PSB Mar-Apr Report</a>  | 52 - 85   |
| 6.4. <a href="#">Requiring Action - July 22, 2021</a>  | 86 - 96   |
| <b>7. STAFF REPORTS</b>  |           |
| 7.1. <b><u>Treasurer's Report:</u></b> Year-to-Date (to June 30) Budget to Actual Comparisons<br><a href="#">Year-to-Date (to June 30) Budget to Actual Comparisons - Pdf</a>  | 97 - 103  |
| 7.2. <b><u>Treasurer's Report:</u></b> Accounts Payable Listing - June 2021<br><a href="#">Accounts Payable Listing - June 2021 - Pdf</a>  | 104 - 119 |
| 7.3. <b><u>Clerk Administrator's Report:</u></b> Revisions to the Municipal Alcohol Policy<br><a href="#">Revisions to the Municipal Alcohol Policy - Pdf</a>  | 120 - 150 |
| 7.4. <b><u>Clerk Administrator's Report:</u></b> Canada Community Revitalization Fund<br><a href="#">Canada Community Revitalization Fund - Pdf</a>  | 151 - 152 |
| 7.5. <b><u>Drainage Superintendent's Report</u></b><br><a href="#">Drainage Superintendent Report July 2021 Brooke Alvinston</a>   | 153 - 160 |

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| 7.6. | <b><u>Drainage Superintendent's Report</u></b><br><a href="#"><u>Drain Maintenance Request - McCormick</u></a> | 161 |
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**8. BY-LAWS**

**9. NEW BUSINESS**

**10. CLOSED SESSION**

- 10.1. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

**11. RISE AND REPORT**

**12. BY-LAW CONFIRMING PROCEEDINGS**

**13. ADJOURNMENT**



# MINUTES

## Council Meeting

4:00 PM - Thursday, July 8, 2021  
Municipal Office

The Council of the Brooke-Alvinston was called to order on Thursday, July 8, 2021, at 4:00 PM, in the Municipal Office, with the following members present:

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

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

**Regrets:**

### 1 CALL TO ORDER

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

### 2 DISCLOSURE OF PECUNIARY INTEREST

### 3 MINUTES

- a) Meeting Minutes of June 24, 2021

#### RESOLUTION-2021-210

Deputy Mayor Frank Nemcek made a motion that the Minutes of the June 24, 2021 regular session of Council be approved as presented without any errors or omissions. Councillor Wayne Deans seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

### 5 DELEGATIONS & TIMED EVENTS

- a) Planning Application: Kucera OP/Zoning

Present for the meeting was Ryan Kucera (applicant); Nancy McCann (neighbour)

The Planner reviewed with Council his comments on the Zoning By-law Amendment, Official Plan Amendment and Site Plan Agreement

After much discussion, it was noted that the site plan agreement be amended to note a 30 ft. landscaped strip along the north side of the property.

#### RESOLUTION-2021-211

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston approve the applicant's request for Council to consider a proposed amendment to the Municipal Official Plan in accordance with Section 22.2.1 of the Planning Act; and that Council authorize the Mayor and Clerk Administrator to sign the By-laws for amendments to the Official Plan, Zoning

By-law and the site plan as amended to include a 30 ft strip of grassed area on Centre Street. Councillor Jamie Armstrong seconded the motion.

**Carried**

**b) Treasurer's Report: Fees Review and By-law**

The Treasurer presented the proposed fees for Council consideration. There were no comments from the public received on the proposed fees.

**RESOLUTION-2021-212**

Councillor Jeannette Douglas made a motion that Council review and approve the Updated Municipal Fees Schedules as presented and pass the related By-law. Councillor Wayne Deans seconded the motion.

**Carried**

## **6 CORRESPONDENCE**

**a) Municipal & General Correspondence**

**RESOLUTION-2021-213**

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

**Carried**

**b) Town of Petrolia Resolution Re: SCRCA makeup**

**RESOLUTION-2021-214**

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston support the June 14, 2021 resolution from the Town of Petrolia to request that the SCRCA look into the possibility of restructuring the Committee from the 20 members to 11 or 13 as a suggestion. Councillor Jamie Armstrong seconded the motion.

**Carried 3-1 (opposed: Deputy Mayor Frank Nemcek).**

**c) Municipality of St. Charles Resolution Re: Municipal Land Transfer Tax**

**RESOLUTION-2021-215**

Councillor Wayne Deans made a motion that the resolution presented by the Municipality of St. Charles in reference to Municipal Land Transfer Tax be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**d) Town of Fort Erie Resolution Re: Licensing of Cannabis Operations**

**RESOLUTION-2021-216**

Councillor Wayne Deans made a motion that the resolution presented by the Town of Fort Erie in reference to the Licensing of Cannabis Operations - previously operating illegally be received and filed. Councillor Jamie Armstrong seconded the motion.

**Carried**

## **7 STAFF REPORTS**

**a) Clerk Administrator's Report: Revision to Noise By-law 8 of 2021**

**RESOLUTION-2021-217**



Councillor Jeannette Douglas made a motion that Council approve the revision to By-law 8 of 2021 (Noise By-law - section 3.9) to specify the timeframe loudspeakers should only be permitted between the hours of 12 noon and 11 p.m. and no longer than two (2) consecutive days if a ball tournament or similar event is booked; if a third day of an event is planned, the hours of a loudspeaker be allowed from 12 noon to 6 p.m.. Councillor Jamie Armstrong seconded the motion.

**Carried**

- b) **Treasurer's Report:** By-law to Authorize Borrowing for Shiloh Project

**RESOLUTION-2021-218**

Deputy Mayor Frank Nemcek made a motion That Council pass the By-law 36 of 2021 to approve the Submission of an Application to Ontario Infrastructure and Lands Corporation (OILC) for the Long-term Financing of the Shiloh Line Project for \$650,000, as directed by resolution 2021-142 at the May 13, 2021 Council meeting. Councillor Wayne Deans seconded the motion.

**Carried**

- c) **Parks & Recreation Supervisor's Report:** Auditorium Flooring

The Parks & Recreation Supervisor advised that he received an updated quote from one of the bidders for the sanding, replacing and finishing of the 5,200 ft<sup>2</sup> oak parquet floor in the BAICCC.

**RESOLUTION-2021-219**

Councillor Jeannette Douglas made a motion that R.G. Gibson & Sons Hardwood Flooring's quoted price of \$24,447 for the sanding, replacing and finishing of the hardwood floor; and the quoted price of \$2,200 from Jim Mihalik Flooring for extension of ceramic tile be approved. Councillor Jamie Armstrong seconded the motion.

**Carried**

- d) **Drainage Superintendent Report:** Petition for Drainage Works  
(Parker-Lucas & Acton Drain)

**RESOLUTION-2021-220**

Councillor Wayne Deans made a motion that Council accepts the petition presented and submitted by Tom Shea and appoints R. Dobbin Engineering under section 4 of the Drainage Act. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- e) **Drainage Superintendent Report:** Drain Maintenance Requests  
(Zavitz Campbell & Kelly Drain)

**RESOLUTION-2021-221**

Councillor Jeannette Douglas made a motion that the requests for maintenance on the Zavitz Campbell be received under section 78 of the Drainage Act and that Council appoint R. Dobbin Engineering to prepare a report; and that the request for maintenance on the Kelly Drain be forward to the Drainage Superintendent with the power to act. Councillor Wayne Deans seconded the motion.

**Carried**

- f) **Drainage Superintendent Report:** Drain Maintenance Request  
(Cook Drain)

**RESOLUTION-2021-222**

Councillor Jamie Armstrong made a motion that the request for maintenance on the Cook Drain be referred to the Drainage Superintendent with the power to act. Councillor Wayne Deans seconded the motion.

**Carried**

## **8 BY-LAWS**

- a) Proposed By-law 32 of 2021 - Official Plan Amendment (Kucera)

### **RESOLUTION-2021-223**

Councillor Jamie Armstrong made a motion that By-law 32 of 2021 be read a first, second and third time and finally passed this 8th day of July 2021. Councillor Jeannette Douglas seconded the motion.

**Carried**

- b) Proposed By-law 33 of 2021 - Zoning By-law Amendment (Kucera)

### **RESOLUTION-2021-224**

Councillor Wayne Deans made a motion that By-law 33 of 2021 be read a first, second and third time and finally passed this 8th day of July, 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

- c) Proposed By-law 34 of 2021 - Site Plan Agreement

### **RESOLUTION-2021-225**

Deputy Mayor Frank Nemcek made a motion that By-law 34 of 2021 be read a first, second and third time and finally passed this 8th day of July, 2021. Councillor Jeannette Douglas seconded the motion.

**Carried**

- d) Proposed By-law 35 of 2021 - Fees and Services By-law

### **RESOLUTION-2021-226**

Councillor Wayne Deans made a motion that By-law 35 of 2021 be read a first, second and third time and finally passed this 8th day of July 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

- e) Proposed By-law 36 of 2021 - By-law to authorize a loan through Infrastructure Ontario

### **RESOLUTION-2021-227**

Deputy Mayor Frank Nemcek made a motion that By-law 36 of 2021 be read a first, second and third time and finally passed this 8th day of July 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

- f) Proposed By-law 37 of 2021 - Revised Noise By-law

### **RESOLUTION-2021-228**

Councillor Wayne Deans made a motion that By-law 37 of 2021 be read a first, second and third time and finally passed this 8th day of July, 2021. Councillor Jeannette Douglas seconded the motion.

**Carried**

## **9 NEW BUSINESS**

- a) Letter of Inquiry Re: Municipal Services

The submitted letter from Stephen & Colette Grover was received and noted. The study currently being worked on by MIG Engineering on the Centre Street Sanitary & Water Extension is expected to be completed within the month. Staff were requested to keep an open dialogue with the Grover's as the study is presented and reviewed.

- b) Letter of Request Re: Hydro - Senior Condo Property

Kevin and Lisa Tizzard were present to answer questions from Council. It was noted that a precedent would be set for other development in the Municipality should Council absorb some of the costs presented. The request was subsequently not supported.

- c) Request for outdoor meeting space

**RESOLUTION-2021-229**

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston has no objections with the proposed drive in Bible teaching meetings to be held the week of July 18-23 at the BAICCC for a cost of \$25 per evening and proof of insurance. Councillor Jeannette Douglas seconded the motion.

**Carried**

- d) Councillor Douglas thanked Council, staff and the volunteers for their involvement in making another successful Canada Day albeit the challenges presented.
- e) Councillor Armstrong requested the Parks & Recreation Supervisor to meet with the PARC Committee for input on projects in the municipality including the BAICCC.

**10 CLOSED SESSION**

**11 RISE AND REPORT**

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Proposed Confirming By-law 38 of 2021

**RESOLUTION-2021-230**

Councillor Wayne Deans made a motion that the confirming By-law 38 of 2021 be read a first, second and third time and finally passed this 8th day of July, 2021 Councillor Jamie Armstrong seconded the motion.

**Carried**

**13 ADJOURNMENT**

Councillor Nemcek made a motion to adjourn the meeting at 5:23 p.m..

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

\_\_\_\_\_  
Mayor



James & Linda McLean

Chris & Lindsay McLean

8189 Lasalle Line, Watford, Ontario N0M 2S0

July 5, 2021

To: The Clerk, The Mayor, Council, Road Superintendent of the Township of Brooke-Alvinston

Re: The Road Situation on Lasalle Line, east of Nauvoo

We are writing this letter to inform you of the dangerous situation on Lasalle Line, east of Nauvoo Road.

We are voicing our concern about the dust situation on the road, which at times is a very unsafe situation because of the limited visibility from the dust. There are issues with school buses stopping and children are unable to safely disembark, likewise issues getting on the bus safely. It must be very difficult for the person delivering the mail. The dust is so bad at times it hangs in the air for minutes when the new gravel goes down in the spring. We don't feel safe at times going for walks or bike rides on the road with young children because of the dust lingering in the air. The wash board at the ends of the road is also concerning. There has been one accident that we know of.

There is a high volume of traffic on this road, i.e. Milk trucks, Feed Trucks, Grain trucks, farm equipment and workers. Transport trucks taking shortcuts which is also a safety concern. Large agricultural equipment is hard enough to avoid, harder when you have trouble seeing it due to the dust.

We received brine on the road on June 7<sup>th</sup> and 8<sup>th</sup>, 2021. On the night of June 8<sup>th</sup> we received 2 ½ inches of rain, which pretty much washed away all the brine.

Approximately, twelve years ago the tar and chip pavement was removed and the road was upgraded with new culverts, improved ditches, with the plan to resurface the road. This has not happened. Other road surfacing has occurred since then.

We have read of grants being received for other projects...is this a possibility!!

Looking forward to your reply.

Yours truly,

*Jim McLean*  
James & Linda McLean  
*Linda McLean*

Chris & Lindsay McLean  
*[Signature]* *[Signature]*

**Janet Denkers**

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**From:** Vickie Armstrong <varmstro53@hotmail.com>  
**Sent:** Thursday, July 15, 2021 10:14 PM  
**To:** Janet Denkers  
**Subject:** Street event

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

I have had several bands asking to play but with limited space and regulations I would like to know if I could apply to use the street Saturday July 31 from 8pm - 11 pm? Fenced off directly in front of us. Ryan Duncan and Matt Weed would be playing. So a mix of country and a bit of older rock. Please let me know if you require any additional information they are holding the date for us as of right now. Thanks, Vickie

Sent from my iPhone



P.O. Box 242  
 Alvinston, Ontario N0N 1A0  
[info@alvinstonfair.com](mailto:info@alvinstonfair.com)

July 15, 2021

Greetings,

The directors of the Brooke-Alvinston Agricultural Society met on Tuesday July 13, 2021 and discussed the request from council to install ice on the arena floor early this year to accommodate the renovations taking place in Watford. The agricultural society agreed to modify plans **for the 2021 fall fair** in order to free-up the arena floor so that ice can be installed. We feel that working together for the betterment of our community is important and we are happy to help accommodate this unique situation.

Having said that, even though we do not intend to use the ice surface to display items during fair weekend, we do request to have full access to the entire grounds as outlined in our long-standing agreement. We respectfully request that ice-times be “blackout” commencing Friday October 1<sup>st</sup> at 7:00pm through Saturday October 2<sup>nd</sup>, with regular ice times resuming on Sunday October 3<sup>rd</sup>.

The Agricultural Society intends to run paid-admission events on the grounds and also plans to present a parade and a drive-through dinner on the Saturday. Arena patrons accessing the ice surface during fair weekend will present a number of challenges including difficulty with collecting admission fees, tracking paid admissions and controlling the number of people indoors. In addition to these challenges, vehicles parked in the main parking lot will create congestion and make it impossible to safely lay-out the traffic routes for the parade and drive-through dinner on Saturday.

We are considering the possibility of presenting public skating as part of the fair festivities for at least one block of time over the weekend for the community to enjoy.

We are hopeful that council agrees that this is a reasonable and feasible compromise for all parties involved.

Sincerely,

Dan Cumming

President, Brooke-Alvinston Agricultural Society

Dear Council

July 19, 2021

I am writing to you to request permission for the Council to consider Tanner Redick's Memorial Two Pitch Tournament a Municipal Significant Event. This Fundraiser is happening in Memory of Tanner on August 19-20-21-22 and the proceeds are going back to the community he loved and was heavily involved in. I have been in contact over the past month trying to obtain a Special Occasions Permit for the tournament and have lots of bumps trying. As you know it is done all online now and reading through the requirements there are some grey areas. Once I started the process lots of barriers started to come up which were not outlined clearly when starting the application. I had to submit payment of \$450.00 for the special permit when starting my application and have been told even if I cancelled my application, I would not get the money back.

Through multiple correspondence and phone calls it has come down to needing the event to be deemed of Municipal Significance. I do believe that this event does fall in the category of Municipal Significance when reading what a Municipal Significance is. The AGCO states that each Municipality can define "Municipal Significance" to what they want it to look like.

For a Public Event SOP to be deemed an event of municipal significance, it requires a designation by the Municipality in which the event will take place. I believe that under the definition of Municipal Significance according to the AGCO we would qualify as our tournament will fall under "Benefits the community".

All the proceeds from our tournament would be going back to the Municipalities Firefighters Association Which Tanner was a member of and would want to see the money raised go back to improve his community in his name.

I realize this has never been asked of the Municipality and Council, but our committee is passionate in making this event successful in Tanner's name and raising money for the Municipality. Unfortunately, the tournament is fast approaching and with all the back and forth we have wasted significant time trying to obtain a permit. We are hoping council can come to a decision quickly so we can move forward with the planning process.

We are wanting this event to be yearly and make a difference in the community with the money raised. Our committee is dedicated to ensuring this event is run professionally and something that the Municipality will be proud that the event is taking place in their community.

Thank you for your time and consideration to deem this event of Municipal Significance. If you have any questions, please do not hesitate to contact me.

Warmest Regards  
Jenny Redick  
Committee Co-Chair

MUNICIPALITY OF BROOKE-ALVINSTONJUNE

| <u>PERMITS<br/>ISSUED</u> | <u>OWNER/CONTRACTOR</u>   | <u>LOCATION</u>  | <u>FEE</u> | <u>TYPE<br/>VALUE</u>                     |
|---------------------------|---|--|------------|---|
| 21-024                    | Joe Triest, owner<br>3304 Elgin St, Alvinston<br>(erect above ground pool<br>with enclosure) Cont: owner<br>June 4, 2021<br><b>140-002-65900</b>                                    | 3304 Elgin St<br>Con 6, Pt Lot 19  | 250.00     | Pool<br>6,000                             |
| 21-025                    | Kucera Farm Supply Ltd<br>3212 Nauvo Rd, Alvinston<br>(remove dwelling to be<br>relocated at 8065 Francis St)<br>Cont: Brad Cooper, June 16/2021<br><b>140-001-05000</b>            | 8011 Centre St<br>Plan 15, Lot 37  | 150.00     | Res/Dem<br>35,000                         |
| 21-026                    | Brad Cooper, owner<br>3301 Elgin St, Alvinston<br>(construct new foundation<br>for relocated dwelling<br>from 8011 Centre St)<br>Cont: owner, June 116/2021<br><b>140-001-53500</b> | 8065 Francis St<br>Plan 5, Lot 34  | 1,100.00   | Res/Con<br>75,000<br>1130' <sup>2</sup>   |
| 21-027                    | Britt Foster, owner<br>8418 Lasalle Line, Alvinston<br>(demolish existing dwelling)<br>Cont: Buren Construction<br>June 16/2021<br><b>120-050-09900</b>                             | 8418 Lasalle Line<br>Con 13, E Pt Lot 23   | 150.00     | Res/Dem<br>11,500<br>1200' <sup>2</sup>   |
| 21-028                    | Britt Foster, owner<br>8418 Lasalle Line, Alvinston<br>(erect single family dwelling)<br>Cont: Buren Construction<br>June 16/2021<br><b>120-050-09900</b>                           | 8418 Lasalle Line<br>Con 13, E Pt Lot 23   | 1,100.00   | Res/Con<br>470,000<br>2056' <sup>2</sup>  |
| 21-029                    | BoKo Properties Inc, owner<br>7938 Railroad Line, Alvinston<br>(erect 4 unit apartment<br>Condo rental) Cont: TBD<br>June 22/2021<br><b>140-001-33700</b>                           | 8075 Railroad Line<br>Plan 2, Lot 4-8<br>Plan 4, Lot 4-7, 11, 13<br>Plan 11, Lot 1 | 1,200.00   | MRes/Con<br>800,000<br>6019' <sup>2</sup> |



**MUNICIPALITY OF BROOKE-ALVINSTON**  
**JUNE**

| <b><u>PERMITS<br/>ISSUED</u></b> | <b><u>OWNER/CONTRACTOR</u></b>  | <b><u>LOCATION</u></b>                     | <b><u>FEE</u></b> | <b><u>TYPE<br/>VALUE</u></b> |
|----------------------------------|---|--|-------------------|------------------------------|
| 21-030                           | Greg Milner, 7883 Churchill<br>Watford, a/f Mary King<br>(erect tent for weekend of<br>July 24) Cont: J Marshall<br>Tent & Party Rentals,<br>June 29/2021<br><b>120-050-11700</b> | 7833 Churchill Line<br>Con 14, W Pt Lot 17 | 100.00            | Res/Temp<br>2,500            |



**MUNICIPALITY OF BROOKE-ALVINSTON  
NOTICE OF ADOPTION OF  
OFFICIAL PLAN AMENDMENT AND PASSING OF  
ZONING BY-LAW AMENDMENT**

**TAKE NOTICE** that the Council of the Corporation of the Municipality of Brooke-Alvinston, on July 8, 2021, passed By-law 32 of 2021 under Section 22 and 17(22) of the Planning Act to adopt Amendment No. 3 to the Brooke-Alvinston Official Plan and also By-law 33 of 2021 under Section 34 of the Planning Act to amend the Zoning By-law. Official Plan Amendment No. 3 is being submitted to the County of Lambton for approval.

**THE OFFICIAL PLAN AMENDMENT** amends the Official Plan by changing the land use designation on lands described as LOT 37, PLAN 15 (known municipally as 8011 Centre Street) from "Residential" to "Commercial". The "Commercial" designation permits a range of commercial uses, including agricultural implement sales and service establishments. This use is currently located on an abutting property and is to be expanded onto the subject land.

**THE ZONING BY-LAW AMENDMENT** amends the Brooke-Alvinston Zoning By-law 9 of 2013 by changing the zoning on lands described as LOT 37, PLAN 15 (known municipally as 8011 Centre Street) from "Residential 1 (R1)" to "Highway Commercial (C2)". The "C2" zone permits a range of commercial uses, including agricultural implement sales and service establishments.

**TAKE NOTICE** that any person or public body is entitled to receive notice of the decision of approval of Official Plan Amendment No. 3 from the County of Lambton if a written request to be notified (including personal or public body's address) is made to the County of Lambton Planning and Development Services Department, County of Lambton Administration Building, Box 3000 Wyoming, On, N0N 1T0 Phone: 519-845-0801. A Notice of Decision from the County of Lambton will set out the requirements and last date for filing a notice of **appeal of the Official Plan Amendment**.

**APPEALS** to the Ontario Land Tribunal in respect of the **Zoning By-law Amendment** may be made by filing with the Administrator-Clerk of the Municipality of Brooke-Alvinston a written notice of appeal, **not later than the 2nd day of August 2021**, setting out the reasons for the appeal and accompanied by the Ontario Land Tribunal fee made payable to the Minister of Finance.

**ONLY INDIVIDUALS**, corporations and public bodies may appeal a by-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

**NO OTHER APPLICATIONS** are being considered at this time.

**A KEY MAP** showing the location of the lands to which the Amendments apply, is attached.

**COMPLETE COPIES** of the Amendments are available for inspection during regular office hours at the Municipality of Brooke-Alvinston's offices at 3236 River St., Alvinston ON.



**Janet Denkers, Clerk Administrator**

Municipality of Brooke-Alvinston  
3236 River Street, Box 28  
Alvinston, ON N0N 1A0

Telephone: 519-898-2173

Fax: 519-898-5653

Email: [jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)

Dated: July 13, 2021



**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 Public Health Launches Survey for Residents 55+ and their Caregivers** Tuesday, July 6, 2021

**Point Edward, ON** – Lambton Public Health (LPH) is announcing the launch of an Older Adult Care Pathway survey, directed to adults aged 55+ and their caregivers.

The survey was developed as part of the Inclusive Communities Grant Fund that LPH was awarded from the Ministry of Seniors and Accessibility in March 2021. The work from this grant will inform the Older Adult Care Pathway Project, which builds on the elements initiated by the Age-Friendly Sarnia 2017 action plan. The goal is to expand age-friendly community planning to all of Lambton County.

The purpose of this research study is to conduct a needs assessment to evaluate the accessibility and effectiveness of Lambton County's community support and health services. The study will engage with older adults, caregivers, and service providers to identify opportunities to improve the overall process of accessing and coordinating community services.

Information gathered from this research will help to provide better service referrals, and care coordination for adults and their loved ones. The results will also help to inform the development of a structured care pathway process that provides individuals with more effective and efficient services.

Share your voice Lambton! We want to hear about your experience with local social, community and health services. Visit <https://shareyourvoice.ca> for more information or start the survey online at <https://bit.ly/carepathway>.

-30-

**Please contact:**

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



**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 New Virtual Art & Ideas Programs**

Tuesday, July 6, 2021

**Sarnia, ON** – The Judith & Norman Alix Art Gallery is pleased to announce several upcoming *Art & Ideas* programs which will be hosted virtually via Zoom.

*Art & Ideas* is a series of live discussions focused on expanding the ideas and topics found in current exhibitions or artwork from the JNAAG's permanent collection. Registration is required, and can be completed through the [Art & Ideas page of the JNAAG website](#).

#### **Artist Talk with Susan Dobson**

*Thursday, July 8 at 7 p.m.*

The exhibition *Focus Finder* features photographs of Lake Huron that are visually interrupted by the viewfinders of cameras. Join artist Susan Dobson as she discusses how her work aims to operate not just as transcription, but also as metaphor and poetry, framed within the anxiety of the present moment.

#### **Artist Talk with Lee Henderson**

*Thursday, July 15 at 7 p.m.*

The exhibition *An Abridged Sonic History of Global Conflict* questions the intentions behind (and subsequent effects of) band names that use war-related themes and vocabulary. Join contemporary artist Lee Henderson for an in-depth conversation about the exhibition and where his art practice is heading.

#### **Enter Astral Island for Imaginary Wednesdays**

*Wednesday, July 28 at 7 p.m.*

This *Art & Ideas* session will celebrate the release of the exhibition publication *To the Unseen Future*, which was the feature exhibition at JNAAG in 2018.

Join us online for a live discussion between artist James Kirkpatrick (Thesis Sahib) and rap legend Jesse Dangerously as the duo review Kirkpatrick's artistic career. This evening will feature a musical performance and be simulcast on Twitch.

...More

**Back in Judy's Jungle with Lee Henderson**

*Thursday, August 5 at 7 p.m.*

Lee Henderson returns for a second *Art & Ideas* where he will spin a chronology of military-themed punk, metal, and glam rock in conjunction with his exhibition *An Abridged Sonic History of Global Conflict*.

For more information and to register for these *Art & Ideas* programs, [visit the Art & Ideas page of the JNAAG website](#).

**-30-**

**Please contact:**

**Sonya Blazek**

Curator, Judith & Norman Alix Art Gallery

County of Lambton

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## **NEWS RELEASE**

For Immediate Release

### **Council Highlights**

Wednesday, July 7, 2021

**Wyoming, ON** – Lambton County Council held their regular meeting via videoconference on Wednesday, July 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 a presentation from Lambton County resident Stephanie Cattrysse requesting that immediate safety measures be implemented at the County Road 8 and County Road 22 intersection.
- Directed staff to install flashing warning lights at the stop signs and in advance of the intersection at County Road 8 (Forest Road) and County Road 22 (London Line).
- Received an update on the renovations at the Lambton Shared Services Centre, and that site activities continue to progress as expected. Expected project completion is the end of January 2022.
- 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 no later than the September 1, 2021 County Council meeting. The streamlined COVID-19 protocols are to remain in effect while staff engage in those discussions.

Council will next meet in Open Session at 9:30 a.m. on Wednesday, September 1, 2021.

-30-

#### **Please contact:**

#### **Lisa Brown**

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## **NEWS RELEASE**

For Immediate Release

### **Lambton Public Health Opens COVID-19 Vaccine Standby List**

Thursday, July 8, 2021

**Point Edward, ON** – Lambton Public Health (LPH) is making it easier for residents to receive their first or second dose of an mRNA COVID-19 vaccine at Lambton County clinics with the introduction of a new [Vaccine Standby List](#).

"By signing up for our Vaccine Standby List, you will be called if there are doses available at your preferred clinic, and you are available to travel to the clinic on short notice that day," said Dr. Ranade, Medical Officer of Health for Lambton County.

#### **Important Vaccine Standby List Information:**

- Those who are not *currently eligible* to receive a vaccine will not be called.
- The list will reset each clinic day at 10:00 a.m. You must sign up on each day that you are available, as everyone on the previous day's list will be removed.
- There is a limited amount of space on the list each day, and this form will be closed once the maximum number of people sign up.
- People aged 12-17 who are called for a standby dose will receive Pfizer, and those aged 18+ may receive either mRNA COVID-19 vaccine.
- There are no guarantees that you will be called. The number of standby appointments is unpredictable, as it depends on the number of cancellations and no-shows.

If you have questions, please contact the LPH Vaccine Call Centre at 226-254-8222 from Monday to Friday, 9:00 a.m. to 4:00 p.m. **Please note:** Vaccine Call Centre volumes are extremely high at this time. In order to allow eligible people to book second doses, we ask that those who do not meet the eligibility criteria be patient and avoid calling until they are eligible.

"Our Clearwater, Forest and Wyoming immunization clinics have many openings for appointments the week of July 12 and beyond," said Dr. Ranade. "Please book a first dose appointment if you have not done so yet, and a second dose appointment as soon as you're eligible. Being fully vaccinated with two doses of a COVID-19 vaccine provides the best protection from the virus, and its highly transmissible Delta variant which is circulating in the community."

All vaccines provided as part of the Government of Ontario's rollout deliver strong protection against COVID-19 and its variants. **The approved mRNA vaccines (Moderna and Pfizer) are safely interchangeable and presently being used at Lambton's mass immunization clinics.**

On Monday, LPH expanded second dose eligibility to youth 12-17 years of age who received their first dose of Pfizer at least 28 days ago (as per the recommended minimum interval). Eligible youth are asked to book their second dose appointments for any of the local clinics using LPH's online [Registration](#).

**...More**

FOR IMMEDIATE RELEASE  
July 8, 2021



## Tourism Sarnia-Lambton's "Tour Ontario's Blue Coast App" Launches as Ontario's First Economic Developers Council of Ontario Insider App

*Tourism Sarnia-Lambton Introduces mobile app to reward visitors and residents for experiencing and discovering Sarnia-Lambton, Ontario.*

**July 8, 2021 – Point Edward, ON** – [Tourism Sarnia-Lambton](https://www.tourismsarnialambton.com) has launched a new marketing campaign and mobile app, [Tour Ontario's Blue Coast](https://www.ontbluecoast.com/app/), to reward people for exploring the region's many culinary, cultural and recreational experiences. The app, built using the EDCO Insider platform powered by 468 Communications, is the first of its kind in the province.

Available as a free download from the App Store and Google Play, the Tour Ontario's Blue Coast app provides a curated guide to Ontario's Blue Coast, along the St. Clair River and Lake Huron, including its many beaches, breweries, museums, restaurants, wineries and more. Using the app, people can collect 10 points each time they physically visit one of the locations listed in the app. Once they collect 100 points, app users can redeem those points for a \$10 gift certificate to be spent at more than 300 local businesses.

"As our community reopens after a long period of stay-at-home orders, we want to give people extra incentives to re-engage with Sarnia-Lambton's amazing attractions and community of businesses," said Mark Perrin, Executive Director of Tourism Sarnia-Lambton. "The Tour Ontario's Blue Coast app is a win-win: it gives visitors financial incentives for exploring while providing a boost our local businesses."

Once downloaded from one of the app stores, users can begin reaping the benefits of the Tour the Blue Coast app, by simply create an account by providing their first name, email address and postal code – information that will help Tourism Sarnia-Lambton improve the region's offerings to visitors. With an account, users can collect points at each app location by hitting the "collect points" button for that location. Users can keep track of their points collected and places visited on their app's account page. To redeem points for gift certificates, users visit the Tourism Sarnia-Lambton Information Centre.

"We are thrilled to offer this innovative and cost-effective technology platform to communities across Ontario," said Heather Lalonde, CEO of Economic Developers Council of Ontario. "With the province's first app based on the Insider platform, Tourism Sarnia-Lambton is leading the way as we continue this economic recovery; and we expect several more communities to follow suit."

From tourism marketing to shop local and educational programs, EDCO Insider apps reward people for exploring, while generating data and economic development opportunities for communities. The platform is developed and maintained by 468 Communications.

**For additional information please visit -** <https://www.ontbluecoast.com/app/>



**ONTARIO'S  
BLUE COAST**  
LAMBDON COUNTY



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July 13, 2021

## **Municipal Administration:**

### **Re: Province enters Step Three of Roadmap to Reopen**

Based on the recent announcement, the Ontario government will move the province into Step Three of its Roadmap to Reopen at 12:01 a.m. on Friday, July 16, 2021.

The following highlights have been summarized from the Ontario Regulation 364/20: Rules for Areas in Step 3 to support municipalities in ensuring required measures as outlined by the Province are implemented. Lambton Public Health does not require any additional measures beyond what the Province regulates. Our role is to support the community in understanding and interpreting the regulations that apply to their specific situation.

In Step Three, every organization or business is responsible for ensuring they are following **General Rules** (outlined in Schedule 1) in addition to **Specific Rules** that are applicable to defined sectors (outlined in Schedule 2).

#### **SCHEDULE 1: GENERAL RULES**

Key highlights include changes to capacity and the further opening of meeting and event spaces.

**General compliance** continues to require active screening for staff and essential visitors to workplaces and passive screening for the public (such as posting signs at all entrances that inform individuals on how to screen themselves for COVID-19 prior to entering).

**Capacity limits** are increasing and the method to calculate capacity has been changed (see Schedule 1, Section 3).

- In general, the number of members of the public in a place of business or facility must be limited to ensure all persons are able to maintain a physical distance of at least two metres from every other person.
  - Of note: Physical distancing of two metres means ensuring a minimum two metre radius per person. Additional factors such as layout and obstructions should also be taken into account when determining capacity to allow for proper physical distancing. Ottawa Public Health developed a

resource (linked [here](#)) that outlines considerations to help determine capacity limits based on the Province's physical distancing requirement.

- Capacity limits defined as 75% of outdoor settings is determined by taking the total square metres of the area accessible to the public, dividing that number by 1.33, and rounding the result down to the nearest whole number.
- Capacity limits defined as 50% or 25% capacity of indoor spaces are determined using the maximum occupant load of the business or facility (or part of a business or facility) as calculated in accordance with Ontario Regulation 213/07 (Fire Code), made under the Fire Protection and Prevention Act, 1997.

**Masks or face coverings** are required by every person on the premises of a business or organization during any period in which they are in an **indoor** area of the premises (see Schedule 1, Section 3.1). This includes during attendance at an indoor organized public event and within two metres of another individual who is not part of their household. See Schedule 1, Section 2 (4) for mask exemptions.

**Safety plans** are required by every business that is open (see Schedule 1, Section 3.3). To support the [development of a COVID-19 safety plan](#), the province has a [template](#) and [checklist](#) that can be used.

**Meeting or event space, conference centres, convention centres** may be open either indoor or outdoor if they comply with conditions outlined in Schedule 1, Section 4. Key highlights:

- **Indoor Capacity:** The total number permitted in an indoor portion of the rentable space at any one time must be limited to the number that can maintain a physical distance of at least two metres from every other person and must not exceed 50% capacity or 1,000 persons (whichever is less). Physical distancing and 50% capacity also applies to a particular room in the indoor portion of the rented space.
- **Outdoor Capacity:** The total number permitted in an outdoor portion of the rentable space must not exceed 75% capacity or 5,000 persons (whichever is less).
- **Signage:** A sign must be posted in a conspicuous location stating the capacity limits.
- **Space configuration:** The rented space must be configured so that patrons are seated at different tables are separated by a distance of at least two metres or by an impermeable barrier (e.g. plexiglass). There are no limits to the number of patrons per table. Rooms must be separated by a partition with a hard, non-porous surface that can be easily and routinely cleaned and disinfected.
- **Screening:** Actively screen individuals before they enter the indoor premise of the business or place. The [Provincial Screening Tool for Businesses and Organizations](#) and/or the [Provincial Online Customer Screening Tool](#) can be used to conduct screening.
- **Contact tracing:** Record the name and contact information of every person who attends the meeting or event, and maintain the records for a period of at least

one month. Only disclose the records to Lambton Public Health to support case and contact tracing.

**Live entertainment** may be performed for spectators (see Schedule 1, Section 6). Performers must maintain a physical distance from any spectators of at least two metres or be separated by an impermeable barrier (e.g. plexiglass).

## SCHEDULE 2: SPECIFIC RULES

Key changes include decreased restrictions and further opening of services and sectors. Select sectors are highlighted below:

### **Facilities for indoor or outdoor sports and recreational fitness activities**

Facilities may open if they meet the conditions outlined in Schedule 2, Section 16. Key highlights include:

- **Capacity:** The total numbers of members of the public is limited to 50% capacity for indoor facilities.
- **Spectators:** Facilities with designated areas for **indoor** spectators must limit spectator capacity to 50% of the usual seating capacity or 1,000 persons (whichever is less). If there is no such designated area, capacity is limited to the number that can maintain a two metre distance from every other person and must not exceed 50% or 1,000 persons (whichever is less). Facilities with designated areas for **outdoor** spectators must limit spectator capacity to 75% of the usual seating capacity or 15,000 persons (whichever is less). If there is no such designated area, capacity must not exceed 75% or 5,000 persons (whichever is less).
- **Physical distancing exemptions:** Persons engaged in sports or games in both indoor and outdoor facilities OR seated spectators at an indoor or outdoor seated event are exempt from the general rule of maintaining two metres distance from others.
- **Signage:** A sign must be posted in a conspicuous location visible to the public that states the capacity limits under which the facility is permitted to operate.
- **Masks:** Every **indoor** spectator must wear a mask or face covering, unless they are exempt (see Schedule 1, Section 2 (4)). Every **outdoor** spectator must wear a mask or face covering, unless they are exempt (see Schedule 1, Section 2 (4)) OR are seated with members of their own household only and at least two metres distanced from every person outside of their household. All spectators (indoor and outdoor) can temporarily remove their mask or face covering to consume food or drink or as necessary for the purpose of health and safety.
- **Contact tracing:** Record the name and contact information of every member of the public who enters the facility and maintain the records for a period of at least one month. Only disclose the records to Lambton Public Health to support case and contact tracing.
- **Screening:** Actively screen individuals before they enter the facility. The Provincial Screening Tool for Businesses and Organizations and/or the Provincial Online Customer Screening Tool can be used to conduct screening.

- **Safety plan:** Prior to permitting any participants in an organized sports league or event to practice or play the sport in the facility, the facility must ensure that the league or event has prepared a safety plan (see Schedule 1, section 3.3).

### **Recreational amenities**

Indoor recreational amenities may open if they comply with the conditions outlined in Schedule 2, Section 16 (also summarized above). Outdoor recreational amenities may open if they comply with the following:

- An indoor clubhouse at an outdoor recreational amenity must limit the capacity to the number that can maintain a physical distance of at least two metres from every other person and must not exceed 50% capacity. A sign must be posted in a conspicuous location visible to the public that states the capacity limits under which the indoor clubhouse is permitted to be open.
- If an indoor clubhouse space at an outdoor recreational amenity is rented out, it must follow the conditions for meeting or event spaces (see Schedule 1, section 4).

### **Concert venues, theatres and cinemas**

Both indoor and outdoor concert venues, theatres and cinemas may open if they comply with the conditions as outlined Schedule 2, section 22. Key highlights include:

- **Capacity – Outdoor:** The number at an outdoor seated venue/ event must not exceed 75% of the usual seating capacity or 15,000 persons (whichever is less). If there is not seating, the number in the outdoor area must not exceed 75% capacity of the venue or 5,000 persons (whichever is less).
- **Capacity – Indoor:** The number at an indoor seated venue/ event must not exceed 50% of the usual seating capacity or 1,000 persons (whichever is less). The number in a particular room in the indoor portion of the venue/ event must not exceed 50% of the usual seating capacity of the room and the total capacity for the particular room cannot be added to increase the total capacity of the venue.
- **Masks:** Every member of the public who is at a venue/ event (indoor or outdoor) must wear a mask or face covering unless they are entitled to an exception (see Schedule 1, Section 2 (4)) OR are seated with members of their own household only and every member of the household is seated at least two metres from every person outside their household. Masks can be temporarily removed to consume food or drink or as necessary for the purpose of health and safety.
- **Reservations:** Every member of the public must have a reservation to be able to attend a seated concert, event, performance or movie.
- **Signage:** The person responsible for the venue must post a sign in a conspicuous location visible to the public that states the capacity limits under which the concert, theatre or cinema is permitted to operate and the capacity limits of any seated concert, event, performance or movie within the venue.
- **Safety plan:** Prior to permitting any participants in an organized sports league or event to practice or play the sport in the facility, the facility must ensure that the league or event has prepared a safety plan (see Schedule 1, section 3.3).

### **Additional sectors**

A number of additional sectors and types of entertainment are permitted in both indoor and outdoor settings with increased capacity and other restrictions in Step Three. This includes but is not limited to:

- Food or drink establishments with dance facilities ([Schedule 2, section 2](#))
- Community centres and multi-purpose facilities ([Schedule 2, section 4](#))
- Museums, galleries, and similar attractions ([Schedule 2, section 24](#))
- Casinos, bingo halls and gaming establishments ([Schedule 2, section 25](#))
- Fairs, rural exhibition, festivals ([Schedule 2, section 28](#))
- Tour and guide services ([Schedule 2, section 29](#))
- Strip clubs ([Schedule 2, section 32](#))
- Bathhouses, sex clubs ([Schedule 2, section 33](#))

### **SCHEDULE 3: ORGANIZED PUBLIC EVENTS AND CERTAIN GATHERINGS**

Key changes include increased gathering limits for organized public events and social gatherings. In Step Three, gathering limits must adhere to physical distancing and are limited to:

- Up to 25 people indoors
- Up to 100 people outdoors

Please note: There are exceptions to these capacity limits for events and gatherings defined in other parts of the regulation (i.e., event spaces, restaurants, facilities for sports and recreation, etc).

Letters are also going out to workplaces, restaurant/food premise owners, personal support services, sports and fitness businesses, campgrounds, and churches/places of worship.

If you require clarification or have questions, please reach out to our liaison team for support. In addition, you are encouraged to review our [Lambton Public Health Workplaces and Municipalities webpages](#) for [Workplace Sector-specific Guidance](#) and [COVID-19 Resources](#) and [Frequently Asked Questions](#). As well, our updated [Community Special Events](#) information package may be useful for event organizers.

For COVID-19 information visit <https://lambtonpublichealth.ca/2019-novel-coronavirus/>

Sincerely,

### **Workplace and Municipal COVID-19 Liaison Team**

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## **NEWS RELEASE**

For Immediate Release

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

Wednesday, July 14, 2021

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

To date, a total of 143,613 total doses of COVID-19 vaccine have been administered to residents of Lambton County by public health, hospitals, primary care and pharmacies. That represents 74.2 percent of adults (aged 18+), and 19.3 percent of youth (aged 0-17) who have received one dose of a COVID-19 vaccine. Currently, 54.4 percent of adults and 4.5 percent of youth have received two doses of a COVID-19 vaccine, and are considered fully vaccinated.

In order to provide youth with a strong level of protection against COVID-19 and its variants, while supporting a safe return to school this fall, Lambton Public Health expanded second dose eligibility to youth aged 12-17 years of age who received their first dose of Pfizer at least 28 days ago (as per the recommended interval) on Monday, July 5.

**All eligible individuals are asked to book their first or second dose appointments at any of the local clinics using LPH's online Registration.** Alternatively, eligible residents may book their second dose appointments by contacting LPH's Vaccine Call Centre from Monday to Friday, 9:00 a.m. to 4:00 p.m. at 226-254-8222. Note: Our call volumes are still very high at this time. If you are unable to reach us or get a busy signal, please call back. Our agents are working diligently to answer your calls.

In an effort to make it easier for individuals to receive a first or second dose of an mRNA COVID-19 vaccine, to fill no shows and the last minute cancellation of appointments, LPH also unveiled a Vaccine Standby List last week. Please remember, the list resets each clinic day at 10am. Individuals must sign up each day they are available to get to their preferred clinic on short notice.

Residents should also be reminded that all vaccines provided as part of the Government of Ontario's rollout deliver strong protection against COVID-19 and its variants. In addition, the National Advisory Committee on Immunizations (NACI) confirmed that mixing vaccines is a safe and effective option for Canadians. To ensure maximum protection against COVID-19, everyone is encouraged to get fully vaccinated as soon as possible.

The Clearwater, Forest and Wyoming immunization clinics still have some availability the weeks of July 19 and 26. Additional clinics will open as needed, and as more vaccine supply becomes available.

**...More**

July 7, 2021

**AMO 2021 Training  
Human Rights and Equity  
The Role and Obligations of Municipal Leaders**

**Thursday, September 9, and Thursday, October 21, 2021**

Human rights, diversity, equity and inclusion should be a top priority of all councils.

The death of George Floyd and the Black Lives Matter movement, growing inequality exposed by the pandemic, increasing incidents of hate crimes and the ongoing historic trauma of indigenous people are a few of the things that underline the necessity to honestly and transparently face the issues of human rights, diversity, equity and inclusion.

AMO has developed training to help members better understand these important and complex issues along with their roles and obligations. In this one day training session you will increase your understanding of the positive obligation of municipalities and the consequences of missteps in addressing these fundamental issues in your community. Helping members better understand these important and complex issues is part of AMO's strategic objectives for 2021.

In partnership, **Hicks Morley**, the **Kojo Institute** and **AMO**, have developed training to support members in understanding your obligations under law specific to human rights and how to work towards creating equitable outcomes for your constituents.

This training will take a deep dive into:

**The Ontario Human Rights Code:**

- Understanding your obligations and duties in eliminating discrimination and harassment.
- What are grounds for discrimination?
- The important intersection of human rights and equity.
- Your role and opportunities in working towards equity.

**Understanding and Creating Equity:**

- What is equity?
- The impact of your decision-making frameworks and data: how these reinforce bias, racism, discrimination and inequity.
- Creating change and equity in your municipality by confronting your biases.
- Working towards making new choices.

Join **Njeri Damali Sojourner-Campbell**, Associate with Hicks Morley and **Kike Ojo-Thompson**, Principal Consultant, Kojo Institute, for an important and innovative discussion and workshop on matters that are important to your council and your community. Registration is limited. [Register Today.](#)

**Facilitators:****Njeri Damali Sojourner-Campbell, Associate, Hicks Morley**

Njeri Damali Sojourner-Campbell is an employment, labour and human rights lawyer in Hicks Morley's Toronto office. Njeri provides strategic advice and representation before administrative tribunals and courts. She provides legal advice to clients to supplement their work with workplace consultants and/or workplace investigators on complex equity and human rights-related matters.

Prior to her legal career, Njeri was employed as a Human Rights and Diversity Advisor at Humber College. There, she supported workplace investigations, compliance initiatives and delivered human rights and AODA training. She possesses a Masters in Education from York University, where she focused on Critical Race Theory and other equity-related disciplines.

**Kike Ojo-Thompson, Principal Consultant, Kojo Institute:**

Kike Ojo-Thompson is the founder and principal consultant of Kojo Institute. An award-winning expert on equity, inclusion and diversity, Kike specializes in developing, facilitating and implementing innovative solutions for creating equity at an institutional level. A dynamic speaker and educator who artfully balances tact and honesty, Kike has over 20 years of experience leading engaging and effective workshops, lectures, mediations, and trainings for a broad range of organizations eager to create equitable outcomes for their staff and clients.

In addition to her equity work with Kojo Institute, Kike is a member of the Ontario Human Rights Community Advisory Committee, was formerly the senior facilitator for the province of Ontario's carding review team, and formerly the project lead for One Vision One Voice, a first-of-its-kind initiative tasked with addressing anti-Black racism in the child welfare system.

Ojo-Thompson has lent her voice to provincial and national media platforms, including The Social, TVO, the Globe & Mail, CBC, and the Toronto Star. Her meaningful contributions to equity in Canada have been recognized by Women's Health in Women's Hands (2019); 100 Accomplished Black Canadian Women (2018); and Robert Small's 25<sup>th</sup> anniversary Legacy (Black History) Poster (2020) to name a few.

**Date:** September 9, 2021 and October 21, 2021

**Time:** 9:00am – 3:00pm

**Registration Fee\*:** \$400

\*A cancellation fee of \$50 applies.



July 8, 2021

### **In This Issue**

- AMO's Land Use Compatibility submission posted.
- Updates to Ontario's *Drainage Act* now in effect.
- Consultation launched on Projection Methodology Guideline.
- Provincial deadline extended for Land Use comments to August 6.
- Two upcoming AMO waste webinars on July 21, 2021.
- AMO 2021 training: *Human Rights and Equity*.
- AMO membership training: *Leading Through Crisis*.
- Special programming added to AMO Conference.
- Submit your Ministers' Forum questions by Friday, August 6, 12 noon.
- Spam Alert regarding AMO 2021 delegates list.
- Joint Health and Safety Committee eLearning bundle training.
- Canada's first net-zero fire station.
- New HISA with Scotiabank.
- OMHRA Webinar on reopening: Safeworkplaces/Vaccines.
- Careers: AMO, Markham, Northumberland County.

### **AMO Matters**

On July 2nd, AMO formally submitted comments to the Ministry of the Environment, Conservation and Parks on their "Strengthening the Environmental Compliance Approach" consultation (ERO 019-3268).

### **Provincial Matters**

New *Drainage Act* amendments took effect June 30, 2021 which provide a simplified process for those undertaking minor changes to drainage projects. For details, see the *COVID-19 Economic Recovery Act, 2020* (Schedule 4).

On June 23rd, the Ministry of Municipal Affairs launched a 90-day consultation on a proposed approach to review and update the Projection Methodology Guideline.

On July 2nd, the Ministry of Environment, Conservation and Parks extended the deadline for comments on their Strengthening Environmental Compliance Approach to August 6. For more details, consult the Environmental Registry.

### **Eye on Events**

AMO and CIF will host a Blue Box Update webinar on July 21, 2021 from 10:00 am - 11:30 am. AMO, RPRA, CIF will host a Hazardous and Special Products webinar on July 21, 2021 from 12:00 pm - 2:30 pm. Register today!

The necessity to honestly and transparently face the issues of human rights, diversity, equity and inclusion should be a top priority of all councils. AMO has developed training to help members better understand these important and complex issues along with their roles and obligations. Join us for this important discussion. Space is limited.

On, September 16, 2021, AMO and the Loomex Group is offering 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](#).

AMO, in partnership with the [Woodland Cultural Centre](#), is presenting a special screening of a virtual tour of the Mohawk Institute Residential School as part of the AMO 2021 Conference program. The special screening will occur at 3:15 PM on Wednesday, August 18 at the conclusion of the Conference and will be open to all conference delegates. [Register today](#) for this special opportunity.

AMO 2021 includes 3 Ministers Forums focused on issues that matter to your council and communities. Registered delegates who are municipal councillors or Heads of Council are invited to submit questions through this [on-line form](#). Do so by noon on Friday, August 6.

AMO is aware that **spam** is circulating promising to sell the 2021 conference delegates list. Be advised, that this is not something AMO does and that each year at this time the benefits of the AMO conference are exploited through spam offering some kind of scam.

4S Consulting Services, AMO's occupational health and safety service partner, is offering [JHSC online training](#) at member [preferred pricing](#). Use the code **AMO2021** at checkout.

## **LAS**

The Municipality of Middlesex Centre guest blogs about a little village that could: Did you know that Coldstream is home to the first Net-Zero Fire Station in Canada? It opened in 2017, but building it didn't come without any challenges. Read our latest blog [here](#).

## **ONE Investment**

ONE's Scotiabank [HISA](#) provides municipalities high interest on their money, more than a typical savings account. The account is fully liquid with no transactional or monthly fee. For inquiries, contact us at [one@oneinvestment.ca](mailto:one@oneinvestment.ca).

## **Municipal Wire\***

On July 16, 2021, OMHRA is offering a webinar on considerations and approaches to reopening the workplace. You can [register here](#).

## **Careers**

[Information Services Analyst - AMO](#). AMO is a non-partisan, non-profit, membership organization representing Ontario's municipal governments. The IS Analyst works in a dynamic, results-oriented environment. The position provides operational support in the development and implementation of the Association's overall information services, including systems, member database, websites, job posting, content management and

July 8, 2021

## **AMO Policy Update – AMO Long-Term Care Transformation Advocacy, Expanding Addictions Support, and Free Skills Training for Newcomers**

### **AMO Long-Term Care Transformation Advocacy**

The AMO Board is providing recommendations to the government in a number of critical areas to aid with the transformation of long-term care. This advocacy was informed by AMO's Health Task Force, its expert group on the Long-Term Care COVID-19 Commission, and by working with AdvantAge Ontario, an association representing municipal homes and non-profit homes.

In July 2021, AMO provided a submission to the Minister of Long-Term Care in response to the recommendations of the Long-Term Care COVID-19 Commission Final Report. This submission identifies opportunities for further examination and consultation and provides recommendations on how the Final Report must be used as a platform for discussion around the transformation of long-term care in Ontario. AMO looks forward to continuing to provide municipal perspectives to the Ministry of Long-Term Care.

In December 2020, the provincial government released "A Better Place to Live, A Better Place to Work: Ontario's Long Term Care Staffing Plan". Among other measures, this Staffing Report commits to investing in providing an average of four hours of care to all residents. AMO's submission to the Ministry of Long-Term Care emphasizes that municipal homes must be eligible for full funding for implementation under the right conditions in order to enhance the quality of care and health and well-being of long-term care residents.

The provincial government has committed to expanding new long-term beds and providing support for older long-term care homes to redevelop. AMO's submission to the Ministry of Long-Term Care provides recommendations around application processes, planning and project support, financing, lifecycle funding, rural and remote communities, redevelopment building construction, building system capacity, municipal home applications and campuses of care, to support successful development and redevelopment of municipal homes.

All three submissions and more about long-term care, seniors and age-friendly communities are found on the AMO website.

## **Ontario Expanding Support for Addictions Treatment Throughout the Province**

The Ontario government is providing \$32.7 million in new annualized funding for targeted addictions services and support, including treatment for opioid addictions, as part of the [Roadmap to Wellness](#). This welcome funding will help enhance access to evidence-based, high-quality addictions services and address urgent gaps in needed supports across the continuum of care.

This will include support for the Toronto Academic Health Sciences Network, provincial opioid response investments, bed-based investments for adults and youth, and community-based services to support life-long stabilization and recovery.

## **Free Skills Training for Newcomers**

The Ontario government is providing \$7.7 million in language and skills training supports to help 2,700 newcomers impacted by the COVID-19 pandemic start new jobs. New immigrants were among the hardest hit by COVID-19 with an employment loss of 12%, compared to only 4% for the Canadian-born population.

Through [19 programs](#) across Ontario, newcomers can gain skills that will help qualify them for in-demand jobs in food manufacturing, health care, web development, and others. The programs will also help employers find the skilled workers needed to maintain and grow their businesses, advancing the province's economic recovery.

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

July 15, 2021

**AMO and OFIFC Present:  
Indigenous Community Awareness Training  
September 22, 2021**

Building on the Memorandum of Understanding (MOU) shared by the **Association of Municipalities of Ontario (AMO)** and the **Ontario Federation of Indigenous Friendship Centres (OFIFC)**, we are offering training to help build indigenous cultural competency in municipal government.

As the MOU brings both organizations to the table on issues that matter to our communities with the primary mandate to help strengthen the relationship between Ontario's Indigenous and non-Indigenous communities, the **AMO-OFIFC Indigenous Cultural Competency Training** will provide knowledge and tools to utilize in moving improved and stronger relations forward in Ontario.

### **About the Session**

This session will include both self-paced learning modules and a live virtual component.

### **Self-paced learning modules**

Participants will learn about policy and legislation and how these continue to impact Indigenous individuals, families, and communities. Topics that will be discussed include **Early Relationship and Treaties, colonial logics, Residential schools, and *The Indian Act***.

### **Applying Learning and Virtual Sessions**

Understanding developed through the self-paced learning modules will be followed by a 3.5-hour virtual session examining the impact and manifestation of micro and macro aggressions on Indigenous peoples through health care, justice education and housing. In this session we will further explore the role of leadership in creating change. An introduction of the **Urban Indigenous Action Plan**, will highlight work that is currently being done in urban, rural, and northern communities to help create change and build relationships with Indigenous Communities and how you can potentially apply these to your municipality.

### **Dates**

*Self-Paced Learning Module* – available in advance of virtual session

*Live Virtual Session*: September 22, 2021, 10am – 1:30pm

*Cost*: \$300.00

*Availability*: This training is limited to 20 participants on a first come first served basis

[Register here.](#)

**\*\*A \$50 cancellation fee will be applied one week in advance of the training date\*\***

July 15, 2021

### In This Issue

- Ontario opens 2nd intake for Green Infrastructure Fund.
- Head protection requirements under the *Occupational Health and Safety Act*.
- Two upcoming AMO waste webinars on July 21, 2021.
- AMO 2021 training: *Human Rights and Equity*.
- AMO membership training: *Leading Through Crisis*.
- AMO Conference special programming - August 18, 3:15 pm - 4:00 pm.
- Deadline to submit your questions for the Ministers' Forums is August 6.
- AMO Conference Women's Networking session - August 17 at 11:30 am.
- (em)Powering Change - Climate resiliency for a better tomorrow.
- Occupational Health & Safety roadmap for accreditation.
- Joint Health and Safety Committee eLearning bundle training.
- Canoe Procurement Group: Canadian at the core.
- How to use the Canoe Procurement Group.
- Culvert prices rising August 1.
- New HISA with Scotiabank.
- Careers: AMO, Windsor, Niagara Region and Guelph.

### Provincial Matters

Funding applications for drinking water projects will be accepted until September 8, 2021 for intake 2 of the Green Stream and the final portion of Ontario's funding under the joint federal and provincial Investing in Canada Infrastructure Program (ICIP). The Ministry of Infrastructure is holding webinars for applicants on July 22 10:30 - 12:00 or July 28, 1:30 - 3:00 EDT. For the registration link and if you require assistance with registration, please contact [ICIPtraining@ontario.ca](mailto:ICIPtraining@ontario.ca).

Comments are being accepted until September 10, 2021 on the Ministry of Labour, Training and Skills Development's proposal to harmonize head protection requirements across all workplaces that fall under the *Occupational Health and Safety Act*.

### Eye on Events

AMO and CIF will host a Blue Box Update webinar on July 21, 2021 from 10:00 am - 11:30 am. AMO, RPRA, CIF will host a Hazardous and Special Products webinar on July 21, 2021 from 12:00 pm - 2:30 pm. Register today!

The necessity to honestly and transparently face the issues of human rights, diversity, equity and inclusion should be a top priority of all councils. AMO has developed training to help members better understand these important and complex issues along with their roles and obligations. Join us for this important discussion. Space is limited. Register [here](#).

On September 16, 2021, AMO and the Loomex Group is offering 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](#).

AMO, in partnership with the [Woodland Cultural Centre](#), is presenting a special screening of a virtual tour of the Mohawk Institute Residential School as part of the AMO 2021 Conference program. For more information and to register for the 2021 AMO Conference, August 16-18, [click here](#).

AMO 2021 includes 3 Ministers Forums focused on issues that matter to your council and communities. Registered delegates who are municipal councillors or Heads of Council are invited to submit questions through this [on-line form](#). **Do so by noon on Friday, August 6.**

Back by popular demand, the AMO 2021 Women's Networking session will be hosted by the Honourable Jane McKenna, Associate Minister of Children and Women's Issues. Join this session for important conversations on women in leadership. [Register today](#).

[Sign up now](#) for the 2021 Risk Management Virtual Symposium October 5 and 6. Join keynote speaker Dr. Blair Feltmate and walk away empowered with the right tools to help lower your community's carbon footprint.

On July 22, [AMO's occupational health and safety partner, 4S](#), is hosting a virtual roundtable discussion to help employers understand how to build a strong OHS program that moves towards Ministry of Labour, Training and Skills Development's accreditation program for earning rebates. [Register today](#).

4S Consulting Services, AMO's occupational health and safety service partner, is offering [JHSC online training](#) at member [preferred pricing](#). Use the code **AMO2021** at checkout.

## **LAS**

Some of the contracts used by the [Canoe Procurement Group](#) cover all of North America, but you can be sure that they're ready for Ontario. Each has been vetted to ensure local sales and support, CETA/CFTA compliance, and Canadian pricing. Contact [Tanner](#) for more information.

Making a purchase through the [Canoe Procurement Group](#) is simple and easy! Contact LAS for support with your purchase OR contact the vendor directly. Be sure to let the vendor know you want to use the program to take advantage of preferred pricing and CFTA compliant procurement. [Contact us](#) to learn more.

While the [Canoe Procurement Group](#) protects members from volatile prices, adjustments do happen on occasion. A negotiated price increase on our culvert supply contract has been approved for August 1. [Contact LAS](#) to place your order now before prices go up.

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
 Toronto ON M7A 1Y6  
 Tel: 416 326-5000  
 Toll Free: 1-866-517-0571  
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132-2021-2894

**By email**

July 8, 2021

Dear Heads of Council:

With warmer weather underway, it is important to ensure pets across the province remain safe, cool and comfortable. The Ontario government is strongly urging everyone to take the necessary precautions to keep their pets safe and protected during the hot summer months including making sure that pets are not left unattended in a vehicle.

Temperatures inside a vehicle can quickly become much hotter than the temperature outside. The most dramatic rise in temperature occurs within the first 10 minutes that a vehicle is idle. Even at an outdoor temperature of only 25°C, the inside temperature of a car can reach 34°C in as little as 10 minutes and up to 50°C by the time an hour has passed. Pets can be put at risk of serious illness and possibly death as a result of being left in a vehicle during hot weather. If an individual sees an animal in a hot car in distress and is concerned the animal's life is in danger, they should call 911 immediately as it is an emergency. Members of the public are not encouraged to enter a vehicle in these situations.

Pursuant to the *Provincial Animal Welfare Services Act, 2019*, police officers, First Nations Constables, and animal welfare inspectors may enter motor vehicles to remove animals in critical distress. Police officers commonly provide primary response to 911 calls for service across the province related to animals left in motor vehicles.

In addition, the *Fire Protection and Prevention Act, 1997*, provides authority for firefighters to enter motor vehicles to rescue and remove animals in distress, noting that municipal councils set the levels of fire protection services which may include the rescue of animals in motor vehicles.

To support firefighters in exercising this rescue function, the Ministry of the Solicitor General, through the Office of the Fire Marshal, has issued the attached Fire Marshal's Communiqué which provides information about a new, voluntary training e-module available to firefighters. This additional resource may assist fire services to effectively respond to animals left in hot or cold motor vehicles to best safeguard animal welfare.

.../2



Heads of Council  
Page 2

Where appropriate, municipal councils, through their fire departments, may wish to work with and share this information with local communications and dispatch personnel to support effective dispatch of 911 calls for service related to animals left in hot or cold motor vehicles.

I appreciate your continued partnership to help protect animals in Ontario.

Sincerely,

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

Sylvia Jones  
Solicitor General

Enclosure

c: Chief Administrative Officers  
Municipal Clerks

## NEWS RELEASE

# Ontario Moving to Step Three of Roadmap to Reopen on July 16

## Continuing Improvements in Key Indicators Allowing Province to Safely Expand Indoor Settings and Capacity Limits

**July 09, 2021**

Premier's Office

TORONTO — With key public health and health care indicators continuing to improve and the provincewide vaccination rate surpassing the targets outlined in the province's [Roadmap to Reopen](#), in consultation with the Chief Medical Officer of Health the Ontario government is moving the province into Step Three of the Roadmap to Reopen at 12:01 a.m. on Friday, July 16, 2021.

"Thanks to the tireless efforts of our frontline heroes, and the ongoing commitment of Ontarians to get vaccinated, we have surpassed the targets we set in order to enter Step Three of our Roadmap," said Premier Doug Ford. "While this is welcome news for everyone who wants a return to normal, we will not slow down our efforts to fully vaccinate everyone who wants to be and put this pandemic behind us once and for all."

In order to enter Step Three of the Roadmap, Ontario needed to have vaccinated 70 to 80 per cent of individuals 18 years of age or older with one dose and 25 per cent with two doses for at least two weeks, ensuring a stronger level of protection against COVID-19. Thanks to the dedicated efforts of Ontario's health care partners, as of July 8, 2021, over 77 per cent of the population in Ontario ages 12 and over have received one dose of a COVID-19 vaccine and over 50 per cent have received their second dose. More than 16.6 million doses of the COVID-19 vaccine have been administered provincewide.

The province also needed to see continued improvement in other key public health and health care indicators, including hospitalizations, ICU occupancy and the weekly cases incidence rates. After entering Step Two, during the period of June 29 to July 5, 2021, the provincial case rate decreased by 23.3 per cent. As of July 8, the number of patients with COVID-19 in ICUs is 202, including three patients from Manitoba, as compared to 286 two weeks ago. The province expects these positive trends to continue over the coming days before entering Step Three.

"Ontario has continued to see improvements in key health indicators, allowing the province to move to Step Three of the Roadmap and safely resume more of the activities we've missed," said Christine Elliott, Deputy Premier and Minister of

Health. "While this is exciting news, we most still remain vigilant and continue to follow the public health measure we know work and keep us safe. Vaccines remain our ticket out of the pandemic so if you haven't booked your appointment yet, please do so today."

Step Three of the Roadmap focuses on the resumption of additional indoor services with larger numbers of people and restrictions in place. This includes, but is not limited to:

- Outdoor social gatherings and organized public events with up to 100 people with limited exceptions;
- Indoor social gatherings and organized public events with up to 25 people;
- Indoor religious services, rites or ceremonies, including wedding services and funeral services permitted with physical distancing;
- Indoor dining permitted with no limits on the number of patrons per table with physical distancing and other restrictions still in effect;
- Indoor sports and recreational fitness facilities to open subject to a maximum 50 per cent capacity of the indoor space. Capacity for indoor spectators is 50 per cent of the usual seating capacity or 1,000 people, whichever is less. Capacity for outdoor spectators is 75 per cent of the usual seating capacity or 15,000 people, whichever is less;
- Indoor meeting and event spaces permitted to operate with physical distancing and other restrictions still in effect and capacity limited to not exceed 50 per cent capacity or 1,000 people, (whichever is less);
- Essential and non-essential retail with capacity limited to the number of people that can maintain a physical distance of two metres;
- Personal care services, including services requiring the removal of a face covering, with capacity limited to the number of people that can maintain a physical distance of two metres;
- Museums, galleries, historic sites, aquariums, zoos, landmarks, botanical gardens, science centres, casinos/bingo halls, amusement parks, fairs and rural exhibitions, festivals, with capacity limited to not exceed 50 per cent capacity indoors and 75 per cent capacity outdoors;
- Concert venues, cinemas, and theatres permitted to operate at:
  - up to 50 per cent capacity indoors or a maximum limit of 1,000 people for seated events (whichever is less)
  - up to 75 per cent capacity outdoors or a maximum limit of 5,000 people for unseated events (whichever is less); and up to 75 per cent capacity outdoors or a maximum of 15,000 people for events with fixed seating (whichever is less).
- Real estate open houses with capacity limited to the number of people that can maintain a physical distance of two metres; and

- Indoor food or drink establishments where dance facilities are provided, including nightclubs and restobars, permitted up to 25 per cent capacity or up to a maximum limit of 250 people (whichever is less).

Face coverings in indoor public settings and physical distancing requirements remain in place throughout Step Three. This is in alignment with the [advice](#) on personal public health measures issued by the Public Health Agency of Canada, while also accounting for Ontario specific information and requirements. Face coverings will also be required in some outdoor public settings as well.

Please view the [regulation for the full list of public health and workplace safety measures](#) that need to be followed.

“Thanks to the continued efforts of Ontarians adhering to public health measures and advice, as well as going out to get vaccinated, we have seen most key health indicators continue to improve,” said Dr. Kieran Moore, Chief Medical Officer of Health. “However, the pandemic is not over and we must all remain vigilant and continue following the measures and advice in place, as the Delta variant continues to pose a threat to public health.”

The province will remain in Step Three of the Roadmap for at least 21 days and until 80 per cent of the eligible population aged 12 and over has received one dose of a COVID-19 vaccine and 75 per cent have received their second, with no public health unit having less than 70 per cent of their population fully vaccinated. Other key public health and health care indicators must also continue to remain stable. Upon meeting these thresholds, the vast majority of public health and workplace safety measures, including capacity limits for indoor and outdoor settings and limits for social gatherings, will be lifted. Only a small number of measures will remain in place, including the requirement for passive screening, such as posting a sign, and businesses requiring a safety plan.

Ontario’s epidemiological situation is distinct from other jurisdictions and the Delta variant is the dominant strain in Ontario, which is not the case with some other provinces. As a result, on the advice of the Chief Medical Officer of Health, face coverings will also continue to be required for indoor public settings. The Chief Medical Officer of Health will continue to evaluate this need on an ongoing basis.

## Quick Facts

### QUICK FACTS

- On [June 30, 2021](#), the province moved into Step Two of the Roadmap to Reopen, based on the provincewide vaccination rate and continued improvements in key public health and health system indicators.
- The Ontario government has released the [Roadmap to Reopen](#), a three-step plan to reopen the province and ease public health

measures based on the provincewide vaccination rate and improvements in key public health and health care indicators.

- With a majority of Ontario adults having received their first dose of the vaccine, providing a strong level of protection from COVID-19, the province is accelerating eligibility to book a second dose appointment, including for children and youth aged 12 to 17.

## Additional Resources

- Visit Ontario's COVID-19 communications resources web page for resources in multiple languages to help local communication efforts.
- Visit Ontario's website to find out if you are eligible to receive a COVID-19 vaccine at this time.
- For up-to-date information on the province's vaccine rollout and instructions on how to book an appointment, visit Ontario's vaccine webpage.
- Visit Ontario's COVID-19 information website to learn more about how the province continues to protect the people of Ontario from the virus.
- For public inquiries call ServiceOntario, INFOline at 1-866-532-3161 (Toll-free in Ontario only).

## Media Contacts

**Ivana Yelich**  
Premier's Office  
[ivana.yelich@ontario.ca](mailto:ivana.yelich@ontario.ca)

Alexandra Hilkené  
Minister Elliott's Office  
[Alexandra.Hilkené@ontario.ca](mailto:Alexandra.Hilkené@ontario.ca)

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please don't print this e-mail unless you really need to.

Good afternoon:

I am writing to you today to inform you that the Ministry of the Environment, Conservation and Parks has extended the timeline for public comment on the following proposals posted on the Environmental Registry of Ontario:

1. **Proposed Land Use Compatibility Guideline**
2. **Proposed Odour Guideline**
3. **Updating the ministry's Compliance Policy to focus on high-risk incidents and publicly posting the Referral tool and Service Standards**

The deadline for public comment on these proposals was July 3, 2021, but we've extended the deadline to August 6, 2021 (34 days).

The ministry has received feedback from stakeholders requesting an extension to enable additional time to coordinate and submit comments on the three proposals. We understand the challenges that many stakeholders are facing, and as such, have extended the public comment period.

The ministry is not proposing legislative changes through the Land Use Compatibility Guideline, Odour Guideline or updated Compliance Policy. The guideline proposals are designed to assist municipalities, industry proponents, ministry staff, and others, in planning decisions and addressing and mitigating odour issues. Modernizing compliance practices provides clarity on roles and responsibilities and enables local solutions to address issues. These changes will lead to healthier communities and economic prosperity.

## **1. Proposed Land Use Compatibility Guideline**

Ontario is proposing a new Land Use Compatibility Guideline as an update to several existing D-series guidelines for municipalities to use when making land use planning decisions.

The proposed guideline would help ensure certain land uses can co-exist and thrive for the long-term within a community, including major industrial facilities and more sensitive residential land uses.

By clarifying when compatibility studies related to the assessment of potential noise, odour, dust and other effects are needed to support land use planning decisions, the proposed guideline would help to prevent adverse impacts. Preventing noise and odour issues resulting from incompatible land uses is a key commitment in Ontario's environment plan. For more information and to provide comments, please visit [Environmental Registry Posting 019-2785](#).

## **2. Odour guideline**

We are proposing guidance on how industrial facilities, development proponents and other members of the regulated community can anticipate, prevent, and address odour issues.

Our proactive approach will provide more regulatory certainty for facilities, better coordination with land planning decisions, and more effective remediation of issues caused by odour mixtures.

For more information, please visit [Environmental Registry Posting 019-2768](#).

### **3. Updating the ministry's Compliance Policy to focus on high-risk incidents and publicly posting the Referral tool and Service Standards**

The ministry is updating and modernizing its compliance policy to ensure that compliance and enforcement activities are risk-based.

The ministry has publicly posted the Referral Tool which will help the ministry to triage public reports received through phone calls or emails so that we are more efficiently identifying incidents which the ministry will respond to or refer to more appropriate levels of government or other agencies. Service standards for responding to incident reports received from the public have also been posted publicly to ensure timeliness of the ministry's response.

For more information, please visit [Environmental Registry Posting 019-2972](#).

If you have any further questions or comments related to these initiatives, please direct questions to the appropriate contact above.

Thank you,

Robyn Kurtes, Director  
Environmental Policy Branch  
Environmental Policy Division

**From:** MECP Land Policy (MECP) <[MECP.LandPolicy@ontario.ca](mailto:MECP.LandPolicy@ontario.ca)>

**Sent:** May 5, 2021 11:46 AM

**Cc:** Kurtes, Robyn (MECP) <[Robyn.Kurtes@ontario.ca](mailto:Robyn.Kurtes@ontario.ca)>; Lompart, Chris (MECP) <[Chris.Lompart@ontario.ca](mailto:Chris.Lompart@ontario.ca)>

**Subject:** Notification of Proposal on Modernizing Environmental Compliance Practices and Ontario Community Environment Fund Re-Launch

Good morning:

I am writing to you today to share important information about several initiatives the Ministry of the Environment, Conservation and Parks is moving forward with our commitments in our Made-in-Ontario Environment Plan to help strengthen enforcement tools that hold polluters accountable and create consistent guidelines to prevent and address noise and odour issues.

**These initiatives include:**

1. Proposed Land Use Compatibility Guideline
2. Proposed Odour Guideline

3. Updating the ministry's Compliance Policy to focus on high-risk incidents and publicly posting the Referral Tool and Service Standards
4. Stakeholder Consultation on the Expansion of Administrative Monetary Penalties
5. Re-Launch of the Enhanced Ontario Community Environment Fund

Further details on these initiatives are available in the Environmental Registry of Ontario bulletin posting: [strengthening our environmental compliance approach](#).

Additional information related to stakeholder engagement for the proposed administrative monetary penalties expansion and the re-launch of the Ontario Community Environment Fund is available below.

### **1. Proposed Land Use Compatibility Guideline**

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The proposed guideline will help ensure certain land uses can co-exist and thrive for the long-term within a community, including major industrial facilities and more sensitive residential land uses.

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For more information, please visit [Environmental Registry Posting 019-2972](#).



#### **4. Administrative Monetary Penalty Expansion – Stakeholder Consultations**

The ministry is expanding our ability to issue administrative monetary penalties, currently known as environmental penalties, to more violations and to our entire regulated community, an estimated 150,000 entities. This includes individuals, small businesses and large corporations as well as public entities like municipalities and crown corporations. Currently, these penalties can be applied when certain environmental violations, such as spills and unlawful discharges, occur at about 140 industrial facilities.

We are now inviting you to participate in an engagement session where we will present proposed approaches on the details of the new administrative monetary penalties framework for environmental violations, to seek your feedback prior to drafting regulations. The engagement session will be delivered online and offer an opportunity for you to provide direct input. The input received will inform the development of draft regulations and a guidance document in order to implement the new administrative monetary penalties framework, which we anticipate consulting on further later this year. Please register for one of the four engagement sessions that best suits your availability using the corresponding link below.

| DATE              | TIME          | EVENT LINK                   |
|-------------------|---------------|------------------------------|
| Tuesday, May 18   | 9 AM to 12 PM | <a href="#">Registration</a> |
| Thursday, May 20  | 1 PM to 4 PM  | <a href="#">Registration</a> |
| Wednesday, May 26 | 1 PM to 4 PM  | <a href="#">Registration</a> |
| Friday, May 28    | 9 AM to 12 PM | <a href="#">Registration</a> |

Once registered, we will send you the engagement materials, the webinar link and the event code for Slido (i.e. an interactive web-based question and answer and polling tool), which the ministry will be using to collect your input.

Please review the discussion document, including discussion questions, prior to the engagement session and prepare your responses. Let us know if you are unable to attend any of the scheduled engagement sessions. We will try to accommodate where possible.

Please send any questions you may have on these engagement sessions to [Andre.Martin@ontario.ca](mailto:Andre.Martin@ontario.ca)

## 5. Re-Launch of Enhanced Ontario Community Environment Fund

Funds collected from administrative monetary penalties will continue to be dedicated to the Ontario Community Environment Fund, to support environmental improvement projects in the regions of Ontario where the violations occurred. Projects will support increased environmental restoration, and resilient communities and local solutions to environmental issues. Projects will be assessed through a competitive process, based on their positive environmental and community benefits as well as the quality of the project design.

More information about the enhanced Ontario Community Environment Fund and the 2021 call for applications will be announced soon. The application period is expected to be open from early May 2021 to late June 2021 and will make funds available, collected from penalties between 2016-2019. Local organizations can apply for the funding available based on the region where they are located:

- Northern Region: \$475,009
- Southwest Region: \$306,151
- Eastern Region: \$62,864
- West-Central Region: \$43,298
- Central Region: No funding available this round because the value of penalties collected did not meet the minimum funding threshold of \$5,000.

Please send any questions you may have on the Ontario Community Environment Fund to [OCEF@Ontario.ca](mailto:OCEF@Ontario.ca).

If you have any further questions or comments related to these initiatives, please direct questions to the appropriate contact above.

Thank you,

Robyn Kurtes, Director

Dear Mayor/Chief/Board Member:

I am pleased to inform you that the second intake of funding under the Green stream of the Investing in Canada Infrastructure Program (ICIP) opened on July 13, 2021, with a deadline of September 9, 2021 to submit projects.

As you are aware, in summer 2020 the federal government announced a new ICIP COVID-19 Resilience Infrastructure stream. This stream supports capital infrastructure investments in COVID-19 response measures including social distancing, building repairs and upgrades and outdoor infrastructure. With the COVID stream funding fully allocated, the province is now in a position to move forward with the next Green intake.

To target funding where it is needed most, this intake will be open to municipalities and First Nation communities with populations under 100,000, and certain Local Services Boards that own drinking water infrastructure and serve populations under 100,000. Out of the \$240 million in available funding, approximately \$24 million in federal-provincial funding has been designated for First Nation communities. This funding carve-out allows the province to balance needs across all Ontario communities and ensures a protected funding amount for First Nation communities.

In response to feedback from stakeholders and applicants in the first Green stream intake, this intake will focus on drinking water projects and applicants will be able to apply for a maximum of \$5 million in total eligible costs, including contingency funding.

Applicants can submit a maximum of one project for this intake. If an applicant is party to a joint project submission, that application will be counted as their one project. Project evaluation will focus on addressing imminent critical health and safety issues and will consider technical merit and funding need. Additional consideration will be given for joint projects.

More information on this funding stream can be found in the program guidelines and Frequently Asked Questions documents, which will be available on [Ontario.ca](https://ontario.ca) on the intake launch date.

If you have any questions, please contact ministry staff at [ICIPGreen@ontario.ca](mailto:ICIPGreen@ontario.ca). Staff will also send an invitation to your organizational team regarding program webinars in the coming weeks, and I would ask that you please share this with relevant staff in your organization.

We look forward to continuing to work with communities as we implement this funding to improve infrastructure for the people of Ontario - making smarter and greener infrastructure investments, while making communities more resilient throughout the province. I look forward to continuing to work with you and other municipal colleagues to advocate for renewed federal funding for infrastructure in Ontario.

Sincerely,

The Honourable Kinga Surma  
Minister of Infrastructure

# LAMBTON GROUP POLICE SERVICES BOARD

## MINUTES

**April 21, 2021**  
**Session # 2/2021**

**Date:** Wednesday, April 21, 2021

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

**Place:** Virtual Meeting

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

**Dela Horley, Secretary**

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

### **CALL TO ORDER**

Chair Murray Jackson called the meeting to order at 3:00 p.m.

### **DECLARATION OF CONFLICT OF INTEREST**

None declared.

### **ADOPTION OF PREVIOUS MINUTES**

**Moved by D. Cook, Seconded by S. Durance, THAT** the minutes of Session 1/2021, February 17, 2021 be adopted as submitted.

Carried.

### **BUSINESS ARISING FROM MINUTES**

There was no business arising.

## DETACHMENT REPORT

St. Sgt. Ross Stuart reviewed the November/December 2020 policing report:

- Violent crime down 53%, property crime down 10%, drug crime down 66% (over same time last year)
- Street Crimes Unit – 35 occurrences, 9 search warrants, 33 charges. Drug trafficking investigations resulted in drug seizures, 5 arrests and 27 charges.
- Trafficking investigation – a lot of background work to obtain warrant – drugs and cash found.
- Work continues on the domestic-related homicide in Corunna
- Investigation continues on 2 homicides in Stony and Kettle Point
- 5 sexual assaults – 3 still actively being investigated
- 1 opioid-related death in Point Edward
- Theft of firearms in the County – 3 firearms recovered.
- Officers continue to do property checks (businesses, homes, cottages, etc.) throughout the County (926 in January and February). The pandemic has closed a lot of businesses. Officers performed 4331 property checks in 2020.
- Community services – 45 media releases on impaired driving, distracted driving, aggressive driving and seat belt use.

S. Durance asked if mental health calls for service have increased; St. Sgt. Stuart confirmed that they have increased, and a second mental health partner has been brought in to assist the officers.

D. Cook asked how certain property recoveries are possible; St. Sgt. Stuart advised that Crime Stopper tips and other confidential information from the public are very helpful. In addition, there is a database that can be checked available to policing services containing serial numbers of certain stolen property.

**Moved by L. Martin, seconded by S. Miller, THAT** the Detachment Commander's Report be accepted. Carried.

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

## MEMBER'S REPORT

- L. Martin advised the Board that there will be a meeting next week for the Community Safety and Well Being Plan. The group will be updated on the recent public survey.

## CORRESPONDENCE

- a) Draft 2020 Financial Statements (*sent electronically*)
- b) LGPSB Audit Planning Report from BDO

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

Carried.

## ACCOUNTS

### Accounts/Finance

|   |               |
|---|---------------|
| a) Contract Policing – May 2021                                   | \$ 751,811.00 |
| b) Contract Policing – June 2021                                  | \$ 751,811.00 |
| c) Mine & Yours Cleaning (Forest ESO – February 2021)             | \$ 2,627.25   |
| d) Mine & Yours Cleaning (Forest EO – March 2021)                 | \$ 2,627.25   |
| e) Mine & Yours Cleaning (Corunna – January 2021)                 | \$ 2,288.25   |
| f) Mine & Yours Cleaning (Corunna – February 2021)                | \$ 2,288.25   |
| g) Eastlink (Forest ESO Office – February 2021)                   | \$ 258.34     |
| h) Eastlink (Forest ESO Office – March 2021)                      | \$ 257.61     |
|   |               |
| i) Honorarium 2020 – (S. Durance)                                 | \$ 960.00     |
| j) Township of St. Clair – (Rent from April to June 2021)         | \$ 24,790.26  |
| k) County of Lambton (Admin fees – Oct to Dec 2020)               | \$ 736.15     |
| l) OAPSB (Virtual 2021 Conference Fee – M. Jackson)               | \$ 395.50     |
| m) Trauma Tech Inc. (Bio-hazard cleaning at Corunna P.O.)         | \$ 1,695.00   |
| n) Canadian Hearing Services (re- comm health grant funding)      | \$ 943.46     |
| o) Project Lifesaver International (re- com health grant funding) | \$ 2,357.18   |
| p) Sarnia Lambton Rebound (re- diversion grant funding)           | \$ 77,500.00  |

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

Carried.

## PUBLIC INPUT

Mandi Pearson, Clerk/Operations Clerk for the Town of Petrolia advised the Board that she will be attending meetings when possible and reporting back to Petrolia Council. Ms, Pearson commended the Board on the good work it is doing.

## OTHER BUSINESS

- a) M. Jackson advised that all Section 10 (OPP) Boards will be disbanded next year; a new Lambton OPP Detachment Board will be implemented.

One proposal per detachment must be submitted to the Province by June 2021. The Ministry will determine the Board composition if there is no consensus from the parties involved. Criteria: 20% community members, 20% Provincial appointees, and 60% municipal partners. The size of the Board will be determined by the policing area, most likely 8-10 members. The municipalities will determine who will represent them on the Board, and advertisements must be placed to fill the community member positions.

OPP Command staff will be instructed on this plan. D. Cook will assist M. Jackson with this transition. Municipalities are responsible to look after this process.

- b) A discussion was held regarding Court Security/Prisoner Transport Funding. The Chair advised that the Board usually transfers the funds received from the province each year for prisoner transport/court security to the municipal partners. As these funds may be retained for use by the Board, consideration was given to retaining these funds, due to the cashflow shortfall in this year's budget.

**Moved by S. Miller, seconded by D. Cook, THAT** the Court Security/Prisoner Transport funding for 2021 be retained by the Lambton Group Police Services Board, to be used to offset expenses.

Carried.

- c) M. Jackson advised that the 2021 OAPSB Annual General Meeting and Conference will be held virtually this year May 26-28, 2021. Anyone wishing to attend should let D. Horley know and she will see that you are registered for the conference.
- d) 2021 Draft Budget – The draft budget was reviewed by the Board. The shortfall of income due, in part, to the change by the province that grant funds must have very specific offsetting expenditures, grants can no longer be used to fund Board expenses, ie. rent costs. Further, the pandemic has caused significantly higher costs for cleaning the Corunna policing office and the Forest ESO.

A balanced budget document could not be provided as the source of the required additional income is not known.

**Moved by D. Cook, seconded by S. Durance, THAT** the 2021 LGPSB Draft Budget be received; **AND FURTHER THAT** negotiations to address revenue streams continue in order to finalize the 2021 Budget.

Carried.

The Chair will follow up with our Provincial representative regarding funding opportunities for the Board.

## **ADJOURNMENT**

**Moved by S. Miller, L. Martin THAT** the April 21, 2021 meeting of the Lambton Group Police Services Board be adjourned.

Carried.

The meeting adjourned at 4:02 p.m.

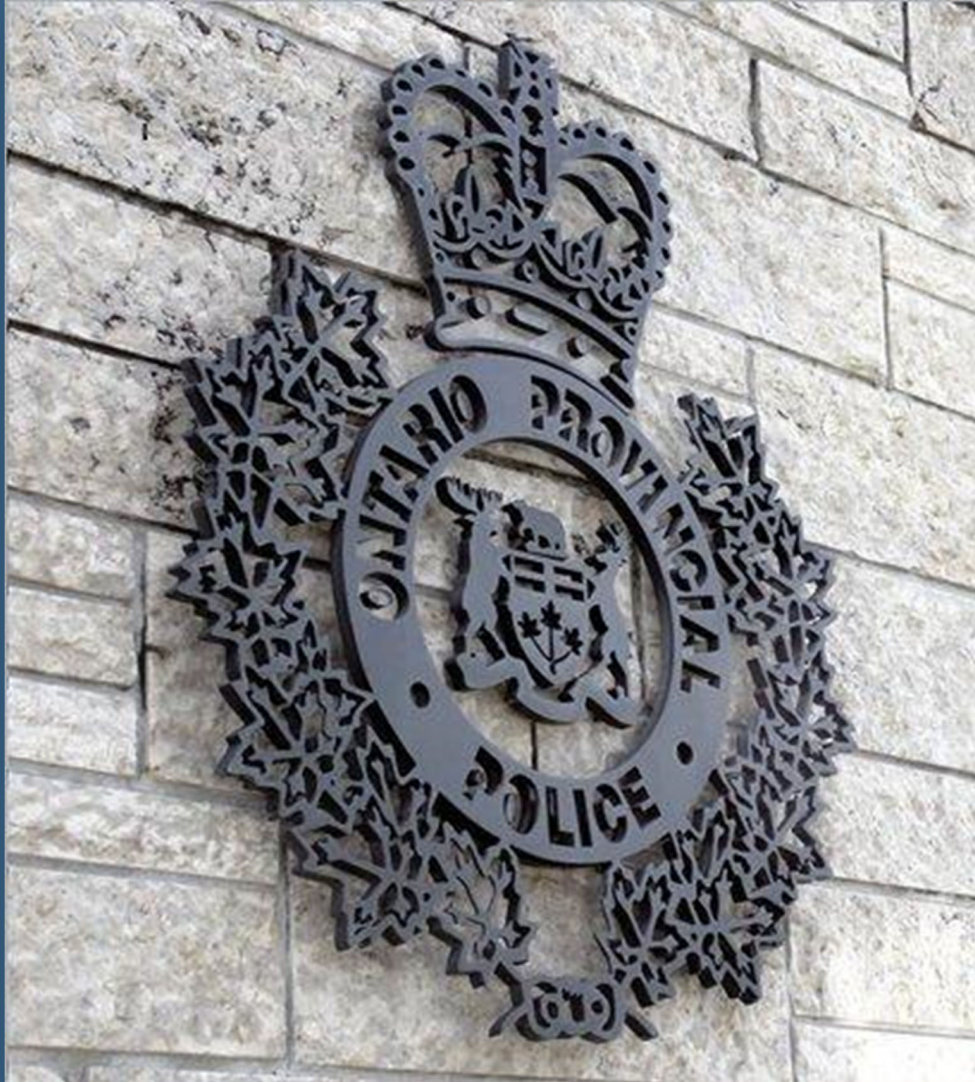
**Next meeting:** Wednesday, June 16, 2021, or at the call of the Chair.

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Murray Jackson, Chair

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Dela Horley, Secretary



## LAMBTON GROUP POLICE SERVICES BOARD

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DETACHMENT COMMANDER

INSPECTOR Chris AVERY

MARCH / APRIL 2021

LGP SB



# CALLS FOR SERVICE BILLING WORKGROUPS



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

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

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

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

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

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

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

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

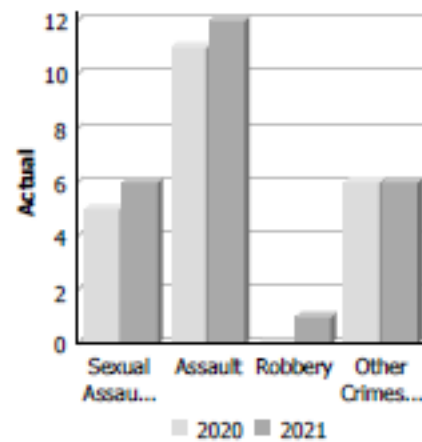
**Violent Crimes** The majority of offences counted in the Violent Crimes group are crimes against persons. This category is similar to the group that Statistics Canada uses when reporting 'Violent Crimes'. These include homicides, attempted murders, assaults, threats and robberies.

# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System March - 2021

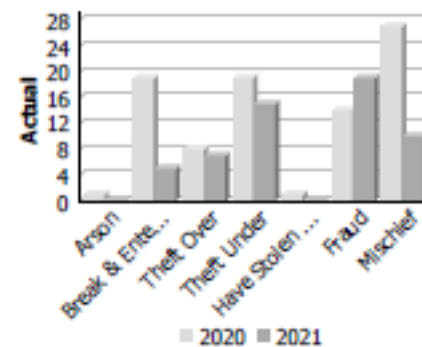
### Violent Crime

| Actual                        | March     |           |              | Year to Date - March |           |               |
|-------------------------------|-----------|-----------|--------------|----------------------|-----------|---------------|
|                               | 2020      | 2021      | % Change     | 2020                 | 2021      | % Change      |
| Murder                        | 0         | 0         | --           | 0                    | 0         | --            |
| Other Offences Causing Death  | 0         | 0         | --           | 0                    | 0         | --            |
| Attempted Murder              | 0         | 0         | --           | 0                    | 0         | --            |
| Sexual Assault                | 5         | 6         | 20.0%        | 20                   | 11        | -45.0%        |
| Assault                       | 11        | 12        | 9.1%         | 34                   | 26        | -23.5%        |
| Abduction                     | 0         | 0         | --           | 0                    | 0         | --            |
| Robbery                       | 0         | 1         | --           | 0                    | 1         | --            |
| Other Crimes Against a Person | 6         | 6         | 0.0%         | 21                   | 16        | -23.8%        |
| <b>Total</b>                  | <b>22</b> | <b>25</b> | <b>13.6%</b> | <b>75</b>            | <b>54</b> | <b>-28.0%</b> |



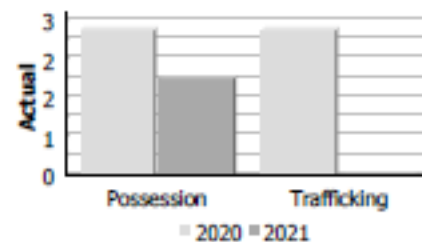
### Property Crime

| Actual            | March     |           |               | Year to Date - March |            |               |
|-------------------|-----------|-----------|---------------|----------------------|------------|---------------|
|                   | 2020      | 2021      | % Change      | 2020                 | 2021       | % Change      |
| Arson             | 1         | 0         | -100.0%       | 1                    | 0          | -100.0%       |
| Break & Enter     | 19        | 5         | -73.7%        | 41                   | 27         | -34.1%        |
| Theft Over        | 8         | 7         | -12.5%        | 21                   | 26         | 23.8%         |
| Theft Under       | 19        | 15        | -21.1%        | 63                   | 39         | -38.1%        |
| Have Stolen Goods | 1         | 0         | -100.0%       | 2                    | 0          | -100.0%       |
| Fraud             | 14        | 19        | 35.7%         | 52                   | 59         | 13.5%         |
| Mischief          | 27        | 10        | -63.0%        | 43                   | 27         | -37.2%        |
| <b>Total</b>      | <b>89</b> | <b>56</b> | <b>-37.1%</b> | <b>223</b>           | <b>178</b> | <b>-20.2%</b> |



### Drug Crime

| Actual                     | March    |          |               | Year to Date - March |          |               |
|----------------------------|----------|----------|---------------|----------------------|----------|---------------|
|                            | 2020     | 2021     | % Change      | 2020                 | 2021     | % Change      |
| Possession                 | 3        | 2        | -33.3%        | 6                    | 4        | -33.3%        |
| Trafficking                | 3        | 0        | -100.0%       | 6                    | 1        | -83.3%        |
| Importation and Production | 0        | 0        | --            | 0                    | 0        | --            |
| <b>Total</b>               | <b>6</b> | <b>2</b> | <b>-66.7%</b> | <b>12</b>            | <b>5</b> | <b>-58.3%</b> |



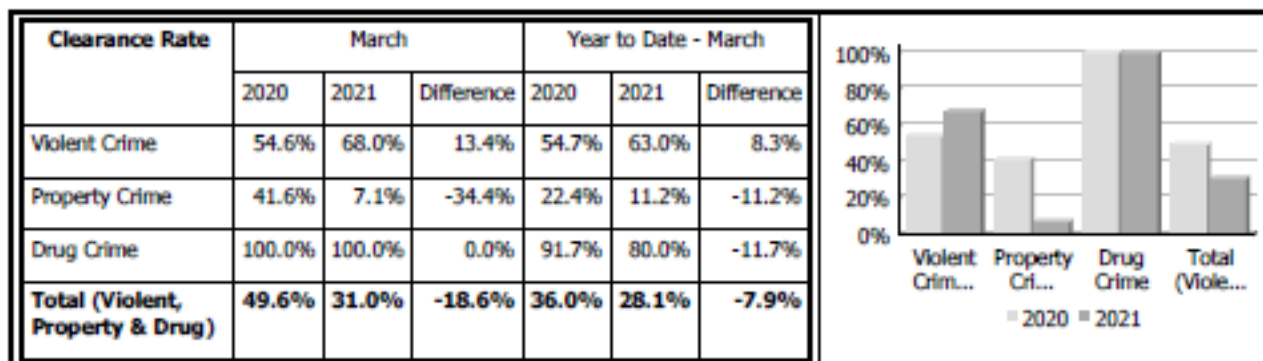
### Clearance Rate

Data source date:  
2021/05/29

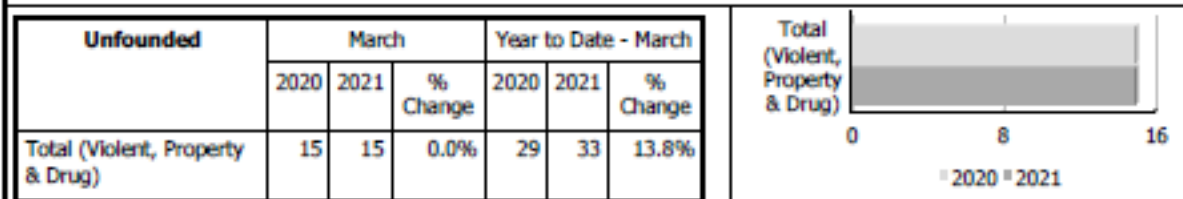
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# LAMBTON RECORDS MANAGEMENT SYSTEM

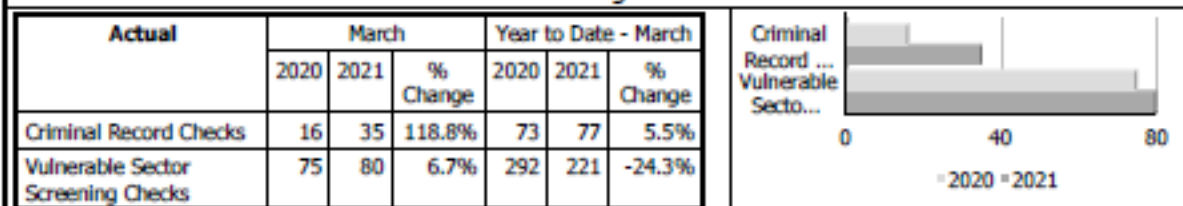
## Police Services Board Report for LAMBTON OPP Records Management System March - 2021



### Unfounded



### Criminal Record and Vulnerable Sector Screening Checks



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

#### Data Utilized

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

Data source date:  
2021/05/29

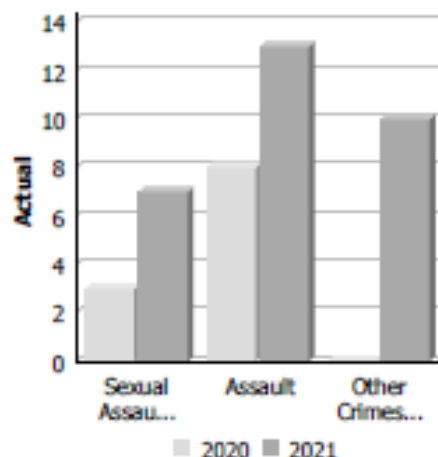
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# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System April - 2021

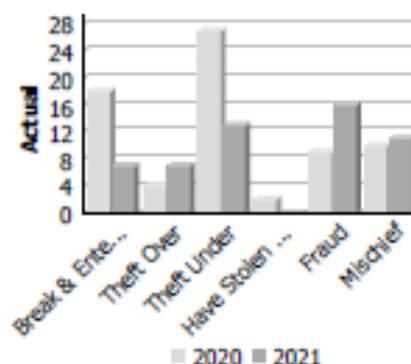
### Violent Crime

| Actual                        | April     |           |               | Year to Date - April |           |              |
|-------------------------------|-----------|-----------|---------------|----------------------|-----------|--------------|
|                               | 2020      | 2021      | % Change      | 2020                 | 2021      | % Change     |
| Murder                        | 0         | 0         | --            | 0                    | 0         | --           |
| Other Offences Causing Death  | 0         | 0         | --            | 0                    | 0         | --           |
| Attempted Murder              | 0         | 0         | --            | 0                    | 0         | --           |
| Sexual Assault                | 3         | 7         | 133.3%        | 23                   | 18        | -21.7%       |
| Assault                       | 8         | 13        | 62.5%         | 42                   | 39        | -7.1%        |
| Abduction                     | 0         | 0         | --            | 0                    | 0         | --           |
| Robbery                       | 0         | 0         | --            | 0                    | 1         | --           |
| Other Crimes Against a Person | 0         | 10        | --            | 21                   | 26        | 23.8%        |
| <b>Total</b>                  | <b>11</b> | <b>30</b> | <b>172.7%</b> | <b>86</b>            | <b>84</b> | <b>-2.3%</b> |



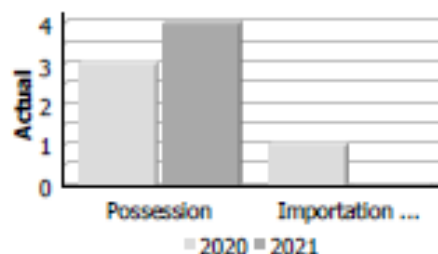
### Property Crime

| Actual            | April     |           |               | Year to Date - April |            |               |
|-------------------|-----------|-----------|---------------|----------------------|------------|---------------|
|                   | 2020      | 2021      | % Change      | 2020                 | 2021       | % Change      |
| Arson             | 0         | 0         | --            | 1                    | 0          | -100.0%       |
| Break & Enter     | 18        | 7         | -61.1%        | 59                   | 34         | -42.4%        |
| Theft Over        | 4         | 7         | 75.0%         | 25                   | 33         | 32.0%         |
| Theft Under       | 27        | 13        | -51.9%        | 90                   | 52         | -42.2%        |
| Have Stolen Goods | 2         | 0         | -100.0%       | 4                    | 0          | -100.0%       |
| Fraud             | 9         | 16        | 77.8%         | 61                   | 75         | 23.0%         |
| Mischief          | 10        | 11        | 10.0%         | 53                   | 38         | -28.3%        |
| <b>Total</b>      | <b>70</b> | <b>54</b> | <b>-22.9%</b> | <b>293</b>           | <b>232</b> | <b>-20.8%</b> |



### Drug Crime

| Actual                     | April    |          |             | Year to Date - April |          |               |
|----------------------------|----------|----------|-------------|----------------------|----------|---------------|
|                            | 2020     | 2021     | % Change    | 2020                 | 2021     | % Change      |
| Possession                 | 3        | 4        | 33.3%       | 9                    | 8        | -11.1%        |
| Trafficking                | 0        | 0        | --          | 6                    | 1        | -83.3%        |
| Importation and Production | 1        | 0        | -100.0%     | 1                    | 0        | -100.0%       |
| <b>Total</b>               | <b>4</b> | <b>4</b> | <b>0.0%</b> | <b>16</b>            | <b>9</b> | <b>-43.8%</b> |

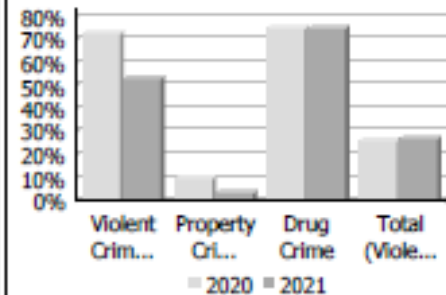


# LAMBTON RECORDS MANAGEMENT SYSTEM

## Police Services Board Report for LAMBTON OPP Records Management System April - 2021

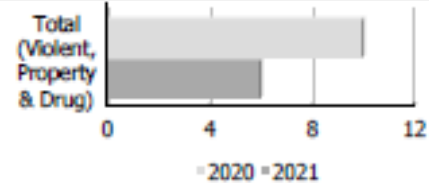
### Clearance Rate

| Clearance Rate                              | April        |              |             | Year to Date - April |              |              |
|---|--------------|--------------|-------------|----------------------|--------------|--------------|
|   | 2020         | 2021         | Difference  | 2020                 | 2021         | Difference   |
| Violent Crime                               | 72.7%        | 53.3%        | -19.4%      | 57.0%                | 59.5%        | 2.5%         |
| Property Crime                              | 10.0%        | 3.7%         | -6.3%       | 19.4%                | 9.5%         | -10.0%       |
| Drug Crime                                  | 75.0%        | 75.0%        | 0.0%        | 87.5%                | 77.8%        | -9.7%        |
| <b>Total (Violent, Property &amp; Drug)</b> | <b>26.4%</b> | <b>27.2%</b> | <b>0.8%</b> | <b>33.9%</b>         | <b>27.9%</b> | <b>-6.0%</b> |



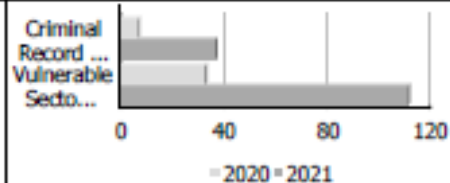
### Unfounded

| Unfounded                        | April |      |          | Year to Date - April |      |          |
|----------------------------------|-------|------|----------|----------------------|------|----------|
|                                  | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Total (Violent, Property & Drug) | 10    | 6    | -40.0%   | 39                   | 39   | 0.0%     |



### Criminal Record and Vulnerable Sector Screening Checks

| Actual                             | April |      |          | Year to Date - April |      |          |
|------------------------------------|-------|------|----------|----------------------|------|----------|
|                                    | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Criminal Record Checks             | 7     | 37   | 428.6%   | 80                   | 114  | 42.5%    |
| Vulnerable Sector Screening Checks | 33    | 112  | 239.4%   | 325                  | 333  | 2.5%     |



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

#### Data Utilized

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

Data source date:  
2021/05/29

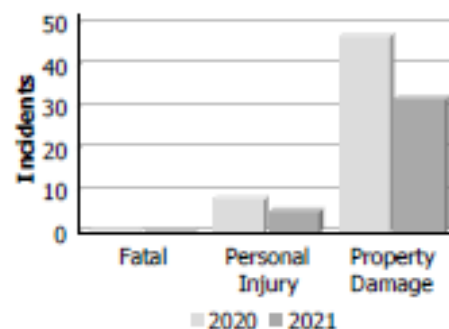
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Jun 3, 2021 3:25:56 PM

# LAMBTON COLLISION REPORTING SYSTEM

## Police Services Board Report for LAMBTON OPP Collision Reporting System March - 2021

### Motor Vehicle Collisions by Type

| Incidents       | March     |           |               | Year to Date - March |            |               |
|-----------------|-----------|-----------|---------------|----------------------|------------|---------------|
|                 | 2020      | 2021      | % Change      | 2020                 | 2021       | % Change      |
| Fatal           | 0         | 0         | --            | 0                    | 0          | --            |
| Personal Injury | 8         | 5         | -37.5%        | 18                   | 11         | -38.9%        |
| Property Damage | 47        | 32        | -31.9%        | 184                  | 150        | -18.5%        |
| <b>Total</b>    | <b>55</b> | <b>37</b> | <b>-32.7%</b> | <b>202</b>           | <b>161</b> | <b>-20.3%</b> |



### Fatalities in Detachment Area

| Incidents               |                 | March |      |          | Year to Date - March |      |          |
|-------------------------|-----------------|-------|------|----------|----------------------|------|----------|
|                         |                 | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Motor Vehicle Collision | Fatal Incidents | 0     | 0    | --       | 0                    | 0    | --       |
|                         | Alcohol Related | 0     | 0    | --       | 0                    | 0    | --       |
| Off-Road Vehicle        | Fatal Incidents | 0     | 0    | --       | 0                    | 0    | --       |
|                         | Alcohol Related | 0     | 0    | --       | 0                    | 0    | --       |
| Motorized Snow Vehicle  | Fatal Incidents | 0     | 0    | --       | 0                    | 0    | --       |
|                         | Alcohol Related | 0     | 0    | --       | 0                    | 0    | --       |
| Persons Killed          |                 | March |      |          | Year to Date - March |      |          |
|                         |                 | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Motor Vehicle Collision |                 | 0     | 0    | --       | 0                    | 0    | --       |
| Off-Road Vehicle        |                 | 0     | 0    | --       | 0                    | 0    | --       |
| Motorized Snow Vehicle  |                 | 0     | 0    | --       | 0                    | 0    | --       |

Data source date:  
2021/06/01

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Jun 3, 2021 3:30:16 PM

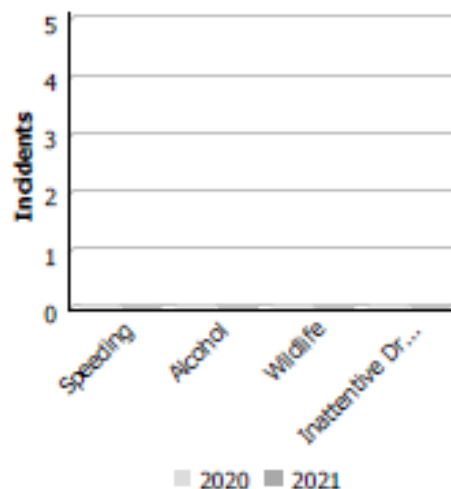


# LAMBTON COLLISION REPORTING SYSTEM

## Police Services Board Report for LAMBTON OPP Collision Reporting System March - 2021

### Primary Causal Factors in Fatal Motor Vehicle Collisions

| Incidents                                   | March |      |          | Year to Date - March |      |          |
|---|-------|------|----------|----------------------|------|----------|
|   | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Speeding as a contributing factor           | 0     | 0    | 0        | 0                    | 0    | 0        |
| Where alcohol is involved                   | 0     | 0    | 0        | 0                    | 0    | 0        |
| Wildlife as a contributing factor           | 0     | 0    | 0        | 0                    | 0    | 0        |
| Inattentive driver as a contributing factor | 0     | 0    | 0        | 0                    | 0    | 0        |
| Persons Killed                              | March |      |          | Year to Date - March |      |          |
|   | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Seatbelt as a contributing factor           | 0     | 0    | 0        | 0                    | 0    | 0        |



#### Data Utilized

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

Data source date:  
2021/06/01

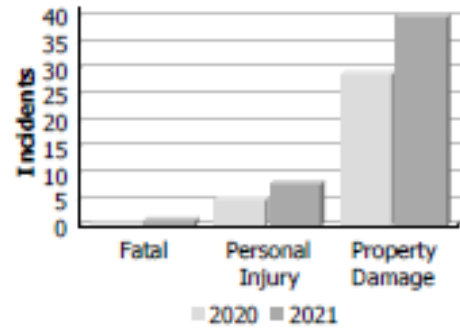
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# LAMBTON COLLISION REPORTING SYSTEM

## Police Services Board Report for LAMBTON OPP Collision Reporting System April - 2021

### Motor Vehicle Collisions by Type

| Incidents       | April     |           |              | Year to Date - April |            |               |
|-----------------|-----------|-----------|--------------|----------------------|------------|---------------|
|                 | 2020      | 2021      | % Change     | 2020                 | 2021       | % Change      |
| Fatal           | 0         | 1         | --           | 0                    | 1          | --            |
| Personal Injury | 5         | 8         | 60.0%        | 23                   | 19         | -17.4%        |
| Property Damage | 29        | 40        | 37.9%        | 213                  | 190        | -10.8%        |
| <b>Total</b>    | <b>34</b> | <b>49</b> | <b>44.1%</b> | <b>236</b>           | <b>210</b> | <b>-11.0%</b> |



### Fatalities in Detachment Area

| Incidents               |                 | April |      |          | Year to Date - April |      |          |
|-------------------------|-----------------|-------|------|----------|----------------------|------|----------|
|                         |                 | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Motor Vehicle Collision | Fatal Incidents | 0     | 1    | --       | 0                    | 1    | --       |
|                         | Alcohol Related | 0     | 0    | --       | 0                    | 0    | --       |
| Off-Road Vehicle        | Fatal Incidents | 0     | 0    | --       | 0                    | 0    | --       |
|                         | Alcohol Related | 0     | 0    | --       | 0                    | 0    | --       |
| Motorized Snow Vehicle  | Fatal Incidents | 0     | 0    | --       | 0                    | 0    | --       |
|                         | Alcohol Related | 0     | 0    | --       | 0                    | 0    | --       |
| Persons Killed          |                 | April |      |          | Year to Date - April |      |          |
|                         |                 | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Motor Vehicle Collision |                 | 0     | 1    | --       | 0                    | 1    | --       |
| Off-Road Vehicle        |                 | 0     | 0    | --       | 0                    | 0    | --       |
| Motorized Snow Vehicle  |                 | 0     | 0    | --       | 0                    | 0    | --       |

Data source date:  
2021/06/01

Report Generated on:  
Jun 3, 2021 3:29:17 PM

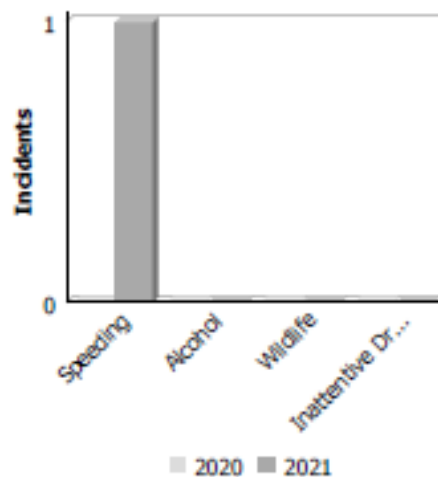


# LAMBTON COLLISION REPORTING SYSTEM

## Police Services Board Report for LAMBTON OPP Collision Reporting System April - 2021

### Primary Causal Factors in Fatal Motor Vehicle Collisions

| Incidents                                   | April |      |          | Year to Date - April |      |          |
|---|-------|------|----------|----------------------|------|----------|
|   | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Speeding as a contributing factor           | 0     | 1    | 0        | 0                    | 1    | 0        |
| Where alcohol is involved                   | 0     | 0    | 0        | 0                    | 0    | 0        |
| Wildlife as a contributing factor           | 0     | 0    | 0        | 0                    | 0    | 0        |
| Inattentive driver as a contributing factor | 0     | 0    | 0        | 0                    | 0    | 0        |
| Persons Killed                              | April |      |          | Year to Date - April |      |          |
|   | 2020  | 2021 | % Change | 2020                 | 2021 | % Change |
| Seatbelt as a contributing factor           | 0     | 0    | 0        | 0                    | 0    | 0        |



#### Data Utilized

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

Data source date:  
2021/06/01

Report Generated on:  
Jun 3, 2021 3:29:17 PM

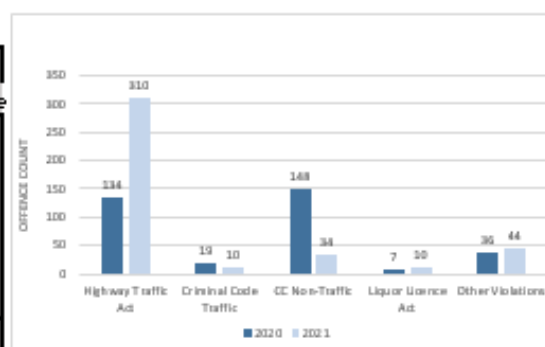
# LAMBTON ICON (Integrated Court Offence Network)

Starting Year 2021  
Starting Month MARCH  
Ending Month MARCH

## LAMBTON OPP Integrated Court Offence Network MARCH - 2021

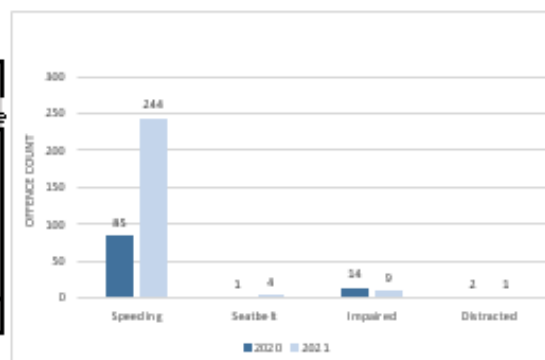
Criminal Code and Provincial Statutes Charges Laid

| Offence Count         | MARCH - 2021 |      |          | Year to Date - MARCH |      |          |
|-----------------------|--------------|------|----------|----------------------|------|----------|
|                       | 2020         | 2021 | % Change | 2020                 | 2021 | % Change |
| Highway Traffic Act   | 134          | 310  | 131.3%   | 629                  | 540  | -14.1%   |
| Criminal Code Traffic | 19           | 10   | -47.4%   | 43                   | 41   | -4.7%    |
| CC Non-Traffic        | 148          | 34   | -77.0%   | 256                  | 140  | -45.3%   |
| Liquor Licence Act    | 7            | 10   | 42.9%    | 17                   | 14   | -17.6%   |
| Other Violations      | 36           | 44   | 22.2%    | 124                  | 98   | -21.0%   |
| All violations        | 344          | 408  | 18.6%    | 1069                 | 833  | -22.1%   |



Traffic Related Charges

| Offence Count  | MARCH - 2021 |      |          | Year to Date - MARCH |      |          |
|----------------|--------------|------|----------|----------------------|------|----------|
|                | 2020         | 2021 | % Change | 2020                 | 2021 | % Change |
| Speeding       | 85           | 244  | 187.1%   | 436                  | 407  | -6.7%    |
| Seatbelt       | 1            | 4    | 300.0%   | 3                    | 9    | 200.0%   |
| Impaired       | 14           | 9    | -35.7%   | 35                   | 26   | -25.7%   |
| Distracted     | 2            | 1    | -50.0%   | 3                    | 4    | 33.3%    |
| All violations | 102          | 258  | 152.9%   | 477                  | 446  | -6.5%    |



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

### Data Utilized

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

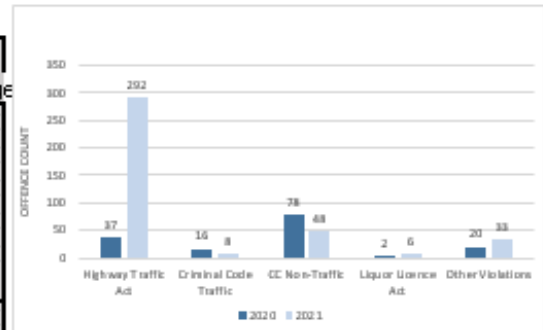
# LAMBTON ICON (Integrated Court Offence Network)

Starting Year 2021  
Starting Month APRIL  
Ending Month APRIL

## LAMBTON OPP Integrated Court Offence Network APRIL - 2021

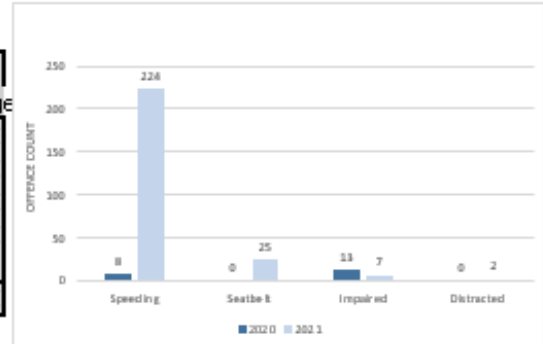
### Criminal Code and Provincial Statutes Charges Laid

| Offence Count         | APRIL - 2021 |      |          | Year to Date - APRIL |      |          |
|-----------------------|--------------|------|----------|----------------------|------|----------|
|                       | 2020         | 2021 | % Change | 2020                 | 2021 | % Change |
| Highway Traffic Act   | 37           | 292  | 689.2%   | 383                  | 764  | 99.5%    |
| Criminal Code Traffic | 16           | 8    | -50.0%   | 47                   | 32   | -31.9%   |
| CC Non-Traffic        | 78           | 48   | -38.5%   | 277                  | 99   | -64.3%   |
| Liquor Licence Act    | 2            | 6    | 200.0%   | 11                   | 19   | 72.7%    |
| Other Violations      | 20           | 33   | 65.0%    | 92                   | 94   | 2.2%     |
| All violations        | 153          | 387  | 152.9%   | 810                  | 1008 | 24.4%    |



### Traffic Related Charges

| Offence Count  | APRIL - 2021 |      |          | Year to Date - APRIL |      |          |
|----------------|--------------|------|----------|----------------------|------|----------|
|                | 2020         | 2021 | % Change | 2020                 | 2021 | % Change |
| Speeding       | 8            | 224  | 2700.0%  | 240                  | 585  | 143.8%   |
| Seatbelt       | 0            | 25   |          | 2                    | 34   | 1600.0%  |
| Impaired       | 13           | 7    | -46.2%   | 39                   | 24   | -38.5%   |
| Distracted     | 0            | 2    |          | 2                    | 5    | 150.0%   |
| All violations | 21           | 258  | 1128.6%  | 283                  | 648  | 129.0%   |



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

#### Data Utilized

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

# LAMBTON CaOC (Public Complaints and Optional Categories)

## Police Services Board Report for LAMBTON OPP 2021/Mar

### Public Complaints

|         |   |
|---------|---|
| Policy  | 1 |
| Service | 0 |
| Conduct | 0 |

Date information collected from Professional Standards Bureau Commander Reports: 2021-06-03

#### Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

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

### Secondary Employment

### Intelligence Led Policing - Crime Abatement Strategy

|                                |    |
|--------------------------------|----|
| Number of Offenders in Program | 13 |
| Number of Offenders Charged    | 1  |
| Number of Charges Laid         | 12 |
| Number of Checks Performed     | 0  |

Date information was collected from Records Management System: 2021-06-03

### Daily Activity Reporting Patrol Hours

| Total Hours                       | 2021/Mar |
|-----------------------------------|----------|
| Number of Cruiser Patrol Hours    | 351.50   |
| Number of Motorcycle Patrol Hours | 0.00     |
| Number of Marine Patrol Hours     | 0.00     |
| Number of ATV Patrol Hours        | 12.50    |
| Number of Snowmobile Patrol Hours | 0.00     |
| Number of Bicycle Patrol Hours    | 0.00     |
| Number of Foot Patrol Hours       | 25.75    |
| Number of School Patrol Hours     | 57.50    |

Data source (Daily Activity Reporting System) date: 2021/05/30

Report Generated on:  
Jun 3, 2021 1:31:25 PM

# LAMBTON CaOC (Public Complaints and Optional Categories)

## Police Services Board Report for LAMBTON OPP 2021/Apr

| Public Complaints |   |
|-------------------|---|
| Policy            | 0 |
| Service           | 0 |
| Conduct           | 1 |

**Date information collected from Professional Standards Bureau Commander Reports:** 2021-06-03

### Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

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

| Secondary Employment |
|----------------------|
|----------------------|

| Intelligence Led Policing - Crime Abatement Strategy |    |
|--|----|
| Number of Offenders in Program                       | 12 |
| Number of Offenders Charged                          | 1  |
| Number of Charges Laid                               | 2  |
| Number of Checks Performed                           | 0  |

**Date information was collected from Records Management System:** 2021-06-03

| Daily Activity Reporting Patrol Hours |          |
|---------------------------------------|----------|
| Total Hours                           | 2021/Apr |
| Number of Cruiser Patrol Hours        | 293.75   |
| Number of Motorcycle Patrol Hours     | 11.00    |
| Number of Marine Patrol Hours         | 0.00     |
| Number of ATV Patrol Hours            | 0.00     |
| Number of Snowmobile Patrol Hours     | 0.00     |
| Number of Bicycle Patrol Hours        | 0.00     |
| Number of Foot Patrol Hours           | 27.50    |
| Number of School Patrol Hours         | 10.75    |

**Data source (Daily Activity Reporting System) date:** 2021/05/30

**Report Generated on:**  
Jun 3, 2021 1:36:25 PM

# DETACHMENT INITIATIVES

## COMMUNITY SAFETY OFFICER / MEDIA RELATIONS

MARCH / APRIL

### Objectives of the CSO/Media Relations

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



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

A total of **24 media releases** were distributed for the month of **April**.



National Volunteer Week post April 20, 2021



# DETACHMENT INITIATIVES

## COMMUNITY SAFETY OFFICER / MEDIA RELATIONS Cont'd

### PUBLIC EDUCATION CAMPAIGNS:

- The month of March is designated as Fraud Prevention month and, as such, a media release was created to showcase a substantial fraud that had occurred in the county and provided education of how to safeguard against fraud. A social media post was also created for education.
- March 8, 2021 was designated as International Women's Day. Content was submitted from Lambton County to GHQ for use in social media platforms and a social media post was added to the regional Twitter page.
- April 2nd - 5th marked the corporately driven traffic safety initiative known as the "Seatbelt Campaign." A social media post was generated prior to the weekend as a reminder to motorists and an update was also posted regarding the number of charges laid within Lambton County.
- April 18th - 24th was designated as National Volunteer Week. As such, content was acquired and posted to social media to showcase the Lambton OPP Auxiliary program.



### OTHER NEWS

- The Lambton CSO has been providing content to the Sarnia Lambton Crime Stoppers (SLCS) to showcase crime in the area with their "Crime of the Week" segment both on the SLCS website and radio broadcasts weekly.
- The Lambton CSO has been actively building and improving relationships with local, regional and international news outlets through email correspondence and phone interviews.
- March 16th marked the 47th anniversary of the death of Karen Caughlin. A media release was posted and included updates of the investigation and a plea to the public to come forward with any information.
- With the warmer weather during the end of March, a media release was posted regarding five stunt driving charges laid over the previous weekend and a reminder to motorists to be responsible while enjoying the spring weather.
- With the upcoming Mental Health week in May, a feature was done on Lambton's Mobile Crisis Response Team (MCRT) and the valuable asset it has proven to be.





# DETACHMENT INITIATIVES

## COMMUNITY SAFETY OFFICER / MEDIA RELATIONS Cont'd

### SOCIAL MEDIA SNAPSHOTS:



Seatbelt Campaign Notice



Seatbelt Campaign Results





# DETACHMENT INITIATIVES

## COMMUNITY STREET CRIME UNIT

### MARCH / APRIL

During the months of **MARCH** and **APRIL** Lambton Community Street Crime Unit investigated **44** occurrences.

Lambton CSCU members laid a total of **21** charges.

- Lambton CSCU wrote 19 warrants, primarily for drug investigations and overdose death investigations. The unit completed 6 warrant entry services.
- Lambton CSCU executed a section 11 CDSA Warrant in Plympton-Wyoming.
  - Persons arrested - 2 , Charges laid - 4.
  - Seized: 312 g Cocaine, 713 g Psilocybin 3 x cell phones, weigh scale, packaging, money counter, 2 x prohibited knives, \$465.00 Canadian currency, seized value of drugs - \$46,000.00.
- Lambton CSCU assisted frontline uniform patrol with a significant quantity of Fentanyl (5.72 g), Methamphetamine (3.33 g), and Cocaine (20 g) seized from a male party involved in an MVC on Hwy 402. CSCU wrote several warrants to search the vehicle and to seize the cellphones and download the content of the phones to assist in the trafficking charges.
- Lambton CSCU executed a section 11 CDSA warrant.
  - Persons arrested - 4, Charges laid - 8.
  - Seized: 6g Fentanyl, 2g of Methamphetamine, Dilaudids, crossbow, cellphones, weigh scales and \$240 Cash.



# DETACHMENT INITIATIVES

## COMMUNITY STREET CRIME UIT Cont'd

### MARCH / APRIL



- Lambton CSCU investigated a fail to remain collision and a male party was located 6 hours later on foot approximately 8 km away from the collision scene, this male was found to be in possession of Fentanyl. CSCU wrote a warrant to search the vehicle and located evidence to link the male party to the vehicle at the collision scene. Located during search, 2 g of Fentanyl, approximately \$6000 in cash, stolen ID, cellphones. Male was charged with several offences. Another warrant was written to download the contents of the cellphone.
- Lambton CSCU was able to assist Lambton Crime Unit with warrant service entry in relation to a Homicide Investigation on Walpole Island First Nation.
- Lambton CSCU assisted the Provincial Joint Force Cannabis Enforcement Team with two warrant service entries in relation to a large indoor cannabis grow investigations in Essex County.
- Lambton CSCU assisted Essex CSCU with large indoor cannabis grow operation investigation.
- Drug Overdose deaths continue to be a concern in Lambton County. Lambton CSCU took the lead on one overdose death investigation by writing warrants to gather evidence in an attempt to determine the drug traffickers. Lambton CSCU assisted Lambton Crime on another overdose death investigation.
- Currently CSCU members continue to be a part of three CIB drug overdose death investigations that are ongoing in addition to the other overdose investigations.

**SEE AN  
OVERDOSE?  
CALL 911.**

Even if you've taken drugs or have some on you,  
the **Good Samaritan Drug Overdose Act** can protect you.

THIS LAW IS SUPPORTED BY THE ONTARIO PROVINCIAL POLICE

[OPP.CA/OVERDOSE](https://opp.ca/overdose)

# DETACHMENT INITIATIVES

## SCHOOL RESOURCE OFFICER

### MARCH / APRIL

The Lambton County SRO worked in both County Secondary schools as well as several Elementary Schools during the months of March and April 2021.

During the month of April 2021 schools transitioned back to online learning due to the COVID 19 Pandemic. The SRO continued to be a liaison for schools and students but was transitioned to other police duties during this time

### MARCH

- St – Clair Township - A 17 year old youth was cycling when he struck a parked police cruiser. The youth was transported to hospital as a precaution. The youth was wearing a bicycle helmet and sustained no injuries. It should be noted that the cruiser was well illuminated at the time it was parked.
- Petrolia – a 16 year old had his leather jacket stolen from his motorcycle in a parking lot. The jacket was later located. No suspects were identified in this occurrence.
- Brigden – 4 youths were caught smashing glass bottles at an Elementary school during the night. All youths were warned and their parents notified.
- There was 1 motor vehicle collision during the Month of March involving a 17 year old youth.
- There were 2 occurrences in the month of March with youth and suicidal thoughts and or attempts.




**T.H.I.N.K.**  
b4 u **Send**

Apply the **T.H.I.N.K.** test before posting or sending a cyber-message or photo, ask yourself:

- T.** is it true?
- H.** is it hurtful?
- I.** is it illegal?
- N.** is it necessary?
- K.** is it kind?

If it doesn't pass the **T.H.I.N.K.** test you may be breaking the law.

**FOR HELP OR SOMEONE TO TALK TO YOU CAN VISIT THE FOLLOWING:**  
 Kids Help Phone 1-800-668-6868 or [www.kidshelpphone.ca](http://www.kidshelpphone.ca)  
 Need Help Now [www.needhelppnow.ca](http://www.needhelppnow.ca)  
 Other support resources can be found by connecting with your School Support Staff or by contacting your Local Police.

 ONTARIO PROVINCIAL POLICE

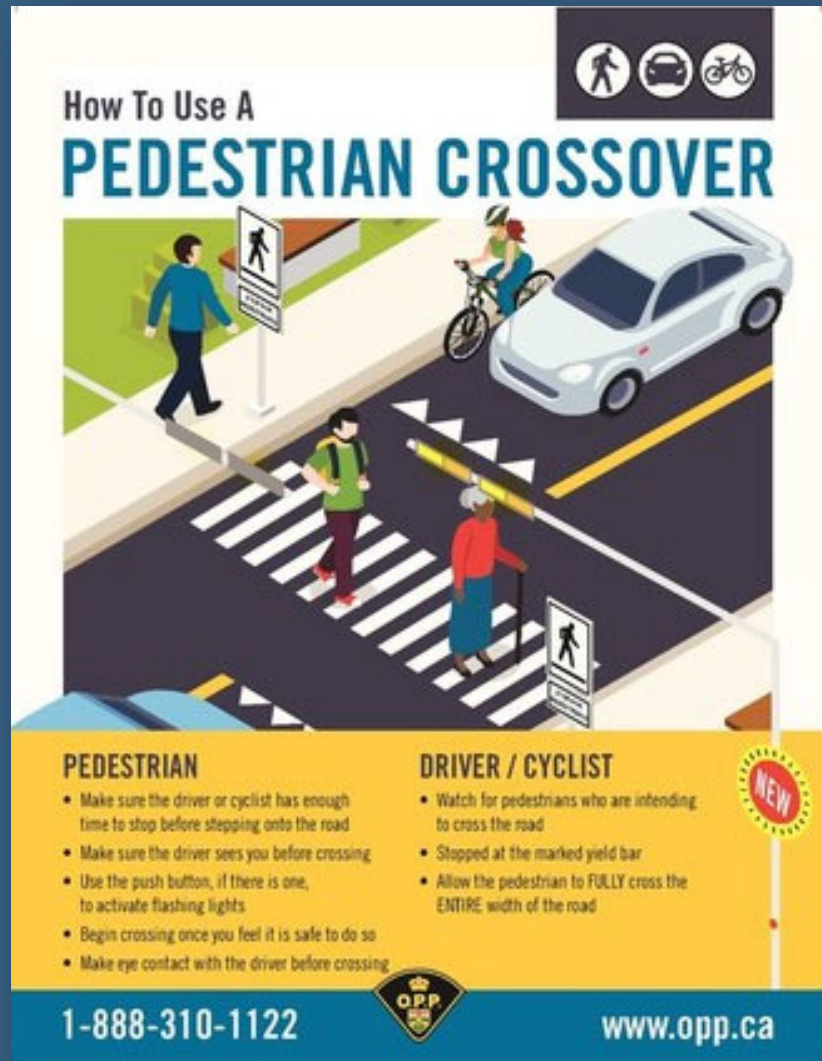


# DETACHMENT INITIATIVES

## SCHOOL RESOURCE OFFICER Cont'd

### APRIL

- Corunna – 4 youths were at a residence in Corunna when a fight broke out amongst them. Three youths assaulted the lone victim. The youths were diverted to the Sarnia Rebound Program.
- Point Edward – Lambton OPP were called to a local establishment for an unwanted party. A youth was intoxicated while in a public place. While being placed under arrest, the teen resisted and assaulted an officer. A search of the teen revealed 16 grams of suspected cocaine, 26 grams of suspected cannabis and alcohol. As a result, a 17-year-old of Sarnia has been charged with Possession of a schedule 1 substance-cocaine (CDSA), Assault a peace officer (CC), Resist peace officer (CC), Person under 19 years-possess cannabis (CCA), Person under 19 years-having liquor (LLA), Being intoxicated in a public place (LLA).
- Petrolia – 3 male youths confronted a male youth about soliciting nude photographs from female youths. The three youths assaulted the lone youth. All involved youth involved were referred to Sarnia Lambton Rebound.
- Forest – two male youth were caught “egging” vehicles at an intersection. Both youths returned to their parents and warned for their actions.
- There was 1 occurrence in the month of April with youth and suicidal thoughts and or attempts.
- There were 3 motor vehicle collisions during the Month of April involving 17 year old youths.

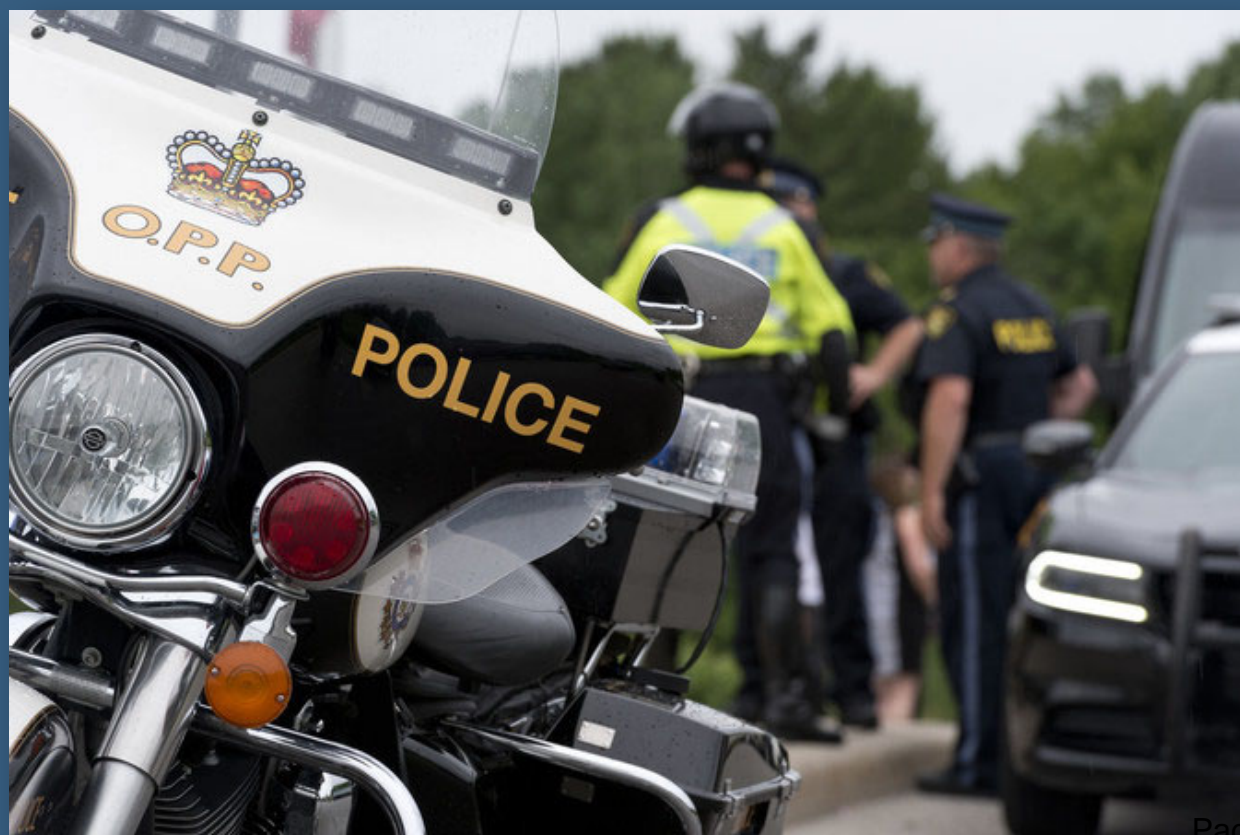


# VIOLENT CRIME / BENCHMARK CRIME

## AREA CRIME SERGEANT

### MARCH

- Members of the Lambton County Crime Unit continue with a Cold Case, unexplained death investigation.
- Crime members continue the investigation into a Domestic Homicide where charges were laid. Accused released from custody.
- Crime members actively investigating an unsolved homicide on the Kettle & Stoney Point First Nation.
- Crime Unit is involved in a multi-jurisdictional homicide.
- Crime Unit still investigating baby death in Courtright.
- Crime Unit is involved in a couple Overdose deaths which are ongoing.
- Crime Unit became involved a missing person investigation which involved the QPP. Female located in Quebec.
- Eight reported sexual assaults with charges laid in 3 of them
- Members of the Lambton County Crime Unit continue to investigate a Homicide on the Kettle & Stoney Point First Nation. The accused remains in this matter remains in custody.
- Lambton OPP had 5 deaths including overdose and suicide.

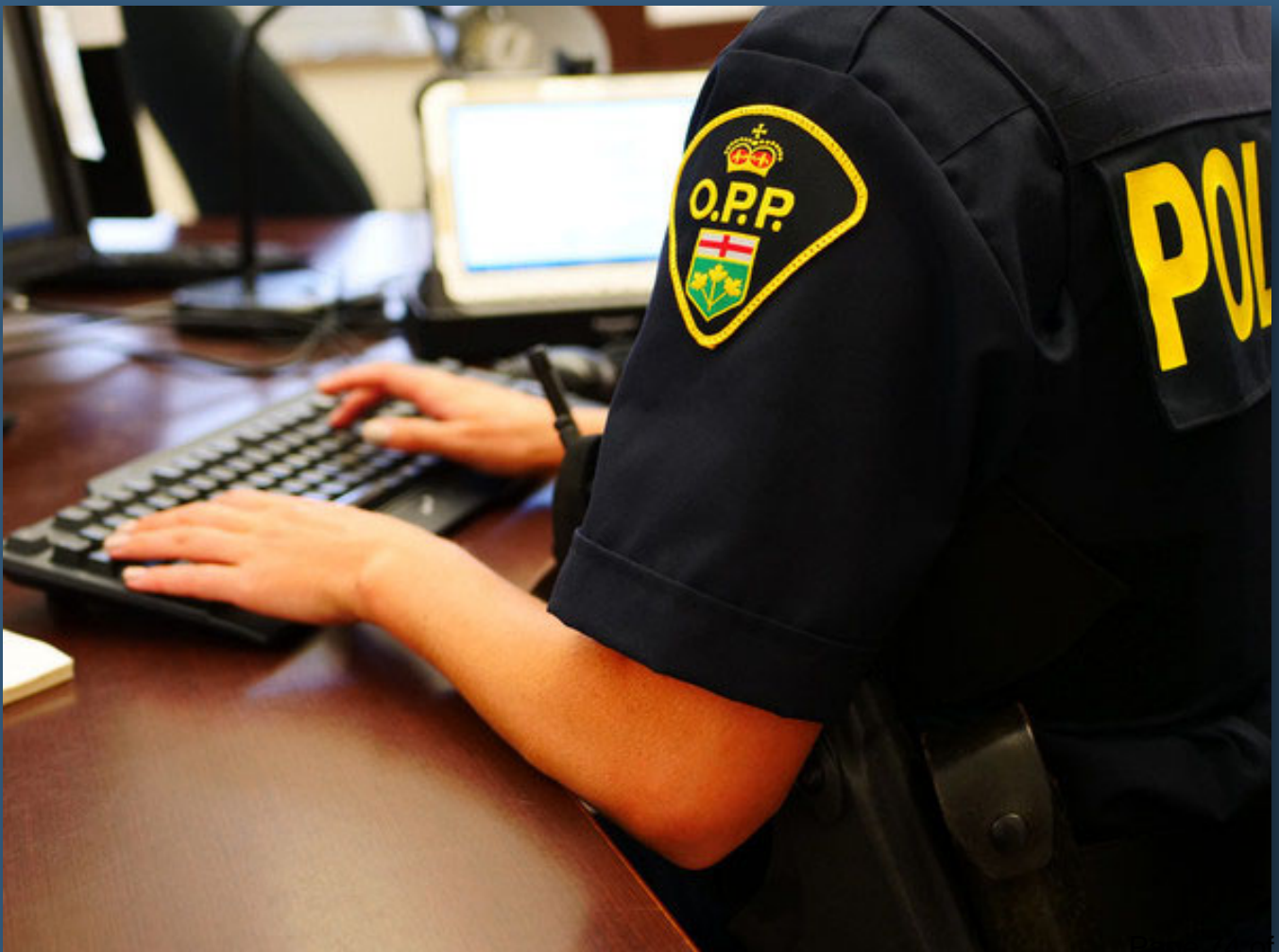


# VIOLENT CRIME / BENCHMARK CRIME

## AREA CRIME SERGEANT Cont'd

### APRIL

- A Crime Member continues to be the Coroner's Investigator in the Coroner's inquest involving the death of a 30 year old male in Lambton County.
- Crime Unit involved with a human trafficking investigation in Point Edward where victim doesn't want to provide any further information. Appropriate resources were offered by uniformed members. Human trafficking unit notified.
- 8 Sexual Assaults reported. Most are historical or involve young persons.
- Members of the Lambton County Crime Unit continue with a Cold Case, unexplained death investigation.
- Lambton County crime member's assist with body recovered from St. Clair River. Male identified from USA.
- Lambton Crime Members investigated an opioid overdose death in Plympton-Wyoming. Ongoing. Fentanyl overdoses continue to be a challenge within the County of Lambton.





# TRAFFIC DATA

## COLLISION DATA

MARCH / APRIL



|             | Victims |               |              | Collisions |            |         |         |                        |    |     |          |                     |
|-------------|---------|---------------|--------------|------------|------------|---------|---------|------------------------|----|-----|----------|---------------------|
| Month       | Total   | # of Deceased | # of Injured | Total      | # of Fatal | # of PI | # of PD | Alcohol/Drugs Involved |    |     | # of CMV | # of Single Vehicle |
|             |         |               |              |            |            |         |         | Yes                    | No | U/K |          |                     |
| MAR         | 7       | 0             | 7            | 35         | 0          | 5       | 30      | 2                      | 30 | 3   | 5        | 23                  |
| APR         | 12      | 1             | 11           | 42         | 1          | 8       | 33      | 3                      | 38 | 1   | 5        | 27                  |
| Grand Total | 19      | 1             | 18           | 77         | 1          | 13      | 66      | 5                      | 68 | 4   | 10       | 50                  |

## TRAFFIC CAMPAIGN DATA

EASTER LONG WEEKEND (02APR2021—05APR2021)

| DETACHMENT BREAKDOWN |               |               |               |               |       |
|----------------------|---------------|---------------|---------------|---------------|-------|
| TRAFFIC STOPS        | April 2, 2021 | April 3, 2021 | April 4, 2021 | April 5, 2021 | TOTAL |
| LAMBTON              | 28            | 57            | 51            | 39            | 175   |

| DETACHMENT BREAKDOWN |                  |
|----------------------|------------------|
|                      | SEATBELT CHARGES |
| LAMBTON              | 15               |

# STAFFING UPDATES

## MARCH / APRIL

### MARCH

- No staffing updates.

### APRIL

- 1 Detective Constable transferred out of Lambton.





# FALSE ALARMS INCIDENTS


## MARCH

| Municipality      | Commercial | Residential |
|-------------------|------------|-------------|
| Lambton Shores    | 3          | 3           |
| ST Clair Township | 8          | 2           |
| Dawn-Euphemia     | 0          | 0           |
| Plympton-Wyoming  | 1          | 3           |
| Brooke-Alvinston  | 0          | 0           |
| Warwick           | 0          | 0           |
| Enniskillen       | 0          | 1           |
| Petrolia          | 4          | 0           |
| Oil Springs       | 0          | 1           |
| <b>TOTAL</b>      | <b>16</b>  | <b>10</b>   |

## APRIL

| Municipality      | Commercial | Residential |
|-------------------|------------|-------------|
| Lambton Shores    | 1          | 2           |
| ST Clair Township | 9          | 3           |
| Dawn-Euphemia     | 0          | 0           |
| Plympton-Wyoming  | 0          | 0           |
| Brooke-Alvinston  | 0          | 1           |
| Warwick           | 0          | 0           |
| Enniskillen       | 1          | 0           |
| Petrolia          | 3          | 1           |
| Oil Springs       | 0          | 0           |
| <b>TOTAL</b>      | <b>14</b>  | <b>7</b>    |

## ONLINE REPORTING



# MINOR CRIME? REPORT ONLINE




- 1 **Go to**  
[opp.ca/reporting](http://opp.ca/reporting)
- 2 **Choose**  
your  
location
- 3 **Start**  
your  
report

**Help your community and keep us informed** involving these events  
**when there are NO injuries, NO suspects and NO evidence:**

- THEFT
- MISCHIEF or DAMAGE TO PROPERTY
- MISCHIEF or DAMAGE TO VEHICLE
- LOST or MISSING PROPERTY
- STOLEN LICENSE PLATES
- THEFT FROM A VEHICLE
- DRIVING COMPLAINTS

In an emergency,  
**ALWAYS CALL 9-1-1**  
or 1 (888) 310-1122



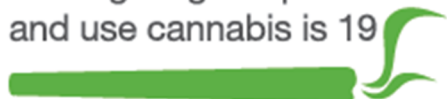
**ONLINE REPORTING**  
Ontario Provincial Police

v2 09/2020

# CANNABIS FACTS

## AGE LIMIT

The legal age to possess and use cannabis is 19



## WHERE TO BUY

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



## POSSESSION QUANTITIES



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

## WHERE TO CONSUME



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



## HOME CULTIVATION

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

## IMPAIRED DRIVING



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

## ZERO TOLERANCE



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

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

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





# CANNABIS FACTS



## Cannabis - Know the Limits

### Actual Size



**30 GRAMS**

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

\*Vehicle restrictions apply

**STAY SHARP  
KNOW THE FACTS**

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



# CANNABIS FACTS

## DON'T DRIVE HIGH

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

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

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

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

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

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

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

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

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

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

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





# THE BIG FOUR TRAFFIC COMPLAINTS

## SEAT BELTS

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



## SPEEDING

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

## DISTRACTED DRIVING

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



## IMPAIRED DRIVING

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



# SAFER ROADS ARE IN YOUR HANDS.



Be an extra set of eyes  
for the police

# WE NEED YOUR HELP.



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

# LAMBTON CONTACT INFORMATION

## OPP CALLS FOR SERVICE:

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

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



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

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

## DETACHMENT HOURS / CONTACT INFO:

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

## CALLING THE DETACHMENT:

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

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

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

# LAMBTON CONTACT INFORMATION cont'd

## CRIMINAL RECORD CHECKS:

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

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

## CANADIAN ANTI-FRAUD CENTRE:

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

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

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

## CRIME STOPPERS:

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

## CITIZENS SELF REPORTING:

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

Use this system to report:

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

## FRONTLINE SUPPORT UNIT (FSU):

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





## LAMBTON COUNTY OPP

4224 Oil Heritage Road  
Petrolia, ON N0N 1R0

519.882.1011 ph.  
519.882.1014 fax



Guardian Angels – Lambton

To Mayor David Ferguson and Councillors of Brooke-Alvinston;

We want to inform you of a Charity Golf Tournament being hosted by The Guardian Angels in Lambton.

The beneficiary of this Fundraiser is the Sexual Assault Survivors Center (SASC) in Sarnia-Lambton, who care for and offer support to survivors of domestic violence and sex trafficking.

The event will be held at Kingswell Glen Golf Course on August 14<sup>th</sup>. We are asking all the municipalities in Lambton County to consider registering a team in the Tournament. Please see the attached Poster for details.

All the monies raised stay in Lambton County. We appreciate your consideration.

Regards,

John Maniuk,  
Chairman,  
Guardian Angels – Lambton.

# 1<sup>ST</sup> ANNUAL CO-ED

## "GUARDIAN ANGELS" GOLF TOURNAMENT



@KINGSWELL GLEN GOLF CLUB

4300 GARDEN CRESENT

PETROLIA ON 519-882-0860

(covid rules apply)

**18 HOLES/CART/B.B.Q. LUNCH**

**ALL PROCEEDS ARE BEING DONATED TO**

**SEXUAL ASSAULT SURVIVORS CENTRE**

**SARNIA-LAMBTON**

**[www.sexualassaultsarnia.ca](http://www.sexualassaultsarnia.ca)**

**DATE: August 14, 2021**

**TEE TIME: 10 A.M. SHARP SHOT GUN START/SCRAMBLE (Please arrive early)**

**GOLF FEE: \$360.00 per foursome (Please register team and pay using email below) e-transfer by July 31, 2021 to**

**[guardianangelslambton@gmail.com](mailto:guardianangelslambton@gmail.com)**

**IF YOU WOULD LIKE TO SPONSOR A HOLE PLEASE e-transfer TO SAME EMAIL (RECEIPTS PROVIDED FOR DONATIONS OF \$100.00 OR MORE)**

**For more information call John @ 519-490-5786**

**\*LIKE US ON FACEBOOK OR INSTAGRAM\***



---

Greetings,

My name is Debb Pitel, wife, mother, mental health advocate and author. It is with great excitement and hope that I share this new resource and support booklet, *No One Stands Alone: A Guide to Resources and Support for Mental Health, Sarnia-Lambton Edition*. More information about it can be found at [www.noonestandsalone.ca](http://www.noonestandsalone.ca).

The goal of the book is to provide first contact **local** resources for mental health, allowing the reader to find the right resources the first time instead of navigating their way through a Google search which may or may not lead them to the right place. I strongly believe that this booklet will change the stigma in how we find answers and where. It will connect ALL to the right agency and the right professionals faster, helping a person to start feeling stronger, sooner.

There are obvious costs to preparing such a resource, printing it and offering it at no cost to those who want it. We are currently raising funds to be able to do this, which is the reason for reaching out to you today.

It is my goal to print and distribute 100 000 copies of this mental health resource guide by the end of 2021. These copies will be free for the taking in many visible locations across the county. There is a great need to produce booklets sooner rather than later with things finally beginning to open up.

Any funding that is currently available for this type of community resource would be greatly appreciated. The booklet has been endorsed and supported by the Town of Petrolia, Town of Plympton Wyoming, Camlachie and the Lambton County Mutual Aid Association. If this is something that your office would like to be a part of, I would be pleased to speak to your organization to present more information about our goals and to answer any questions that you may have. If that is the case, please use the contact information at the top of this letter to book a Zoom meeting or to phone me for more details about this initiative.

It is my hope that you will consider partnering with me in my vision to break the stigma of mental health by putting this much needed resource in the hands of those who may need it. I started this company with passion and with the hope that these booklets, as well as the accompanying website, would be a support for all. With community partnerships, we can help meet the mental health needs of the community, one booklet at a time.

It is my understanding that there is often municipal funding available for community resources. I would like to request the 2021-2022 funding application link from your municipal website as well as the deadline for such an application.

Please forward the funding application information at your earliest convenience, or, if you prefer, please reach out to start a conversation on how your municipality can directly sponsor books in the community.

Sincerely,

Debb Pitel

**EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 22, 2021**

Item 22, Report No. 29, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on June 22, 2021.

**22. RAISING THE LEGAL AGE FOR A LICENSED DRIVER FROM 16 TO 18**

**The Committee of the Whole recommends that consideration of this matter be deferred to a Committee of the Whole meeting in September 2021.**

**Member's Resolution**

Submitted by Councillor Yeung Racco

**Whereas**, City of Vaughan Council is concerned about the continued occurrence of serious motor vehicle collisions involving drivers under the age of 18; and

**Whereas**, a shocking and tragic collision involving a 16-year old driver occurred on May 16th, 2021 on Athabasca Avenue in the City of Vaughan, resulting in the death of two young children; and

**Whereas**, City of Vaughan Council is deeply saddened and concerned by the Athabasca Avenue accident and wishes to see change effected to Ontario's driving laws.

**It is therefore recommended:**

1. That the Provincial Government consider raising the current minimum driving age for licensed G1 operators of motor vehicles in Ontario from 16 to 18 years old; and
2. That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, and to all municipalities in Ontario.

## **MEMBER'S RESOLUTION**

### **Committee of the Whole (1) Report**

---

**DATE:** Tuesday, June 01, 2021

**TITLE:** Raising the Legal Age for a Licensed Driver from 16 to 18

**FROM:**

Councillor Sandra Yeung Racco

---

**Whereas,** City of Vaughan Council is concerned about the continued occurrence of serious motor vehicle collisions involving drivers under the age of 18; and

**Whereas,** a shocking and tragic collision involving a 16-year old driver occurred on May 16<sup>th</sup>, 2021 on Athabasca Avenue in the City of Vaughan, resulting in the death of two young children; and

**Whereas,** City of Vaughan Council is deeply saddened and concerned by the Athabasca Avenue accident and wishes to see change effected to Ontario's driving laws.

**It is therefore recommended:**

1. That the Provincial Government consider raising the current minimum driving age for licensed G1 operators of motor vehicles in Ontario from 16 to 18 years old; and
2. That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, and to all municipalities in Ontario.

**Attachments**

None



# MISSISSAUGA

RESOLUTION 0155-2021  
adopted by the Council of  
The Corporation of the City of Mississauga  
at its meeting on June 30, 2021

0155-2021

Moved by: P. Saito

Seconded by: C. Parrish

**WHEREAS** The City of Mississauga operates on the Treaty and Traditional Territory of the Mississaugas of the Credit First Nation and Anishinaabe peoples, the Haudenosaunee Confederacy and the Huron-Wendat First Nation. We recognize that these peoples, and their ancestors live and lived on these lands since time immemorial on these lands called Turtle Island. The City of Mississauga is home to many First Nations, Métis and Inuit peoples; and

**WHEREAS** the residents of the Town, now City, of Mississauga chose for their name an anishinaabemowim name which speaks to the shared settler and Indigenous history within these lands; and

**WHEREAS** the City of Mississauga has committed to a path towards Reconciliation with Indigenous Peoples and has responded to the Truth and Reconciliation Commission's Calls to Action; and

**WHEREAS** the City of Mississauga is committed to speaking truths about our history to further our collective understanding of the past to help create a better future; and

**WHEREAS** the terrible uncovering of over one thousand unmarked and forgotten children burials at residential schools which have been reported over the past month is a truth about Canada's past; and

**WHEREAS** because of these truths the government of Canada has declared this year's Canada Day should be a time of reflection and focus on reconciliation; and

**WHEREAS** Gimaa Stacey LaForme of the Mississaugas of the Credit First Nation has called for this to be a time for supporting each other and contemplating the legacy and future of Canada; and

**THEREFORE BE IT RESOLVED** that the City of Mississauga will mark Canada Day virtually this year in a manner that provides an opportunity for reflection on our shared history and commitment to a better future:

- Singing of National Anthem
- Greetings and Opening Remarks, Mayor Bonnie Crombie
- Comments from Mayor of Kariya, Japan Takeshi Inagaki
- Comments from Gimaa Stacey LaForme
- Oath of Reaffirmation performed by Members of Council
- Closing Remarks, Mayor Bonnie Crombie
- Lighting the Clock Tower orange to remember those lives lost and changed forever as a result of residential schools

- Changing the digital signage at the Square to “As we mark Canada Day, the City of Mississauga stands in solidarity with Indigenous communities across Canada.”

**AND FURTHER** to mark this Canada Day:

That the Council of the City of Mississauga call upon the Government of Canada to terminate its appeal of the 2019 Human Rights Tribunal Ruling, ordering Ottawa to pay compensation to First Nations Children and their families, separated in a chronically underfunded child welfare system that sees Indigenous children making up more than half the children in foster care even though they comprise only 7% of all the children under the age of 15 in Canada.

**AND** That this Resolution be sent to all municipalities in Canada.

| <b>Recorded Vote</b>   | <b>YES</b> | <b>NO</b> | <b>ABSENT</b> | <b>ABSTAIN</b> |
|------------------------|------------|-----------|---------------|----------------|
| Mayor B. Crombie       | X          |           |               |                |
| Councillor S. Dasko    | X          |           |               |                |
| Councillor K. Ras      | X          |           |               |                |
| Councillor C. Fonseca  | X          |           |               |                |
| Councillor J. Kovac    | X          |           |               |                |
| Councillor C. Parrish  | X          |           |               |                |
| Councillor R. Starr    | X          |           |               |                |
| Councillor D. Damerla  | X          |           |               |                |
| Councillor M. Mahoney  | X          |           |               |                |
| Councillor P. Saito    | X          |           |               |                |
| Councillor S. McFadden | X          |           |               |                |
| Councillor G. Carlson  | X          |           |               |                |

Unanimous (12, 0)





CHRISTINE TARLING  
 Director of Legislated Services & City Clerk  
 Corporate Services Department  
 Kitchener City Hall, 2<sup>nd</sup> Floor  
 200 King Street West, P.O. Box 1118  
 Kitchener, ON N2G 4G7  
 Phone: 519.741.2200 x 7809 Fax: 519.741.2705  
[christine.tarling@kitchener.ca](mailto:christine.tarling@kitchener.ca)  
 TTY: 519-741-2385

July 12, 2021

Right Honourable Justin Trudeau  
 Prime Minister of Canada  
 Office of the Prime Minister  
 80 Wellington Street  
 Ottawa ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a meeting held on Monday June 28, 2021, passed the following resolution with respect to the rising cost of building materials:

"WHEREAS the prices for construction materials have seen dramatic increases during the pandemic; and,

WHEREAS reports by Statistics Canada noted that the price of lumber increased by 68 percent between March 2020 and March 2021, while fabricated metal products and construction material rose by 9 percent; and,

WHEREAS the Province of Ontario has seen an accelerated overall increase in demands for construction; and,

WHEREAS the Province of Ontario has deemed residential construction as essential activity during province-wide emergency declarations and stay-at-home orders; and,

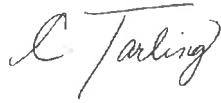
WHEREAS Kitchener City Council considers it a matter of public interest as the increase in rates and demand could result in unsustainable costs on the local construction industry;

THEREFORE BE IT RESOLVED the City of Kitchener advocate to the Federal and Provincial Governments to review actions that could be taken to help mitigate or offset the impacts related to the rising cost of building materials; and;

THEREFORE BE IT FINALLY RESOLVED that a copy of this resolution be forwarded to the Right Honourable Justin Trudeau; Honourable Doug Ford,

Premier Ontario; Honourable Peter Bethlenfalvy, Minister of Finance; Honourable Hon. Victor Fedeli, Minister of Economic Development, Steve Clark, Minister of Municipal Affairs; Job Creation and Trade; local MP's and MPP's, to the Federation of Canadian Municipalities, Association of Municipalities of Ontario, and all other municipalities in Ontario."

Yours truly,



C. Tarling  
Director of Legislated Services  
& City Clerk

c: Hon. Premiere Doug Ford  
Hon. Minister Peter Bethlenfalvy  
Hon. Minister Victor Fedeli  
Hon. Minister Steve Clark  
Federation of Canadian Municipalities  
Association of Municipalities of Ontario (AMO)  
Ontario Municipalities



CHRISTINE TARLING  
Director of Legislated Services & City Clerk  
Corporate Services Department  
Kitchener City Hall, 2<sup>nd</sup> Floor  
200 King Street West, P.O. Box 1118  
Kitchener, ON N2G 4G7  
Phone: 519.741.2200 x 7809 Fax: 519.741.2705  
[christine.tarling@kitchener.ca](mailto:christine.tarling@kitchener.ca)  
TTY: 519-741-2385

July 12, 2021

Right Honourable Justin Trudeau  
Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington Street  
Ottawa ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a meeting held on Monday June 28, 2021, passed the following resolution with respect to Motion M-84 Anti-Hate Crimes and Incidents and private member's bill Bill-C 313 Banning Symbols of Hate Act:

"WHEREAS racism and hate crimes in Kitchener have been on the rise since the start of the global pandemic; and,

WHEREAS the City of Kitchener continues to seek opportunities to dismantle systemic racism; and,

WHEREAS the City's Strategic Plan has identified Caring Community as a priority, and the proposed motion M-84 Anti-hate crimes and incidents and private member's bill Bill-C 313 Banning Symbols of Hate Act supports several of the bodies of work currently being moved forward under this strategic goal; and,

WHEREAS MP Peter Julian's motion M-84 Anti-hate crimes and incidents and private member's bill Bill-C 313 Banning Symbols of Hate Act is an opportunity to make all Canadians feel safer in the communities that they live;

THEREFORE IT BE RESOLVED that the City of Kitchener endorses MP Peter Julian's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill Bill-C 313 Banning Symbols of Hate Act; and,

THEREFORE BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Right Honourable Justin Trudeau, Minister of Municipal Affairs Steve Clark, Minister of Citizenship and Multiculturalism Parm Gill, to the local

MP's and MPP's, to the Federation of Canadian Municipalities, to the Association of Municipalities Ontario, and all other municipalities in Ontario."

Yours truly,



C. Tarling  
Director of Legislated Services  
& City Clerk

c: Hon. Minister Steve Clark  
Hon. Minister Parm Gill  
Mike Harris (Kitchener Conestoga), MPP  
Amy Fee (Kitchener South-Hespeler), MPP  
Laura Mae Lindo (Kitchener Centre), MPP  
Catherine Fife (Waterloo), MPP  
Raj Saini (Kitchener Centre), MP  
Tim Louis (Kitchener Conestoga), MP  
Bardish Chagger (Waterloo), MP  
Marwan Tabbara (Kitchener South-Hespeler), MP  
Association of Municipalities of Ontario (AMO)  
Ontario Municipalities



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Year-to-Date (to June 30) Budget to Actual Comparisons  
**Meeting:** Council - 22 Jul 2021  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### Recommendation:

**That Council receive and file Year-to-date (to June 30) 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 June 30, 2021 are attached. Council is encouraged to review the year-to-date results. The following are some general comments I have:

- Expenditures
  - General Government - All expenditures appear to be near budget.
  - Protection Services:
    - Fire Services expenditures are generally below year-to-date budget - most capital expenditures haven't been made yet.
    - Inspections & Control expenditures are higher than budgeted/expected because of the (already mentioned) legal costs incurred related to the Normal Farm Practices Hearing.
  - Transportation Services - most expenditures are within budget. Most Capital Road Projects are just getting underway (e.g. Shiloh Project), so no/little Capital costs have been incurred to date.
  - Environmental - All expenditures appear to be near budget.
  - Health/Cemetery - Transactions are not recorded/consolidated until year end.
  - Recreation and Cultural:
    - Canada Day - Transactions are not recorded/consolidated until all activities are complete for the year.
    - Remaining Recreation and Cultural expenditures are generally under budget due to the inactivity, due to COVID-19.

- Planning and Development - Most expenditures under this department are inline with budget. There was a much larger uptake in the Tree Program this year, so tree purchases pushed Agriculture and Reforestation above budget.
- Revenues
  - Fees and Charges:
    - Transportation Revenues - Already mentioned that we sold scrap (in the 1st quarter) that had been accumulating for several years.
    - Cemetery - Cemetery transaction are not recorded/consolidated until year end.
    - Community Center - Due to Covid-19, there have been no rentals in the first half of the year.
    - Planning Fees - planning activities are up this year.
    - Municipal Drain Billings - These are completed at year end.
  - Municipal Revenues - Mainly Fire billings - under budget due to prior year adjustments. Donations for New Pavilion to be recognized once we receive/pay invoice for Pavilion.
  - Ontario Grants and Transfers - Received more Covid-19 funding that wasn't announced until after budget. Capital funding to be recognized as projects are completed.
  - Canada Grants and Transfers - Federal Capital Grants to be recognized as projects are completed.
  - Water and Sewer year-to-date revenues and expenditures are slightly lower than budget due to the effects of Covid-19 (e.g. less water usage at school and Community Centre).

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:**

As noted, most Revenues and Expenditures are explainable/within budget. The only major Expenditure (that has yet to occur) that Council has chosen to override the budget on is the Shiloh Line Project.

#### **ATTACHMENTS:**

[2021-Brooke-Alvinston Budget-to-actual - June 30](#)

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To June 30, 2021

ALL DEPARTMENTS

EXPENDITURES

GENERAL GOVERNMENT

|   | 2021 Total<br>Budget | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | !      | 2021 Total<br>Budget | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | ! | 2021 Total Budget | 2021 YTD<br>Budget | 2021 YTD Actual | YTD Over/<br>Under | ! | % of Total<br>budget Used |
|---|----------------------|--------------------|--------------------|--------------------|--------|----------------------|--------------------|--------------------|--------------------|---|-------------------|--------------------|-----------------|--------------------|---|---------------------------|
|   | (1)                  | (2)                | (3)                | (4)                |        | (5)                  | (6)                | (7)                | (8)                |   | (9)               | (10)               | (11)            | (12)               |   | (13)                      |
|   |                      |                    |                    |                    |        |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
|   |                      |                    |                    |                    |        |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 1 | COUNCIL              | 42,410             | 19,905             | 17,488             | 2,417  |                      |                    |                    | -                  |   | 42,410            | 19,905             | 17,488          | 2,417              |   | 41.2%                     |
| 2 | COUNCIL SUPPORT      | 174,400            | 88,682             | 86,096             | 2,587  |                      |                    |                    | -                  |   | 174,400           | 88,682             | 86,096          | 2,587              |   | 49.4%                     |
| 3 | ADMINISTRATION       | 332,598            | 185,501            | 163,411            | 22,090 |                      | 10,000             | -                  | -                  | - | 342,598           | 185,501            | 163,411         | 22,090             |   | 47.7%                     |
|   |                      | 549,408            | 294,088            | 266,994            | 27,095 |                      | 10,000             | -                  | -                  | - | 559,408           | 294,088            | 266,994         | 27,095             |   | 47.7%                     |

PROTECTION SERVICES

|    |                        |         |         |         |          |  |         |         |         |        |  |           |         |         |          |        |
|----|------------------------|---------|---------|---------|----------|--|---------|---------|---------|--------|--|-----------|---------|---------|----------|--------|
|    |                        |         |         |         |          |  |         |         |         |        |  |           |         |         |          |        |
| 4  | FIRE - ALVINSTON       | 249,569 | 94,669  | 54,531  | 40,138   |  | 245,500 | 76,000  | 73,759  | 2,241  |  | 495,069   | 170,669 | 128,290 | 42,379   | 25.9%  |
| 5  | FIRE - INWOOD          | -       | -       | 5,692   | (5,692)  |  | 40,000  | 40,000  | 29,412  | 10,588 |  | 40,000    | 40,000  | 35,104  | 4,896    | 87.8%  |
| 6  | FIRE - WATFORD         | 4,785   | 4,785   | 3,859   | 926      |  |         |         |         | -      |  | 4,785     | 4,785   | 3,859   | 926      | 80.7%  |
| 7  | FIRE CHIEF & INSPECTOR | 50,750  | 25,325  | 22,387  | 2,939    |  |         |         |         | -      |  | 50,750    | 25,325  | 22,387  | 2,939    | 44.1%  |
| 8  | POLICE                 | 412,364 | 206,182 | 199,451 | 6,731    |  |         |         |         | -      |  | 412,364   | 206,182 | 199,451 | 6,731    | 48.4%  |
| 9  | CONSERVATION AUTHORITY | 21,080  | 21,080  | 21,080  | -        |  |         |         |         | -      |  | 21,080    | 21,080  | 21,080  | -        | 100.0% |
| 10 | INSPECTIONS & CONTROL  | 86,400  | 53,120  | 141,067 | (87,947) |  |         |         |         | -      |  | 86,400    | 53,120  | 141,067 | (87,947) | 163.3% |
| 11 | EMERGENCY MEASURES     | 7,250   | 2,750   | 426     | 2,324    |  |         |         |         | -      |  | 7,250     | 2,750   | 426     | 2,324    | 5.9%   |
|    |                        | 832,198 | 407,911 | 448,493 | (40,582) |  | 285,500 | 116,000 | 103,171 | 12,829 |  | 1,117,698 | 523,911 | 551,664 | (27,753) | 49.4%  |

TRANSPORTATION SERVICES

|    |                              |           |         |         |         |  |           |         |         |          |  |           |           |           |         |       |
|----|------------------------------|-----------|---------|---------|---------|--|-----------|---------|---------|----------|--|-----------|-----------|-----------|---------|-------|
|    |                              |           |         |         |         |  |           |         |         |          |  |           |           |           |         |       |
| 12 | ROADS - MATERIALS & SERVICES | 782,000   | 552,860 | 523,483 | 29,377  |  | 3,414,130 | 58,000  | 42,939  | 15,061   |  | 4,196,130 | 610,860   | 566,422   | 44,438  | 13.5% |
| 13 | PUBLIC WORKS OVERHEAD        | 584,532   | 326,917 | 329,771 | (2,854) |  |           |         |         | -        |  | 584,532   | 326,917   | 329,771   | (2,854) | 56.4% |
| 14 | VEHICLES & EQUIP             | 163,550   | 78,301  | 64,506  | 13,795  |  | 651,000   | 551,000 | 562,032 | (11,032) |  | 814,550   | 629,301   | 626,538   | 2,763   | 76.9% |
| 15 | SNOW REMOVAL                 | 26,500    | 6,500   | 7,759   | (1,259) |  |           |         |         | -        |  | 26,500    | 6,500     | 7,759     | (1,259) | 29.3% |
| 16 | STREET LIGHTS - ALVINSTON    | 13,000    | 6,250   | 5,277   | 973     |  |           |         |         | -        |  | 13,000    | 6,250     | 5,277     | 973     | 40.6% |
| 17 | STREET LIGHTS - INWOOD       | 6,750     | 3,375   | 2,749   | 626     |  |           |         |         | -        |  | 6,750     | 3,375     | 2,749     | 626     | 40.7% |
|    |                              | 1,576,332 | 974,203 | 933,545 | 40,658  |  | 4,065,130 | 609,000 | 604,971 | 4,029    |  | 5,641,462 | 1,583,203 | 1,538,516 | 44,687  | 27.3% |

ENVIRONMENTAL

|    |                           |         |         |         |         |  |   |   |   |   |  |         |         |         |         |       |
|----|---------------------------|---------|---------|---------|---------|--|---|---|---|---|--|---------|---------|---------|---------|-------|
|    |                           |         |         |         |         |  |   |   |   |   |  |         |         |         |         |       |
| 18 | STORM SEWER               | 68,252  | 34,126  | 34,126  | -       |  |   |   |   | - |  | 68,252  | 34,126  | 34,126  | -       | 50.0% |
| 19 | WASTE COLLECTION/DISPOSAL | 83,000  | 45,500  | 46,900  | (1,400) |  |   |   |   | - |  | 83,000  | 45,500  | 46,900  | (1,400) | 56.5% |
| 20 | RECYCLING                 | 79,000  | 39,500  | 39,391  | 109     |  |   |   |   | - |  | 79,000  | 39,500  | 39,391  | 109     | 49.9% |
|    |                           | 230,252 | 119,126 | 120,417 | (1,290) |  | - | - | - | - |  | 230,252 | 119,126 | 120,417 | (1,290) | 52.3% |

HEALTH

|    |                                 |        |     |     |     |  |   |   |   |   |  |        |     |     |     |       |
|----|---------------------------------|--------|-----|-----|-----|--|---|---|---|---|--|--------|-----|-----|-----|-------|
|    |                                 |        |     |     |     |  |   |   |   |   |  |        |     |     |     |       |
| 21 | HOSPITAL/CEMETERIES - DONATIONS | 850    | 850 | 300 | 550 |  |   |   |   | - |  | 850    | 850 | 300 | 550 | 35.3% |
| 22 | CEMETERY OPERATIONS             | 85,513 | -   | -   | -   |  | - | - | - | - |  | 85,513 | -   | -   | -   | 0.0%  |
|    |                                 | 86,363 | 850 | 300 | 550 |  | - | - | - | - |  | 86,363 | 850 | 300 | 550 | 0.3%  |

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To June 30, 2021

RECREATION AND CULTURAL

|    | 2021 Total<br>Budget          | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | !      | 2021 Total<br>Budget | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | !        | 2021 Total Budget | 2021 YTD<br>Budget | 2021 YTD Actual | YTD Over/<br>Under | !        | % of Total<br>budget Used |
|----|-------------------------------|--------------------|--------------------|--------------------|--------|----------------------|--------------------|--------------------|--------------------|----------|-------------------|--------------------|-----------------|--------------------|----------|---------------------------|
|    | (1)                           | (2)                | (3)                | (4)                |        | (5)                  | (6)                | (7)                | (8)                |          | (9)               | (10)               | (11)            | (12)               |          | (13)                      |
| 23 | REC & CANADA DAY              | 18,250             | -                  | -                  | -      |                      | 315,000            | -                  | 2,362              | (2,362)  |                   | 333,250            | -               | 2,362              | (2,362)  | 0.7%                      |
| 24 | COMMUNITY CENTER -ARENA       | 358,751            | 199,801            | 174,104            | 25,697 |                      | 111,500            | -                  | 32,209             | (32,209) |                   | 470,251            | 199,801         | 206,313            | (6,512)  | 43.9%                     |
| 25 | COMMUNITY CENTER - CONCESSION | 500                | -                  | -                  | -      |                      |                    |                    | -                  |          |                   | 500                | -               | -                  | -        | 0.0%                      |
| 26 | INWOOD REC                    | 9,755              | 1,880              | 1,726              | 154    |                      | 15,000             | -                  | 3,136              | (3,136)  |                   | 24,755             | 1,880           | 4,862              | (2,982)  | 19.6%                     |
| 27 | LIBRARY - ALVINSTON           | 6,737              | 4,237              | 3,889              | 348    |                      | -                  | -                  | -                  | -        |                   | 6,737              | 4,237           | 3,889              | 348      | 57.7%                     |
| 28 | LIBRARY - INWOOD              | 4,990              | 2,515              | 1,662              | 853    |                      | -                  | -                  | -                  | -        |                   | 4,990              | 2,515           | 1,662              | 853      | 33.3%                     |
|    |                               | 398,983            | 208,433            | 181,381            | 27,052 |                      | 441,500            | -                  | 37,707             | (37,707) |                   | 840,483            | 208,433         | 219,088            | (10,655) | 26.1%                     |

PLANNING AND DEVELOPMENT

|    |                             |         |         |         |          |  |   |   |   |   |  |         |         |         |          |       |
|----|-----------------------------|---------|---------|---------|----------|--|---|---|---|---|--|---------|---------|---------|----------|-------|
| 29 | PLANNING & ZONING           | 23,000  | 9,600   | 6,571   | 3,029    |  |   |   | - |   |  | 23,000  | 9,600   | 6,571   | 3,029    | 28.6% |
| 30 | COMMERCIAL INDUSTRIAL       | 12,000  | 4,250   | 4,253   | (3)      |  | - | - | - | - |  | 12,000  | 4,250   | 4,253   | (3)      | 35.4% |
| 31 | POST OFFICE                 | 48,000  | 24,000  | 25,870  | (1,870)  |  |   |   | - | - |  | 48,000  | 24,000  | 25,870  | (1,870)  | 53.9% |
| 32 | AGRICULTURE & REFORESTATION | 34,250  | 18,750  | 24,888  | (6,138)  |  |   |   | - | - |  | 34,250  | 18,750  | 24,888  | (6,138)  | 72.7% |
| 33 | MUNICIPAL DRAIN LOANS       | -       | -       | -       | -        |  |   |   | - | - |  | -       | -       | -       | -        |       |
| 34 | MUNICIPAL DRAIN WORK        | 430,000 | 257,500 | 264,997 | (7,497)  |  |   |   | - | - |  | 430,000 | 257,500 | 264,997 | (7,497)  | 61.6% |
| 35 | TILE DRAIN LOANS            | 6,000   | 3,500   | 3,473   | 27       |  |   |   | - | - |  | 6,000   | 3,500   | 3,473   | 27       | 57.9% |
|    |                             | 553,250 | 317,600 | 330,053 | (12,453) |  | - | - | - | - |  | 553,250 | 317,600 | 330,053 | (12,453) | 59.7% |

OTHER/RESERVES

|    |               |         |         |         |   |  |   |   |   |   |  |         |         |         |   |        |
|----|---------------|---------|---------|---------|---|--|---|---|---|---|--|---------|---------|---------|---|--------|
| 36 | RESERVES      | 108,000 | 108,000 | 108,000 | - |  |   |   | - |   |  | 108,000 | 108,000 | 108,000 | - | 100.0% |
| 37 | RESERVE FUNDS | -       | -       | -       | - |  |   |   | - | - |  | -       | -       | -       | - |        |
|    |               | 108,000 | 108,000 | 108,000 | - |  | - | - | - | - |  | 108,000 | 108,000 | 108,000 | - | 100.0% |

|    |                    |           |           |           |        |  |           |         |         |          |  |           |           |           |        |       |
|----|--------------------|-----------|-----------|-----------|--------|--|-----------|---------|---------|----------|--|-----------|-----------|-----------|--------|-------|
| 38 | TOTAL EXPENDITURES | 4,334,786 | 2,430,211 | 2,389,183 | 41,029 |  | 4,802,130 | 725,000 | 745,849 | (20,849) |  | 9,136,916 | 3,155,211 | 3,135,031 | 20,180 | 34.3% |
|----|--------------------|-----------|-----------|-----------|--------|--|-----------|---------|---------|----------|--|-----------|-----------|-----------|--------|-------|



MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To June 30, 2021

REVENUES

FEES AND CHARGES

|    | 2021 Total<br>Budget            | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | !        | 2021 Total<br>Budget | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | ! | 2021 Total Budget | 2021 YTD<br>Budget | 2021 YTD Actual | YTD Over/<br>Under | ! | % of Total<br>budget Used |
|----|---------------------------------|--------------------|--------------------|--------------------|----------|----------------------|--------------------|--------------------|--------------------|---|-------------------|--------------------|-----------------|--------------------|---|---------------------------|
|    | (1)                             | (2)                | (3)                | (4)                |          | (5)                  | (6)                | (7)                | (8)                |   | (9)               | (10)               | (11)            | (12)               |   | (13)                      |
| 39 | GENERAL GOVERNMENT              | 13,000             | 5,850              | 5,697              | 153      | -                    | -                  | -                  | -                  |   | 13,000            | 5,850              | 5,697           | 153                |   | 43.8%                     |
| 41 | PROPERTY INSPECTION & CONTROL   | 65,500             | 10,500             | 14,052             | (3,552)  |                      |                    |                    | -                  |   | 65,500            | 10,500             | 14,052          | (3,552)            |   | 21.5%                     |
| 42 | TRANSPORTATION                  | 2,500              | -                  | 61,206             | (61,206) | -                    | -                  | 30,862             | (30,862)           |   | 2,500             | -                  | 92,068          | (92,068)           |   | 3682.7%                   |
| 43 | WASTE COLLECTION & RECYCLYING   | -                  | -                  | 143                | (143)    |                      |                    |                    | -                  |   | -                 | -                  | 143             | (143)              |   | 0.0%                      |
| 44 | CEMETERY                        | 85,513             | -                  | -                  | -        |                      |                    |                    | -                  |   | 85,513            | -                  | -               | -                  |   | 0.0%                      |
| 45 | COMMUNITY CENTER - ALVINSTON    | 85,550             | -                  | 468                | (468)    |                      |                    |                    | -                  |   | 85,550            | -                  | 468             | (468)              |   | 0.5%                      |
| 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             | 9,200              | 21,721             | (12,521) |                      |                    |                    | -                  |   | 12,500            | 9,200              | 21,721          | (12,521)           |   | 173.8%                    |
| 50 | HANGING BASKETS/COMMUNITY GROUP | 2,520              | 2,520              | 2,860              | (340)    |                      |                    |                    | -                  |   | 2,520             | 2,520              | 2,860           | (340)              |   | 113.5%                    |
| 51 | POST OFFICE                     | 60,000             | 30,000             | 34,788             | (4,788)  |                      |                    |                    | -                  |   | 60,000            | 30,000             | 34,788          | (4,788)            |   | 58.0%                     |
| 52 | AGRICULTURE & REFORESTATION     | 2,000              | 2,000              | 8,564              | (6,564)  |                      |                    |                    | -                  |   | 2,000             | 2,000              | 8,564           | (6,564)            |   | 428.2%                    |
| 53 | MUNICIPAL DRAIN BILLINGS        | 330,000            | -                  | -                  | -        |                      |                    |                    | -                  |   | 330,000           | -                  | -               | -                  |   | 0.0%                      |
| 54 | TILE DRAIN LOANS                | 6,000              | -                  | -                  | -        |                      |                    |                    | -                  |   | 6,000             | -                  | -               | -                  |   | 0.0%                      |
|    |                                 | 679,133            | 60,570             | 150,095            | (89,525) | -                    | -                  | 30,862             | (30,862)           |   | 679,133           | 60,570             | 180,957         | (120,387)          |   | 26.6%                     |

MUNICIPAL

|    |                                |        |        |         |       |         |         |         |       |  |         |         |         |        |  |        |
|----|--------------------------------|--------|--------|---------|-------|---------|---------|---------|-------|--|---------|---------|---------|--------|--|--------|
| 55 | ALVINSTON FIRE                 | 48,051 | 48,051 | 43,631  | 4,420 | 39,280  | 39,280  | 38,515  | 765   |  | 87,331  | 87,331  | 82,146  | 5,185  |  | 94.1%  |
| 56 | INWOOD FIRE                    | -      | -      | (4,298) | 4,298 | 155,000 | 155,000 | 154,166 | 834   |  | 155,000 | 155,000 | 149,868 | 5,132  |  | 96.7%  |
| 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 | 59,961 | 51,243  | 8,718 | 429,280 | 194,280 | 192,681 | 1,599 |  | 489,241 | 254,241 | 243,924 | 10,317 |  | 49.9%  |

ONTARIO

|    |                              |         |         |         |          |           |         |         |          |  |           |         |         |          |  |        |
|----|------------------------------|---------|---------|---------|----------|-----------|---------|---------|----------|--|-----------|---------|---------|----------|--|--------|
| 59 | OCIF                         |         |         |         | -        | 137,421   | 137,421 | 137,421 | -        |  | 137,421   | 137,421 | 137,421 | -        |  | 100.0% |
| 60 | COVID FUNDING                | 17,000  | 17,000  | 39,125  | (22,125) | -         | -       | -       | -        |  | 17,000    | 17,000  | 39,125  | (22,125) |  | 230.1% |
| 61 | CANNIBIS FUNDING             | -       | -       | 5,000   | (5,000)  |           |         |         | -        |  | -         | -       | 5,000   | (5,000)  |  |        |
| 62 | PROVINCIAL - ICIP -ROADS     | -       | -       | -       | -        | 1,029,607 | -       | 41,587  | (41,587) |  | 1,029,607 | -       | 41,587  | (41,587) |  | 4.0%   |
| 63 | PROVINCIAL - ICIP - COVID-19 | -       | -       | -       | -        | 20,000    | -       | -       | -        |  | 20,000    | -       | -       | -        |  | 0.0%   |
| 64 | OMRFA DRAIN SUPERINTENDENT   | 15,000  | -       | -       | -        |           |         |         | -        |  | 15,000    | -       | -       | -        |  | 0.0%   |
| 65 | OMAFRA - DRAIN SUBSIDIES     | 140,000 | -       | -       | -        |           |         |         | -        |  | 140,000   | -       | -       | -        |  | 0.0%   |
| 66 | PROVINCIAL _ FIRE GRANT      | -       | -       | 5,100   | (5,100)  |           |         |         | -        |  | -         | -       | 5,100   | (5,100)  |  | 0.0%   |
| 67 | OMPF                         | 594,100 | 297,050 | 297,050 | -        |           |         |         | -        |  | 594,100   | 297,050 | 297,050 | -        |  | 50.0%  |
|    |                              | 766,100 | 314,050 | 346,275 | (32,225) | 1,187,028 | 137,421 | 179,008 | (41,587) |  | 1,953,128 | 451,471 | 525,282 | (73,811) |  | 26.9%  |

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To June 30, 2021

CANADA

Page 6 of 7

AREA RATINGS

RESERVES/RESERVE FUNDS/FINANCING

TAXATION

TOTAL REVENUES

NET EXPENDITURES OVER REVENUE

|                                      | 2021 Total<br>Budget | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | ! | 2021 Total<br>Budget | 2021 YTD<br>Budget | 2021 YTD<br>Actual | YTD Over/<br>Under | ! | 2021 Total Budget | 2021 YTD<br>Budget | 2021 YTD Actual | YTD Over/<br>Under | ! | % of Total<br>budget Used |
|--------------------------------------|----------------------|--------------------|--------------------|--------------------|---|----------------------|--------------------|--------------------|--------------------|---|-------------------|--------------------|-----------------|--------------------|---|---------------------------|
|                                      | (1)                  | (2)                | (3)                | (4)                |   | (5)                  | (6)                | (7)                | (8)                |   | (9)               | (10)               | (11)            | (12)               |   | (13)                      |
| CANADA                               |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 68 CANADA - ICIP - Roads             | -                    | -                  | -                  | -                  |   | 1,853,478            | -                  | 74,863             | (74,863)           |   | 1,853,478         | -                  | 74,863          | (74,863)           |   | 4.0%                      |
| 69 CANADA - ICIP - COVID-19          | -                    | -                  | -                  | -                  |   | 80,000               | -                  | -                  | -                  |   | 80,000            | -                  | -               | -                  |   | 0.0%                      |
| 70 FEDERAL GAS TAX                   | -                    | -                  | -                  | -                  |   | -                    | -                  | -                  | -                  |   | -                 | -                  | -               | -                  |   |                           |
| 71 FEDERAL CANADA DAY                | 5,000                | -                  | -                  | -                  |   |                      |                    |                    | -                  |   | 5,000             | -                  | -               | -                  |   | 0.0%                      |
| 72 FEDERAL CANADA HEALTHY COMMUNITIE | -                    | -                  | 11,000             | (11,000)           |   |                      |                    |                    | -                  |   | -                 | -                  | 11,000          | (11,000)           |   |                           |
|                                      | 5,000                | -                  | 11,000             | (11,000)           |   | 1,933,478            | -                  | 74,863             | (74,863)           |   | 1,938,478         | -                  | 85,863          | (85,863)           |   | 4.4%                      |
|                                      |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 73 LICENCES, PERMITS, RENTS          | 13,983               | 7,038              | 8,286              | (1,249)            |   |                      |                    |                    | -                  |   | 13,983            | 7,038              | 8,286           | (1,249)            |   | 59.3%                     |
| 74 FINES AND PENALTIES               | 55,000               | 27,500             | 25,331             | 2,169              |   |                      |                    |                    | -                  |   | 55,000            | 27,500             | 25,331          | 2,169              |   | 46.1%                     |
| 75 OTHER REVENUES                    | 34,500               | 17,400             | 17,753             | (353)              |   |                      |                    |                    | -                  |   | 34,500            | 17,400             | 17,753          | (353)              |   | 51.5%                     |
|                                      |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| AREA RATINGS                         |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 76 ALVINSTON AREA RATING             | 43,610               | -                  | 18                 | (18)               |   |                      |                    |                    | -                  |   | 43,610            | -                  | 18              | (18)               |   | 0.0%                      |
| 77 INWOOD AREA RATING                | 14,451               | -                  | -                  | -                  |   |                      |                    |                    | -                  |   | 14,451            | -                  | -               | -                  |   | 0.0%                      |
|                                      | 58,061               | -                  | 18                 | (18)               |   | -                    | -                  | -                  | -                  |   | 58,061            | -                  | 18              | (18)               |   | 0.0%                      |
| RESERVES/RESERVE FUNDS/FINANCING     |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 78 RESERVES                          | -                    | -                  | -                  | -                  |   | 924,000              | 924,000            | 924,000            | -                  |   | 924,000           | 924,000            | 924,000         | -                  |   | 100.0%                    |
| 79 FINANCING -OTHER                  |                      |                    |                    | -                  |   |                      |                    |                    | -                  |   | -                 | -                  | -               | -                  |   |                           |
|                                      | -                    | -                  | -                  | -                  |   | 924,000              | 924,000            | 924,000            | -                  |   | 924,000           | 924,000            | 924,000         | -                  |   | 100.0%                    |
| TAXATION                             |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 80 GENERAL TAXATION                  | 2,996,392            | 1,498,196          | 1,615,124          | (116,928)          |   |                      |                    |                    | -                  |   | 2,996,392         | 1,498,196          | 1,615,124       | (116,928)          |   | 53.9%                     |
| 81 ADJUSTMENTS/WRITE-OFFS            | (25,000)             | (12,500)           | (16,391)           | 3,891              |   |                      |                    |                    | -                  |   | (25,000)          | (12,500)           | (16,391)        | 3,891              |   | 65.6%                     |
| 82 SUPPLEMENTAL                      | 5,000                | 2,500              | 2,972              | (472)              |   |                      |                    |                    | -                  |   | 5,000             | 2,500              | 2,972           | (472)              |   | 59.4%                     |
| 83 UTILITY TRANSMISSION              | 15,000               | -                  | -                  | -                  |   |                      |                    |                    | -                  |   | 15,000            | -                  | -               | -                  |   | 0.0%                      |
|                                      | 2,991,392            | 1,488,196          | 1,601,705          | (113,509)          |   | -                    | -                  | -                  | -                  |   | 2,991,392         | 1,488,196          | 1,601,705       | (113,509)          |   | 53.5%                     |
|                                      |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 84 TOTAL REVENUES                    | 4,663,130            | 1,974,714          | 2,211,706          | (236,992)          |   | 4,473,786            | 1,255,701          | 1,401,414          | (145,713)          |   | 9,136,916         | 3,230,415          | 3,613,120       | (382,704)          |   | 39.5%                     |
|                                      |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |
| 85 NET EXPENDITURES OVER REVENUE     | (328,344)            | 455,497            | 177,477            | 278,020            |   | 328,344              | (530,701)          | (655,565)          | 124,864            |   | -                 | (75,204)           | (478,089)       | 402,885            |   |                           |
|                                      |                      |                    |                    |                    |   |                      |                    |                    |                    |   |                   |                    |                 |                    |   |                           |

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To June 30, 2021

WATER & SEWER

REVENUE

|                              | 2021 Total Budget                 | 2021 YTD Budget | 2021 YTD Actual | YTD Over/Under | !       | 2021 Total Budget | 2021 YTD Budget | 2021 YTD Actual | YTD Over/Under | ! | 2021 Total Budget | 2021 YTD Budget | 2021 YTD Actual | YTD Over/Under | ! | % of Total 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         | 102,698         | 98,659         | 4,039   |                   |                 |                 | -              |   | 205,397           | 102,698         | 98,659          | 4,039          |   | 48.0%                  |
| 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          | -               | 9,205          | (9,205) |                   |                 |                 | -              |   | 62,832            | -               | 9,205           | (9,205)        |   | 14.7%                  |
| 9                            | WATER - ALVINSTON                 | 335,881         | 168,990         | 163,892        | 5,098   |                   |                 |                 | -              |   | 335,881           | 168,990         | 163,892         | 5,098          |   | 48.8%                  |
| 10                           | WATER - ALVINSTON - OTHER CHGS    | -               | -               | -              | -       | -                 | -               | 10,723          | (10,723)       |   | -                 | -               | 10,723          | (10,723)       |   | 0.0%                   |
|                              |                                   |                 |                 |                |         |                   |                 |                 |                |   |                   |                 |                 |                |   |                        |
| TOTAL WATER & SEWER REVENUES |                                   |                 |                 |                |         | -                 | -               | 10,723          | (10,723)       |   | 669,711           | 271,689         | 282,480         | (10,791)       |   | 42.18%                 |

EXPENDITURES

|                                  |                         |         |         |         |        |   |   |   |   |  |         |         |         |        |  |        |
|----------------------------------|-------------------------|---------|---------|---------|--------|---|---|---|---|--|---------|---------|---------|--------|--|--------|
| 11                               | WASTE WATER - ALVINSTON | 169,243 | 82,179  | 75,808  | 6,372  | - | - | - | - |  | 169,243 | 82,179  | 75,808  | 6,372  |  | 44.8%  |
| 12                               | WASTE WATER - INWOOD    | 116,559 | 48,257  | 45,971  | 2,286  | - | - | - | - |  | 116,559 | 48,257  | 45,971  | 2,286  |  | 39.4%  |
| 13                               | WATER - ALVINSTON       | 303,603 | 149,843 | 139,512 | 10,330 | - | - | - | - |  | 303,603 | 149,843 | 139,512 | 10,330 |  | 46.0%  |
| 14                               | RESERVE FUND            | 80,307  | -       | -       | -      |   |   |   | - |  | 80,307  | -       | -       | -      |  | 0.0%   |
|                                  |                         |         |         |         |        |   |   |   |   |  |         |         |         |        |  |        |
| TOTAL WATER & SEWER EXPENDITURES |                         |         |         |         |        | - | - | - | - |  | 669,711 | 280,279 | 261,291 | 18,988 |  | 39.02% |

NET WATER & SEWER EXPENDITURES

|   |       |          |        |  |   |   |          |        |  |   |       |          |        |  |  |
|---|-------|----------|--------|--|---|---|----------|--------|--|---|-------|----------|--------|--|--|
| - | 8,590 | (10,465) | 19,056 |  | - | - | (10,723) | 10,723 |  | - | 8,590 | (21,189) | 29,779 |  |  |
|---|-------|----------|--------|--|---|---|----------|--------|--|---|-------|----------|--------|--|--|



## Council Staff Report

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**To:** Mayor Ferguson and Members of Council  
**Subject:** Accounts Payable Listing - June 2021  
**Meeting:** Council - 22 Jul 2021  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### **Recommendation:**

**That Council receive and file the Accounts Payable Listing for June 2021.**

### **Background:**

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

### **ATTACHMENTS:**

[Posted Accounts Payable List - June 2021](#)

2021.05.12 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

07-07-21

8:56AM

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                         | Vendor<br>Number Name                      | Invoice Number<br>Item Description        | Invoice<br>Date | Entry<br>Date | Item Amount |
|---------------------------------|--|---|-----------------|---------------|-------------|
| <b>ASSETS &amp; LIABILITIES</b> |  |   |                 |               |             |
| 01-0000-0498                    | 002302 SUN LIFE ASSURANCE COMPANY OF CANAD | JUNE2021<br>SUNLIFE BENEFITS              | 06-01-21        | 06-01-21      | 4.34        |
| 01-0000-0610                    | 003393 SHAWN MACRAE                        | JUNE2021<br>TAX OVERPAYMENT               | 06-10-21        | 06-10-21      | 3,345.80    |
| 01-0000-1100                    | 002734 THE INDEPENDENT                     | 11501<br>CANADA DAY AD                    | 06-30-21        | 06-30-21      | 113.00      |
| 01-0000-2293                    | 000011 BMO INVESTMENTS INC.                | JUNE2021<br>EMPLOYEE RSP                  | 06-28-21        | 06-28-21      | 773.28      |
| 01-0000-2293                    | 000087 BMO NESBITT BURNS                   | JUNE2021<br>EMPLOYEE RSP                  | 06-28-21        | 06-28-21      | 1,632.00    |
| Account Total                   |  |   |                 |               | 2,405.28    |
| 01-0000-2420                    | 003396 IAN LEHRBASS                        | JUNE2021<br>WATER KEY RETURNED            | 06-28-21        | 06-28-21      | 25.00       |
| 01-0000-2426                    | 002996 NANCY FAFLAK                        | JUNE2021<br>FOOD BANK SUPPLIES            | 06-09-21        | 06-09-21      | 89.81       |
| Department Total                |  |   |                 |               | 5,983.23    |
| <b>LICENCES, PERMITS, RENTS</b> |  |   |                 |               |             |
| 01-0050-1435                    | 000003 BROOKE TELECOM CO-OPERATIVE         | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | -425.00     |
| Department Total                |  |   |                 |               | -425.00     |
| <b>GOVERNANCE</b>               |  |   |                 |               |             |
| 01-0240-7303                    | 002598 DAVID FERGUSON                      | JULY2021<br>PHONE                         | 06-28-21        | 06-28-21      | 30.00       |
| 01-0240-7398                    | 000279 BMO BANK OF MONTREAL                | 0502677-2106<br>ZOOM                      | 06-14-21        | 06-14-21      | 22.60       |
| Department Total                |  |   |                 |               | 52.60       |
| <b>COUNCIL SUPPORT</b>          |  |   |                 |               |             |
| 01-0241-7117                    | 002302 SUN LIFE ASSURANCE COMPANY OF CANAD | JUNE2021<br>SUNLIFE BENEFITS              | 06-01-21        | 06-01-21      | 988.26      |
| 01-0241-7150                    | 000279 BMO BANK OF MONTREAL                | 0502677-2106<br>WORKSHOP REFUND           | 06-14-21        | 06-14-21      | -203.40     |
| 01-0241-7303                    | 000003 BROOKE TELECOM CO-OPERATIVE         | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 58.92       |
| 01-0241-7320                    | 000279 BMO BANK OF MONTREAL                | 0502677-2106<br>AMCTO MEMBERSHIP          | 06-14-21        | 06-14-21      | 457.65      |

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MUNICIPALITY OF BROOKE-ALVINST

07-07-21

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**Accounts Payable**

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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                     | Vendor<br>Number Name                       | Invoice Number<br>Item Description        | Invoice<br>Date | Entry<br>Date | Item Amount |
|-----------------------------|---|---|-----------------|---------------|-------------|
| Department Total            |   |   |                 |               | 1,301.43    |
| <b>CORPORATE MANAGEMENT</b> |   |   |                 |               |             |
| 01-0250-7117                | 002302 SUN LIFE ASSURANCE COMPANY OF CANADA | JUNE2021<br>SUNLIFE BENEFITS              | 06-01-21        | 06-01-21      | 1,360.58    |
| 01-0250-7301                | 000165 MANLEY'S BASICS                      | 1103837<br>OFFICE SUPPLIES                | 06-02-21        | 06-02-21      | 12.42       |
| 01-0250-7301                | 000165 MANLEY'S BASICS                      | 1104045<br>OFFICE SUPPLIES                | 06-02-21        | 06-02-21      | 24.85       |
| 01-0250-7301                | 000165 MANLEY'S BASICS                      | 1105017<br>OFFICE SUPPLIES                | 06-18-21        | 06-18-21      | 90.48       |
| 01-0250-7301                | 003052 CHERYL BEAUGRAND                     | JUNE2021<br>SUPPLIES                      | 06-02-21        | 06-02-21      | 4.49        |
| Account Total               |   |   |                 |               | 132.24      |
| 01-0250-7303                | 000003 BROOKE TELECOM CO-OPERATIVE          | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 56.92       |
| 01-0250-7303                | 000003 BROOKE TELECOM CO-OPERATIVE          | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 247.89      |
| Account Total               |   |   |                 |               | 304.81      |
| 01-0250-7304                | 002187 INTEGRATED DIGITAL SOLUTIONS         | AR301756<br>PHOTOCOPIER                   | 06-02-21        | 06-02-21      | 112.11      |
| 01-0250-7305                | 003217 MUN OF BROOKE-ALVINSTON - EFT        | TR242450<br>MAILING                       | 06-16-21        | 06-16-21      | 16.48       |
| 01-0250-7305                | 003217 MUN OF BROOKE-ALVINSTON - EFT        | TR242684<br>OFFICE POSTAGE                | 06-18-21        | 06-18-21      | 1,039.60    |
| Account Total               |   |   |                 |               | 1,056.08    |
| 01-0250-7306                | 000099 BLUEWATER POWER DISTRIBUTION CORP    | 250005140663<br>ELECTRICITY CHARGES       | 06-01-21        | 06-01-21      | 321.02      |
| 01-0250-7310                | 002215 KEYSTONE TECHNOLOGIES LTD.           | 18529<br>IT SUPPORT                       | 06-14-21        | 06-14-21      | 174.59      |
| 01-0250-7310                | 002215 KEYSTONE TECHNOLOGIES LTD.           | 18561<br>IT SUPPORT & LICENCING           | 06-28-21        | 06-28-21      | 459.92      |
| 01-0250-7310                | 003264 REDCHAIR                             | 3644<br>WEBSITE HOSTING                   | 06-30-21        | 06-30-21      | 169.50      |
| Account Total               |   |   |                 |               | 804.01      |
| 01-0250-7340                | 000036 VIVIAN UNIFORM RENTAL LTD.           | 96281<br>MATS                             | 06-08-21        | 06-08-21      | 61.30       |
| 01-0250-7405                | 003353 BETTY MCKELLAR                       | MAY2021<br>OFFICE CLEANING                | 06-14-21        | 06-14-21      | 312.50      |

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MUNICIPALITY OF BROOKE-ALVINST

07-07-21

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**Accounts Payable**

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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                         | Vendor<br>Number Name                    | Invoice Number<br>Item Description     | Invoice<br>Date | Entry<br>Date | Item Amount |
|---------------------------------|--|--|-----------------|---------------|-------------|
| Department Total                |  |  |                 |               | 4,464.65    |
| <b>FIRE STATION - ALVINSTON</b> |  |  |                 |               |             |
| 01-0411-7120                    | 003125 TALBOT UNIFORMS                   | 278754 UNIFORMS                        | 06-28-21        | 06-28-21      | 107.20      |
| 01-0411-7303                    | 000003 BROOKE TELECOM CO-OPERATIVE       | 10605820-0621 PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 57.13       |
| 01-0411-7303                    | 000003 BROOKE TELECOM CO-OPERATIVE       | 10605820-0621 PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 60.66       |
| Account Total                   |  |  |                 |               | 117.79      |
| 01-0411-7306                    | 000099 BLUEWATER POWER DISTRIBUTION CORP | 250005140659 ELECTRICITY CHARGES       | 06-01-21        | 06-01-21      | 125.85      |
| 01-0411-7306                    | 000099 BLUEWATER POWER DISTRIBUTION CORP | 250005140660 ELECTRICITY CHARGES       | 06-01-21        | 06-01-21      | 8.38        |
| Account Total                   |  |  |                 |               | 134.23      |
| 01-0411-7340                    | 003364 R & C CLEANING                    | JUN-2021 FIRE HALL CLEANING            | 06-30-21        | 06-30-21      | 120.00      |
| 01-0411-7340                    | 003364 R & C CLEANING                    | MAY-2021 FIRE HALL CLEANING            | 06-04-21        | 06-04-21      | 120.00      |
| Account Total                   |  |  |                 |               | 240.00      |
| 01-0411-7351                    | 000279 BMO BANK OF MONTREAL              | 0502677-2106 ZOOM                      | 06-14-21        | 06-14-21      | 22.60       |
| 01-0411-7360                    | 003399 DYNAMIC GRAFFIX SIGNS & MORE INC  | 4756 SCENE SUPPLIES                    | 06-30-21        | 06-30-21      | 530.95      |
| 01-0411-7360                    | 002649 ALLIED MEDICAL                    | 512863 MEDICAL SUPPLIES                | 06-28-21        | 06-28-21      | 107.25      |
| Account Total                   |  |  |                 |               | 638.20      |
| 01-0411-7373                    | 002462 CARRIER TRUCK CENTERS INC.        | 05S504787 PUMP 6-ANNUAL TESTING        | 06-30-21        | 06-30-21      | 1,100.81    |
| 01-0411-7373                    | 002462 CARRIER TRUCK CENTERS INC.        | 05S504788 UNIT 3-PUMP/LADDER TESTING   | 06-30-21        | 06-30-21      | 854.54      |
| 01-0411-7373                    | 002462 CARRIER TRUCK CENTERS INC.        | 05S504789 UNIT 4-PUMP/LADDER TESTING   | 06-30-21        | 06-30-21      | 461.77      |
| 01-0411-7373                    | 002462 CARRIER TRUCK CENTERS INC.        | 05S504790 UNIT 2-PUMP/LADDER TESTING   | 06-30-21        | 06-30-21      | 598.90      |
| Account Total                   |  |  |                 |               | 3,016.02    |
| 01-0411-7460                    | 002223 COUNTY OF LAMBTON                 | 34810 QUARTERLY TOWER LEASE            | 06-09-21        | 06-09-21      | 1,769.71    |
| Department Total                |  |  |                 |               | 6,045.75    |



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MUNICIPALITY OF BROOKE-ALVINST

07-07-21

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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account   | Vendor<br>Number Name                       | Invoice Number<br>Item Description        | Invoice<br>Date | Entry<br>Date | Item Amount |
|---|---|---|-----------------|---------------|-------------|
| <b><u>FIRE DEPARTMENT - WATFORD</u></b>           |   |   |                 |               |             |
| 01-0413-7372                                      | 000214 KARL'S TRUCK SERVICE                 | W70777<br>REPAIR TII WATFORD              | 06-08-21        | 06-08-21      | 140.46      |
| Department Total                                  |   |   |                 |               | 140.46      |
| <b><u>POLICE</u></b>                              |   |   |                 |               |             |
| 01-0420-7460                                      | 000055 LAMBTON GROUP POLICE SERVICES BOARD  | 2179<br>MONTHLY POLICING                  | 06-02-21        | 06-02-21      | 33,241.75   |
| Department Total                                  |   |   |                 |               | 33,241.75   |
| <b><u>PROTECTIVE INSPECTION &amp; CONTROL</u></b> |   |   |                 |               |             |
| 01-0440-5505                                      | 002800 KIM LEE                              | JUNE2021<br>BUILDING PERMIT REFUND        | 06-14-21        | 06-14-21      | 178.75      |
| 01-0440-7420                                      | 003317 PICKFIELD LAW PROFESSIONAL CORPORATI | 10621<br>NFPPB FERTILIZER STORAGE         | 06-14-21        | 06-14-21      | 237.30      |
| 01-0440-7470                                      | 002223 COUNTY OF LAMBTON                    | 34870<br>BUILDING PERMITS                 | 06-18-21        | 06-18-21      | 1,625.00    |
| 01-0440-7470                                      | 002223 COUNTY OF LAMBTON                    | 34870<br>BUILDING PERMITS                 | 06-18-21        | 06-18-21      | 138.78      |
| Account Total                                     |   |   |                 |               | 1,763.78    |
| 01-0440-7472                                      | 000175 VICKI KYLE                           | JUNE2021<br>ANIMAL CONTROL SERVICES       | 06-02-21        | 06-02-21      | 885.72      |
| Department Total                                  |   |   |                 |               | 3,065.55    |
| <b><u>EMERGENCY MEASURES</u></b>                  |   |   |                 |               |             |
| 01-0450-7340                                      | 000003 BROOKE TELECOM CO-OPERATIVE          | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 66.34       |
| Department Total                                  |   |   |                 |               | 66.34       |
| <b><u>RUP - GRAVEL PATCH</u></b>                  |   |   |                 |               |             |
| 01-0516-7401                                      | 000152 MCKENZIE & HENDERSON LTD.            | 0000036731<br>DOLOMITE                    | 06-14-21        | 06-14-21      | 49,921.95   |
| 01-0516-7401                                      | 000152 MCKENZIE & HENDERSON LTD.            | 0000036732<br>DOLOMITE                    | 06-14-21        | 06-14-21      | 41,382.26   |
| 01-0516-7401                                      | 000152 MCKENZIE & HENDERSON LTD.            | 0000036733<br>DOLOMITE                    | 06-14-21        | 06-14-21      | 50,946.62   |
| 01-0516-7401                                      | 000152 MCKENZIE & HENDERSON LTD.            | 0000036734<br>DOLOMITE                    | 06-14-21        | 06-14-21      | 31,289.19   |
| Account Total                                     |   |   |                 |               | 173,540.02  |
| Department Total                                  |   |   |                 |               | 173,540.02  |
| <b><u>RUP - DUST CONTROL</u></b>                  |   |   |                 |               |             |

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MUNICIPALITY OF BROOKE-ALVINST

07-07-21

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**Accounts Payable**

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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account  | Vendor<br>Number Name                      | Invoice Number<br>Item Description | Invoice<br>Date | Entry<br>Date | Item Amount |
|--|--|------------------------------------|-----------------|---------------|-------------|
| 01-0518-7401                                   | 003022 LAMBTON SCIENTIFIC                  | 35376<br>TEST ON BRINE             | 06-30-21        | 06-30-21      | 175.15      |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0293853<br>BRINE                  | 06-30-21        | 06-30-21      | 2,047.53    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0293944<br>BRINE                  | 06-30-21        | 06-30-21      | 4,095.04    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0293945<br>DUST FIGHTER           | 06-30-21        | 06-30-21      | 6,142.58    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294027<br>BRINE                  | 06-30-21        | 06-30-21      | 4,095.05    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294204<br>BRINE                  | 06-30-21        | 06-30-21      | 6,142.58    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294287<br>BRINE                  | 06-30-21        | 06-30-21      | 6,142.58    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294398<br>BRINE                  | 06-30-21        | 06-30-21      | 6,142.58    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294479<br>BRINE                  | 06-30-21        | 06-30-21      | 4,095.05    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294580<br>BRINE                  | 06-30-21        | 06-30-21      | 4,095.05    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294672<br>BRINE                  | 06-30-21        | 06-30-21      | 6,142.58    |
| 01-0518-7401                                   | 002463 DEN-MAR BRINES LIMITED              | D0294747<br>BRINE                  | 06-30-21        | 06-30-21      | 6,142.58    |
| Account Total                                  |  |                                    |                 |               | 55,458.35   |
| Department Total                               |  |                                    |                 |               | 55,458.35   |
| <b><u>RB/C - CULVERT R &amp; M</u></b>         |  |                                    |                 |               |             |
| 01-0531-7301                                   | 000104 JOHNSTON BROS. (BOTHWELL) LTD.      | 90952<br>GABION STONE              | 06-30-21        | 06-30-21      | 1,340.46    |
| 01-0531-7401                                   | 003397 C. ROBERT ROBINSON CONTRACTING LTD. | 0001<br>LABOUR                     | 06-30-21        | 06-30-21      | 339.00      |
| Department Total                               |  |                                    |                 |               | 1,679.46    |
| <b><u>RT&amp;M - BRUSHING/TREE REMOVAL</u></b> |  |                                    |                 |               |             |
| 01-0547-7401                                   | 003298 SUMMIT TREE SERVICE INC.            | 2041<br>STUMP REMOVAL              | 06-30-21        | 06-30-21      | 2,666.80    |
| Department Total                               |  |                                    |                 |               | 2,666.80    |
| <b><u>RT&amp;M - SIGNS</u></b>                 |  |                                    |                 |               |             |
| 01-0550-7301                                   | 002022 E.S. HUBBELL HIGHWAY AND DRAINAGE   | 728767<br>SIGN POSTS               | 06-30-21        | 06-30-21      | 486.75      |
| Department Total                               |  |                                    |                 |               | 486.75      |
| <b><u>RT&amp;M - INTERSECTION LIGHTING</u></b> |  |                                    |                 |               |             |

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**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                    | Vendor<br>Number Name                      | Invoice Number<br>Item Description        | Invoice<br>Date | Entry<br>Date | Item Amount |
|----------------------------|--|---|-----------------|---------------|-------------|
| 01-0551-7306               | 000014 HYDRO ONE NETWORKS INC.             | 4674-0621<br>HYDRO                        | 06-08-21        | 06-08-21      | 19.61       |
| Department Total           |  |   |                 |               | 19.61       |
| <b>RT&amp;M - DRAINAGE</b> |  |   |                 |               |             |
| 01-0554-7401               | 003004 TOM PARKS                           | 221067B<br>TILE FLUSHING                  | 06-30-21        | 06-30-21      | 327.70      |
| Department Total           |  |   |                 |               | 327.70      |
| <b>OVERHEAD</b>            |  |   |                 |               |             |
| 01-0560-7117               | 002302 SUN LIFE ASSURANCE COMPANY OF CANAD | JUNE2021<br>SUNLIFE BENEFITS              | 06-01-21        | 06-01-21      | 3,346.51    |
| 01-0560-7125               | 000279 BMO BANK OF MONTREAL                | 0502677-2106<br>T SHIRTS                  | 06-14-21        | 06-14-21      | 513.50      |
| 01-0560-7125               | 000036 VIVIAN UNIFORM RENTAL LTD.          | 96285<br>COVERALLS                        | 06-14-21        | 06-14-21      | 156.95      |
| Account Total              |  |   |                 |               | 670.45      |
| 01-0560-7303               | 000003 BROOKE TELECOM CO-OPERATIVE         | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 120.42      |
| 01-0560-7303               | 000003 BROOKE TELECOM CO-OPERATIVE         | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 120.27      |
| Account Total              |  |   |                 |               | 240.69      |
| 01-0560-7304               | 000069 TOROMONT INDUSTRIES LTD             | 07C536235-001<br>PARTS                    | 06-14-21        | 06-14-21      | 16.76       |
| 01-0560-7304               | 003136 NAPA GLENCOE                        | 130-472802<br>ANTIFREEZE                  | 06-14-21        | 06-14-21      | 63.70       |
| 01-0560-7304               | 003136 NAPA GLENCOE                        | 130-472803<br>ANTIFREEZE                  | 06-14-21        | 06-14-21      | 18.40       |
| 01-0560-7304               | 003136 NAPA GLENCOE                        | 130-474382<br>GREASE SET                  | 06-14-21        | 06-14-21      | 59.63       |
| 01-0560-7304               | 003136 NAPA GLENCOE                        | 130-480648<br>BALL HITCH                  | 06-30-21        | 06-30-21      | 45.57       |
| 01-0560-7304               | 003136 NAPA GLENCOE                        | 130-480660<br>RETURN                      | 06-30-21        | 06-30-21      | -2.28       |
| 01-0560-7304               | 000048 WATFORD HOME HARDWARE / CARIS HARDV | 140684<br>LAGS                            | 06-14-21        | 06-14-21      | 5.59        |
| 01-0560-7304               | 000168 WATFORD AUTO PARTS                  | 5329-220450<br>OIL, ABSORBENT             | 06-14-21        | 06-14-21      | 18.61       |
| 01-0560-7304               | 000168 WATFORD AUTO PARTS                  | 5329-221805<br>GREASE                     | 06-30-21        | 06-30-21      | 67.57       |
| 01-0560-7304               | 000076 LINDE CANADA INC.                   | 64151316<br>ACETYLENE                     | 06-30-21        | 06-30-21      | 254.69      |
| 01-0560-7304               | 000048 WATFORD HOME HARDWARE / CARIS HARDV | 911419<br>LEVEL                           | 06-14-21        | 06-14-21      | 53.06       |

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**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                          | Vendor<br>Number Name               | Invoice Number<br>Item Description | Invoice<br>Date | Entry<br>Date | Item Amount |
|----------------------------------|-------------------------------------|------------------------------------|-----------------|---------------|-------------|
| Account Total                    |                                     |                                    |                 |               | 601.30      |
| 01-0560-7306                     | 000014 HYDRO ONE NETWORKS INC.      | 2206-0621<br>HYDRO                 | 06-18-21        | 06-18-21      | 300.05      |
| 01-0560-7306                     | 000014 HYDRO ONE NETWORKS INC.      | 6362-0621<br>HYDRO                 | 06-08-21        | 06-08-21      | 178.12      |
| Account Total                    |                                     |                                    |                 |               | 478.17      |
| 01-0560-7307                     | 002734 THE INDEPENDENT              | 11501<br>EMPLOYMENT AD             | 06-30-21        | 06-30-21      | 67.80       |
| 01-0560-7307                     | 002043 HAYTER - WALDEN PUBLICATIONS | 63771<br>EMPLOYMENT AD             | 06-30-21        | 06-30-21      | 67.80       |
| Account Total                    |                                     |                                    |                 |               | 135.60      |
| 01-0560-7310                     | 000131 BEARCOM CANADA CORP          | 5205897<br>GPS                     | 06-14-21        | 06-14-21      | 274.59      |
| 01-0560-7315                     | 002034 CAM-RON INSURANCE BROKERS    | 126044<br>GRADER ADDED PREMIUM     | 06-30-21        | 06-30-21      | 491.40      |
| 01-0560-7340                     | 000112 NUTECH PEST SERVICES         | 10192<br>PEST CONTROL              | 06-30-21        | 06-30-21      | 47.46       |
| 01-0560-7399                     | 003394 MILLER HOUSE                 | 11140<br>RETIREMENT MORRIS WERDEN  | 06-16-21        | 06-16-21      | 180.80      |
| 01-0560-7405                     | 003353 BETTY MCKELLAR               | MAY2021<br>OFFICE CLEANING         | 06-14-21        | 06-14-21      | 312.50      |
| Department Total                 |                                     |                                    |                 |               | 6,779.47    |
| <b>18 WESTERN STAR</b>           |                                     |                                    |                 |               |             |
| 01-0604-7372                     | 003136 NAPA GLENCOE                 | 130-472660<br>RETURN FUEL FILTER   | 06-14-21        | 06-14-21      | -103.56     |
| 01-0604-7372                     | 003184 INVENTORY EXPRESS INC.       | 21-34321<br>DEF                    | 06-14-21        | 06-14-21      | 152.68      |
| Account Total                    |                                     |                                    |                 |               | 49.12       |
| Department Total                 |                                     |                                    |                 |               | 49.12       |
| <b>21 - CAT 150-15AWD GRADER</b> |                                     |                                    |                 |               |             |
| 01-0611-7372                     | 000168 WATFORD AUTO PARTS           | 5329-220450<br>OIL, ABSORBENT      | 06-14-21        | 06-14-21      | 33.27       |
| 01-0611-7372                     | 000069 TOROMONT INDUSTRIES LTD      | PS071366505<br>FILTERS             | 06-14-21        | 06-14-21      | 306.66      |
| Account Total                    |                                     |                                    |                 |               | 339.93      |
| Department Total                 |                                     |                                    |                 |               | 339.93      |

**17 FORD 4X4 Diesel**

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**Accounts Payable**

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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account          | Vendor<br>Number Name         | Invoice Number<br>Item Description | Invoice<br>Date | Entry<br>Date | Item Amount |
|------------------|-------------------------------|------------------------------------|-----------------|---------------|-------------|
| 01-0620-7372     | 003184 INVENTORY EXPRESS INC. | 21-34321<br>DEF                    | 06-14-21        | 06-14-21      | 152.68      |
| 01-0620-7372     | 000068 KAL TIRE               | 873104620<br>TIRE                  | 06-30-21        | 06-30-21      | 298.32      |
| Account Total    |                               |                                    |                 |               | 451.00      |
| Department Total |                               |                                    |                 |               | 451.00      |

**DEERE TRACTOR LOADER**

|                  |                 |                          |          |          |        |
|------------------|-----------------|--------------------------|----------|----------|--------|
| 01-0630-7372     | 000068 KAL TIRE | 873104904<br>TIRE REPAIR | 06-30-21 | 06-30-21 | 127.72 |
| Department Total |                 |                          |          |          | 127.72 |

**CASE BACKHOE**

|                  |                               |                          |          |          |        |
|------------------|-------------------------------|--------------------------|----------|----------|--------|
| 01-0631-7372     | 003184 INVENTORY EXPRESS INC. | 21-34321<br>DEF          | 06-14-21 | 06-14-21 | 152.69 |
| 01-0631-7372     | 000131 BEARCOM CANADA CORP    | 5211088<br>RADIO INSTALL | 06-30-21 | 06-30-21 | 601.10 |
| Account Total    |                               |                          |          |          | 753.79 |
| Department Total |                               |                          |          |          | 753.79 |

**SMALL ENGINE EQUIPMENT**

|                  |                                 |                          |          |          |       |
|------------------|---------------------------------|--------------------------|----------|----------|-------|
| 01-0634-7372     | 000136 PODOLINSKY EQUIPMENT LTD | 238590<br>STRING AND END | 06-14-21 | 06-14-21 | 94.17 |
| Department Total |                                 |                          |          |          | 94.17 |

**SWEEPER**

|                  |                              |                         |          |          |        |
|------------------|------------------------------|-------------------------|----------|----------|--------|
| 01-0637-7372     | 000041 DELTA POWER EQUIPMENT | P14722<br>PARTS         | 06-14-21 | 06-14-21 | 126.74 |
| 01-0637-7372     | 000041 DELTA POWER EQUIPMENT | P14767<br>PARTS         | 06-14-21 | 06-14-21 | 110.51 |
| 01-0637-7372     | 000041 DELTA POWER EQUIPMENT | P14913<br>PARTS         | 06-14-21 | 06-14-21 | 55.69  |
| 01-0637-7372     | 000041 DELTA POWER EQUIPMENT | P15790<br>SWEEPER PARTS | 06-14-21 | 06-14-21 | 11.98  |
| Account Total    |                              |                         |          |          | 304.92 |
| Department Total |                              |                         |          |          | 304.92 |

**STREET LIGHTING - INWOOD**

|                  |                                |                    |          |          |        |
|------------------|--------------------------------|--------------------|----------|----------|--------|
| 01-0752-7306     | 000014 HYDRO ONE NETWORKS INC. | 6752-0621<br>HYDRO | 06-09-21 | 06-09-21 | 540.54 |
| Department Total |                                |                    |          |          | 540.54 |

**SANITARY SEWER SYSTEM**

|              |                                    |   |          |          |        |
|--------------|------------------------------------|---|----------|----------|--------|
| 01-0810-7303 | 000003 BROOKE TELECOM CO-OPERATIVE | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21 | 06-02-21 | 149.28 |
|--------------|------------------------------------|---|----------|----------|--------|

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**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                    | Vendor<br>Number Name                           | Invoice Number<br>Item Description        | Invoice<br>Date | Entry<br>Date | Item Amount |
|----------------------------|---|---|-----------------|---------------|-------------|
| 01-0810-7347               | 003029 MEGA-LAB                                 | 161051<br>LIMIN 8                         | 06-14-21        | 06-14-21      | 348.04      |
| 01-0810-7432               | 000034 CENTRAL SANITATION / 2696235 ONTARIO LIM | 0000220564<br>SLUDGE REMOVAL              | 06-14-21        | 06-14-21      | 437.31      |
| 01-0810-7432               | 000034 CENTRAL SANITATION / 2696235 ONTARIO LIM | 0000221200<br>SLUDGE REMOVAL              | 06-30-21        | 06-30-21      | 437.31      |
| Account Total              |   |   |                 |               | 874.62      |
| 01-0810-7455               | 003240 ONTARIO CLEAN WATER AGENCY - PAP         | INV00000011915<br>OPERATIONS CONTRACT     | 06-09-21        | 06-09-21      | 9,081.93    |
| Department Total           |   |   |                 |               | 10,453.87   |
| <b>INWOOD SEWER SYSTEM</b> |   |   |                 |               |             |
| 01-0811-7303               | 000003 BROOKE TELECOM CO-OPERATIVE              | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 49.76       |
| Department Total           |   |   |                 |               | 49.76       |
| <b>WATERWORKS SYSTEM</b>   |   |   |                 |               |             |
| 01-0830-7303               | 000003 BROOKE TELECOM CO-OPERATIVE              | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 49.76       |
| 01-0830-7306               | 000014 HYDRO ONE NETWORKS INC.                  | 6857-0521<br>HYDRO                        | 06-02-21        | 06-02-21      | 86.89       |
| 01-0830-7306               | 000014 HYDRO ONE NETWORKS INC.                  | 6857-0621<br>HYDRO                        | 06-30-21        | 06-30-21      | 74.06       |
| Account Total              |   |   |                 |               | 160.95      |
| 01-0830-7312               | 000289 LAMBTON AREA WATER SUPPLY SYSTEM         | 988<br>WATER USAGE (FROM 01/21-03/21)     | 06-10-21        | 06-10-21      | 19,830.16   |
| 01-0830-7432               | 002840 JLH EXCAVATING INC.                      | E10697<br>WATER REPAIR                    | 06-14-21        | 06-14-21      | 1,446.40    |
| 01-0830-7455               | 003240 ONTARIO CLEAN WATER AGENCY - PAP         | INV00000011915<br>OPERATIONS CONTRACT     | 06-09-21        | 06-09-21      | 8,094.28    |
| Department Total           |   |   |                 |               | 29,581.55   |
| <b>WASTE COLLECTION</b>    |   |   |                 |               |             |
| 01-0840-7480               | 000026 BLUEWATER RECYCLING ASSOC.               | 25668<br>JUNE GARBAGE COLLECTION          | 06-08-21        | 06-08-21      | 6,232.80    |
| 01-0840-7481               | 003211 1528564 ONTARIO LTD                      | 774962<br>GARBAGE HAUL                    | 06-30-21        | 06-30-21      | 9,895.41    |
| 01-0840-7481               | 000068 KAL TIRE                                 | 873104447<br>TIRE REPAIR                  | 06-14-21        | 06-14-21      | 246.20      |
| Account Total              |   |   |                 |               | 10,141.61   |

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**Accounts Payable**

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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                           | Vendor<br>Number Name                         | Invoice Number<br>Item Description        | Invoice<br>Date | Entry<br>Date | Item Amount |
|-----------------------------------|---|---|-----------------|---------------|-------------|
| Department Total                  |   |   |                 |               | 16,374.41   |
| <b>HOSPITALS</b>                  |   |   |                 |               |             |
| 01-1020-7683                      | 002574 CENTRAL LAMBTON RECRUITMENT COMMITTEE  | JUNE2021<br>PHYSICIAN RECRUITMENT         | 06-08-21        | 06-08-21      | 300.00      |
| Department Total                  |   |   |                 |               | 300.00      |
| <b>ALVINSTON COMMUNITY CENTRE</b> |   |   |                 |               |             |
| 01-1635-7117                      | 002302 SUN LIFE ASSURANCE COMPANY OF CANADA   | JUNE2021<br>SUNLIFE BENEFITS              | 06-01-21        | 06-01-21      | 1,176.21    |
| 01-1635-7125                      | 000279 BMO BANK OF MONTREAL                   | 0502677-2106<br>T SHIRTS                  | 06-14-21        | 06-14-21      | 342.34      |
| 01-1635-7125                      | 000036 VIVIAN UNIFORM RENTAL LTD.             | 96363<br>UNIFORMS                         | 06-14-21        | 06-14-21      | 80.92       |
| Account Total                     |   |   |                 |               | 423.26      |
| 01-1635-7150                      | 000279 BMO BANK OF MONTREAL                   | 0502677-2106<br>WHMIS                     | 06-14-21        | 06-14-21      | 15.00       |
| 01-1635-7301                      | 003052 CHERYL BEAUGRAND                       | JUNE2021<br>SUPPLIES                      | 06-02-21        | 06-02-21      | 11.23       |
| 01-1635-7303                      | 000003 BROOKE TELECOM CO-OPERATIVE            | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 61.57       |
| 01-1635-7303                      | 000003 BROOKE TELECOM CO-OPERATIVE            | 10605820-0621<br>PHONE & INTERNET SERVICE | 06-02-21        | 06-02-21      | 131.48      |
| Account Total                     |   |   |                 |               | 193.05      |
| 01-1635-7340                      | 000112 NUTECH PEST SERVICES                   | 10191<br>PEST CONTROL                     | 06-30-21        | 06-30-21      | 47.46       |
| 01-1635-7340                      | 003017 MARCOTTE DISPOSAL INC.                 | 5942<br>DUMPSTER                          | 06-14-21        | 06-14-21      | 140.13      |
| 01-1635-7340                      | 000325 TECHNICAL STANDARDS & SAFETY AUTHORITY | 9017096<br>INSPECTION                     | 06-14-21        | 06-14-21      | 551.44      |
| Account Total                     |   |   |                 |               | 739.03      |
| 01-1635-7372                      | 000279 BMO BANK OF MONTREAL                   | 0502677-2106<br>TSSA INSPECTION           | 06-14-21        | 06-14-21      | 265.00      |
| 01-1635-7372                      | 003337 TRAM MOBILITY LIFTS                    | 6721<br>ELEVATOR SERVICE                  | 06-14-21        | 06-14-21      | 865.00      |
| Account Total                     |   |   |                 |               | 1,130.00    |
| Department Total                  |   |   |                 |               | 3,687.78    |
| <b>INWOOD COMMUNITY CENTER</b>    |   |   |                 |               |             |
| 01-1639-7306                      | 000044 TOWNSHIP OF ENNISKILLEN                | MAY-2021<br>WATER                         | 06-14-21        | 06-14-21      | 45.50       |



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Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                                | Vendor<br>Number Name                    | Invoice Number<br>Item Description  | Invoice<br>Date | Entry<br>Date | Item Amount |
|--|--|-------------------------------------|-----------------|---------------|-------------|
| Department Total                       |  |                                     |                 |               | 45.50       |
| <b>ALVINSTON LIBRARY</b>               |  |                                     |                 |               |             |
| 01-1641-7306                           | 000099 BLUEWATER POWER DISTRIBUTION CORP | 250005140664<br>ELECTRICITY CHARGES | 06-01-21        | 06-01-21      | 100.38      |
| Department Total                       |  |                                     |                 |               | 100.38      |
| <b>INWOOD LIBRARY</b>                  |  |                                     |                 |               |             |
| 01-1642-7306                           | 000044 TOWNSHIP OF ENNISKILLEN           | MAY2021<br>WATER                    | 06-14-21        | 06-14-21      | 45.50       |
| Department Total                       |  |                                     |                 |               | 45.50       |
| <b>PLANNING &amp; ZONING</b>           |  |                                     |                 |               |             |
| 01-1810-7430                           | 002223 COUNTY OF LAMBTON                 | JUNE2021<br>ZONING APP-KUCERA       | 06-10-21        | 06-10-21      | 400.00      |
| 01-1810-7430                           | 002223 COUNTY OF LAMBTON                 | JUNE2021<br>ZONING APP-MCPHAIL      | 06-10-21        | 06-10-21      | 400.00      |
| 01-1810-7430                           | 002223 COUNTY OF LAMBTON                 | JUNE2021<br>OFFICIAL PLAN-KUCERA    | 06-10-21        | 06-10-21      | 600.00      |
| Account Total                          |  |                                     |                 |               | 1,400.00    |
| Department Total                       |  |                                     |                 |               | 1,400.00    |
| <b>COMMERCIAL &amp; INDUSTRIAL</b>     |  |                                     |                 |               |             |
| 01-1820-7306                           | 000099 BLUEWATER POWER DISTRIBUTION CORP | 250005140666<br>ELECTRICITY CHARGES | 06-01-21        | 06-01-21      | 119.52      |
| 01-1820-7399                           | 003219 FASTSIGNS                         | 684-59693<br>SIGNS                  | 06-14-21        | 06-14-21      | 68.67       |
| 01-1820-7399                           | 003219 FASTSIGNS                         | 684-59877<br>FLOWER NAMES           | 06-30-21        | 06-30-21      | 88.50       |
| Account Total                          |  |                                     |                 |               | 157.17      |
| Department Total                       |  |                                     |                 |               | 276.69      |
| <b>AGRICULTURE &amp; REFORESTATION</b> |  |                                     |                 |               |             |
| 01-1840-7455                           | 000113 R DOBBIN ENGINEERING INC          | 102.21<br>DRAINAGE SUPERINTENDENT   | 06-08-21        | 06-08-21      | 3,203.55    |
| Department Total                       |  |                                     |                 |               | 3,203.55    |
| <b>BROOKE FIRE - ALVINSTON STATION</b> |  |                                     |                 |               |             |
| 20-0411-8000                           | 003395 TECH FORWARD FIRE SOLUTIONS LTD.  | 1073<br>EXTRACTOR                   | 06-16-21        | 06-16-21      | 7,904.35    |
| Department Total                       |  |                                     |                 |               | 7,904.35    |
| <b>LASALLE WEST REPAIRS</b>            |  |                                     |                 |               |             |

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account                                | Vendor<br>Number Name                      | Invoice Number<br>Item Description       | Invoice<br>Date | Entry<br>Date | Item Amount |
|--|--|--|-----------------|---------------|-------------|
| 20-0511-7301                           | 003219 FASTSIGNS                           | 684-59693<br>SIGNS                       | 06-14-21        | 06-14-21      | 191.12      |
| Department Total                       |  |  |                 |               | 191.12      |
| <b>SIDEWALKS</b>                       |  |  |                 |               |             |
| 20-0552-7301                           | 000065 WANSTEAD FARMERS CO-OP CO. LTD.     | 200007617<br>GRASS SEED                  | 06-14-21        | 06-14-21      | 172.33      |
| Department Total                       |  |  |                 |               | 172.33      |
| <b>ROAD VEHICLE / EQUIPMENT</b>        |  |  |                 |               |             |
| 20-0600-8030                           | 000069 TOROMONT INDUSTRIES LTD             | E3351601<br>BACKHOE MODEL 420-07         | 06-02-21        | 06-02-21      | 176,780.73  |
| 20-0600-8030                           | 000069 TOROMONT INDUSTRIES LTD             | E3351601<br>TRADE OLD CASE 580 HOE       | 06-02-21        | 06-02-21      | -73,450.00  |
| Account Total                          |  |  |                 |               | 103,330.73  |
| 20-0600-8032                           | 000069 TOROMONT INDUSTRIES LTD             | E3351601<br>NEW GRADER EXTENDED WARRANTY | 06-02-21        | 06-02-21      | 26,396.80   |
| Department Total                       |  |  |                 |               | 129,727.53  |
| <b>ALVINSTON PARKS</b>                 |  |  |                 |               |             |
| 20-1620-7405                           | 003398 SPORTSYSTEMS CANADA                 | 25692<br>BASKETBALL/TENNIS/PICKLEBALL    | 06-30-21        | 06-30-21      | 2,669.30    |
| Department Total                       |  |  |                 |               | 2,669.30    |
| <b>COMMUNITY CENTRE</b>                |  |  |                 |               |             |
| 20-1635-8015                           | 000048 WATFORD HOME HARDWARE / CARIS HARDV | 165911<br>PANELS                         | 06-14-21        | 06-14-21      | 306.15      |
| 20-1635-8015                           | 000048 WATFORD HOME HARDWARE / CARIS HARDV | 358864<br>PANELS                         | 06-14-21        | 06-14-21      | 2,332.32    |
| Account Total                          |  |  |                 |               | 2,638.47    |
| 20-1635-8016                           | 002214 GERBER ELECTRIC LTD                 | 00024983<br>UPPER & LOWER HALL LIGHTS    | 06-30-21        | 06-30-21      | 21,012.35   |
| Department Total                       |  |  |                 |               | 23,650.82   |
| <b>INWOOD RECREATION</b>               |  |  |                 |               |             |
| 20-1639-8012                           | 003398 SPORTSYSTEMS CANADA                 | 25692<br>BASKETBALL SYSTEM               | 06-30-21        | 06-30-21      | 3,543.44    |
| Department Total                       |  |  |                 |               | 3,543.44    |
| <b>MUNICIPAL DRAINS - CONSTRUCTION</b> |  |  |                 |               |             |
| 20-2800-7401                           | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>JOHNSON DRAIN               | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401                           | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>JOHNSON-SYMLINGTON DRAIN    | 06-30-21        | 06-30-21      | 330.00      |

2021.05.12 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

07-07-21

8:56AM

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06-01-21 to 06-30-21 Paid Invoices Cheque Date 06-01-21 to 06-30-21

| Account          | Vendor<br>Number Name                      | Invoice Number<br>Item Description | Invoice<br>Date | Entry<br>Date | Item Amount |
|------------------|--|------------------------------------|-----------------|---------------|-------------|
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>SMITH DRAIN           | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>PARKER LUCAS DRAIN    | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>BENNER DUFFY DRAIN    | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>4-S CONCESSION DRAIN  | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>MACDOUGALL DRAIN      | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>14TH CONCESSION DRAIN | 06-30-21        | 06-30-21      | 330.00      |
| 20-2800-7401     | 000106 ST. CLAIR REGION CONSERVATION AUTH. | IN0017419<br>MCNEIL DRAIN          | 06-30-21        | 06-30-21      | 330.00      |
| Account Total    |  |                                    |                 |               | 2,970.00    |
| Department Total |  |                                    |                 |               | 2,970.00    |

### MUNICIPAL DRAINS - MAINTENANCE

|                       |                            |                                 |          |          |            |
|-----------------------|----------------------------|---------------------------------|----------|----------|------------|
| 20-2900-7401          | 003323 DEREK BUTLER        | 12<br>MOORE DRAIN               | 06-04-21 | 06-04-21 | 183.00     |
| 20-2900-7401          | 002840 JLH EXCAVATING INC. | E10721<br>CAMPBELL-LEITCH DRAIN | 06-28-21 | 06-28-21 | 716.41     |
| 20-2900-7401          | 002840 JLH EXCAVATING INC. | E10753<br>PARKER LUCAS DRAIN    | 06-14-21 | 06-14-21 | 46,810.41  |
| 20-2900-7401          | 002823 KT EXCAVATING       | INV-0050<br>VANDAMME DRAIN      | 06-10-21 | 06-10-21 | 724.33     |
| 20-2900-7401          | 002823 KT EXCAVATING       | INV-0051<br>HOUSTON DRAIN       | 06-30-21 | 06-30-21 | 932.25     |
| Account Total         |                            |                                 |          |          | 49,366.40  |
| Department Total      |                            |                                 |          |          | 49,366.40  |
| Total Paid Invoices   |                            |                                 |          |          | 474,964.63 |
| Total Unpaid Invoices |                            |                                 |          |          | 108,305.76 |
| Total Invoices        |                            |                                 |          |          | 583,270.39 |

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| Account | Vendor<br>Number Name | Invoice Number<br>Item Description | Invoice<br>Date | Entry<br>Date | Item Amount |
|---------|-----------------------|------------------------------------|-----------------|---------------|-------------|
|---------|-----------------------|------------------------------------|-----------------|---------------|-------------|

### Department Summary

|         |                                 |            |
|---------|---------------------------------|------------|
| 01-0000 | ASSETS & LIABILITIES            | 5,983.23   |
| 01-0050 | LICENCES, PERMITS, RENTS        | -425.00    |
| 01-0240 | GOVERNANCE                      | 52.60      |
| 01-0241 | COUNCIL SUPPORT                 | 1,301.43   |
| 01-0250 | CORPORATE MANAGEMENT            | 4,464.65   |
| 01-0411 | FIRE STATION - ALVINSTON        | 6,045.75   |
| 01-0413 | FIRE DEPARTMENT - WATFORD       | 140.46     |
| 01-0420 | POLICE                          | 33,241.75  |
| 01-0440 | PROTECTIVE INSPECTION & CONTROL | 3,065.55   |
| 01-0450 | EMERGENCY MEASURES              | 66.34      |
| 01-0516 | RUP - GRAVEL PATCH              | 173,540.02 |
| 01-0518 | RUP - DUST CONTROL              | 55,458.35  |
| 01-0531 | RB/C - CULVERT R & M            | 1,679.46   |
| 01-0547 | RT&M - BRUSHING/TREE REMOVAL    | 2,666.80   |
| 01-0550 | RT&M - SIGNS                    | 486.75     |
| 01-0551 | RT&M - INTERSECTION LIGHTING    | 19.61      |
| 01-0554 | RT&M - DRAINAGE                 | 327.70     |
| 01-0560 | OVERHEAD                        | 6,779.47   |
| 01-0604 | 18 WESTERN STAR                 | 49.12      |
| 01-0611 | 21 - CAT 150-15AWD GRADER       | 339.93     |
| 01-0620 | 17 FORD 4X4 Diesel              | 451.00     |
| 01-0630 | DEERE TRACTOR LOADER            | 127.72     |
| 01-0631 | CASE BACKHOE                    | 753.79     |
| 01-0634 | SMALL ENGINE EQUIPMENT          | 94.17      |
| 01-0637 | SWEEPER                         | 304.92     |
| 01-0752 | STREET LIGHTING - INWOOD        | 540.54     |
| 01-0810 | SANITARY SEWER SYSTEM           | 10,453.87  |
| 01-0811 | INWOOD SEWER SYSTEM             | 49.76      |
| 01-0830 | WATERWORKS SYSTEM               | 29,581.55  |
| 01-0840 | WASTE COLLECTION                | 16,374.41  |
| 01-1020 | HOSPITALS                       | 300.00     |
| 01-1635 | ALVINSTON COMMUNITY CENTRE      | 3,687.78   |
| 01-1639 | INWOOD COMMUNITY CENTER         | 45.50      |
| 01-1641 | ALVINSTON LIBRARY               | 100.38     |
| 01-1642 | INWOOD LIBRARY                  | 45.50      |
| 01-1810 | PLANNING & ZONING               | 1,400.00   |
| 01-1820 | COMMERCIAL & INDUSTRIAL         | 276.69     |
| 01-1840 | AGRICULTURE & REFORESTATION     | 3,203.55   |
| 20-0411 | BROOKE FIRE - ALVINSTON STATION | 7,904.35   |
| 20-0511 | LASALLE WEST REPAIRS            | 191.12     |
| 20-0552 | SIDEWALKS                       | 172.33     |
| 20-0600 | ROAD VEHICLE / EQUIPMENT        | 129,727.53 |

to 06-30-21



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Revisions to the Municipal Alcohol Policy  
**Meeting:** Council - 22 Jul 2021  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That Council accept the Municipal Alcohol Policy (MAP) Amendments as outlined in the attached document.**

### Background:

The Alvinston Community Pavilion has received occupancy by the County. A few outstanding issues were identified via an informal walk-thru and have or will be installed. The Municipality has assumed ownership July 2, 2021 when keys were brought to the municipal office. It is anticipated a project completion will be received by the Optimist club in the near future.

The Fees By-law was passed at the July 8th meeting with a pavilion use fee incorporated and bookings are being accepted via the Parks & Recreation Supervisor / office.

Inquiries have been made to use the pavilion recently for larger events including ball tournaments, wedding receptions and the Ambassador competition. Currently the Municipal Alcohol Policy prohibits the consumption of alcohol in the Parks and outdoor areas of the BAICCC. At the June 24, 2021 regular session of Council, direction was given to staff to amend the MAP to allow the consumption of alcohol in the pavilion. In amending the policy, other amendments have been made for updates or clarification purposes. The policy allows for updates and amendments as required.

### Comments:

Staff will be monitoring the booking procedure and will recommend new protocols as the bookings continue. It is the intent for the community pavilion to be used by the public and in certain instances, bookings will eliminate the use of the pavilion by the public. It should be clarified though that the washrooms will be open to all, independent of bookings.

The amended alcohol policy is attached with the amendments highlighted.

### Financial Considerations:

There are no costs associated with this report.

### ATTACHMENTS:

[Municipal Alcohol Policy - draft revisions](#)

# The Corporation of the Municipality of Brooke-Alvinston



## Municipal Alcohol Policy

In effect January 1, 2012

Amendment # 1: July 8, 2021(draft)



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### Additional Literature provided by AGCO & Intact Public Entities (formerly Frank Cowan)

- Special Occasion Permits – Public Events
- Checklist for Facility Rental with Liquor Service
- Risk Management Considerations for Special Events
- Planning Special Events, Concerts or Festivals

## **MUNICIPAL ALCOHOL POLICY**

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### **1. MISSION STATEMENT**

The Corporation of the Municipality of Brooke-Alvinston wants residents and visitors to enjoy the various facilities and parks available. In order for the Municipality to ensure the health and safety of its participants and the protection of municipal facilities, this policy for the orderly use of alcohol during events and functions has been developed.

### **2. POLICY GOALS**

The Municipality of Brooke-Alvinston is committed to providing a safe and enjoyable environment for users of its facilities and parks. The Municipality wants to avoid alcohol related problems that could result in claims being directed at the Corporation, its staff, community organizations, volunteers and/or participants and protection of the general public and non-participants and to reduce complaints, vandalism, personal injury and liability / increased insurance.

### **3. POLICY OBJECTIVES**

The purpose of this policy is:

- To ensure proper operation and supervision of Special Occasion Permit events by providing education in prevention and intervention techniques and in effective management procedures. This will lower the risk of liability to event organizers, participants, volunteers, the Municipality and its staff.
- To reinforce responsible drinking practices for consumers of legal drinking age through appropriate operational procedures, controls, training and education
- To honour the decision of abstainers not to drink alcohol and to encourage their participation by providing alternative, non-alcoholic beverages.
- To provide a balanced use of alcohol through Special Occasion Permits so that alcohol becomes a responsible part of a social function, rather than the reason for it.
- To provide a balance of licensed and not licensed programs to ensure that customers, abstainers, adults, youth and families will be adequately serviced and protected.

- This policy is not intended to stand in opposition to legal and responsible drinking.
- This policy applies to all events sponsored by the Municipality and to everyone using Municipal facilities and/or property.

#### 4. **DEFINITIONS**

**PERMIT HOLDER** means the person who applies and signs for the Special Occasion Permit; is the manager at the event and assumes responsibility for the operation of the event. The permit holder is responsible for the safety and sobriety of people attending the event as well as compliance with the Liquor Licence Act of Ontario and its Regulations.

**FACILITY RENTER** means the organization and / or person who signs the rental agreement for the municipal facility.

**EVENT SPONSOR ORGANIZER** means the person(s) who ~~attends the event to ensure that adequate server trained staff is available, coordinates and helps staff and requests assistance from security if necessary.~~ Has signed the facility rental agreement for an event that will involve the selling and or serving of alcohol at Municipal Facilities. The Event Organizer and /or designate are responsible for the safety and sobriety of people attending the event as well as compliance with this Municipal Alcohol Policy and the Liquor Licence Act and its regulations. They assume responsibility and liability for the entire operation of the event.

**BARTENDER** means the person(s) who accepts tickets for the purchase of alcoholic drinks, serves drinks properly, monitors for intoxication, refuses service when patron appears to be intoxicated or near intoxication and offers non-alcoholic substitute.

**DOOR MONITOR** means the person(s) who checks Government issued ID, checks for signs of intoxication upon entry, refuses entry for intoxicated and troublesome individuals, monitors for those showing signs of intoxication when leaving the event and recommends safe transportation options.

**EVENT MONITOR** means the person(s) who chats with participants, monitors patron behaviour, monitors for intoxication, responds to problems and complaints, refuses service, removes or has removed intoxicated persons and suggests safe transportation options.

**TICKET SELLER** means the person(s) who checks for acceptable identification, sells tickets for alcohol beverages as per policy, monitors for intoxication, refuses sale to patrons at or near intoxication, refunds tickets upon request.

**SECURITY** means an individual who is licensed as such under the Private Security Services Act of Ontario. Off duty paid Ontario Provincial Police Officers are not considered security.

**CLOSED EVENTS** means an event that is by invitation only and not open to public attendance.

**OPEN EVENT** means an event that is open to the public to attend; generally by paid admission by ticket purchase and/or other means.

**SPECIAL OCCASION PERMIT** means a permit issued by the Liquor Control Board of Ontario and/or the Alcohol and Gaming Commission of Ontario authorizing the sale or service of alcohol at a special occasion event. A Special Occasion Permit is required if you are planning to sell or serve liquor at special occasions such as weddings, charity fundraisers and receptions. Special Occasion Permits are available for any type of location other than a residence, but common areas of multiple unit residential buildings are not disqualified. It is unnecessary to obtain a Special Occasion Permit if an event is already being conducted under the authority of a caterer's endorsement.

**LIQUOR LICENSE ACT** and its regulations provide the Registrar of Alcohol and Gaming Commission of Ontario authority for regulating and licensing of liquor sales licenses, ferment on premise facility licenses, liquor delivery service, manufacturer's licences and manufacturer's representative licences. These laws provide practical rules for responsible sale and service of beverage alcohol in this Province.

**ACCEPTABLE AGE IDENTIFICATION** documents are an Ontario Driver's Licence with a photo, a Canadian Passport with a photo, a Canadian Citizenship Card with a photo, a Canadian Armed Forces Card with a photo and an LCBO BYID photo card. Licences, passports or citizenship cards from other provinces or countries are acceptable provided that it reasonably appears to have been issued by a government and must contain a picture of the named individual.

## 5. MUNICIPAL FACILITIES ELIGIBLE FOR SPECIAL OCCASION EVENTS

Any person or organization wishing to hold a Special Occasion Permit in a location not listed in this policy must apply directly to the Municipality of Brooke-Alvinston for approval.

Please note that capacities may vary with the setup of the facility. Contact the Facility Supervisor or his / her designate prior to your event to confirm the facility capacity. If the facility's capacity is exceeded, charges and / or fines may be assessed to the holder of the Special Occasion Permit and/or the Event Organizer.

- Brooke-Alvinston-Inwood community Centre -Hall

The hall is suitable for holding Special Occasion Permit events. It is wheelchair accessible. It is equipped with a kitchen area including a stove, refrigerator and freezer compartments. Alcohol must not be consumed in hallways, lobby or parking lot areas.

- Brooke-Alvinston-Inwood Community Centre – Upper Hal

The upper hall is suitable for holding Special Occasion Permit events. It is wheelchair accessible. It is equipped with a kitchen area including a stove, refrigerator and freezer compartments. Alcohol must not be consumed in hallways, other rooms, lobby / common area or parking lot areas.

- Brooke-Alvinston-Inwood Community Centre – Arena Floor

The main floor of the arena is the ice surface and is suitable for holding Special Occasion Permit events when ice is not in or the ice is covered with a suitable approved floor covering system. It is wheelchair accessible. Controlled entry to event can be maintained. Alcohol must not be consumed in seating areas, player benches, arena dressing rooms, hallways, lobby or parking lot areas.

- Libro Sports Park

The fenced area of the skateboard park would be suitable for holding outdoor Special Occasion Permit events. The boundary established by the permanent fence with controllable accessed would limit the ability of underage persons to enter area, as well as limit the ability to pass alcohol outside of the designated area.

- Inwood Ball Park – Pavilion Area

The pavilion area is suitable for holding outdoor Special Occasion Permit events. The area is a reasonable distance from residential areas and there is ability to provide for crowd control.

- BAICCC -Pavilion

The pavilion is suitable for holding outdoor Special Occasion Permit events. During licensed events, the organizer should ensure procedures are in place (eg. Fencing) for crowd control; the municipal noise by-law shall be considered in all rentals

## **6. MUNICIPAL FACILITIES NOT ELIGIBLE FOR SPECIAL OCCASION PERMIT EVENTS**

- Brooke-Alvinston-Inwood Community Centre – Parks and outdoor areas

The majority of the parks and outdoor areas are not suitable for Special Occasion Permit events. There is little ability to provide for crowd control and due to proximity to residential areas.

- Brooke-Alvinston-Inwood Community Centre – Arena Dressing Rooms

Alcohol is not permitted in this area as it encourages skaters to be on the ice surface under the influence of alcohol thus leading to safety concerns. Illegal consumption of alcohol is not tolerated in this area. These areas are not eligible to be appealed.

- Brooke-Alvinston-Inwood Community Centre – Arena Lobby

This is a public access area and would not be appropriate to have people passing through a Special Occasion Permit event

- Brooke Alvinston Inwood Community Centre – Arena Ice Surface

Alcohol is not permitted on the arena ice surface when ice is installed and not covered by an approved covering system. Permitting patrons under the influence of alcohol on the ice is a potential safety hazard. This area is not eligible for appeal.

- Brooke-Alvinston-Inwood Community Centre Spectator Seating Areas (arena and ball parks)

Alcohol is not permitted in the spectator seating areas at the arena or ball parks there are safety concerns involved, as well as lack of control of serving / passing to minors.

- Other Municipal Facilities:
  - Brooke-Alvinston Municipal Office
  - Brooke-Alvinston Roads Building
  - Alvinston Firehall
  - Alvinston Public Library
  - Inwood Public Library
  - Alvinston Cemetery

These “other municipal facilities are in use on a regular basis by municipal staff and therefore deemed unsuitable for a Special Occasion Permit event. However, a sponsor may apply directly to Council for a waiver under this section.

## **7. YOUTH ADMISSION TO ADULT EVENTS**

Persons under the legal drinking age are not permitted to adult social events being held in Municipally owned facilities where alcohol is being served. In the case of a closed event such as a family occasion (example: anniversary, wedding, family reunion, business and family Christmas parties), where attendance is by invitation only, persons under the legal drinking age are permitted.

Youth under 19 will not be permitted at other events except at those events that sponsors apply to the Council of the Municipality of Brooke-Alvinston for exemption from this regulation. This application for special Council approval must be made at least 45 days in advance of the event to waive the provisions of the regulations.

Each rental group will be responsible to prepare and submit a strategy on allowing youth to their event. As a minimum, the strategy should address the following:

- a) Checking of photo identification before being allowed entry into the event / facility. The acceptable forms of age identification can be found in section 4 of this policy.
- b) Restricting individuals under the age of majority from consuming alcoholic beverages. Specific consequences for underage drinkers should be listed in the strategy.
- c) Handling of an individual caught passing on or buying alcohol for minors. Specific consequences for providing alcohol to minors should be listed in the strategy.
- d) Identifying those persons over the age of majority from underage patrons. The Municipality strongly suggests that an identification process such as wristbands be used.

- e) Additional precautions that the Council may deem necessary for each request from the regulation.

## **8. SIGNS**

### **a) SERVING PRACTICES**

The Municipality of Brooke-Alvinston will have the following sign posted in the main bar area:

*It is against the Liquor License Act of Ontario and its Regulations for licensed establishments to serve customers to intoxication. For this reason, servers in our facilities are required to obey the law and not serve anyone to intoxication or those who are intoxicated.*

Additional signs will be made available on the request of the Facility Renter to post at any other bar areas being established for the event.

### **b) ACCOUNTABILITY**

A sign will be supplied in duplicate by the Municipality of Brooke-Alvinston. This sign will be posted at the bar and main entrance to the Special Occasion Permit event. The sign will inform patrons where to direct concerns regarding the manner in which the function has been operated.

### **c) NO LAST CALL**

The Municipality of Brooke-Alvinston will provide a sign, in duplicate, stating Last Call will Not be Announced. These signs will be prominently posted in the bar area(s). Additional signs will be provided to the event sponsor upon request.

### **d) SANDY'S LAW**

Signs posted regarding Sandy's Law are to remain posted in bar area(s) during all events.



## **9. SERVER TRAINING**

In order to be eligible to rent a Municipal facility, the event sponsor must be able to demonstrate to the satisfaction of the Municipality that a sufficient number of event staff and servers have attended a recognized Server Training Course and have been trained in responsible server techniques. A minimum of one Smart Serve trained server for every 125 patrons is recommended.

## **10. INSURANCE**

The sponsor of a Special Occasion Permit event being held in a municipally owned facility or on municipally owned lands shall be required to provide proof at least ten (10) days prior to the event, that they have purchased a minimum of two (2) million dollars in liability insurance, specifically naming the Municipality of Brooke-Alvinston as additional insured.

The insurance agent issuing the policy must provide written confirmation of coverage directly to the municipality together with verification that coverage will not be cancelled prior to the event without written notification to the Municipality.

## **11. ALCOHOL SERVICE**

### **a. SERVERS**

A minimum of one Smart Serve trained bartender for every 125 patrons is recommended. The monitors, bartenders and other servers should not consume alcohol during their shifts(s), nor should they be under the influence of any alcohol consumed before their shifts(s).

### **b. CONTROL OF ALCOHOL SERVICE**

- i. It is recommended that all drinks be served in plastic or any other non-glass cups and all bottles and cans to be retained in the bar area.
- ii. The Special Occasion Permit holder will not use marketing practices such as availability of oversized drinks, double shots, pitchers of beer, drinking contests, volume discounts, etc. as these practices encourage increased alcohol consumption. Jell-O Shooters are discouraged.
- iii. Tickets for alcohol must be purchased from designated ticket sellers and must be redeemed at the bar. Discounts will not be offered for the volume purchase of tickets.
- iv. Upon request, unused tickets may be redeemed for a cash refund up to 15 minutes after the Special Occasion Permit expires
- v. Consumption of food should be encouraged throughout the event. A range of menu selections must be available during the event. Snacks

such as chips, peanuts, popcorn etc. are not suitable alternatives to menu selections.

- vi. Alcohol may be sold and consumed only in the time and areas designated on the permit. Guests may not be permitted to take alcohol outside of the designated area or bring liquor into the designate area.

## **12. CONTROLS PRIOR TO THE EVENT**

THE LESSEE OF MUNICIPAL FACILITIES IS REQUIRED TO UNDERSTAND THE MUNICIPAL ALCOHOL POLICY PRIOR TO RENTING.

- a. A copy of the Brooke-Alvinston Municipal Alcohol Policy will be provided to the Lessee by the Municipal representative at the time of booking. If any questions or concerns arise from this policy, it is the lessee's responsibility to contact the Municipal representative or the Municipal Office for clarification.
- b. A Special Occasion Permit Holder Agreement form and a rental contract form will be provided by the Municipal representative at the time of booking. The Special Occasion Permit Holder Agreement is part of the rental contract. These forms are to be completed by the Lessee and returned to the Township at least fourteen (14) days prior to the event, along with any required deposits.
- c. A copy of the Special Occasion Permit and confirmation of the required insurance (as per section 10 of this policy) are to be submitted at least ten (10) days in advance of the event.
- d. Original signatures from the Special Occasion Permit holder, the Lessee and the Municipality are required on the respective forms.
- e. The Special Occasion Permit holder for the event must attend the event and be responsible for decisions regarding the actual operation of the event. If the event is more than two (2) days in length, then a designate(s) may be assigned and their name(s) must appear on the contract.

### **13. CONTROLS DURING EVENT**

ALL CONTROLS AND SERVICE MUST BE CONSISTENT WITH THE PROVISIONS OF THE LIQUOR LICENCE ACT OF ONTARIO AND ITS REGULATIONS

- a. The Special Occasion Permit holder will ensure that a proper Special Occasion Permit is purchased for all alcohol purchases and consumption. Only alcohol purchased under the Special Occasion Permit is allowed to be brought onto the event site. The Special Occasion Permit will be posted in plain sight during the entire event and be adhered to according to Liquor License Act and Municipal guidelines
- b. It is recommended that entrance monitors be available at all times. These persons will observe for individuals that may be attempting to enter the premises and that appear to be impaired or have history of causing problems at events. The exits must also be monitored by responsible person(s) meeting the age of majority requirements.
- c. The only acceptable form of identification to be accepted by event staff at the Special Occasion Permit event will be a government issued document showing your photo and date of birth. See list of Acceptable identification in section 4, Definition.
- d. The person who signs the Special Occasion Permit Application and the Brooke-Alvinston rental agreement or the designate off the sponsor (in the event the sponsor is a group or organization) must be identified to the Municipality in advance of the event and acknowledge his/her responsibility in writing to the Municipality. The person named on the Special Occasion Permit must attend the event and be responsible for making decisions regarding the operation of the event.
- e. The Special Occasion Permit holder, the event sponsor or designate of the sponsor (in the event that the sponsor is a group or organization) in attendance should refrain from consuming alcohol while the Special Occasion Permit event is in progress.
- f. Before and during their shifts, all event workers should refrain from consuming alcohol.
- g. The event sponsor or their delegate must prevent patrons from engaging in activities that can harm themselves or others.

- h. The holder of the Special Occasion Permit and the person renting the facility are responsible to ensure that the event is properly supervised and that enough staff are provided to fulfill this obligation. Event workers should wear visible identification.
- i. The bar shall be closed at the time specified on the Special Occasion Permit. NO service of alcoholic beverages will be allowed after this time.
- j. All signs of consumption and service of alcohol including empty glasses shall be removed from sight within 45 minutes of the expiry of the Special Occasion Permit

#### **14. SAFE TRANSPORTATION**

Individuals, groups or organizations should implement a safe transportation strategy when renting / using Municipal facilities for Special Occasion Permit functions

The sponsor should implement and encourage a Designated Drivers Program. As part of the program, the Designated Driver(s) should be provided with free soft drinks / coffee during the function.

#### **15. SECURITY REQUIREMENTS**

- a. The Municipality of Brooke-Alvinston reserves the right to require the presence of security at any Special Occasion Permit event. The type of security, such as a private security firm and/or off duty police officers, the number of security staff required, the hours required etc. are at the discretion of the Municipality. The cost for security is the responsibility of the sponsoring group or individual.

Officers / private security are not generally required at family functions as these events are private (by invitation only) and are not open to the public.

- b. The Municipality reserves the right to have municipal representative(s) attend Special Occasion Permit events with the authority to demand correction and/or shut down an event on behalf of the Municipality for failure to comply with the Municipal Alcohol Policy

#### **16. CONSEQUENCES FOR FAILURE TO COMPLY**

Individuals and/or groups who fail to comply with this Municipal Alcohol Policy shall be subject to the following consequences:

- a. The Ontario Provincial Police will be called if a situation deems necessary. Municipal staff have the discretion to call the OPP. It is the responsibility of the Special Occasion Permit holder to ensure the proper management of an event.
- b. Municipal staff will report any infraction of this policy to authorities whenever they believe such action is required.
- c. Any infraction of the Municipal Alcohol Policy reported to/by municipal staff will be reviewed at the next regular Brooke-Alvinston Council meeting. A registered letter describing the problem will be sent by the Municipal Clerk to the Special Occasion Permit holder and the event sponsor. The Council may refuse future rental privileges to the sponsor.

#### **17. POLICY MONITORING AND REVISIONS**

- 18. This Municipal Alcohol Policy shall take effect on January 1, 2012. The Municipality reserves the right to introduce other conditions from time to time at its discretion. This policy will be reviewed annually or when determined necessary.

APPENDIX A

**SPECIAL OCCASION PERMIT HOLDER AGREEMENT**

As a Special Occasion holder for the \_\_\_\_\_ (event)  
to be held on \_\_\_\_\_ at the \_\_\_\_\_  
\_\_\_\_\_, I certify that:

- I have received and reviewed a copy of the Brooke-Alvinston Municipal Alcohol Policy for Special Occasion Permit Events.
- I understand that I must adhere to the conditions of the Municipal Alcohol Policy and the Liquor License Act of Ontario
- I understand that if I or other individuals at the Special Occasion Permit event fail to adhere to the Municipal Alcohol Policy, the Municipality of Brooke-Alvinston staff may take appropriate action. This action may include immediate cancellation of the rental agreement, stoppage of the event and notification to local authorities
- I understand and acknowledge that I must attend the event and be responsible for making decisions regarding the operation of the event.
- I understand that I can be held liable for injuries and damages arising from failure to adhere to the Liquor License Act of Ontario
- I understand and acknowledge that I should refrain from consuming alcohol while the event is in progress.

Name (print) \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Date \_\_\_\_\_

**As part of the consideration for the Municipality renting the above noted facility, I on behalf of myself, the renting organization and its members agree to release and discharge, and to indemnify and save harmless the Municipality from and against all claims and proceedings by whomsoever made or brought, in respect of any cost, expenses, losses, damage or injury arising by reason of my/or use of the rented facility.**

\_\_\_\_\_  
Signature





AGCO

Alcohol and Gaming  
Commission of Ontario

# Special Occasion Permits – PUBLIC EVENTS

INFORMATION SHEETS FROM THE ALCOHOL AND GAMING COMMISSION OF ONTARIO

## What is a Special Occasion Permit?

A Special Occasion Permit (SOP) is required *any time* alcohol is offered for sale, served or consumed anywhere other than in a licensed establishment or a private place (for example, a corporate boardroom or a residence) or when public consumption of a patron's own alcohol is permitted at a tailgate event. SOPs are for occasional, special events only, and not for personal profit or running an ongoing business. A SOP may be issued for the following types of events: Private Events, Public Events (including Tailgate Events) and Industry Promotional Events. The following provides information specific to **Public Event SOPs**.

## Public Event SOPs

Public Event permits can be issued:

- To registered charities
- To non-profit organizations whose object is to promote charitable, educational, religious or community objects, or
- For events of municipal, provincial, national or international significance or
- For a tailgate event held at outdoor premises that are at ground level, where the event is held in connection with, and in proximity to, a live professional, semi-professional or post-secondary sporting event. For more information on tailgate events, please see the AGCO's **Tailgate Event Permit Guide**.





An event of municipal significance requires a designation by the municipality in which the event will take place. Applications must be accompanied by either a municipal resolution or a letter from a delegated municipal official designating the event as municipally significant.

- In order to be recognized as an event of provincial, national or international significance, it must be designated as such by the AGCO.
- Public events may be advertised to the public.
- Alcohol may be sold at a profit (to allow for fundraising).

The event can be advertised and fundraising/profit from the sale of alcohol at the event is permitted.

The permit holder is required to purchase alcohol under the permit from an authorized government retail store (LCBO, LCBO Agency Store, The Beer Store or authorized manufacturer's retail store).

## "Sale" and "No Sale" Permits

A "Sale" permit is required when money is collected for alcohol through, for example:

- Alcohol sales (cash bar) or alcohol tickets sold to people attending the event; or
- An admission charge to the event; or
- The collection of money and/or other forms of payment for alcohol before the event.

A "No Sale" permit is required when:

- Alcohol is served without charge;
- No money and/or other forms of payment is collected directly or indirectly for alcohol from guests (e.g. through admission charge or ticket sales); and
- The permit holder absorbs all alcohol costs.

## Outdoor Events

The local municipal clerk's department, police, fire and health departments must be given a written notice **30 days** before the event when expecting **fewer than 5,000 people** per day. If

expecting **5,000 people or more** per day, a notice to the same group is required **60 days** prior to the event. If there is a tent, marquee, pavilion or tiered seating being used, then the local building department must be notified in writing.

If your event is taking place outdoors, you must submit a sketch or plan with your application, clearly showing the exact dimensions of the proposed permit area and the location of any tiered seating.

## Tiered Seating

If a SOP application is submitted for a location that includes tiered seating (e.g. bleachers, stadium seating, etc.), this may be indicated when you apply. If the event is outdoors, the location of the tiered seating must be clearly identified on a sketch and submitted along with the application.

## Donated Alcohol

Public events conducted by charitable organizations registered under the *Income Tax Act* and not-for-profit organizations/associations may accept alcohol donated by manufacturers of alcohol. Records (such as receipts or invoices) for all product must be obtained by the SOP holder and must be made available for inspection by an AGCO Inspector or a police officer. Donated alcohol must be processed by a government store (LCBO, LCBO Agency Store, The Beer Store or authorized manufacturer's retail store) under the permit.

Registered charities and non-profit organizations/associations may offer donated alcohol as a prize if a lottery licence has been issued for the event, however this alcohol must not be consumed at the event.

## Outdoor Public Events Involving Liquor Sales Licensed Establishments

A Public Event SOP holder and a liquor sales licensee may jointly participate in an outdoor Public Event that allows patrons to carry a single serving of alcohol between the licensed area(s)

and the area(s) covered by the SOP if the Public Event meets the following criteria:

- The event must be an outdoor event (e.g. street festival);
- The event must be designated “municipally significant” and the applicant must submit a resolution of municipal council or a letter from a delegated municipal official designating the event as “municipally significant”; and
- The licence holders and the permit holder have entered into an agreement to ensure there is no unreasonable risk to public safety, the public interest and the public, and no unreasonable risk of non-compliance with the *Liquor Licence Act* (LLA) and its regulations by either of the parties.

**This agreement must be submitted to the AGCO for review and approval at least 30 days prior to the event.**

## Multiple Day Events

Multiple day events can only be issued if:

- Each event is one in a series of events;
- The application for the permit is for all of the events (dates);
- The nature, purpose, location and target audience of each of the events (dates) are the same (e.g. service club monthly meeting); and
- As a result of doing so, the permit holder is not operating an ongoing business, or does not appear to be doing so.

Alcohol may be stored between event days under certain circumstances. Police and AGCO Inspectors must have full, authorized access to the location. Please see the **Special Occasion Permit Guide** for specific criteria and information that must be provided as part of the application process.

## SOP Compliance

The AGCO uses a risk-based approach to issuing SOPs, which aids in assessing risks to public safety and the public interest. Additional

documentation may consequently be required from a SOP applicant. Based on a risk analysis of the event and the applicant, conditions may be attached to the SOP. Where there is a breach of the *Liquor Licence Act* (LLA) or its regulations at a SOP event, the Registrar of Alcohol, Gaming and Racing (“Registrar”) may impose sanctions on the permit holder, including a monetary penalty or refusing to issue further permits.

### Responsibilities of a Public Event SOP holder include:

- The permit holder, responsible person (as indicated on the permit) or his/her designate must be present at all times.
- The permit and alcohol purchase receipt(s) must be available for inspection upon request by AGCO Compliance Officials or police officers.
- All areas where alcohol will be served and consumed (indoor or outdoor) must be readily distinguishable and separate from areas where the permit does not apply.
- Alcohol can only be sold and served during the hours that are stated on the permit. The regular hours for the sale and service of alcohol are 9:00 a.m. to 2:00 a.m. the following day, except for New Year’s Eve (December 31) when sale and service must cease at 3:00 a.m. on January 1. The Registrar may restrict these hours as a condition of the permit.
- Police officers and AGCO Inspectors must be given unobstructed access to the event at all times and may revoke a SOP while the event is underway if they reasonably believe that the LLA or its regulations are being contravened.
- All signs of sale and service must be cleared within forty-five (45) minutes of the end time stated on the permit. This includes the removal of all partially consumed and empty bottles, and glasses that contain(ed) alcohol.
- Alcohol cannot be sold, served or provided to anyone who appears to be under nineteen (19) years of age without requesting identification. Proper identification must be checked for any person who appears to be under nineteen (19) years of age.

- Intoxication, disorderly conduct and unlawful gambling are not permitted.
- Encouraging immoderate consumption of alcohol is not permitted (for example, drinking contests or games).
- Non-alcoholic beverages must be available.
- Guests cannot be required to purchase a minimum number of drinks or drink tickets to enter or remain at the event, and no drink containing more than eighty-five (85) ml of spirits can be sold or served.
- Games of chance or mixed skill and chance (such as raffles, 50/50 draws, etc.) are not permitted unless the proper lottery licence has been obtained from the Registrar or municipality. Lottery licences are only issued to eligible charitable or religious organizations where the funds are raised for charitable or religious purposes.

It is recommended that SOP holders take the Smart Serve Responsible Alcohol Beverage Service Training Program and hire a licensed caterer and/or servers who have this certification. For more information on Smart Serve, call 416-695-8737 or toll free at 1-877-620-6082 or visit their website at [www.smartserve.ca](http://www.smartserve.ca).

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For more information, please contact AGCO Customer Service at 416-326-8700 or 1-800-522-2876 (toll-free in Ontario) or visit us online at [www.agco.ca](http://www.agco.ca).

# Checklist For Facility Rental with Liquor Service

## ☐ Municipal Alcohol Policy

1. Food is being served.
2. Someone at entrance points checking ID.
3. System in place to identify underage patrons (ie. coloured bracelet)
4. Confirmation that there will be no alcohol drinking games or alcohol as a prize.
5. Unused bar tickets will be reimbursed.

☐ Permit Holder has demonstrated that they understand municipal alcohol policy by signing a Rental Agreement.

## ☐ Rental Agreement includes:

1. Indemnification clause where Renter agrees to indemnify and hold harmless the Municipality,
2. Renter agrees to carry liability insurance including liquor liability insurance with Municipality named as additional insured

☐ Permit holder will attend event.

☐ Permit Holder has provided proof of liability insurance including liquor liability insurance with Municipality as additional insured.

☐ Special Occasion Permit has been produced at least five days before event and posted at event.

☐ Permit Holder has provided list of Smart Serve certified event workers including certification numbers.

☐ Required signs have been posted.

☐ Designated Driver or safe transportation options in place with signs posted.

☐ Permit holder has given receipt for minimum percentage and low-alcohol beverages.

☐ Police officer attendance requirement has been fulfilled.

☐ At least one municipal representative will be in attendance.

☐ Ratio of event workers to participants adhered to. Event workers to wear highly visible identification and not to consume alcohol until responsibilities have ended for the night.

- ☐ Floor supervisors have been designated to monitor activity area and exits and be available to ticket sellers.
- ☐ At least two Smart Serve trained people have been designated to sell tickets (maximum 4 tickets per purchase per person).
- ☐ Premises have been inspected to ensure physical setting is safe for drinkers and non-drinkers.

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# Risk Management Considerations for Special Events

## Background Information

If you are renting out a facility owned by your municipality or organization for a special event, it is important to make sure you are protected. Create a special events policy and outline procedures that renters must follow when planning and executing their event. By instituting a special events policy, you can help to ensure that your organization's interests are protected and that all federal, provincial, and municipal laws are upheld.

Because so many different types of events can take place on municipal property (festivals, concerts, parades, fundraisers), it makes it difficult to come up with a standard, all encompassing special events policy. The following considerations should be included as a base, and then each individual event should be examined for unique risk issues.

## Risk Management Considerations

Some events are held year after year without incident. That, however, does not imply that the proper precautions and risk control techniques are being implemented.

The first step in managing potential risks associated with a special event is to map out the involvement of all parties. Who is involved and what is the extent of their involvement?

Next, practice appropriate liability transfer techniques by matching the risk with the party in control. For example, if your only involvement is owning the premises where the event is being held, you will want to enter into an agreement whereby the organizer is required to:

1. Maintain specific minimum controls and obtain necessary approvals from the appropriate authorities, which correspond with the nature of the event.
2. Provide a hold harmless and indemnity in your favour.
3. Guarantee the indemnity by requesting proof of sufficient limits of liability insurance including your municipality as an additional insured.

## Create a Special Events Policy

### Contracts/Permits

#### Rental Agreements

All renters of municipal buildings or property should be required to sign a rental agreement. In the agreement, you should include a hold harmless and indemnification clause. Here is a sample clause, which should be reviewed by your legal counsel prior to use:

"As part of the consideration for the Municipality renting the above-noted facilities to \_\_\_\_\_, I on behalf of myself, the renting organization and its members agree to release and discharge, and to indemnify and save harmless the Municipality from and against all claims and proceedings, by whomsoever made or brought, in respect of any cost, expenses, losses, damage or injury arising by reason of my/our use of the rented facilities."

#### Insurance Policy

The renter should be required to obtain a general insurance policy covering the event. You should require your municipality to be added to the policy as an additional insured. Here is a sample clause, which should be reviewed by your insurance provider prior to use:

"The Municipality requires the applicant to carry Commercial General Liability Insurance in an amount not less than \_\_\_\_ million dollars. This insurance will be carried for the rental period and will have the Municipality shown as an additional Insured."

Ensure that you see proof of insurance and document it.

#### Special Occasion Permits

Ensure that the renter has the appropriate provincial Special Occasion Permit if alcohol is being served at the event. A Special Occasion Permit can be purchased in advance of the event.

## Premises

The location of the event and the premises on which it is going to be held need to be suitable for the event. You must ensure that:

- The facility meets building and safety codes.
- The size of the premises is large enough to hold the expected crowd.
- Any trip and fall or other hazards are fixed or removed.
- Emergency exits are clearly marked and the pathways to them are clear.
- Ensure that there is adequate protection from the weather at outdoor venues – ie.) protection from the sun, rain, storms, etc.
- Ensure there is safe and hazard-free access to the premises.
- Make certain that there is adequate outside night lighting for the safety of the patrons entering and exiting the premises.
- Verify that all fire alarms, extinguishers, and sprinkler systems are running properly and tested.

## Security

### Security Plan

- The purpose of having a security plan is to ensure that all people and property at the event have the best possible protection.
- When creating a security plan, think about the worst case scenario and plan accordingly.
- Ensure that the organization renting out your property also has a security plan in place for their event.
- The security policy should be in writing so it can be used in defending event organizers against any conflicts over security negligence.
- Because every event is unique and will have different security needs, create a basic security plan and then customize it for each event.
- A security plan should include:
  - A schedule of all event activities.
  - A schedule of all security activities, before, during, and after the event.
  - Venue site plan, as well as a map of the surrounding area.
  - A description of the risk factors that are unique to the event, such as a large audience, sale of alcohol, violence and vandalism, no identification checking, etc.

- A list of all key personnel, including security guards, any emergency workers, facility managers, event organizers, etc.
- A command post should be established and its location, policies and procedures should be specified.
- A detail of post assignments including post locations.
- A section on security communications – two-way radios, cell phones, etc.
- Security transportation. – how security is going to move through the event, respond to emergencies, etc.
- A section detailing emergency procedures.
- Security job descriptions.
- All security personnel should have specific job descriptions and responsibilities, which could include:
  - Acting as a deterrent for potential disturbances.
  - Identifying and resolving potential incidents.
  - Checking for and removing prohibited items upon entry.
  - Identifying and appropriately dealing with intoxicated patrons.
  - Providing security for patrons in parking lots.
  - Preventing theft and damage.
  - Providing crowd control.
  - Ensuring the safe use of the facilities.
  - Properly responding to and controlling emergency situations.

### Private Security vs. Law Enforcement Private Security

- The organization renting municipal property can make the decision between hiring a private security firm or law enforcement to undertake event security.
- Under the *Private Security and Investigative Services Act*, a security guard must be insured by an insurer licensed under the *Insurance Act* for liability in the proper amount.
- The *Private Security and Investigative Services Act* also states that every security guard must hold a valid licence. Proof of their licence should be a condition of employment.
- Ask for and check references.
- See a valid Certificate of Insurance from the security company.

- Have a written contract with the security firm, including an indemnification clause against liability due to any negligence from the security company.
- Check with the chambers of commerce and better business bureaus to see if there have been any complaints about the security company.

If hiring law enforcement, consider:

- What policies the City has in place regarding police security service at events.
- Charge back the cost to the organization.

## Health and Safety

### First Aid

- Have a designated First Aid tent or area set up with plenty of signs indicating its location.
- Ensure it is stocked with multiple complete first aid kits, including portable kits.
- Have cots or mats in place where patrons can lay down.
- Keep equipment such as Epi-pens and Benadryl liquid, on hand for dealing with allergic reactions.
- Consider obtaining an Automatic External Defibrillator (AED) for events where paramedics are not present.

### Emergency Services

For all large events, consider having paramedics and an ambulance on site. St. John's Ambulance can be contracted for services at special events.

### Sanitation

- Ensure the venue has an adequate number of waste receptacles.
- Schedule for the emptying of waste receptacles to ensure that the venue stays clean and hygienic throughout the event.

### Crowd Management

- Crowd management and crowd control are not the same thing. Crowd management refers to the measures taken to facilitate the movement and enjoyment of the crowd, such as seating, ushering, etc. Crowd control refers to the actions taken once a crowd is beginning to get out of control or has gotten out of control.
- It is important that these two concepts are defined and separated in the planning of the event.

### Ushering

- The job of an usher is to help people to their seats quickly and safely.
- Well prepared ushers can help to ensure that the event gets started on-time and that people are where they are supposed to be.
- Ushers help to reduce crowd confusion because they know the venue and can help people to locate areas such as washrooms and concession kiosks.
- Ushers can alert security of potential problems and also help to spot safety hazards.
- It is important to remember that ushers are in no way required to or allowed to perform security functions.

### Signage

- It is important to have clear, concise signage at the event.
- Signs should be posted throughout the venue in highly visible spots.
- Signs should be written in simple language that all patrons can understand.
- There should be signs indicating the various seating areas so that patrons can easily find their seats.
- Signs should point out things such as:
  - Location of the washrooms.
  - Location of the concession.
  - Location of the first aid area.
  - Venue rules.
  - Codes of Conduct.
- Noise Control.
  - Event organizers need to consider how noise will affect the surrounding neighbourhood.
  - Neighbours should be notified prior to the event and given an approximate schedule of events.
  - Consult your Municipal by-laws regarding specifics for noise control.
- Public Address System (P.A. system).
  - Ensure your venue has a working P.A. system.
  - The P.A. system is very important for providing safety and security information to the patrons, as well as directions in an emergency situation.

### Alcohol

The management of alcohol at events is an extremely important and complex area. Please read more about Alcohol Policies and Procedures for further information.



### Food

- There should be an adequate amount of food available for purchase at the event.
- There should be a variety of food available, including vegetarian and vegan options.
- There should be a variety of cold drinks available, including soft drinks, juices, and water.
- Food must be prepared in a sanitary manner, in accordance with local by-laws and public health guidelines.
- There must be food available for free or for purchase if alcohol is available at the event – check Special Occasion Permit rules and regulations.

### Street Closures

- If the event requires street closures, check local by-laws for appropriate procedures.
- Inform all residents and businesses on the street of the road closure well in advance of the event, giving them an approximate time frame for the closure.
- Post an event organizer or volunteer at both ends of the road to inform drivers of the reason for the closure and to direct them around it.

### Parking and Traffic

- Ensure that there is an adequate amount of parking at the venue.
- If there is not adequate parking, consider contracting out another parking lot or instruct patrons to use municipal lots.
- Ensure there is parking for the disabled as close to the venue as possible and that it is clearly marked.
- Post signs that clearly identify venue parking and lead the way from the parking lot to the venue entrance.
- Ensure there is adequate lighting in the parking areas for the safety of patrons and their vehicles.
- Consider having a member of the security team patrol the parking lot and be on hand to escort people to their cars if they wish.

### Volunteers

Volunteers are an integral part of any event. Please read Risk Management Considerations for Volunteers for more information.

### Inspections

1. Stipulate what must be inspected (ie. tents).
2. State that the inspections must be carried out by your building inspectors. Charge the cost of these inspections to the organizer.
3. State the required inspection by your fire department. Charge the cost of the inspection to the organizer.
4. Technical standards authorities (such as the TSSA in Ontario) - amusement rides, inflatables - know what falls under their jurisdiction and require that the event organizer abide by their requirements.

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AGCO

Alcohol and Gaming  
Commission of Ontario

# Responsible Service Tip Sheet: PLANNING SPECIAL EVENTS, CONCERTS OR FESTIVALS

INFORMATION SHEETS FROM THE ALCOHOL AND GAMING COMMISSION OF ONTARIO



Is your organization planning a special event, concert or festival where alcohol will be sold or served? The following is a guide to assist you, the Event Organizer, in preparing for and executing a successful event.

## EVENT PARTNERS

Your Event Partners should be part of the event planning and kept fully informed, as they will be involved in approving the plans for your event. The Event Partners should include, but not be limited to, the following:

- Local Police Service
- Alcohol and Gaming Commission of Ontario (AGCO)
- Fire Service
- Emergency Medical Services (EMS)
- Health Department
- Municipality, including Bylaw Enforcement
- Landlord or entity in control of the event site
- Special Occasion Permit (SOP) Holder or Caterer (Liquor Sales Licensee)

## KNOW YOUR REQUIREMENTS AND PREPARE AN OPERATIONAL ("OPS") PLAN

Everyone involved, including all the Event Partners, needs to have a clear understanding of how the event will unfold. As the Event Organizer, you need to research and plan all requirements to ensure the event unfolds smoothly. You must also be aware of the laws respecting Catered Events vs. Special Occasion Permits.

In preparation, you should develop an operational – or Ops – plan. You will need enough copies of the plan, including any site maps and diagrams, to provide at least one copy to all Event Partners. Once the plan has been approved by the Event Partners, the event can move forward.

## Introduction

This section of the Ops plan should include a brief description of your event.

- **Who** will be attending and in what numbers?
- **What** is the attraction?
- **Where** is it located?
- **When** is it occurring?
- **Why** is it important to the area?

## Business Details

Describe the business structure of the event. For example: “ABC Entertainment Group is the event organizer, Don’s Event Park is the Landlord, and Great Events is the Caterer/SOP Holder.” You should include contact information for each participant in the event (names, address, phone number, cell number and email address).

## Site Maps / Diagrams

Your site map should be of professional quality and indicate the dimensions of the overall site, including licensed areas and serving areas. If guests will be permitted to carry alcohol through the event area, please show where all the fencing will be positioned and the security arrangements you have made to keep the alcohol in the event area. The map should also show any street closures.

## Dates and Hours of Operation

The plan must state the dates of the event, times when the doors/gates will open, event loads (how many people you expect to arrive at once), when alcohol will be sold and served (i.e. bar service hours from 11 am – 2 am) and how many people will be staffing each alcohol service area at what times. State the band set times and/or other milestones during your event. State your “bad weather” plan, such as a change of location or date.

## Communications

State specifically how all parties will communicate during the event (portable radios, headsets, cell phones, etc.).

## Food Service

What food will be available at your event? Is the food being prepared on-site or being delivered? Ensure that your food arrangements, whether prepared on-site or delivered, comply with local health authority requirements. Remember that food must be available whenever alcohol is being sold or served.

## EMS and Fire Services

Include details if EMS and Fire Services will be servicing the event, including their schedule and what services will be on site (i.e. 1 Ambulance, 4 Paramedics, 6 First-Aiders and a tented infirmary, or 1 Rescue truck, 4 Fire Fighters). If you do not plan to have EMS or Fire Services on site, please specify how you will contact them in case of emergency, including telephone numbers.

## Event Location

Where will the event be held? Has the landlord consented to alcohol at the event? Has the landlord, particularly a municipality, imposed any additional requirements for the event? If so, include a list of those requirements, or a copy of the local Municipal Alcohol Policy, if applicable.

## Security

When planning security for your event, employ a risk-based strategy: the higher the risk to public safety, the more security measures should be put in place. The numbers of Staff, Security and Police will be based on, but not limited to, the following:

- The nature of the event and the sponsor;
- The age range of the people that your event will appeal to;
- The location of the event;
- The dates and hours of the event;
- The number of people expected to attend;
- The size of the area where patrons will be allowed to drink alcohol;

- Whether there is any tiered seating in the area where patrons can take alcohol;
- The types of alcoholic beverages (beer, wine and/or spirits) and non-alcoholic beverages you are going to sell or serve;
- The portion sizes, container types (plastic cups, cans or bottles) and the price per serving;
- Any limits on the number of alcoholic drinks that a patron can purchase;
- Whether minors will be permitted in the licensed area(s); and
- How people will get into and out of the event (i.e. traffic and patrol plans).

In your Ops plan, include the number and schedule for all event staff, including Private Security and Paid Duty Police. Include details of their duties. Where will your security be stationed and will they be able to see clearly? How will security communicate with each other? How will other staff members communicate with security? Include what behaviour will and will not be tolerated, and when and how personnel will escort patrons out, including removing wristbands from ejected patrons, etc. Ensure you will have adequate security when the event ends.

## Portable Washrooms

Ensure sufficient numbers are rented, including handicapped facilities. Pump-out and clean washrooms during the event. Maintain supplies such as toilet paper, hand sanitizer, soap and water at each station.

## Portable Structures

Will structures such as tents, stage, etc., be set up at the event? If so, include the details for installation. The local Municipality must issue permits and inspect these structures.

## Capacity

The area capacity must be set by either Building or Fire Services and clearly posted in the licensed area. Include your seating plan. Will there be tables and chairs, picnic tables or will patrons be standing? Will you use any tiered seating?

## Fencing

The same criteria for determining your security requirements will also determine your fencing needs. Fencing is an item that will be discussed and decided by the Event Partners, and each party has needs to be considered and consulted.

The following are best practices:

- Low Risk – minimum allowable is 36" or portable 4' modular fencing;
- Medium Risk – single or double 4' modular fencing; if double, include a 10' "no-go zone" between fences;
- High Risk – double 6' or 8' modular fence with a 10' moat between fences.

The fencing must be secured at its connections and anchored to the ground with 3' rebar where necessary (for example, the front line at a concert). Keep lighting and cords away from patrons. One entrance and one exit will simplify counting patrons. The entrance and exits must allow for patron movements and a waiting line. Fire Services will assist with size and number of breaks in fencing. For indoor events, clearly-defined outdoor smoking areas should be identified.

## Signage

Consider using easy-to-read black and white signs identifying the following:

- "Beer Garden", should you choose those words
- "Ticket Sales - Refunds"
- "Enter" and "Exit"
- "Washrooms"
- Menu items
- Bag search, if applicable
- First Aid Station
- Age of Majority, if applicable
- "No Re-entry", if applicable
- Wheelchair accessible areas



## Lighting

Include a description of the lighting for your event. Ensure that event personnel such as ticket sellers, bartenders, entrance and exit staff, etc. all have adequate lighting. Keep lighting and cords away from patrons. Anchor to the ground with 3' re-bar where necessary (such as front line at a concert). If possible, do a trial the night before the event.

## Camping

If on-site overnight camping is available, note this and be prepared to discuss how this will operate in detail with the Event Partners.

## Timelines

A well-planned, working timeline is strongly suggested to keep event planning and approvals on track. A "no changes" date must be agreed upon by all Event Partners. Resource and Collective Agreement commitments need to be honoured.

## OPS PLAN SECTIONS RELATED TO THE SALE AND SERVICE OF ALCOHOL

### Entrances and exits of licensed area(s)

Include details and drawings for the entrance and exit of the licensed area. State the responsibilities of the door security (i.e. checking identification and monitoring for signs of intoxication). Will bags/chairs be allowed in?

### Bar details

Include details for the bar(s) set-up, number of bartenders, and bartender responsibilities and training. A chute style bar set-up is recommended for large events. Include detailed responsibilities for floor staff. How will the licensed area be maintained, cleaned, and garbage cans emptied?

### Minors

If minors are permitted in your licensed areas, include detailed plans for how you will keep them from consuming alcohol. This must be discussed and negotiated with the

Event Partners. Identify where ID check locations will be located. The minimum best practice is using pink wristbands on persons 19 years of age or older ("Pink you drink"). These are placed snugly on patrons by security personnel, preventing removal and use by another person. Consider using different colours each day for multiple day events. If large lines are anticipated, consider using two lanes to enter the licensed area: one lane for patrons that are clearly of legal drinking age, and a second lane to check the ID of younger looking patrons.

### Alcohol Ticket Sales and Refunds

Your Ops plan should include details for ticket sales, such as prices, maximum number of tickets that will be sold at one time (i.e. 4 tickets sold, 2 drinks served at one time), etc. Consider portion sizes such as 341ml vs. 500ml. Refunds for drink tickets should be available while the bar is open and 30 minutes after closing.

For more information, please contact AGCO Customer Service at 416-326-8700 or 1-800-522-2876 (toll-free in Ontario) or visit us online at [www.agco.ca](http://www.agco.ca).



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Canada Community Revitalization Fund  
**Meeting:** Council - 22 Jul 2021  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That this report be received for information only.**

### Background:

On June 23, 2021, the federal government announced the Canada Community Revitalization Fund. The Fund is intended to invest in shared public spaces to revitalize towns / cities that were affected by the COVID-19 pandemic.

### Comments:

Council Armstrong inquired if the Municipality was able to apply to this fund. Management had discussed the fund when announced and in accordance with the approved budget.

Key information of the grant:

1. project start dates cannot be earlier than April 19, 2021.
2. projects must be shovel ready (advanced state of development)
3. application deadline is July 23, 2021
4. Applicants are responsible for 25% of funded projects
5. intake (pending funds available) will be on a continuous intake over two years

Approved municipal capital projects identified in the 2021 budget have commenced prior to April 19th or have obtained funding from various sources. The Optimist Pavilion project commenced prior to April 19th.

Councillor Armstrong inquired about the arena entrance and canteen (proposed phase 2 / 3) of the Optimist Building Project presented in or around 2015. The current Council has neither reviewed or approved of the project; the Municipality has not received correspondence of club approval nor have any costing been provided. It is assumed that the Optimist Club is fundraising in the amount of \$94,000 for the completion of the pavilion.

Staff have focused on preparing for the identified needs of the community in growth development (planning reports on availability of services in the community including and meeting with various interested developers) and assessing the Engineering required for improvements to roadways.

### Financial Considerations:

\$650,000 was borrowed and \$650,000 used from reserves for the completion of Shiloh Line. Staff are mindful that over the next 10 years, taxes will need to be increased or other expenditures reduced by approximately 5% to repay the long-term borrowing and to replenish the reserves used for the project.

OMPF has dropped 3% per year and the same is expected in 2022.



**MUNICIPALITY OF BROOKE-ALVINSTON**  
**DRAINAGE SUPERINTENDENT STAFF REPORT**

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**Date:** July 2021 Report

**To:** Brooke-Alvinston Mayor, Clerk, and Council

**From:** David Moores, Drainage Superintendent  
R. Dobbin Engineering Inc.

**RE:** Drainage Superintendent Report

**New Drainage Requests:**

6-7 Sideroad Drain / Government No.1 Drain

- At the site meeting for maintenance of the Government No.1 Drain landowners requested that the Government Drain No.1 be extended to a sufficient outlet east of Sutorville Road
- The area was inspected by the Drainage Superintendent and some landowners that were in attendance. The drain east of Sutorville requires brushing, bottom cleanout and bank stabilization
- As both the 6-7 Sideroad Drain and the Government Drain No.1 ends at Sutorville Rd and Campbell Line, in order to complete the necessary work the drain needs to be extended downstream as far as require to obtain sufficient outlet

**Recommendations:** (1) Appoint R. Dobbin Engineering to prepare a new report under Section 78 of the Drainage Act and (2) Arrange a Onsite Meeting with all landowners of the 6-7 Sideroad Drain and Government Drain No.1.

**Tender Awards:**

None



### **Work to be Tender / Receive Approvals**

#### 14<sup>th</sup> Concession Drain

- Location: Lots 1-6, Concession 14
- Landowner: Tom Shea / Doug Thrower
- Work: Brushing and bottom cleanout
- Status:
  - Drain Approvals Received
  - Tender drain work for completion March 2022

#### McNeil Drain

- Location: Lot 14/15, Concession 7
- Landowner: Adam McKellar
- Work: Brushing, bottom cleanout, erosion protection, tile repairs and tile cleaning
- Status:
  - Onsite Meeting held on June 22, 2021
  - Tender drain work for completion March 2022

#### McNally Drain

- Location: Lot 1-3, Concession 9
- Landowner: Adam Johnston
- Work: Culvert replacement, minor brushing, and bottom cleanout
- Status:
  - Onsite meeting was held on June 29, 2021
  - Tender drain work for completion March 2022

#### Munro Drain

- Location: Lot 1-6, Concession 9
- Landowner: Adam Johnston
- Work: Culvert replacement, wicking, and brushing
- Status:
  - Onsite meeting held on June 29, 2021
  - Tender culvert work for 2021
  - Spraying to take place in 2021
  - Brushing to occur two years after spraying

#### Government No.1 Drain

- Location: Along Inwood Road between Courtright Line and Campbell Line
- Landowner: Council Request via Orange Drain No.1
- Work: Spraying, brushing, bottom cleanout
- Status:
  - Onsite Meeting held on July 13, 2021
  - Approvals to be received
  - Tender drain work for completion March 2022

#### Kelly Drain

- Location: East of Inwood Road
- Landowner: Bud Kelly
- Work: Brushing and bottom cleanout
- Status:
  - Onsite Meeting scheduled for August 24, 2021
  - Tender drain work for completion March 2022

#### Cook Drain

- Location: East of Forest Road
- Landowner: Bud Kelly
- Work: Brushing, bottom cleanout, auxiliary tile repairs
- Status:
  - Onsite Meeting scheduled for August 24, 2021
  - Tender drain work for completion March 2022

### **Maintenance**

#### **Contractor – Bruce Poland and Sons:**

#### Edgar Drain No.1 / Edgar Drain Branch

- Location: Between Hardy Creek Road and Churchill Line
- Work: Brushing, cleanout, and culvert replacement
- Status:
  - Tender closed on April 15, 2021
  - Council awarded the project to Bruce Poland and Sons
  - Work to be only completed between July 15, 2021 and September 15, 2021 due to fish habitat and drain classification

#### Duffy Drain

- Location: Lots 17-18, Concession 5
- Landowner: Dave McKellar
- Work: Brushing and bottom cleanout
- Status:
  - Tender closed on May 20, 2021
  - Council awarded the project to Bruce Poland and Sons
  - Work to be completed in 2021

#### MacDougall Drain

- Location: Lots 7-9, Concession 5
- Landowner: Doug MacDougall
- Work: Brushing and bottom cleanout
- Status:
  - Drain approvals Received
  - Tender closed on June 3, 2021
  - Council awarded the project to Bruce Poland and Sons
  - Work to be completed in 2021

#### 4-5 Concession Road Drain

- Location: Lots 7-9, Concession 5
- Landowner: Mr. Doug MacDougall
- Work: Brushing and bottom cleanout
- Status:
  - Drain approvals received
  - Tender closed on June 3, 2021
  - Council awarded the project to Bruce Poland and Sons
  - Work to be completed in 2021

### **Contractor – JLH Excavating:**

#### Parker Lucas Drain

- Location: Lots 5-9, Concession 13
- Landowner: Tom Shea / Dale Thorne
- Work: Brushing, bottom cleanout, and culvert replacement
- Status:
  - Council awarded the project to JLH Excavating
  - Brushing, cleanout and culvert replacements completed
  - Levelling to be completed in the fall 2021 after crops

#### Smith Drain

- Location: Lot 13, Concession 6
- Landowner: Ben Opthuf
- Work: Brushing, bottom cleanout, and culvert replacement
- Status:
  - Council awarded the project to JLH Excavating
  - Culvert completed
  - Brushing and bottom cleanout to be completed summer 2021

### **DRAINAGE REPORTS – CONSTRUCTION / IMPROVEMENTS**

#### Steadman Drain No.1

- Section 4 Report – Roger Buurma
  - Drain enclosure
  - Currently with the SCRCA for review
  - Additional Onsite Meeting was held on November 17, 2020
- Section 4 Petition – Don McGugan
  - Private tile drain to be made a municipal drain and improved in Lot 16, Concession 9, west side of Nauvoo Road
- Proposal Sent to SCRCA

#### Hasting Drain

- Section 78 Report
- Request to realign or enclose channel in W1/2 Lot 23, Concession 12
- Survey complete
- Preliminary drafting and profiles complete
- Proposal sent to SCRCA

#### Logan Drain Branches – 5

- Section 78 Report
- Tile drain replacement project
- COR – May 27/21
- Construction to be completed in 2022

#### Ruth Drain

- Section 78 Report
- Tile drain replacement
- COR – May 27/21
- Construction to be completed in 2022

#### Graham Bourne Drain

- Section 78 Report
- Culvert replacement
- Survey complete
- Report is in progress

#### Johnson Drain

- Section 78 Report
- Culvert Replacement
- Culvert had to be replaced under an Emergency Designation Sec.124
- This work was completed by JLH Excavating
- Report almost complete for other culvert replacements required on the drain

#### Edgar Podolinsky Drain

- Section 4 Report
- Report in progress

#### Edgar Drain Branch

- Section 78 Report
- Drain enclosure
- Onsite Meeting was held on November 26, 2020
- Report in progress

#### McEachren Drain

- Section 78 Report
- Emergency culvert work under Section 124 of the Drainage Act
- Culvert work completed
- Onsite Meeting was held on November 17, 2020
- Additional work was discussed in having all culverts inspected for replacement and the drain requires brushing and bottom cleanout
- New drain profile required
- Survey, culvert inspections, and report in progress

#### Thompson Drain

- Section 78 Report
- Culvert Replacement on Hardy Creek Road
- Onsite Meeting held on November 17, 2020

- New profile for drain along Hardy Creek Road as a cleanout / brushing was asked at the Onsite Meeting
- Survey and report in progress

#### Campbell Leitch Drain

- Section 78 Report
- Low-level crossing replacement
- New low-level crossing in Adelaide Metcalf section of the drain
- Onsite Meeting held on November 26, 2020
- Survey completed and report in progress

#### Johnston-Symington Drain

- Section 78 Improvement Request
- Location: Lot 1, Concession 14 & Gore Concession
- Request received from Ms. Jo-Anne Symington to replace an access culvert
- Council accepted the request under section 78 and appointed R. Dobbin Engineering
- Culvert was replaced under an Emergency Designation Sec. 124 by Bruce Poland and Sons
- Onsite meeting held on June 22, 2021
- Additional work to include a new profile for cleanout and culvert replacement

#### Parker Lucas Drain & Acton Drain

- Section 4 Petition Request
- Location: At Little Ireland Road
- Petition received from Shea Farms Limited
- Council accepted the request under section 4 and appointed R. Dobbin Engineering
- Onsite meeting to be arranged

#### Zavitz Campbell Drain

- Section 78 Improvement Request
- Location: Lots 13-15, Concession 8
- Request received from Jim Gilroy
- Council accepted the request under section 78 and appointed R. Dobbin Engineering
- Onsite meeting to be arranged

**For Information:**

Work on the following projects is completed:

1. **Sisson Parker Drain** – Levelling and erosion protection at top end of the drain completed by GM Construction under maintenance.
2. **Kelly Drain** – Levelling completed by GM Construction
3. **Parker Lucas Drain** – Brushing, bottom cleanout and culvert replacements completed by JLH Excavating
4. **Smith Drain** – Culvert replacement completed by JLH Excavating

RECEIVED

JUL 12 2021



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 FARM DRAINAGE OUTLETS 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:

1 8" PIPE ROAD CROSSING FOR TILE DRAINAGE AND  
1 10" PIPE ROAD CROSSING FOR SAME

Property Description: Lot 6 Concession 3 Roll Number 38 15 120 010 127000

911 address 6712 OIL SPRINGS LINE 0000

Dated at the Municipality of Brooke-Alvinston this \_\_\_ day of \_\_\_, 20\_\_

Name-please print

ROSS M'CORMICK

Name-please print

Signature

[Signature]

Telephone#

Home

Email address:

Additional Comments if any:

E-MAILED  
D. mores

07/12/21