



AGENDA

Council Meeting

4:00 PM - Thursday, October 14, 2021
Municipal Office

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10. CLOSED SESSION

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12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



MINUTES

Council Meeting

4:00 PM - Thursday, September 23, 2021
Municipal Office

The Council of the Brooke-Alvinston was called to order on Thursday, September 23, 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, Public Works Foreman Jerrett Hodgins, and Parks and Recreation Supervisor Kevin Miller

Regrets:

1 CALL TO ORDER

The Mayor called the Council meeting to order at 4:01 p.m.. The meeting was held in person in the Council Chambers. Do to social distancing requirements, Steve Knight and Jerrett Hodgins attended virtually as did members of the public.

2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor asked that members declare any pecuniary interest at the appropriate time.

3 MINUTES

a) Regular Council Meeting Minutes of September 9, 2021

RESOLUTION-2021-279

Deputy Mayor Frank Nemcek made a motion that the Council Minutes of September 9, 2021 be approved as presented without any errors or omissions. Councillor Wayne Deans seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

6 CORRESPONDENCE

a) General Municipal Information including Correspondence

Councillor Douglas inquired about severance application B009/21; Councillor Nemcek commented on his recent meeting with the SCRC and the budgetary impacts.

RESOLUTION-2021-280

Councillor Jeannette Douglas made a motion the general information including correspondence be received and filed. Councillor Jamie Armstrong seconded the motion.

Carried

- b) City of Stratford: Request for support of resolution:Phase out Ontario's Gas Plant

RESOLUTION-2021-281

Councillor Jamie Armstrong made a motion that the correspondence from the City of Stratford be received and filed. Councillor Wayne Deans seconded the motion.

Carried

- c) Municipality of Trent Lakes - OHIP Eye Care Resolution

RESOLUTION-2021-282

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston supports the resolution from the Municipality of Trent Lakes and requests that the Provincial government recognize the value that access to quality eye care brings to all Ontario and and act not to protect it and that the Province address the OHIP-insured eye care immediately and enter into legally binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery Councillor Wayne Deans seconded the motion.

Carried

- d) Township of Scugog - Request for support: Structure Inventory and Inspections

RESOLUTION-2021-283

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston support the Township of Scugog's motion that the Province of Ontario and the Government of Ontario be encouraged to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements. Councillor Jamie Armstrong seconded the motion.

Carried

7 STAFF REPORTS

- a) **Clerk Administrator's Report:** Alvinston Killer Bees Request - Licensed Bar area

Mayor Ferguson noted that Council could consider the allowance of alcohol in the stands.

RESOLUTION-2021-284

Councillor Wayne Deans made a motion that Council allow the Alvinston Killer Bees and Alvinston Optimist Club to host a licensed bar area in the specified area for the 2021 /2022 season provided the following rules are adhered to without exception and pending release of additional provincial protocols. Councillor Jamie Armstrong seconded the motion.

Carried

- b) **Clerk Administrator's Report:** Overnight Camping

Councillor Armstrong clarified that for the rodeo, the rodeo assistants would be allowed camping on the grounds to assist with livestock. It was agreed that the Rodeo is charged for full access to the grounds and are responsible for cleanup.

RESOLUTION-2021-285

Councillor Jamie Armstrong made a motion that Council receive and file this report and maintain status quo of no overnight trailers / tents on the Community Centre grounds or municipal parks. Councillor Jeannette Douglas seconded the motion.

Carried

- c) **Clerk-Administrator's Report:** Proof of vaccination at municipal facilities

RESOLUTION-2021-286

Councillor Wayne Deans made a motion that staff receive and file the attached report Councillor Jamie Armstrong seconded the motion.

Carried

- d) **Drainage Superintendent's Report:** McNally Drain Tender

Tenders were opened for maintenance on the McNally Drain. The tender prices (including HST) were:

Bruce Poland and Sons	\$ 35,904.64
JLH Excavating	\$ 38,693.80
GM Construction	\$ 47,608.03

RESOLUTION-2021-287

Councillor Jamie Armstrong made a motion that the low tender for maintenance on the McNally Drain be awarded to Bruce Poland and Sons in the amount of \$35,904.64 (plus tax). Deputy Mayor Frank Nemcek seconded the motion.

Carried**8 BY-LAWS**

There were no by-laws presented for consideration

9 NEW BUSINESS

- a) Flooring at the BAICCC

The Public Works Manager requested Council consider waiving the Procurement By-law for the installation of new flooring in the upper hall and meeting room of the BAICCC.

RESOLUTION-2021-288

Deputy Mayor Frank Nemcek made a motion that the Municipality award Mihalik Flooring the contract for the upper hall and meeting room flooring at the quoted price of \$23,000 for the reason that Mihalik Flooring has provided other flooring in the municipal facilities, has provided superior service to the Municipality when requested and is competitive with all other previous quotes and has an immediate opening to complete the project. Councillor Jamie Armstrong seconded the motion.

Carried

- b) Councillor Armstrong: Presentation of Motion

RESOLUTION-2021-289

Councillor Jamie Armstrong made a motion that: Whereas the Provincial government has introduced the Ontario Vaccine Certificate program in an effort to increase vaccine rollout;

And Whereas this program has no specified end date or specified criteria to reach before moving away from the program and opening Ontario for all;

And Whereas this program creates undo pressures on businesses, volunteer groups and municipalities to comply with the policy;

And whereas the Ontario government has recognized the risks to private citizens and workers in its guidance document with the implementation of this program;

And Whereas this program seeks to penalize businesses/volunteers and municipalities that do not comply with the monitoring of vaccine status;

And Whereas the vaccine is a proven solution to lessen the effects of Covid 19 and is approved by Health Canada.

Now Therefore be it resolved that the provincial government re-examine its stance on encouraging the covid 19 vaccine to the unvaccinated by implementing consequences on those that have chosen not to do receive the vaccine (medical exemptions aside) by placing monetary fines if you are diagnosed with covid 19 and are not vaccinated and need hospitalization in the midst of the national pandemic.

And be it further resolved that the Ontario government put an end date/percent vaccinated on the current certificate program.

Councillor Wayne Deans seconded the motion.

Carried

c) Additional Councillor comments

- Councillor Nemcek advised that the house at A.W. Campbell Park will be torn down.
- Councillor Armstrong inquired when the 2022 preliminary budget would be completed
- Mayor Ferguson noted the direction provided to staff in enforcing the provincial regulations for monitoring vaccine passports and thanks staff for their time and adherence to the policy directives and efforts they have put forth with the new provincial regulations.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

a) Confirming By-law

RESOLUTION-2021-290

Councillor Jamie Armstrong made a motion That By-law 45 of 2021 be read a first, second and third time and finally adopted this 23rd day of September 2021. Councillor Wayne Deans seconded the motion.

Carried

13 ADJOURNMENT

A motion to adjourn the meeting was made at 4:45 p.m.

Clerk-Administrator

Mayor

Jay Miller
Miller House
3238 River St.
Alvinston, Ontario N0N 1A0

October 7, 2021

Brooke-Alvinston Township
3236 River St.
Alvinston, Ontario N0N 1A0

Janet Denkers:

I am writing this letter in the hopes of being able to discuss and resolve an issue related to the placement of the Brooke-Alvinston municipal office's central air-conditioning units. I recently decided to build a fence on the municipal office side of my building at 3238 River St. and discovered that the air-conditioning units being utilized by the municipality breach my property line thereby preventing me from maximizing the use of my space and delaying my plans of having a fence completed by mid-October, possibly until Spring 2022. This delay has caused and will continue to cause me to incur offsite storage rental costs until such a time that the desired enclosure has been completed.

The obvious resolution would be to request that the municipality re-locate the a/c units which may not be a simple or inexpensive undertaking. Another resolution may be constructing a fence from building to building which Rob Nesbitt confirmed to me would not be in violation of any by-laws or regulations. Those are the only options that I am able to see but prefer to look at any ideas or suggestions that can be brought forth so that together we can determine the best course of action to take. Please add this as an agenda item to the next council meeting so that this issue can be discussed further and a decision made.

Many thanks,

Jay Miller
Miller House

October 7, 2021

Dear Brooke-Alvinston Council,

I would like to start by thanking you for allowing the Alvinston Optimist Club and Alvinston Killer Bees Hockey Club to operate a licensed refreshment area in the east end of the arena for their home games. We greatly appreciate the support of council with the new hockey team! During the Bees' home-opener on October 2nd, everything ran smoothly and there were no issues encountered.

I am writing today to request that council consider allowing the licensed area to be expanded to include the east-end stands. As you are aware, the current layout at ice level will only allow for up to 25 people (including bartenders) to maintain physical distancing requirements. By expanding the area to include the east end stands, the Optimist Club and Killer Bees will be able to serve more patrons, ensuring that those wishing to enjoy a drink while watching the game are able to do so.

The Killer Bees and Optimist Club are willing to work with the arena manager and staff in order to implement safeguards and to clearly define the licensed area. We are confident that we can safely and effectively monitor and oversee both the ice-level and east end stands.

Thank you for your time and consideration,

Dan Cumming

Vice President – Optimist Club of Alvinston & Districts

Board Member – Alvinston Killer Bees Hockey Club

dan.cumming@yahoo.com

519-328-4944



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

September 24, 2021

Official Notice – Drain Maintenance

The Municipality of Brooke-Alvinston has received a drain maintenance request on the **White Drain from Mr. Randy Molzan.**

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

The proposed work is as follows:

Work: Brushing and Drain Cleanout

Timeline: Fall/Winter 2021

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

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

Should you have any questions, please contact the Drainage Superintendent; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drain.

Thank you,


Janet Denkers
Clerk-Administrator



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

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

NEWS RELEASE

For Immediate Release

Proof of Vaccination Starts Today, Public Health Measures Still in Effect

Wednesday, September 22, 2021

Point Edward, ON – Starting today, the Province of Ontario's new proof of vaccination mandate is in effect. All residents are now required to be fully vaccinated (two doses plus 14 days) and provide proof of their vaccination status to access certain businesses and settings. Public health measures like masking, physical distancing and capacity limits at specific indoor settings should also continue to be followed by all residents and implemented by all local businesses.

"We need to work together as a community to combat COVID-19," said Dr. Greensmith, Acting Medical Officer of Health for the County of Lambton. "To do that we need everyone to remain vigilant. Please continue to follow all public health measures and get vaccinated as soon as you can."

Dr. Greensmith notes that cases in Lambton County have been increasing in recent days, and the close contacts identified with those cases continue to be high. "For the week of September 12 to 18, we identified 43 new cases and 324 new close contacts," said Dr. Greensmith. "This is concerning. The Delta variant is highly transmissible and effecting younger generations. The majority of our current 53 active cases are under the age of 40, and locally this age group also represents one of the lowest vaccination rates in the County."

The COVID-19 proof of vaccination policy has been implemented for higher-risk indoor public settings where face coverings cannot always be worn. Requiring proof of vaccination in certain high-risk settings reduces the risk of transmission, and is an important step to encourage all residents to get vaccinated, which is critical in protecting our hospital capacity and supporting businesses to keep customers safe, stay open and minimize disruptions.

Individuals who need assistance downloading or printing a copy of their vaccine receipts may contact a local Lambton County Library location for help, free of charge. Those who do not need assistance can download a copy of their receipts using the Provincial Portal.

Lambton Public Health is available to assist business owners who have questions about the current public health measures in place or who need access to resources like screening posters, etc. Please visit LPH's Workplaces and Municipalities webpage or call the government's Stop the Spread information line at 1-888-444-3659 for additional resources and information.

As per the Province of Ontario, and consistent with current practices under the Reopening Ontario Act, enforcement will be conducted by local by-law officers and Ministry of Labour, Training and Skills Development inspectors. Businesses are instructed to contact law enforcement about harassment or threats over the policy. For additional information, please see the Proof of Vaccination Guidance for businesses and organizations under the Reopening Ontario Act.

"Please remember to be patient and kind with one another as this new vaccine certification system is implemented," said Dr. Greensmith. "We are all in this together."

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www.lambtonpublichealth.ca

NEWS RELEASE

For Immediate Release

Mosquitos Test Positive for West Nile Virus on Walpole Island

Thursday, September 23, 2021

Point Edward, ON – Lambton Public Health (LPH) has been advised by Indigenous Services Canada that mosquitos collected from two traps located on Walpole Island on September 9 and September 14 have tested positive for West Nile Virus.

These are the first positive results for the virus in Lambton County this year. No positive human cases of West Nile have been confirmed to date in the County.

Jessica Zehnal, Supervisor of Health Protection with Lambton Public Health, recommends residents take precautions to prevent exposure to mosquitoes, and eliminate mosquito breeding sites on their property.

“Although we are heading into the fall season, and Lambton Public Health’s weekly monitoring is coming to a close, it is important to note that biting mosquitoes can pose a risk for West Nile Virus until the first hard frosts of the fall occur,” said Jessica. “Please continue to take all possible precautions to reduce your risk.”

West Nile Virus is spread to humans through the bite of an infected mosquito. The majority of people infected with West Nile Virus do not get sick. Those who do become ill usually experience mild flu-like symptoms such as fever, headache, skin rash or muscle aches. Less than one percent of people infected with the virus become seriously ill.

To reduce your risk of being bitten by mosquitoes:

- Avoid areas with high mosquito populations.
- Take extra precautions from dusk to dawn when mosquito activity is high.
- Wear protective, light-coloured clothing.
- Use repellants containing DEET or Icaridin. Follow label instructions carefully.

To reduce mosquito breeding areas:

- Drain areas of standing or stagnant water on your property.
- Remove old tires; turn over pails, toys and wheelbarrows.
- Change water in bird baths (at least weekly).
- Keep eaves clear to avoid trapped water.

For more information, contact the West Nile Virus information line at 519-383-3824, toll-free at 1-800-667-1839 (ext. 3824), or online at www.lambtonpublichealth.ca.

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Please contact:

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



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

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

NEWS RELEASE

For Immediate Release

Lambton Public Health Offers its Gratitude to Dr. Greensmith, Acting MOH

Friday, September 24, 2021

Point Edward, ON – Lambton Public Health (LPH) would like to thank Dr. Christopher Greensmith for stepping in and assuming the role of Acting Medical Officer of Health over the last five weeks.

“Dr. Greensmith is a well-respected leader with excellent connections to our local health care partners, and his strong public health background served to make this transition easy,” said Andrew Taylor, General Manager of Public Health Services for the County of Lambton. “His leadership and guidance during Dr. Ranade’s leave has been greatly appreciated.”

Dr. Sudit Ranade will return to his role as full-time Medical Officer of Health on Monday, September 27.

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Please contact:

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

NEWS RELEASE

For Immediate Release

New Exhibition Opening at JNAAG

Tuesday, September 28, 2021

Sarnia, ON – The Judith & Norman Alix Art Gallery is pleased to invite visitors to see its newest exhibition, Jean Hay *Facing North*, opening to the public on Friday, October 1.

This exhibition features captivating landscape paintings from regional artist Jean Hay (1919-2012). *Facing North* brings together a selection of Hay's encaustic paintings of the High Arctic to explore notions of aging, creative drive and ecological responsibility. The paintings draw from the permanent collections of the Judith & Norman Alix Art Gallery as well as Chatham-based public gallery, Thames Art Gallery.

Hay followed her interest in landscape, migration, archeology, and Viking findings on Ellesmere Island, and ventured north for the first time at the age of 67. This trip would inspire several return visits over the years, where she would stay at Arctic research camps through the Polar Continental Shelf Project. The Arctic landscape would continue to motivate her into her 80s.

The experience of this exhibition is enhanced by photographs, field sketches, and ecological and creative insights provided by her children Elizabeth and Alex Hay and Professor Antoni G. Lewkowicz of the University of Ottawa.

Visit jnaag.ca to book your free time-ticketed entry. The Gallery's current hours of operation are Wednesday, Friday and Saturday from 11:00 a.m. – 4:00 p.m. and Thursday from 11:00 a.m. – 8:30 p.m.

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Please contact:

Sonya Blazek

Curator, Judith & Norman Alix Art Gallery
 County of Lambton
Sonya.Blazek@county-lambton.on.ca



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

Telephone: 519-845-5426
Toll-free: 1-866-324-6912
Fax: 519-845-0700
www.lambtonmuseums.ca

NEWS RELEASE

For Immediate Release

Lambton County Archives Partners with Lambton Concert Band for New Exhibit Wednesday, September 29, 2021

Wyoming, ON – Lambton County Archives, in partnership with the Lambton Concert Band, is pleased to present a new exhibit - *History of Community Concert Bands in Lambton County*.

Opening October 4, 2021 at the Sarnia Library, this fascinating exhibit explores the history of community concert bands across Lambton County.

"Nearly every community in Lambton County has been inspired to put a music group together," said Nicole Aszalos, Archivist/Supervisor at Lambton County Archives. "Alvinston, Inwood, Watford, Petrolia, Arkona, Thedford, Forest, Oil Springs, Walpole, and Sarnia have all had concert bands. The bands formed part of the backbone of community military organizations and brought fame and fun to their communities."

This project began through planning the 20th anniversary celebration of the Lambton Concert Band in Sarnia. By receiving funding through the Creative County Grant Program, the Lambton Concert Band was able to enlarge their planned project to include research on past community concert bands across Lambton County. Thanks to this research, the exhibit includes history, band artifacts, and music from many local community concert bands.

The exhibit will be on display until April 30, 2022 and is located in the Theatre Lobby on the second floor of Sarnia Library, located at 124 Christina Street South, Sarnia. No appointment is necessary, but walk-in visitors to the Sarnia Library will be accommodated as capacity limits allow.

To celebrate the opening of the exhibit, members of the brass quintet with Lambton Concert Band will be performing live outside of the Sarnia Library on Tuesday, October 5 from 5:00 to 6:30 p.m.

To learn more about this exhibit, visit lambtonarchives.ca and to learn more about Lambton Concert Band, visit lambtonconcertband.com.

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Please contact:

Nicole Aszalos
Archivist/Supervisor, Lambton County Archives
County of Lambton
519-845-5426 ext. 5239
nicole.aszalos@county-lambton.on.ca



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Fax: 519-845-0700
www.lclibrary.ca

NEWS RELEASE

For Immediate Release

Lambton County Library begins renovations at Forest Library

Wednesday, September 29, 2021

Wyoming, ON – Lambton County Library will begin a two phase renovation project at the Forest Library, starting Monday, October 4, in an effort to add private meeting and program space, improve accessibility, and create traffic flow, ergonomic, and customer service improvements.

"This renovation is an important capital investment at the Forest Library," says Darlene Coke, Manager, Library Services. "The renovation will provide many benefits for the current and future users of the library, and the renovation will provide new opportunities for our various municipal service partners, and community partners."

A new partnership with the County of Lambton's Social Services Department has resulted with the development of a new private meeting space at the library which will allow greater access for Ontario Works clients living in rural areas of Lambton County by alleviating some challenges associated with obtaining transportation to Sarnia. Similar meeting spaces have already been integrated into Corunna, Alvinston and Thedford libraries.

The budget for the renovation project is set at \$58,500 and includes refreshed reading space for patrons, improved accessibility within the building, cosmetic and shelving upgrades, a relocated service desk and revised floor plan.

Phase One will start on Monday, October 4, 2021 and is expected to be completed by the week of October 18. Phase One projects include the construction of the new private meeting space, re-arranging collection items, removal of shelving units and preparation work for Phase Two construction.

During Phase One, operating hours of the Forest Library are not expected to change and all current services, including in-person browsing, scheduled appointments for public computer use, wi-fi use and academic study will remain available.

Phase Two construction is expected to start late fall and it is anticipated that the Forest Library will be completely closed to the public during this time. During Phase Two, drop boxes will remain open and patrons are encouraged to access nearby locations including Watford, Thedford, Arkona and Wyoming.

More...



Lambton Public Health
160 Exmouth Street
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Toll free: 1-800-667-1839
Fax: 519-383-7092
www.lambtonpublichealth.ca

NEWS RELEASE

For Immediate Release

Lambton Public Health Looking for Public Input, Two New Surveys Announced

Monday, October 4, 2021

Point Edward, ON – In an effort to better understand the health and well-being of Lambton County residents during the fourth wave of the pandemic, and to plan for continued COVID-19 response efforts including vaccinations, Lambton Public Health (LPH) is conducting two community surveys.

The first is a COVID-19 related telephone survey to randomly selected adults in Lambton County. Ipsos Public Affairs is conducting the survey on behalf of LPH, with data collection continuing until mid-October. The public's input will help:

- Understand knowledge and behaviours around COVID-19
- Determine community impact of public health measures
- Identify community needs

"This survey will provide insight into issues that are important to our community right now," said Siobhan Churchill, Epidemiologist at Lambton Public Health. Specifically, the survey will include questions on:

- Mental health and well-being
- Support for public health measures such as vaccine passports, masking, and lockdowns
- Impacts of COVID-19 on families
- COVID-19 vaccine hesitancy
- Intent to vaccinate children under 12
- Opinions about Lambton Public Health

Only those who are randomly selected to receive a phone call may participate in the COVID-19 telephone survey, as this is the best way to provide results that represent the entire community. Answers to frequently asked questions about this survey are available at

<https://lambtonpublichealth.ca/covid-19-survey/>.

In addition to the telephone survey, Lambton Public Health is conducting an online survey of parents in order to plan COVID-19 vaccine clinics for children and families. The survey opens today (October 4) and will close on October 18. All residents who are parents or guardians of a child aged 5 to 11 are encouraged to participate in the [online survey](#).

The brief survey will include questions on:

- How likely parents are to vaccinate their children, when they become eligible
- Concerns parents may have about the COVID-19 vaccine

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- What setting parents would prefer their child to receive the vaccine (such as a family-friendly community clinic, a clinic day at their child's school, etc.)

If you have questions or concerns about these public health surveys, call Lambton Public Health at 519-383-8331, toll-free 1-800-667-1839.

For the latest updates on the vaccine rollout, a schedule of upcoming vaccination clinics and a list of local pharmacies who are offering COVID-19 vaccines please go to getthevaccine.ca.

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Please contact:

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



Cultural Services Division
Lambton Heritage Museum
10035 Museum Road
Grand Bend, ON N0M 1T0

Telephone: 519-243-2600
Fax: 519-243-2646
www.lambtonmuseums.ca

NEWS RELEASE

For Immediate Release

Lambton Fall Colour & Craft Festival 2021

Monday, October 4, 2021

Grand Bend, ON - The annual Lambton Fall Colour & Craft Festival returns to Lambton Heritage Museum on Saturday, October 16 and Sunday, October 17, 2021.

Over 50 local vendors will be set up with an array of products available including alpaca textiles, woodworking, organic body care, home fragrances, jewelry, pottery, pastries, preserves, and seasonal handcrafted décor that is sure to inspire! In addition to product offerings, a family friendly craft will be available in a historic building – the Rokeby Schoolhouse. Families will also have a chance to meet the historical character Mr. Tudhop in his cozy 1850s cabin.

For a list of vendors and more information visit lambtonmuseums.ca/fall-colour, or call Lambton Heritage Museum at 519-243-2600. The annual Fall Colour and Craft Festival is the Museum's largest fundraising event. Proceeds from the show support many aspects of the Museum operation including a variety educational programs offered throughout the year.

"We are excited to see the Lambton Fall Colour and Craft Festival return to Lambton Heritage Museum this year," said Kathleen Annett, Marketing and Events Coordinator with Lambton Heritage Museum. "It's a great event to start your holiday shopping with one of a kind gifts while supporting artisans from across southwestern Ontario. There is something for everyone at the Lambton Fall Colour and Craft Festival."

COVID-19 protocols are in place to ensure the safety of our visitors and masks are mandatory. Admission is \$5 for adults, seniors and students, while children 12 and under are free when accompanied by an adult. The Festival is open from 10:00 a.m. to 4:00 p.m. both days.

About Lambton Heritage Museum

Lambton Heritage Museum is entrusted with the care of over 25,000 historic artifacts, photographs and documents which preserve the history of Lambton County. Situated on a 30 acre parcel across from Pinery Provincial Park, the museum maintains five historic buildings, two display buildings and one main exhibition centre, as well as visitor amenities including the 1 km Woodland Heritage Trail. Throughout its 40 year history, Lambton Heritage Museum has evolved from a collection of collections, to a key repository, safeguard and educator of Lambton's material heritage.

For more information on Lambton Heritage Museum, visit www.heritagemuseum.ca or follow the museum on Facebook [@LambtonHeritageMuseum](https://www.facebook.com/LambtonHeritageMuseum).



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www.lambtonmuseums.ca

NEWS RELEASE

For Immediate Release

Heritage Sarnia-Lambton Explores the Haunting Histories of Lambton County Tuesday, October 5, 2021

Grand Bend, ON - The eight museums of Lambton County that make up Heritage Sarnia-Lambton will be hosting a new virtual *Heritage Hour* on Thursday, October 21 at 7 p.m. This panel presentation, titled *Lambton's Haunted History*, will explore spooky artifacts, haunting histories, and unexplainable events from across Lambton County.

"Lambton County has so many fascinating stories in its past, some of which are spooky and unexplained," said Nicole Aszalos, Archivist/Supervisor, Lambton County Archives. "Heritage Hour is a wonderful platform for sharing local stories and research done by Lambton County's museum professionals."

Representatives from museums across the County will take part, including Aszalos, Erin Dee-Richard (Oil Museum of Canada), Dana Thorne (Lambton Heritage Museum), David McLean (Forest Museum), Kailyn Shepley (Sombra Museum), as well as local history expert Greg Stott (Historian, University College of the North).

This upcoming *Heritage Hour* is part of an ongoing series of interesting and engaging presentations highlighting Lambton's history that Heritage Sarnia-Lambton has provided over the last year, including *Lambton Calamities* and *On the Lam in Lambton*. All the previous *Heritage Hour* recordings can be found at lambtonmuseums.ca/heritage-sarnia-lambton.

Heritage Hour is free and pre-registration is required. You can register for this virtual event online at lambtonmuseums.ca/heritage-sarnia-lambton.

-30-

Please contact:

Nicole Aszalos
Archivist/Supervisor, Lambton County Archives
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519-845-5426 ext. 5239
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NEWS RELEASE

For Immediate Release

Creative County Grant Program to Open 2022 Intake

Wednesday, October 6, 2021

Wyoming, ON - Beginning Monday, October 11, Lambton's Creative County Grant Program will be receiving funding applications for cultural, heritage, and arts initiatives occurring in Lambton County in 2022.

The Creative County Grant Program invests in new and innovative projects that build cultural capacity, strengthen the creative community, define the County's unique identity and enrich the quality of life of all residents. Organizers of new or expanding initiatives are encouraged to apply online for funding to cover up to 50 per cent of project costs.

While the program is normally reserved for operational expenses, the Creative County Committee has expanded its application criteria due to ongoing public health restrictions preventing many cultural events and programs from taking place. For 2022, the committee will consider applications for minor capital purchases to support such projects as the purchase of specialized equipment, public art installations, murals, monuments, heritage markers/plaques, signage etc. Expenses related to capital renovation or construction projects are not eligible.

Further, the committee will prioritize projects led by or in partnership with Indigenous communities that foster awareness of Indigenous heritage and culture, or support local organizations with the implementation of the Calls to Action outlined in the Truth and Reconciliation Commission's report.

"The expansion of program criteria is designed to support cultural organizations in Lambton County with the needs they have identified, and celebrate the diversity of our community," said Brian White, Creative County Committee Chair. "There is also an intentional effort to advance reconciliation with our neighbouring First Nations communities with the support of this funding. The public commemoration of the tragic and painful history and ongoing impacts of residential schools is a vital component of the reconciliation process, and the new criteria the committee has added helps to advance reconciliation as a priority in Lambton County."

Applications for the Creative County Grant Program will be accepted online only at lambtononline.ca/creativecounty starting Monday, October 11, 2021. The application period will close on Monday, November 15, 2021 at 4:00 p.m. The County of Lambton has allocated a budget of \$75,000 in available funding for the 2022 program year.

...More

Since its inception in 2013, the Creative County Grant Program has supported over 150 cultural initiatives across Lambton County.

-30-

Please contact:

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Lambton County Councillor / Creative County Committee Chair
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Andrew Meyer

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NEWS RELEASE

For Immediate Release

Council Highlights

Wednesday, October 6, 2021

Wyoming, ON – Lambton County Council held their regular meeting via videoconference on Wednesday, October 6, 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.
- Adopted the COVID-19 Vaccination Policy for Council Members, effective October 6, 2021.
- Requested staff investigate and provide a report about the feasibility of pre-borrowing funds (at current lower interest rates) to finance future long-term investments, to finance potential future debt, or to prepay existing debt.
- Agreed that starting in 2022, County Council will resume meetings in person with the option for members to attend remotely in accordance with Council's policy on remote participation. This decision will be reevaluated if there is a change in the Province's Reopening Plan, or the Warden and/or Council decides that meetings should be held electronically due to health, safety and/or public transparency considerations.

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

-30-

Please contact:

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www.lambtonmuseums.ca

NEWS RELEASE

For Immediate Release

Discover the History of your Property with Lambton County Archives

Tuesday, October 12, 2021

Wyoming, ON – Lambton County Archives will be hosting a *Researching Your Property* virtual workshop on Tuesday, October 26 from 7:00 - 8:00 p.m.

Archivist Nicole Aszalos will explore how to conduct research on your property using online resources from Lambton County Archives. This workshop will include information about how to navigate OnLand.ca, a free online resource that shares access to Ontario land records from across the province. Additionally, the workshop will explore the Township Papers database on FamilySearch, a newly released source of early land record information.

"If you have ever wanted more information on your property and wondered where to start, this popular workshop is a great introduction," said Aszalos. "There are many free online resources out there that offer great insight. We hope this workshop will help to highlight those resources and encourage future use."

The virtual workshop is free and preregistration is required. You can [register for this event online](#).

-30-

Please contact:

Nicole Aszalos

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 County of Lambton
 519-845-5426 ext. 5239
nicole.aszalos@county-lambton.on.ca



ONLINE TRAINING

September 21, 2021

AMO Training Navigating Conflict Relationships as an Elected Official

New Date added - November 9/10, 2021

This training is an opportunity to gain skills in building collaborative relationships and negotiating difficult ones in your role as an elected municipal official.

Elected officials run for municipal office for a variety of reasons which include providing leadership, stewardship and improving their local communities.

However municipal life is very much a people-oriented business, meaning elected representatives must engage in and build a wide variety of relationships with constituents, municipal staff, other elected officials, other orders of government and community organizations to name a few.

Not all relationships are smooth sailing and conflicts are inevitable. Sometimes the waters become choppy especially when navigating challenging relationships and conflict situations.

Having conflict-free and collaborative relationships can play a significant role in helping locally elected officials carry out their collective responsibilities as decision-makers of their communities.

During this 2-part virtual, interactive workshop, we will explore the constructs, traps and pitfalls of conflict relationships, why relationships may go wrong and how to approach, plan and execute relationships successfully using practical tips, tools and real-world examples.

Who Should Attend?

Locally elected municipal representatives.

Learning Objectives:

- The typical patterns of behaviour that give rise to creating “conflict traps” and how to escape from them.
- The secrets of neuroscience and how this knowledge can give us a heads-up on what we should do in the moment.

- Understanding conflict styles and how these can create obstacles or pave the way toward collaboration.
- The importance of moving from a position-based to an interest-based approach in order to create a win-win, value-add relationship.
- The roles of empathy and assertiveness in relationship formation.
- Learning effective and practical communication tools which include:
 - o Avoiding communication blockers,
 - o First words to use,
 - o The difference between Acknowledging vs. Agreeing,
 - o A simple yet powerful 4-step technique to assist in having better and more collaborative conversations.

Date:

- Part 1: November 9, 2021-10am-12:00pm
- Part 2: November 10, 2021 – 10am-1:00pm

Registration:

- \$200.00 + HST
- Limited to 20 participants (first come first served)

**** A \$50.00 cancellation fee applies****

[Register here.](#)



Session Facilitator: [Sharad Kerur](#)

Sharad Kerur created and leads Resolution Pathways as its CEO which assists people and organizations to resolve conflicts.

Sharad has a Bachelor of Commerce (Honours) and Master of Industrial Relations from Queen's University, with a focus on negotiation theory and alternative dispute resolution methods.

For over 30 years, Sharad held senior level positions in the union and association sectors. His most recent position was Executive Director of the Ontario Non-Profit Housing Association (ONPHA), Canada's largest non-profit housing association. As a

result, he has a strong grasp on the “business” of non-profit organizations and associations, and real-world experience in negotiation and mediation.

He is Harvard-trained having obtained a Certificate in Mediating Disputes and a Certificate in Negotiating Difficult Conversations from the Harvard Negotiation Institute (Harvard Law School) and also holds a Certificate in Dispute Resolution and an Advanced Certificate in Dispute Resolution, both from the University of York located in Toronto.

Sharad holds a Q.Med (Qualified Mediator) designation from the ADR Institute of Ontario, is an accredited C.C.Med (Chartered Community Mediator) from the Ontario Community Mediation Coalition, is a CINERGY® Certified Conflict Management Coach, and is a Certified Workplace Fairness Analyst accredited by the Workplace Fairness Institute of Canada.

He has also obtained a Certificate in Civil Procedures for Non-Lawyer Mediators from the ADR institute of Ontario.

Currently he is on the Community Mediation Roster and Associate Mediation Roster with St. Stephen's Community House (Conflict Resolution & Training), where he has also served as an instructor in their mediation and conflict resolution training programs and the mediation roster for the Office of the Independent Police Review Director (OIPRD).



September 23, 2021

In This Issue

- Municipal Modernization Program open for applications.
- Municipal Cyber Security Forum.
- Accessibility and year-end deadlines.
- Register today: Virtual Risk Management Symposium.
- Spaces remain for in demand Human Rights & Navigating Conflict Relations training.
- Energy reporting deadline extended to October 15.
- Canoe procurement webinar: Supply chain update.
- LED upgrades save real municipal dollars!
- Come on a treasure hunt to find energy savings!
- Get fleets ready for winter with new tires.
- Join the virtual Waterloo Innovation Summit on September 28.
- Careers and RFP: Niagara Region, MEDJCT, Quinte West and Goderich.

Provincial Matters

Municipalities can apply for intake three of the Municipal Modernization Program until October 19, 2021. Funding will support digital modernization, service integration, streamlined development approvals and shared services/alternative delivery models. Visit www.Ontario.ca/getfunding for complete details. Webinars to assist with applications will be announced shortly.

Infrastructure Ontario launched a new competitive procurement process to support accelerated broadband expansion in the province. For more information on the Request for Qualifications (RFQ) and Ontario Connects program, click here.

Eye on Events

On October 14, AMO and the Municipal Information Systems Association of Ontario are co-hosting our second virtual Municipal Cyber Security Forum. Learn from leading cyber experts about the shared responsibility of cyber security and how you can build cyber security resiliency across your municipality and organization. \$50 plus HST. Register today!

The December 31, 2021 deadline is quickly approaching for the *Accessibility for Ontarians with Disability Act*. Is your municipality compliant? On October 7 at 12.30 pm, join AMO and eSolutionsGroup to learn about year-end requirements and what help is available to meet the deadline.

The Virtual Risk Management Symposium will feature discussions on emergency

preparedness, tools, strategies, and financial planning to assist municipalities as they plan for and manage our new climate realities. The entire Symposium will be recorded and available for 30 days to all registrants.

AMO has developed [training to support](#) its members in some of the most sensitive and current issues including human rights and equity and developing skills in navigating conflict relationships. A few spaces are still available for fall sessions.

LAS

Did you miss the [O.Reg. 507/18](#) annual energy reporting deadline? The Ministry of Energy will [accept 2019 consumption data](#) up to October 15. Please email BPSsupport@ontario.ca if you have any questions about the regulation.

The pandemic has impacted supply chains around the world, and these impacts are being felt by municipalities when procuring supplies and equipment. Join representatives from [Canoe Procurement Group](#) and some of our key vendors on October 6 at 10am to learn what to expect as you prep your 2022 budgets. [Register here](#).

Older lighting technology accounts for appx. 20 - 30% of energy cost in facilities. With over 65 LED upgrade projects, municipalities are now collectively saving over \$1 million annually through [LAS' Facility Lighting Service](#). Contact [Christian Tham](#) for a free proposal just in time for your 2022 budget.

[LAS Energy Training workshops and Treasure Hunt](#) have found significant energy savings opportunities. With more than 300 attendees over 54 workshops, many have found savings in their own buildings worth tens of thousands dollars. Contact [Christian Tham](#) to book your custom workshop this fall and start saving money.

Get your fleets ready for winter with new tires through the [Canoe Procurement Group](#). Simply contact one of our four vendors ([Michelin](#), [Goodyear](#), [Kal Tire](#), [Tirecraft](#)) and request the Canoe pricing. Got questions? [Contact Tanner](#) today.

Municipal Wire*

The Waterloo Innovation Summit is back on September 28, 9 a.m. to lead a 90-minute virtual discussion with business and policy leaders on the imperative to recalibrate policies and models in response to dramatically shifting innovation ecosystems. Hosted by the University of Waterloo. [Register today](#).

Careers

[Associate Director, Traffic Systems & Operations, & Associate Director, Transportation Operations - Niagara Region](#). The Associate Director Traffic Systems & Operations is responsible for the overall management of the Traffic Systems and Operations section. The Associate Director Transportation Operations is responsible for the overall management of the Transportation Operations unit. Apply online by visiting our 'Careers' page at www.niagararegion.ca.

September 27, 2021

AMO/LAS Digital Services and Municipal Modernization Program/Audit and Accountability Fund

At this year's AMO Conference, Municipal Affairs and Housing Minister Steve Clark announced a third intake of the Municipal Modernization Program (MMP) and for the Audit and Accountability Fund (AAF). Municipalities can benefit from this provincial funding for digital modernization and other projects that will help deliver services more efficiently. In mid-August, Heads of Council received a letter and the program guidelines for Intake 3 of the MMP/AAF from Minister Clark.

Since 2017, AMO and LAS have partnered with several providers of digital technologies to help members unlock administrative efficiencies and save money while continuing to engage and provide support for residents. These Digital Service offerings are eligible technologies for MMF/AAF funding under the Ministry's priority of Digital Modernization. Many of these service offerings were procured through a competitive RFP process so that AMO/LAS could acquire the best possible service offering for members, scaled to municipalities of all sizes in Ontario, at preferred pricing.

Our Digital Service offerings include:

- Electronic Occupational Health and Safety Compliance and Training
- Digital Risk Management and Information System
- Electronic Meeting Management and Livestreaming solutions
- Accessible/Barrier-free Website Builder
- Digital Citizen Relationship Management/311 technology
- Digital Mental Health Therapy
- Digital and Electronic Signature solutions

To apply for MMP or AAF funding, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario system by October 19, 2021. To get started, visit www.Ontario.ca/getfunding to access program guidelines and the Expression of Interest form.

If your municipality is interested in any of the AMO/LAS service offerings or you require further information, please contact Nicholas Ruder, Research Advisor, AMO/LAS at nruder@amo.on.ca or at (416) 971-9856 x411.



September 28, 2021

Join us for Dress Purple Day 2021 on October 27!

Every October, Children's Aid Societies across Ontario raise awareness about the important role that individuals and communities play in supporting vulnerable children, youth, and families through the provincial [Dress Purple Day](#) campaign.

This year, the Association of Municipalities of Ontario is supporting the Ontario Association of Children's Aid Society (OACAS) and the campaign, to show that municipalities are integral to the safety and well-being of our province's children, youth, and families.

Join us on October 27, 2021!

How to Get Involved

- **Make a video** using the [video toolkit](#) and [sample script](#) telling your constituents how you and your municipality support the children, youth, and families in your community. Share your video with OACAS to be uploaded to their [YouTube channel](#), and then share it broadly on social media on October 27. Check out their [2020 playlist](#) for some inspiration!
- **Participate on social media throughout October.** Participate on social media throughout the month of October 1 using the social media messages in the [toolkit](#) and include the hashtag #IDressPurpleBecause. Encourage your partners, stakeholders, and community to get involved too!
- **Dress purple on October 27** and share your photo on social media. Use the hashtag #IDressPurpleBecause or #DressPurpleDay2021.
- **Visit the OACAS's [Dress Purple Day webpage](#)** for more information about the campaign and other ways you can participate, like sharing their [brochure](#) and [video](#) to better understand child welfare, updating your social media profile pictures using their [Twibbon campaign filter](#), or [contacting your local Children's Aid Society](#) and/or Indigenous Child and Family Well-Being Agency to learn more about the important work they do in your community.

We encourage members to consider participating in this year's Dress Purple Day campaign in some way or another. We know that Ontario families have continued to

face additional stressors this year. We want all children, youth, and families across our province to know that help is available no matter the challenge they are facing. If you have any questions about the campaign and how you can get involved, contact campaign lead Brynn Clarke at bclarke@oacas.org.

Thank you for your consideration.

Additional Campaign Resources

[Dress Purple Day - Social Media Sample Posts - Public - 2021](#)

[Community Partner Engagement Toolkit - 2021 Dress Purple Day](#)



September 28, 2021

Back by Popular Demand!

**LAS' RISK MANAGEMENT SYMPOSIUM and
MUNICIPAL CYBER SECURITY FORUM**

LAS' Risk Management Symposium

LAS and **Intact Public Entities** have partnered to bring you this virtual 2-day Symposium addressing some of the most critical issues facing municipalities today: how to build climate resilient communities and mitigating risk arising from climate change.

The 2021 Symposium: ***(em)Powering Change: Climate Resiliency for a Better Tomorrow***, will feature a number of speakers in dialogue with participants on emergency preparedness, tools, strategies, and financial planning important to municipalities as they plan for and manage our new climate realities.

Can't attend in person? No problem. The entire Symposium will be recorded and available for 30 days for all registered participants.

Date: October 5 & 6, 2021 - 9am - 12pm

Price: \$275 plus HST

****Cancellation fee of \$50 applies**

To learn more and to register, visit [here](#)

Municipal Cyber Security Forum

AMO and the **Municipal Information Systems Association of Ontario (MISA ON)**, will be co-hosting the second annual Municipal Cyber Security Forum.

Cyber attacks on municipalities are occurring worldwide and the pandemic has exacerbated the threat. But why are municipalities being attacked? As gatekeepers of

critical and sensitive data, and often managed by vulnerable networks and infrastructure, municipalities are prime targets and seen as data treasure troves. With the constant threat of exposure, it is vital that municipal councils and administrators understand how to mitigate cyber risks.

AMO and **MISA ON** have joined efforts to provide you with information from leading cyber experts on how you can build cyber security resiliency across your municipal organization.

Date: Thursday, October 14, 2021 – 9:30am to 1:30pm

Registration Deadline: Wednesday, October 13, 2021

Price: \$50.00 plus HST

To learn more and to register, visit [here](#).

* Please note all cancellations must be submitted in writing via email to events@amo.on.ca. Cancellations are non-refundable. An alternate attendee name may be substituted at any time.

If you require a login to register online, please email amo@amo.on.ca.



September 29, 2021

In This Issue

- Report out on September 24, 2021 AMO Board meeting.
- Distributed Energy Resources discussion paper now posted.
- AMO's participation in the provincial Climate Change Impact Assessment.
- Municipal Modernization Program open for applications.
- Municipal Cyber Security Forum.
- Accessibility and year-end deadlines.
- Risk Management Symposium: Register now.
- Spaces remain for in demand Human Rights & Navigating Conflict Relations training.
- Free asset management on-demand webinar series.
- Energy reporting deadline extended to October 15.
- Canoe procurement webinar: Supply chain update.
- A Canoe launch event is coming!
- Blog: A Walk Down Environmental Lane.
- ONE Investment podcast: Fixed Income Investing & Changing Interest Rates.
- Careers: City of Guelph.

AMO Matters

NOTE: AMO will be closed on September 30 in observance of a National Day for Truth and Reconciliation.

AMO President Graydon Smith [recaps the highlights](#) of the September 24, 2021 AMO Board meeting.

AMO is pleased to provide a [discussion paper](#) on the impacts of Distributed Energy Resources (DERs) on municipalities. This is the fourth paper released as part of [AMO's Climate Change Series Papers](#).

Provincial Matters

AMO is pleased to be participating in the province's first-ever multi-sector climate change impact assessment. Work is underway now, and more info can be found [here](#).

Municipalities can apply for intake three of the Municipal Modernization Program until October 19, 2021. Funding will support digital modernization, service integration, streamlined development approvals and shared services/alternative delivery models. Visit www.Ontario.ca/getfunding for complete details. Webinars to assist with applications will be announced shortly.

Eye on Events

On October 14, AMO and the Municipal Information Systems Association of Ontario are co-hosting our second virtual Municipal Cyber Security Forum. Learn from leading cyber experts about the shared responsibility of cyber security and how you can build cyber security resiliency across your municipality and organization. \$50 plus HST. [Register today!](#)

The December 31, 2021 deadline is quickly approaching for the *Accessibility for Ontarians with Disability Act*. Is your municipality compliant? On October 7 at 12.30 pm, [join AMO and eSolutionsGroup](#) to learn about year-end requirements and what help is available to meet the deadline.

There is only one week left until the virtual [Risk Management Symposium](#). If you attend live, you will have the opportunity to ask our presenters questions. As a bonus, we're recording all sessions, which you can access for 30-days.

AMO has developed [training to support](#) its members in some of the most sensitive and current issues including human rights and equity and developing skills in navigating conflict relationships. A few spaces are still available for fall sessions.

The asset management webinar series will introduce tools and templates piloted with a group of municipalities in partnership with FCM's [Municipal Asset Management Program](#). First webinar on "Leadership and Governance in Asset Management" is on Friday, October 08 at 1:00 p.m. EST. [Click here to Register](#).

LAS

Did you miss the [O.Reg. 507/18](#) annual energy reporting deadline? The Ministry of Energy will [accept 2019 consumption data](#) up to October 15. Please email BPSsupport@ontario.ca if you have any questions about the regulation.

Budget season is coming soon and it may be challenging to figure out COVID-19 impacts. Join representatives from [Canoe Procurement Group](#) and some of our key vendors on October 6 at 10 am to learn what to expect from current supply chain challenges and how to manage them. [Register here](#).

The [Canoe brand](#) launched this past spring. Now there's an opportunity to attend an event dedicated to all things Canoe. Learn more about this valuable buying program on October 27 from 11 am - 5 pm alongside your peers from other municipal associations all across Canada with this one-day event. [Register now](#) and save the date.

LAS' customer service representative writes about [how the environment changed before her eyes](#), from youth to present. She ponders the question: Is it too late to do something about it?

ONE Investment



October 4, 2021

AMO Policy Update – Queen’s Park News – Speech from the Throne Highlights and More

Today Lieutenant Governor Elizabeth Dowdeswell read the Throne Speech outlining the provincial government’s legislative objectives for the remainder of its mandate. The provincial government is seeking to deliver on ongoing and new priority actions, particularly in the health and long-term care sectors.

Priorities of interest to municipal governments include:

- building Ontario’s roads and highways and expanding transit across the province to support post-COVID-19 recovery in the province and create the conditions for long-term economic growth
- tackling issues that challenge the social and economic fabric of Ontario in cooperation with municipal leaders
- joining with other provinces and territories to call for an increase of the Canada Health Transfer to 35% of provincial-territorial health care spending
- strengthening relationships with Indigenous peoples and playing an active role in supporting healing and reconciliation.

Lieutenant Governor Dowdeswell also outlined the province’s recent commitments in health and long-term care:

- investing \$2.68 billion to build 30,000 new and modern long-term care home beds in a decade, as thousands more are upgraded to 21st-century design standards
- investing \$5 billion over four years to hire more than 27,000 long-term care staff, including nurses and personal support workers, to provide long-term care home residents with four hours of direct care per day
- adding 16,200 more personal support workers to the health care system, including the long-term care sector
- introducing legislation to protect residents through better accountability, enforcement, and transparency.

Using the strength and local knowledge of our members, AMO brings practical advice and frontline information to Queen’s Park where AMO interacts with Ministers and

their staff in one-on-one meetings and most notably through the Ontario-AMO Memorandum of Understanding (MOU).

AMO looks forward to continuing the collaborative working relationship we have established with the provincial government as they move forward with their outlined priorities by providing details of funding for building roads, highways, and transit across the province and addressing the social and economic challenges facing Ontario today.

Expiry of Temporary Regulations Limiting Municipal Authority to Regulate Construction Noise

In April 2020, the provincial government introduced temporary limits on municipal authority to regulate noise from construction as part of COVID-19 response measures to help support expedited construction of health care and other projects. These changes are scheduled to expire on October 7th, 2021.

From October 7th onwards, municipal governments will, again, have the authority to regulate construction noise in their communities at all times of day and night. Municipalities will also be able to address priority projects they wish to help expedite through their local noise bylaws. Municipal officials with questions about the changes are encouraged to contact their local [Municipal Services Office](#).

Enhanced Long-Term Care Home Vaccine Policy

The Ontario government has made [COVID-19 vaccinations mandatory](#) for all in-home staff, support workers, students, and volunteers by November 15, 2021, unless a staff member has a valid medical exemption. The AMO Board of Directors took this position at a recent Board meeting and welcomes the implementation of the updated mandatory vaccination policy.

The provincial government will also be expanding inspections of homes' infection, prevention and control measures, and redirecting provincial resources to enhance and audit existing testing in homes. Homes are now required to meet the following requirements:

- staff, support workers, students and volunteers will have until November 15, 2021, to show proof that they have received all required doses of a COVID-19 vaccine, or to show proof of a valid medical exemption
- staff who do not have all required doses or a valid medical exemption by the deadline will not be able to enter a long-term care home to work
- newly hired staff will be required to be fully vaccinated before they begin working in a home unless they have a valid medical exemption

- homes will begin randomly testing fully vaccinated individuals, including staff, caregivers, and visitors to help detect possible breakthrough cases of COVID-19 as early as possible.

Homes will also continue to regularly test individuals who are not fully vaccinated. Homes will also continue to be required to track and report on the implementation of their policies, including overall staff immunization rates. To promote transparency, long-term care home staff vaccination rates are publicly posted by the Ministry of Long-Term Care.

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.



DIGITAL GOVERNMENT

October 4, 2021

AMO/LAS Digital Services and Municipal Modernization Program/Audit and Accountability Fund

At this year's AMO Conference, Municipal Affairs and Housing Minister Steve Clark announced a third intake of the Municipal Modernization Program (MMP) and for the Audit and Accountability Fund (AAF). Municipalities can benefit from this provincial funding for digital modernization and other projects that will help deliver services more efficiently. In mid-August, Heads of Council received a letter and the program guidelines for Intake 3 of the MMP/AAF from Minister Clark.

Since 2017, AMO and LAS have partnered with several providers of digital technologies to help members unlock administrative efficiencies and save money while continuing to engage and provide support for residents. These Digital Service offerings are eligible technologies for MMF/AAF funding under the Ministry's priority of Digital Modernization. Many of these service offerings were procured through a competitive RFP process so that AMO/LAS could acquire the best possible service offering for members, scaled to municipalities of all sizes in Ontario, at preferred pricing.

Our Digital Service offerings include:

- Electronic Occupational Health and Safety Compliance and Training
- Digital Risk Management and Information System
- Electronic Meeting Management and Livestreaming solutions
- Accessible/Barrier-free Website Builder
- Digital Citizen Relationship Management/311 technology
- Digital Mental Health Therapy
- Digital and Electronic Signature solutions

To apply for MMP or AAF funding, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario system by October 19, 2021. To get started, visit www.Ontario.ca/getfunding to access program guidelines and the Expression of Interest form.

If your municipality is interested in any of the AMO/LAS service offerings or you require further information, please contact Nicholas Ruder, Research Advisor, AMO/LAS at nruder@amo.on.ca or at (416) 971-9856 x411.

AMO Policy Update not displaying correctly? [View the online version](#)
Add Communicate@amo.on.ca to your safe list



POLICY UPDATE

October 7, 2021

AMO Policy Update – Increased Staffing in Long-Term Care & Red Tape Reduction Bill

Ontario Taking Action to Increase Staffing in LTC

Yesterday, the Ontario government has announced that they will provide up to \$270 million this year to long-term care homes to increase staffing levels by 4,050 new long-term care staff across the province. This funding will increase the daily average hours of care to three hours per resident per day, by the end of this fiscal year. It also includes \$42.8 million provided to homes to increase care by allied health professionals by 10% this year. This funding is part of the province's \$4.9 billion commitment to hire more than 27,000 long-term care staff over four years and ensure that residents receive on average four hours of direct care per day by 2024-25. The Minister of Long-Term Care also announced the government intends to bring forward legislation that will enshrine its commitment to four hours of care into law.

In the coming days, homes will also be receiving allocations for the additional funding up to 2024-25 to assist them in planning future staffing needs to meet the new care requirements. The province also announced the launch of a \$10 million annual fund to support ongoing professional development opportunities in long-term care, through the Supporting Professional Growth Fund.

The Province Releases Fall Red Tape Bill

Today the Province announced Ontario's Fall Red Tape Reduction Package and introduced the *Supporting People and Businesses Act, 2021*. If passed, the Act would make a variety of changes across 15 different Ministries. The legislation has not been posted at the time of writing, but below is a list of sections that municipal governments should be aware of:

Canada Infrastructure Bank Low-interest Municipal Loans

The provincial government is amending the *Municipal Act* and the *City of Toronto Act* to allow municipalities to enter into special conditional long-term loan agreements with the Canada Infrastructure Bank (CIB) which could support revenue-generating projects such as electric bus acquisition with access to low-interest loans from the CIB.

Cannabis Delivery and Curbside Pick-Up

The Bill proposes amendments to the *Cannabis Licence Act*, the *Cannabis Control Act*, and the *Ontario Cannabis Retail Corporation Act* to allow cannabis retailers to provide curbside pick-up and delivery services on a permanent basis. Previously, these distribution options were allowed to support physical distancing.

Cargo Bikes

The Ministry of Transportation is developing a pilot project for large electric-assist and non-electric cycles that municipalities could offer to support mobility, tourism and economic growth while maintaining road safety.

Consolidating Government Transfer Payments

The government is moving towards a new system for transfer payment recipients, including municipalities and District Social Service Administration Boards who receive government funding through agreements to provide services and goods to the public. The intent is to provide a seamless user experience, reducing their administrative burden and freeing up more time to deliver key services to people in Ontario. The system is called the Transfer Payment Ontario system (TPON).

Employment Services

The government is integrating employment programs from social assistance, such as municipally run Ontario Works Employment Assistance and the provincially run Ontario Disability Support Program Employment Supports, into Employment Ontario and expanding these changes province-wide. Service system managers for employment services are being selected based through a competitive process open to any public, not-for-profit, or private-sector organization. Municipal governments are eligible to apply.

Enhancing Government Productivity through Digital Tools

The government is implementing digital productivity tools such as eSignatures, eApprovals, Binder Browser and OPSdocs to make it faster and more convenient for people and businesses to interact with the government. This suite of digital office business tools will make the government's back-office work more secure, cost-

effective, and efficient so decisions can be made sooner and services can be delivered more quickly.

Environmental Approvals & Changes to Transparency

The Ministry of the Environment, Conservation and Parks is proposing to allow businesses the option to consolidate environmental permissions for the same facility into a single approval, provided they follow all the same environmental protections and compliance conditions. A minor amendment to the *Environmental Assessment Act* (EA) around the Class EA process is included, as is proposals to streamline environmental permissions for projects and activities where environmental risks are low and simplifying environmental compliance approvals.

Additional changes are proposed to hazardous and special product exclusions, audit requirements for tires, and transparency around the Resource Productivity and Recovery Authority (RPRA) are also proposed and staff will review these proposals in more detail.

Fee Elimination for Police Records Checks for Volunteers

The Red Tape Reduction Bill includes amendments to the *Police Record Check Reform Act*, the *Supporting Volunteers Under the Police Record Check Reform Act* and changes to regulations under the *Municipal Act* and *City of Toronto Act* which eliminate the ability for police services to charge fees for volunteer Criminal Record Checks and Criminal Records and Judicial Matters Checks and provide up to five copies to prospective volunteers. AMO understands that the Ministry of the Solicitor General expects that this will reduce barriers to volunteerism in Ontario communities.

Liquor Licensing Act

Changes proposed in the Bill allow the government to make regulations to allow restaurant and bar patio extensions without application to the registrar of the AGCO for approval. The changes would make permanent the changes to allow patio extensions that were put in place to allow physical distancing during the pandemic. AMO understands that municipal governments will have the flexibility to put in place requirements and approvals as necessary to ensure extensions meet local needs and interests. If passed, these changes should support hospitality businesses to provide safer spaces for liquor and food consumption.

Public Pools: Amendments to R.R.O. 1990, Reg.565

The Ministry of Health is proposing amendments to this regulation under the *Health Protection and Promotion Act* to enhance efficiency and make it more flexible for pool operators to comply with safety and water chemistry requirements while maintaining

public health and safety in aquatic environments. These proposed amendments are to make an attendant optional at certain public wading pools with water depths of 15cm or less and setting water chemistry in line with current scientific evidence and best practices.

AMO understands that these proposed changes will allow for greater local flexibility and options for municipalities. Consultation on this proposed regulation is open to November 22, 2021, and more details can be found here:

<https://www.ontariocanada.com/registry/view.do?postingId=39199&language=en>

Streamline Planning Approvals: More Municipal Tools

The proposed changes would help streamline the planning system and, in some cases, help expedite approval timelines by providing municipal councils with greater authority in deciding what planning decisions can be made by committees of council or staff. This authority can be delegated by councils if they so choose.

AMO will continue to provide updates as needed once the legislation has been posted.

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.

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



UPDATE

October 8, 2021

ROMA Launches its 2022 Virtual Conference

The ROMA Board is pleased to announce the launch of the 2022 Annual Conference and General meeting: ***ROMA 2022: Rural Opportunities*** to be held January 24 - 25.

The conference will again be a virtual event that municipal leaders can join safely from anywhere in Ontario. Given the evolving COVID-19 pandemic, and the unpredictable public health environment months from now, the decision to go virtual provides an important level of certainty for those attending or presenting at the event.

The ROMA Conference will again offer informative and engaging content on rural priorities, with a focus on rural economic recovery and growth following the pandemic.

The annual ROMA Conference is an important platform for the municipal community to learn, connect and advocate on matters related to rural municipal government. It is also the last opportunity for municipal leaders to gather on mutual issues of interest before the provincial election in June.

Registration is now open, and early bird rates are in effect until November 1.

Please [click here](#) to access registration information.

For information on how to participate as an exhibitor or sponsor, please contact Victoria van Veen at: Vvanveen@amo.on.ca

Please engage with us on social media:



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October 7, 2021

In This Issue

- AMO Youth Fellowship Program accepting applications.
- Municipal Cyber Security Forum.
- Spaces remain for in demand Human Rights & Navigating Conflict Relations training.
- Free asset management on-demand webinar series.
- Energy reporting deadline extended to October 15.
- Workshops available for GHG reductions in municipal buildings.
- Canoe Vendor Spotlight: Xerox, Epson.
- Canoe launching on October 27.
- ONE Investment podcast: Fixed Income Investing & Changing Interest Rates.
- The Municipal Climate Resiliency Grants now accepting applications.
- ESA warns of hazards associated with raising of buildings.
- Careers: McKellar, Markham, Thunder Bay, Simcoe County and Halton Region.

AMO Matters

AMO is now accepting applications for its second cohort of Youth Fellows. Please view program details and application information [here](#).

Eye on Events

On October 14, AMO and the Municipal Information Systems Association of Ontario are co-hosting our second virtual Municipal Cyber Security Forum. Learn from leading cyber experts about the shared responsibility of cyber security and how you can build cyber security resiliency across your municipality and organization. \$50 plus HST. [Register today!](#)

AMO has developed [training to support](#) its members in some of the most sensitive and current issues including human rights and equity and developing skills in navigating conflict relationships. A few spaces are still available for fall sessions.

The asset management webinar series will introduce tools and templates piloted with a group of municipalities in partnership with FCM's [Municipal Asset Management Program](#). Second webinar on "Establishing an Asset Hierarchy and Conducting Data Gap Analysis" is on Friday, October 15 at 1:00 p.m. EST. [Click here to Register](#).

LAS

Did you miss the [O.Reg. 507/18](#) annual energy reporting deadline? The Ministry of Energy will [accept 2019 consumption data](#) up to October 15. Please email BPSsupport@ontario.ca if you have any questions about the regulation.

Buildings are estimated to be responsible for about 40% of greenhouse gas emissions in Ontario. You can help change that! LAS works with Stephen Dixon to offer [workshops on zero carbon emissions](#) – strategies to reduce GHGs in municipal buildings. Contact [Christian Tham](#) to schedule your custom in-person or virtual workshop.

[Canoe Procurement Group](#) is pleased to have Epson and Xerox as approved vendors in the technology category. Printers, multi-function devices, large-format, software, and more. [Contact Tanner](#) to find out how to take advantage of this opportunity.

The [Canoe Procurement Group](#) launched this past spring. On **October 27 from 11am-5pm** join others from across Canada to learn how this valuable buying program helps with procurement and supports Ontario's municipal sector. [Register now](#) for the Public Procurement Summit.

ONE Investment

Podcast: [Main Street to Bay Street: Fixed Income Investing and Changing Interest Rates](#) - Listen to ONE Investment team talk about the optimal fixed income strategy during the current low interest rate environment. How can investors position their portfolios in response to the rate changes?

Municipal Wire*

Municipalities play a critical role in protecting communities from climate change. [Intact Public Entities](#) and the [Intact Foundation](#) are investing \$1 million in Canadian municipalities to help with resiliency. Visit intactpublicentities.ca for more information.

The [Electrical Safety Authority \(ESA\)](#) has seen an increase in the number of buildings, such as cottages, being raised while the electrical supply to the building remained energized. This practice may endanger the public creating shock and/or fire hazards. Learn more [here](#).

Careers

[Clerk - Administrator - Township of McKellar](#). Township of McKellar are seeking a highly motivated person who will lead the Senior Management Team and be responsible for the overall administration of the Township as well as support the initiatives of Council and the Community. To submit resumes, email la@tdobbie.com by October 15, 2021.

[Director of Economic Growth, Culture & Entrepreneurship - City of](#)

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

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



234-2021-4356

September 29, 2021

**SUBJECT: Expiry of Temporary Regulations (130/20 and 131/20) Limiting
Municipal Authority to Regulate Construction Noise**

Dear Head of Council:

As you may know, as part of the Province's measures to respond to COVID-19, in April 2020, our government introduced temporary limits on municipal authority to regulate noise from construction to help support expedited construction of healthcare and other projects. I am writing to update you that **these changes are scheduled to expire on October 7, 2021.**

The temporary measures have supported construction of critical healthcare-related infrastructure, while helping to protect the health and safety of construction workers throughout the pandemic.

From October 7 onwards, municipalities will again have the authority to regulate construction noise in their communities at all times of day and night. Should there be priority projects that a municipality wishes to help expedite, as before, municipalities can explore addressing those projects through their local noise bylaws. If your municipality has any questions on these changes, I would encourage you to contact your local Municipal Services Office.

Thank you for your continued support and collaboration throughout the COVID-19 emergency. I look forward to continuing to work together to support Ontario's communities.

Sincerely,

A handwritten signature in black ink that reads 'Steve Clark'. The signature is written in a cursive, flowing style.

Steve Clark
Minister of Municipal Affairs and Housing

.../2

**Ministry of the Environment,
Conservation and Parks**

Conservation and Source Protection
Branch

14th Floor

40 St. Clair Ave. West

Toronto ON M4V 1M2

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

Direction de la protection de la nature
et des sources

14^e étage

40, avenue St. Clair Ouest

Toronto (Ontario) M4V 1M2



Good afternoon:

As part of Ontario's efforts to implement amendments to the *Conservation Authorities Act* made in 2019/2020 to ensure that conservation authorities focus and deliver on their mandates of protecting people and property from flooding and other natural hazards, and conserving natural resources, three (3) new regulations have been made under the *Conservation Authorities Act*:

- Ontario Regulation 686/21: Mandatory Programs and Services. This regulation prescribes the mandatory programs and services conservation authorities would be required to provide, including core watershed-based resource management strategies.
- Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act. This regulation requires each authority to have a 'transition plan' that would outline the steps to be taken to develop an inventory of programs and services and to enter into agreements with participating municipalities to fund non-mandatory programs and services through a municipal levy, among other things. It also establishes the transition period to enter into those agreements.
- Ontario Regulation 688/21: Rules of Conduct in Conservation Areas. This regulation consolidates the current individual conservation authority 'Conservation Area' regulations made under Section 29 of the *Conservation Authorities Act* into one Minister's regulation that regulates the public use of authority owned land.

The new regulations will focus conservation authorities on their core mandate by prescribing mandatory programs and services they must provide, giving municipalities greater control over which conservation authority non-mandatory programs and services they will fund, and will consolidate "conservation areas" regulations. A decision notice is available on the Environmental Registry of Ontario ([notice number 019-2986](#)).

The regulations reflect extensive comments received on the regulatory proposals posted on the Environmental Registry of Ontario for 45 days from May 13, 2021 until June 27, 2021. We received 444 submissions from municipalities, conservation authorities, Indigenous communities and organizations, environmental non-government organizations, community groups, industry, agricultural sector, and individuals. We also

held 3 webinars with ministry staff in which over 500 people attended. All the feedback received during the consultation period was considered, and the final regulations were modified based on this feedback as follows:

- We extended the timeline that conservation authorities must complete the transition to the new funding framework to January 1, 2024.
- We clarified the requirements for municipal involvement in the preparation of the inventory of programs and services.
- We added the requirement for conservation authorities to provide costing information (e.g. total costs for the last 5 years) to deliver all mandatory and non-mandatory programs and services.
- We included low-maintenance passive recreation like trails, day use parks and picnicking areas in the list of mandatory programs and services.
- We provided an extended timeline for specific deliverables (i.e. core watershed-based resource management strategy) under the mandatory programs and services regulation (i.e. to be completed on or before December 31, 2024).
- We removed the requirement for conservation authorities to have community advisory boards (they will continue to be optional for conservation authorities). For clarity, conservation authorities will still have the opportunity for an agriculture representative to be appointed by the Minister.

These regulations will improve conservation and land management efforts, strengthen Ontario's resilience to climate change, ensure continued access to safe drinking water, protect people and property from extreme weather events like flooding, drought, and erosion, and most importantly protect the environment.

Thank you again for your input. You can reach the ministry at ca.office@ontario.ca if you have any questions. The Ministry will also be organizing webinars to answer technical questions in October. I look forward to continuing to work with you to ensure conservation authorities are in the best position to deliver on their core mandate.

Sincerely,

Kirsten Corrigan
Director, Conservation and Source Protection Branch



Family Health Team

T: 519-882-2500
F: 519-882-3003
4130 Glenview Rd., Unit 3
Petrolia, ON N0N 1R0

September 23, 2021

Mayor and Council
The Municipality of Brooke-Alvinston
3236 River St., Box 28
Alvinston, ON, N0N 1A0

Dear Mayor Ferguson and Council;

The Central Lambton Recruitment Committee is writing to update you on our successes in the past year and our plans for 2022. Thank you for your commitment to the ongoing health care of Central Lambton residents.

We are very appreciative of your previous grants including the dollars allotted in your 2021 budget. We are asking now that each of our eight municipalities contribute \$300.00 in their 2022 budget to our ongoing recruitment and retention of doctors for Central Lambton.

We have had a very successful 2021. Dr. Alex Leonard, who joined our team as a Family Physician in August 2020 absorbed a number of patients from a retiring doctor. He continues to add patients to his roster.

Dr. Ahmed Hijazi and Dr. Paxton Moon are currently building their practices with the Family Health Team. They began in August 2021 and in addition to new patients, are serving the patients of our beloved Dr. Riedl. We will all miss him.

While the \$300.00 you contribute each year may seem minimal, it actually goes a long way to help in our efforts to provide the Central Lambton area with the health care it needs and deserves.

The practices of our other family physicians, Dr. Cooper, Dr. Mall, Dr. Taylor, Dr. Butler, Dr. Daniel, Dr. Al-Dhaher, Dr. Wang, and Dr. Lam are currently full and requests for a family doctor continue to come to us every day. Those doctors are still accepting new patients in certain circumstances. The family members of rostered patients are always considered.

We will soon face well-deserved retirements of our older physicians but plans are now in place to handle those situations.

Bluewater Health is confident that our 24/7 Emergency Department is well-manned. Our family physicians contribute to the provision of this service for us.

All of our doctors and the entire staff at the Central Lambton Family Health Team impact Rural Lambton County in the most positive of ways. They ensure that our residents have access to Family Physicians and they stabilize our vibrant and growing CEE Hospital.

The Family Medicine Resident Training program that is conducted by our own family doctors in conjunction with Western University is a great bonus to us in seeking and retaining doctors. The residents who train here quickly become familiar with and enamored of the Central Lambton area. They meet potential colleagues and potential patients. Our Recruitment Committee meets with these future doctors to explore opportunities for them in Central Lambton.

In April of 2021 on National Doctors' Day, we had to cancel our usual "Thank You Breakfast" for all of our doctors in the Board Room of the Family Health Team. The Covid-19 Virus was the cause. We purchased small gifts for each of our doctors instead and they were very surprised and appreciative. We plan to do a breakfast again in April of 2022, if circumstances allow, and we will be inviting your mayor or designate to attend.

Our revamped web site is visited often and all eight of our municipalities are highlighted on it. Please check www.doctors4centrallambton.com

As mentioned, we are asking each of our eight municipalities to contribute \$300.00 to our ongoing recruitment efforts in the budget year 2022.

Thank you for your continuing support. Please contribute \$300.00 to the Central Lambton Recruitment Committee through the Central Lambton Family Health Team. The mailing address is:

Jill Edwards
Central Lambton Family Health Team
4130 Glenview Rd., Unit 3
Petrolia, ON, N0N 1R0

If you have any questions, please contact us at the numbers below.

Sincerely,
Rosanne Orcutt
Chair Central Lambton Recruitment Committee
519-882-1604
rosieo@cogeco.ca

Or Sarah Milner
Executive Director Central Lambton Family Health Team
519-882-2500, Ext. 160
sarah.milner@clfht.com

BROOKE-ALVINSTON

SEP 29 2021
RECEIVED

A CARING COMMUNITY PROJECT



Christmas FOR EVERYONE

4156 PETROLIA LINE, UNIT 1
PETROLIA, ON N0N 1R0
226-349-8660 F 519-882-4387
christmasforeveryonepetrolia@gmail.com

September 9, 2021

Dear Friend of Christmas for Everyone

This is our **50th annual campaign** and we are asking for your generous support to help us fill the ever-growing needs of the less fortunate in our communities at Christmas.

Christmas for Everyone provides Christmas food hampers and gifts for children age 16 and younger. Food boxes are packed according to the family size and contain at least one week's worth of food as well as items to make a Christmas Dinner.

- There is an application process that is required in order for a recipient to receive a Christmas hamper. (These applications are referred by several different agencies such as Public Health, Social Services, Schools, Clergy, etc.)
- We serve MOST of Rural Lambton County. (excluding Sarnia, Brights Grove, Moore Township, Kettle & Stoney Point as they have their own programs.)
- Our program is powered by volunteers. Contributions come from businesses, churches, schools, service groups, sports organizations, Lodges, Women's Institutes as well as many individuals throughout our communities.

Several County Volunteer Fire Departments are also involved as they assist us with delivering the Christmas hampers and gifts to the families in need throughout Lambton County.

- **Our ongoing success in providing quality foods and gifts is dependent on the continuing generosity, caring community involvement and spirit from all areas of Lambton County.**
- Due to the troubling economic conditions, and the added complication of COVID-19 restrictions more families continue to struggle. As a result, Christmas for Everyone is seeing the continued need and importance of this Hamper Program. We expect that more families and seniors will be in need again this Christmas.

Donations may be dropped off or mailed to the above address or deposited directly to the "CHRISTMAS FOR EVERYONE" account at the Bank of Nova Scotia, Petrolia Line, Petrolia or by e-transfer to christmasforeveryonepetrolia@gmail.com

Receipts can be issued upon request for donations of \$30.00 and over. Your full name and mailing address is required.

We are looking forward to working with you to help make this year another enjoyable Christmas for all!!! If you have any questions about our program or want to find out how you can help, please call 226-349-8660.

Thank you for your time, interest and generosity.

May we all have a wonderful Holiday Season!

Christmas 2020 Report – Hundreds of food boxes, meat vouchers and fresh vegetables were packed for approximately 400 families as well as numerous bags containing gifts for over 400 children.

These were delivered throughout the County of Lambton by 13 Volunteer County Fire Departments and volunteer drivers.

Sandra Hartman

Sandra Hartman
Coordinator

Nicola Daniel

Nicola Daniel
Toy Depot Assistant

Lynn McManaman

Lynn McManaman
Treasurer

Financial Statement available upon request.

REGISTERED CHARITY NO. 86605-4927-RR0001



Christmas FOR EVERYONE

A CARING COMMUNITY PROJECT



4156 PETROLIA LINE, UNIT 1
PETROLIA, ON N0N 1R0
226-349-8660 F 519-882-4387
christmasforeverypetrolia@gmail.com

2021 CHRISTMAS CAMPAIGN

GIFT DEPOT LOCATION & HOURS OF OPERATION

**As of Monday, October 4th, 2021 - gifts can be dropped off
Monday to Saturday 9am to 5pm to 4156 Petrolia Line, Petrolia**
(entrance at REAR of the building, which can be accessed off of Robert Street)

**After hours contact: Sandra or Nicola @ 226-349-8660
or 519-330-5773 (please leave a message)**



Please understand that due to COVID-19 rules & regulations we require gifts to be in earlier than ever.

It is CRUCIAL to have ALL DONATED GIFTS

(as toys are packed prior to packing the food) including those from "WHITE GIFT SUNDAYS" in
NO LATER THAN Saturday, November 27th, 2021 to the above location.

Therefore if further shopping is needed, it can be completed prior to the final packing day.

Gifts for all age groups are needed; we understand that buying for the older children can be difficult.

Gift cards are also a wonderful and appreciated idea for the older children.

Our need for donations continues to grow each year, and this year is no different. Due to COVID-19 – job losses and reduced work hours we are anticipating even higher numbers. Therefore we welcome new donors. If you know of a group who might like more information, please have them contact us at the number listed above.

FOOD DONATIONS & PACKING LOCATION

Our **PACKING LOCATION** again this year will be generously provided by
NEW LIFE ASSEMBLY CHURCH (421 Oozloffsky St, Petrolia)

Beginning Monday, November 1st, 2021 food donations may be dropped off
to the Church during their office hours of 9:30 am and 4 pm and will be
collected up to December 13th.



VOLUNTEERING

**Volunteers are crucial to our operation and will be needed
beginning Sunday, December 12th, 2021.**

***HOWEVER, this year due to COVID-19 volunteers MUST pre-register via email:
christmasforeverypetrolia@gmail.com or by phone 226-349-8660
...where you will then be contacted with all details.***



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Normal Farm Practice -Determination of Cost
Meeting: Council - 14 Oct 2021
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the report be received and filed as information.

Background:

With respect to the Normal Farm Practice Hearing, the applicant (Buurma) submitted a request for costs.

Comments:

The attached decision is attached.

Financial Considerations:

None associated with this report.

ATTACHMENTS:

[Costs Decision David Buurma v Mun of Brooke Alvinston FINAL](#)

**Agriculture, Food and Rural Affairs Appeal
Tribunal**
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: (519) 826-3433, Fax: (519) 826-4232
Email: AFRAAT@ontario.ca

**Tribunal d'appel de l'agriculture, de
l'alimentation et des affaires rurales**
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tél.: (519) 826-3433, Téléc.: (519) 826-4232
Courriel: AFRAAT@ontario.ca



FILE NO.: 003DavidBuurma20

DATE: 2021/10/05

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

AND IN THE MATTER OF an application to the Board, under Section 6 of the *Farming and Food Production Protection Act, 1998* (the “Act”) for a determination as to whether municipal by-laws are restricting a normal farm practice.

AND IN THE MATTER OF an application for costs pursuant to Rule 66 of the Board’s Rules of Practice and Procedure.

BETWEEN:)	
)	
David Buurma and 1838107 Ontario Ltd.)	Represented by Eric Davis and Trent
)	Johnson
Applicants)	
)	
– and –)	
)	
The Municipality of Brooke-Alvinston)	Represented by Peter Pickfield and Colin
)	Léger
)	
Respondent)	
)	

Before: Glenn Walker, Chair; John Lohuis, Member; and Rod de Wolde, Member.

DECISION ON APPLICATION FOR COSTS

[1] This application for costs was made by the Applicants and was heard by way of written submissions.

BACKGROUND

- [2] The application for costs concerns an application under section 6 of the Act. The application related to the centralized storage and distribution of a commercial biosolid-derived fertilizer on the property municipally known as 8123 Churchill Line in the Municipality of Brooke-Alvinston, in the County of Lambton.
- [3] The application was heard by videoconference over 6 days beginning on March 8 and ending on March 22, 2021, and the decision of the Board was issued on May 27, 2021.

LAW ON COSTS

- [4] Section 17.1 of the *Statutory Powers Procedure Act*, R.S.O. 1990, c. S.22 sets out the two statutory prerequisites to the Board's jurisdiction to award costs. That section provides:

"Costs

17.1(1) Subject to subsection (2), a tribunal may, in the circumstances set out in rules made under subsection (4), order a party to pay all or part of another party's costs in a proceeding.

Exception

(2) A tribunal shall not make an order to pay costs under this subsection unless,

- a) the conduct or course of conduct of a party has been unreasonable, frivolous or vexatious or a party has acted in bad faith, and
- b) the tribunal has made rules under subsection (4).

Amount of Costs

(3) The amount of costs ordered under this section shall be determined in accordance with the rules made under subsection (4).

Rules

(4) A tribunal may make rules with respect to,

- a) the ordering of costs;
- b) the circumstances in which costs may be ordered;
- c) the amount of costs or the manner in which the amount of costs is to be determined."

- [5] The Board has made rules reflecting section 17.1 of the *Statutory Powers Procedure Act* and the rules appear as Section 66 of the Normal Farm Practices Protection Board – Rules of Practice and Procedure. Subsection 66(1) of the Rules provides that where a party believes that another party has acted clearly unreasonably, frivolously, or in a vexatious manner, or in bad faith, considering all of the circumstances, they may ask for an award of costs.
- [6] In subsection 66(8) of the Rules, the Board has enumerated some of the circumstances in which costs may be ordered as permitted by subsection 17.1(4) of the *Statutory Powers Procedure Act*. This list is non-exhaustive.
- [7] Subsection 66(8) states as follows:
- “Clearly unreasonable, frivolous, vexatious, or bad faith conduct can include, but is not limited to:
- (a) Failing to attend a hearing event or to send a representative when properly given notice, without contacting the Board;
 - (b) Failing to give notice or adequate explanation or a lack of cooperation during pre-hearing proceedings, changing a position without notice, or introducing an issue or evidence not previously mentioned;
 - (c) Failing to act in a timely manner or to comply with a procedural order or direction of the Board where the result causes undue prejudice or delay;
 - (d) Conduct necessitating unnecessary adjournments or delays or failing to prepare adequately for hearing events;
 - (e) Failing to present evidence, continuing to deal with issues, asking questions or taking steps that the Board has determined to be improper;
 - (f) Failing to make reasonable efforts to combine submissions with parties of similar interest;
 - (g) Acting disrespectively [*sic*] or maligning the character of another party; and
 - (h) Knowingly presenting false or misleading evidence.”

- [8] Subsection 66(9) also provides that:

“The Board will consider the seriousness of the misconduct. If a party requesting costs has also conducted itself in an unreasonable manner, the Board may decide to reduce the amount awarded; the quantum of costs awarded shall be in the discretion of the Board. In determining the quantum, the Board may take into consideration the concept of partial and substantial indemnity, and the

Rules and Regulations regarding quantum of costs awarded in the Ontario Superior Court of Justice.”

[9] In the matter of *Dubois v. Burkhardt (No. 1)* 2010 ONNFPPB 55 (CanLII), the Board stated:

“The decision in this matter is intended to establish a Board practice that costs are not awarded lightly nor are they awarded routinely. Awards of costs will be rare. Potential parties and the public should not be fearful of participating in Board proceedings. Costs should never be used as a threat or a reason to dissuade public participation. The Board has the statutory jurisdiction to award costs for the purpose of controlling its process. Costs before the Board are not intended to follow “the cause” nor are they intended in any way to indemnify a successful party. Each application for costs will [be] decided on its own merit, based on an assessment of conduct.”

[10] Finally, it should be noted that any award of costs is in the discretion of the administrative tribunal. (*Dell v. Zeifman Partners Inc.*, 2020 ONSC 3881 (CanLII))

THE CLAIM FOR COSTS

[11] The Applicants submit that an award of costs of \$125,000 inclusive of HST and disbursements would be fair, reasonable and warranted given the specific circumstances of this case.

[12] They base their request for costs on three main areas of concern regarding the conduct of the Respondent Municipality, namely:

- (a) The changing of the Municipality’s position;
- (b) The failure to present evidence; and
- (c) The clear efforts to malign the character of David Buurma as a principal of LaSalle Agri Inc.

[13] The Applicants also make it clear in their submissions that there is no suggestion that there has been any conduct by legal counsel for the Municipality that is relevant to the issue of costs and that legal counsel was at all times fair and reasonable to deal with.

The Changing of the Municipality’s Position

[14] The Applicants have attempted to show that the Municipality has acted unreasonably by changing its position between the position taken in correspondence between the parties in December, 2019 and the position taken by the Municipality at the hearing.

[15] They allege that in that correspondence the Municipality insists that there was a “commercial activity” occurring on the subject property, that there were stockpiles of fertilizer near creek and habitat conservation projects, that there were concerns for its first

responders who were called to extinguish episodes of combustion of the fertilizer and that there were concerns in relation to water contamination.

[16] They further allege that the claim of “commercial activity” was not pursued at the hearing other than in the context of the Municipality’s planning evidence where their planner opined that it was a commercial activity and that, based on his interpretation of the Zoning By-law, it was an activity which was prohibited on the agriculturally-zoned subject lands. They allege that the Municipality changed its position by not calling any evidence on the other issues raised in this correspondence.

[17] The Applicants argue that in looking at the December 16, 2019 letter from the Municipality in comparison to the closing submissions of the Municipality, what can be seen is that the Municipality elected to shift their concerns and not narrow them despite abundant disclosure being provided prior to the hearing.

[18] The Municipality denies all of the above allegations and has pointed out what it sees as inaccuracies in the Applicants’ submissions on the Municipality’s position. However, its first argument is that the communications between the Municipality and the Applicants prior to the application being filed are not relevant to the cost determination under Rule 66.

Analysis and Discussion

[19] The Board agrees with the Municipality’s first argument that the pre-application correspondence is not relevant to the cost issue.

[20] In *Chesterman Farm Equipment Inc. v. CNH Canada Ltd.*, 2016 ONSC 698 (CanLII), the Ontario Divisional Court considered Rule 28.04 of the Rules of Procedure of the Agriculture, Food and Rural Affairs Appeal Tribunal which is virtually identical to Rule 66 of the Board’s Rules. In that decision, the Court stated at paragraph 184:

“Ordinarily, courts will only impose extreme costs sanctions based on the conduct of the party in the litigation. A similar interpretation applies to the type of conduct that will attract a costs award under s. 17.1 of the *SPPA* and, indeed, under the Tribunal’s own Rules. It is apparent from the list of circumstances under Rule 28.04 that the behavior contemplated is conduct within the hearing itself, not conduct in relation to the initial dispute between the parties.”

[21] The Applicants filed their application with the Board on or about February 19, 2020. The letter relied upon by the Applicants is dated December 16, 2019. The Board finds that this correspondence is not relevant to the costs issue, as it is a position taken by the Municipality before the commencement of the litigation.

[22] Furthermore, it was not unreasonable for the Municipality to shift its position, if in fact it did, once the application was filed with the Board and it became clear what the issues in the litigation before the Board would be.

The Failure to Present Evidence

[23] The Applicants allege that the Municipality failed to present evidence at the hearing in the following ways:

- a) Failure to call evidence from anyone with farming experience to speak to whether or not the central storage of fertilizer was a normal farm practice;
- b) Failure to call expert evidence regarding concerns about the environment;
- c) Failure to call expert evidence or evidence from anyone who complained about odour concerns to the Applicants;
- d) Failure to call evidence from first responders concerning the smoking/smouldering issue.

[24] The Municipality denies all allegations and argues that the Applicants have misinterpreted Rule 66(8)(e) and that they called appropriate and adequate evidence at the hearing.

[25] It submits that the Rule clearly indicates that a costs award is only warranted where a party does not bring any evidence to support an issue in the hearing.

Analysis and Discussion

[26] The Board agrees with this submission and adopts the Municipality's statement that were the Board to initiate the practice of awarding costs against a party merely because the Board found evidence to be inadequate, it would set a precedent which would discourage participation of parties in the Board decision-making process.

[27] This interpretation is even more crucial considering the number of unrepresented parties who appear before the Board. These parties often lack an understanding of the nature of evidence they need to call at a hearing despite being referred to an online Guide provided by the Board and a pre-hearing conference process.

[28] A party should be free to choose the nature and amount of evidence it calls at a hearing. It may be that the party will be unsuccessful in the litigation as a result of that choice. However, that choice does not represent clearly unreasonable, frivolous, vexatious or bad faith conduct; whereas the failure of a party to call any evidence at a hearing might very well be sanctioned by a costs award.

[29] The Board therefore finds that the Applicants have failed to show that the Municipality failed to present any evidence and is not entitled to a costs award on this basis.

Efforts to Malign the Character of David Buurma

- [30] The Applicants submit that the Municipality made a clear and concerted effort to malign the character of David Buurma as a principal of LaSalle Agri Inc. It is alleged that this started before the hearing and came out further during the course of the hearing by way of references to LaSalle Agri Inc., in Witness Statements, the cross-examination of Mr. Buurma, the evidence of the Municipality's land use planner and its final submissions.
- [31] The allegation is that LaSalle Agri Inc., who acted as the vendor of the biosolid-derived fertilizer, was related to other cases before the Board presumably to gain some perceived advantage in the within hearing and that there was an attempt to "demonize" the fertilizer itself.
- [32] The Municipality states that this claim is entirely without merit, unsubstantiated by the Submissions of the Applicants themselves and simply untrue.

Analysis and Discussion

- [33] Rule 66(8)(g) provides that clearly unreasonable, frivolous, vexatious or bad fair conduct includes "maligning the character of another party".
- [34] The Applicants argue that the Municipality maligned the character of David Buurma as principal of LaSalle Agri Inc.; but what they really mean (clear from the addition of the descriptor "as principal of LaSalle Agri Inc.") is that there was an attempt to malign the character of LaSalle Agri Inc., who is not a party to these proceedings.
- [35] The Board therefore finds that there was no attempt to malign the character of David Buurma personally; and if there was, there is no evidence to suggest that this was done maliciously or met the threshold established by the Board in *Smith v. Smith*, 2017 CanLII 17617 (ONNFPB). In that case, the applicants questioned one of the respondents about a previous criminal conviction totally unrelated to the subject matter of the hearing and made a serious allegation that the criminal conviction was of a nature that was morally reprehensible.

Conclusion

- [36] The Applicants have been unsuccessful in their claim for costs on the three grounds put forward in their submissions and their claim for costs is dismissed.
- [37] Other considerations that they have put forward are success achieved in the proceeding and actual costs incurred. They claim that they were successful in the hearing and that they expended over \$173,121.05 in costs.
- [38] These other considerations only relate to a decision on the quantum of costs. As no costs are being awarded, it is not necessary to consider these additional points raised by the Applicants.

REQUEST FOR COSTS ON THE APPLICANTS' COSTS REQUEST

- [39] The Municipality requests costs in the amount of \$11,413.00 for the expenses incurred in responding to the Applicants' costs request.
- [40] The Board finds that the Applicants' cost request was clearly unreasonable in that it was substantially without merit.
- [41] There has been a disturbing trend where parties, often represented, unsuccessfully apply for costs disregarding the warning of the Board in *Dubois v. Burkhardt (supra)* that costs will be rarely given.
- [42] As a result, the Board will award costs to the Municipality for responding to the Applicants' cost request. The award on this occasion will be nominal and in the amount of \$1,000.00; however, parties should be aware that the quantum of costs in these circumstances will be more realistic in the future.



Glenn C. Walker, Chair

Released: October 5, 2021

TO:

David Buurma
 c/o Eric Davis
 Miller Thomson LLP
 Accelerator Building
 295 Hagey Blvd, Suite 300
 Waterloo, ON N2L 6R5

AND TO:

Eric Davis
 Miller Thomson LLP
 Accelerator Building
 295 Hagey Blvd, Suite 300
 Waterloo, ON N2L 6R5
 Email: edavis@millerthomson.com

AND TO:

Trent Johnson
 Miller Thomson LLP
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 295 Hagey Blvd, Suite 300
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AND TO:

Janet Denkers
 Clerk-Administrator
 Municipality of Brooke-Alvinston
 3236 River Street, P.O. Box 28
 Alvinston, ON N0N 1A0
 Email: jdengkrs@brookealvinston.com

AND TO:

Peter Pickfield
 Garrod Pickfield LLP
 221 Woolwich Street
 Guelph, ON N1H 3V4
 Email : pickfield@garrodpickfield.ca

AND TO:

Colin Léger
 Garrod Pickfield LLP

221 Woolwich Street
Guelph, ON N1H 3V4
Email : cleger@garrodpickfield.ca

Pursuant to subsection 6(9) of the Farming and Food Production Protection Act, every owner of land that is within 120 metres of the area in which the farm practice is being exercised and is in the municipality that has passed the by-law receives a copy of this Decision.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: November Meeting Schedule
Meeting: Council - 14 Oct 2021
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the regular scheduled Council meeting for November 11, 2021, be moved to November 10, 2021 at 4 p.m.

Background:

Council meetings are generally held the 2nd and 4th Thursdays of the month. The 2nd Thursday in November falls on Remembrance Day, Nov. 11th. This day is recognized as a statutory holiday for staff of the Municipality.

Comments:

Section 3.2 of the Procedural By-law states that:

when the day for a regular meeting of Council falls on a public or statutory holiday, Council shall direct the regular meeting to be held on the business day immediately following the originally scheduled date for that meeting.

Staff are requesting that the meeting be held on the day prior (Wednesday) instead of the following day (Friday). The remainder of the 2021 Council meeting dates would fall on November 25 and December 9, 2021.

Financial Considerations:

There are no financial considerations associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Municipal Modernization Program Intake 3- Implementation Stream - Project Proposals
Meeting: Council - 14 Oct 2021
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That Council endorse the proposed applications under the Municipal Modernization program Intake 3 - Implementation Stream:

- 1) Customized Ontario Health & Safety Consulting Services
- 2) Upgrade of Municipal Phone System
- 3) Improve IT connectedness – arena, shop, fire station to allow secure access
- 4) I pads for Councillors and other staff to reduce paper for meetings

Background:

The government is accepting applications that support the following priorities:

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

The implementation stream will provide provincial cost-sharing for municipalities to undertake projects that increase municipal efficiency and effectiveness. Municipalities can apply under this stream for projects that implement the findings of previous reviews or other evidence-based reports. A municipality can make several applications under this stream. Applications are due by October 19, 2021.

Comments:

Staff have consulted with vendors, participated in webinars and researched to determine the best applications to submit as an expression of interest under the grant. The suggested applications are:

- 1) Customized Ontario Health & Safety Consulting Services
- 2) Upgrade of Municipal Phone System
- 3) Improve IT connectedness – arena, shop, fire station to allow secure access
- 4) I pads for Councillors and other staff to reduce paper for meetings

Financial Considerations:

The cost of implementation projects will be shared between the province and the municipality. The province will contribute a greater portion for projects within municipalities with fewer households according to the following thresholds.

Number of households in the municipality (2020 MPAC data) Maximum provincial share of project costs.

Minimum municipal share of project costs:

0 - 5,000	75% (Maximum)	25% (Minimum)
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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Ontario Regulation 364/20 & Arena Operations
Meeting: Council - 14 Oct 2021
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

Staff are seeking direction from Council.

Background:

The provincial regulations of requiring Proof of Vaccination (POV) came into effect September 22, 2021.

Council provided direction to staff to impose the restrictions as outlined under Ontario Regulation 364/20.

The following restrictions currently imposed are:

- 12+ require POV (except for medical exemption)
- under 18 years a POV is not required if the youth are actively playing in organized sports; volunteers and coaches are also exempted

Vaccination inspections have occurred at all events either by staff, volunteers or by the specific organization held at the arena with contract employees providing the service in the evenings.

Comments:

The majority of patrons entering the facility are adjusted to the POV requirements and have adhered respectively. We have had one warning issued to a team who used an unauthorized door for entry and we have had incident(s) of suspected vaccination fraud.

Staff have consulted with the Lambton Public Health (LPH) on several inquiries on ways to best handle the situations as they arise. Staff have received comments that Council should consider implementing stricter guidelines. Opting out of the regulation is not an option however some patrons have stated it should be.

Due to the various issues at the arena, bookings have been restricted to current organized sports / users until more direction is received. *(It is worth noting that some empty bookings have been beneficial to the operation of the facility as staff struggle with the increased humidity in the facility and can provide additional maintenance to fix the uneven ice).*

On October 22, 2021, QR Codes will be available for patrons to download and will quickly and easily confirm vaccination status when scanned. The QR codes will prevent fraudulent documents. It would

be preferred that these codes be the only accepted document to use however a recent Ombudsman report states that paper copies of vaccination status (with watermark) should still be accepted.

To date the following restrictions will be imposed by the organized sports governing authorities:

OMHA (ELMHA) - 12yrs+ vaccinated (includes coaches & players) as of Oct. 31

OWHA (Lambton Attack) - 12years+ vaccinated (includes coaches & players) as of Nov. 1

Skate Canada (BASC) - provincial regulations

Alvinston Killer Bees, men's hockey leagues etc. -provincial regulations

Options to consider:

1) Status quo - maintain provincial regulations

2) Adopt the same guidelines of OMHA & OWHA for consistency effective Nov. 1

3) Allow youth 12-17 who are unvaccinated and actively playing sports in the arena but all 18+ must be vaccinated (eliminates "volunteers").

All options include mask wearing. Staff have been advised that random mask wearing checks are being conducted in all arenas and at all times including practices. Fines have been issued.

Staff will advise of surrounding arena protocol at the meeting and once compiled.

Financial Considerations:

The requirement of POV Inspectors at the door are an additional cost to the Municipality.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Amendments to Storage Room - Pavilion
Meeting: Council - 14 Oct 2021
Department: Public Works
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That Council approve the proposal submitted by the Alvinston Optimist Club for the design change to the outdoor pavilion; and that Council authorize the Alvinston Optimist Club to oversee the proposal.

Background:

At the request of Chad Hayter of the Alvinston Optimist Club, a meeting was held to review the attached proposal.

Comments:

The mechanical room in the pavilion was designed to also serve as a bar area. With several events already, some modifications to the design have been noted including:

- 1) useable roll up door
- 2) refrigeration / freezer space
- 3) shelving
- 4) separation from electrical panel
- 5) serving counter

The Optimist Club have been the main users of the space and have agreed to fund and organize the modifications.

The naming of the bar area is a Council consideration.

The utilizing of the proposed new bar area by the Optimist Club is reasonable to staff as long as permits are issued for each event alcohol is served including Optimist and other meetings, ball tournaments, Fall Fair, receptions etc.. As per the Municipal Alcohol Policy, the Municipality shall further be listed as additionally insured on all required documents.

In consultation with our insurance providers and the Municipal Alcohol Policy, the Municipality will require a copy of all permits and insurance for each event - no exceptions.

Financial Considerations:

None associated with this report.

ATTACHMENTS:

[Letter Re: Optimist Club of Alvinston Districts](#)



September 23, 2021

Brooke-Alvinston Municipal Council:

With the high usage of the newly built pavilion behind the BAICCC, The Alvinston & Districts Optimist Club is proposing to finish (slight design change from original intent) the mechanical/ storage room on the East end into a bar for short or long term use. Our proposal is to invest the funds needed to **purchase and maintain all items** within the 13.5' x 10' area required to operate a clean and practical bar area.

At our last Optimist meeting it was approved to invest \$13,500.00 into the construction of a bar within the existing pavilion project in order to provide an alcoholic beverage service to any user/ group renting the facility. Because there could be a larger more inclusive bar coming in Phase 2 we are proposing to make as much of the room portable or easily put back in its current condition as possible.

The Club proposes to call this area the 'Optimist Tanner Redick Memorial Bar' with a sign hung from the ceiling. The funds from the First Tanner Redick Memorial Ball Tournament were primarily donated to the Optimist Club this past year. With the Optimist managing and working the bar our club would be able to raise funds for future needs of the community as Tanner's legacy for everyone to benefit from.

With this proposal we are asking for the Optimist Club to have the first right of refusal for any user of the pavilion in need of a liquor permit. If the Club determines that we are unable to bartend for the users event, then the user would be permitted to use our bar facility for a fee. The exceptions would be: #1, we would permit the Ag Society to run their own bar using the facility at no charge every year during the annual fair. #2, we would carry on with the Tanner Redick Memorial Tournament and allow the committee to run the bar at no cost to them if they so choose.

\$10,000.00 will be used towards 2 large sliding glass door coolers with one facing west to sit in front of the existing redundant man door to the North. The other to face East, North of the proposed wall that will isolate the electrical panel/ water heater. A 7 cubic foot deep freeze for ice will also be purchased and placed on the East wall just inside the man door closest to the arena.

To ease the transfer of drinks a custom made 'bar shelf' (using finished wood and L brackets) would be installed on the inside of the existing bar opening, as well as an extension to the East wall corner and part way down the West wall. A narrow stainless steel table with shelf would be used approximately 6"

lower than the 'bar shelf' to prep our drinks on, with storage of bottled pop/ juices / etc. below. Shelves would also be built on the South wall up high for more storage of cups and lighter products etc.

The purchase of a roll up door in place of the existing 'bar door' would allow for ease of operation for any function and has been approved at a cost of \$1500.00 to be installed by RT Construction (Rob & Tatiana Van Dyk) at no charge to the club or municipality. The existing door would not be compromised in any way and would be able to be reinstalled if required.

We also propose to purchase all stainless steel bowls, jiggers, tongs, min. silver ware, water pitchers, blender, recycle & garbage containers etc. which would allow us to operate the pavilion bar independent of the Community Centre itself.

Our Optimist Club is built by volunteers and RT Construction is willing to volunteer their time and all material to construct a wood and drywall structure using standard dimensional lumber to isolate the water heater and hydro panel. A 36" clearance in front of the panel meets the electrical code, and a 24" wide door – which would be wide enough to remove and replace the water heater in the future is included. The top of the structure would have 2" x 6" joist and 5/8" plywood covering the top for added storage.

The Hayter Group would provide all materials and labour required for the electrical code as not to rely on extension cords for the safe operation of the coolers and the freezer. The Hayter Group would also provide a sink, faucet and all required material and labour to hook this up to the existing rough in at the North end of the room.

Jim Mihalik flooring would provide a sloped non slip tile to the floor drain within the proposed bar to aid in cleaning and to finish the room.

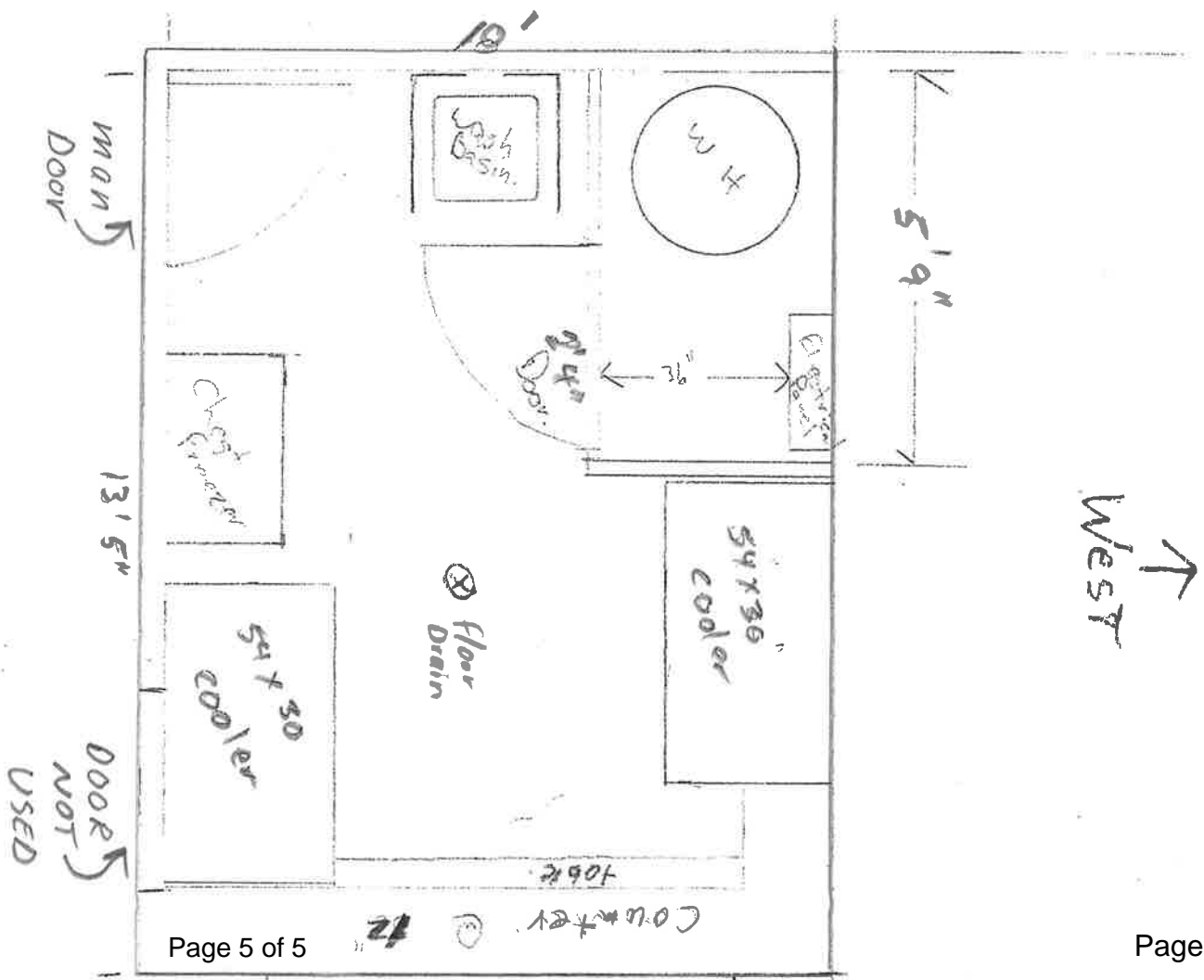
We hope you agree with this proposal and if you have any questions or concerns please call Chad Hayter @ 519-490-5393

Yours Truly,



Chad Hayter

Alvinston Pavilion Bar Chairman





Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Demolition Derby
Meeting: Council - 14 Oct 2021
Department: Parks and Recreation
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That the originally scheduled demolition derby, hosted by the Alvinston Ag Society, be approved to be held on the municipal grounds October 23, 2021 with the grounds fee waived.

Background:

The Alvinston Ag Society had planned a demolition derby for October 2, 2021 however due to rain it was cancelled. We received a written request that the Ag Society would like to hold the derby October 23, 2021 at 2 p.m. and operate a traditional bar.

Comments:

The Municipality and the Ag Society have an agreement that the fairgrounds be used by the Ag Society for a full week up to and including the Fair Weekend annually and at no charge.

Due to COVID-19 restrictions and poor weather conditions, many events were not held and the derby was cancelled. There are no concerns from staff with the Ag Society hosting the derby and bar provided the grounds are returned to the same condition and all appropriate permits and licenses are obtained.

Financial Considerations:

None associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Corporate Server Replacement
Meeting: Council - 14 Oct 2021
Department: Administration
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That council approve the replacement of our aging Server through Keystone Technologies (our IT consultants for the past 12 years).

Background:

Factors informing the need for a new server:

- Our current server is 9 years old and has reached its "end of life".
- Our current server has had no warranty for the past couple of years, if it fails we risk being down for an unknown period as there are often delays in getting parts/service due to Covid-19, etc.
- We have used over 90% of our disk space. We could add to the disk space, but this would be costly and would be adding new technology to old technology.
- We have been experiencing performance issues lately.
- Our current server is running on an older operating system (Server 2016). The most current Operating System is Server 2019 which will improve performance and security.

Comments:

The new Server:

- will provide what is needed to allow for further business growth and development. For example: the increased memory, faster data transfer rates, etc. will provide a more positive experience for all (especially for those requiring remote access).
- reduce the risk of data loss.
- comes with a standard 3 year, "next business day" guaranteed warranty. This will reduce the risk of being "down" for extended periods of time.
- is itself part of future proofing, allowing us to better align with the changes in technology such as software and security requirements over the next several years.
- has an optional extended warranty for coverage for 7 years (recommended) to further future proof our risk of failure.
- will almost double our current storage capabilities. This will future proof our data storage needs.
- be easier to manage and provide better security since it will have the latest hardware and operating system.

Financial Considerations:

We have received a quote from Keystone Technologies for a new Dell Power Edge T440 Server. The total estimated cost with installation and a 7 year Next Business Day On Site Service Warranty is \$18,500 to \$19,500 depending the time it take to complete the installation.

While the Server replacement was not anticipated to happen this year and was not specifically budgeted for, there is \$10,000 in the Administration Capital that has not been used and I believe by year end the Administration operations will come in more than \$10,000 under budget by year end. Also, the Server is used by other departments (Fire, Roads, Recreation, etc.) and funds could be found there, if necessary.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Year-to-Date (to September 30) Budget to Actual Comparisons
Meeting: Council - 14 Oct 2021
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file Year-to-date (to September 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 September 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. Overall 74.5% of total budget spent in 1st 9 months.
 - Protection Services:
 - Fire Services expenditures are generally below year-to-date budget. Yearly wage/pay are not calculated until late November. The Firehall capital improvements have not been started yet due to engineering delays.
 - Inspections & Control expenditures are higher than budgeted/expected because of the (already mentioned) legal costs incurred related to the Normal Farm Practices Hearing. This will be reduced through cost sharing with Warwick and Dawn-Euphemia.
 - Transportation Services - most expenditures are within budget. Shiloh Road is nearing completion. Once complete it is expected to be over budget by not more than the approved \$1.3 million.
 - Environmental - All expenditures appear to be near budget, except the yearly garbage day was slightly over budget.
 - Health/Cemetery - Transactions are not recorded/consolidated until year end.
 - Recreation and Cultural:
 - Canada Day - Expenditures are down due to scaled back celebrations.

- Remaining Recreation and Cultural expenditures are generally under budget due to the inactivity, due to COVID-19 for the 1st half of the year. Some capital/renovation work is still ongoing.
 - Planning and Development - Most expenditures under this department are within budget. There was a much larger uptake in the Tree Program this year, so tree purchases pushed Agriculture and Reforestation above budget. The amount of Municipal drain work is always hard to budget for because a lot of factors play into the amount of work completed (land owners requesting work, rain fall, type of crops planted, drainage superintendent's assessment(s) of drains, etc.). This year, it looks like costs will exceed the budget.
- **Revenues**
 - Fees and Charges:
 - Transportation Revenues are above budget - Already mentioned that we sold scrap (in the 1st quarter) that had been accumulating for several years. Also, on the capital side the pickup truck that was a write-off was recovered through insurance.
 - 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, but year-to-date revenues are higher than budgeted due to opening the ice early since Warwick could not open their arena.
 - Canada Day - receipts are down since no donations/sponsor revenue was received and very little public donations were received for the fireworks.
 - Planning Fees - planning activities are up this year.
 - Municipal Drain Billings - These are completed at year end once all the costs are in.
 - Municipal Revenues - Mainly Fire billings - under budget due to prior year adjustments.
 - Ontario Grants and Transfers - Received more Covid-19 funding that wasn't announced until after budget. Municipal drain subsidies calculated at year end when drain assessments are calculated. 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 are slightly over budget due to a property owner paying out their sewer connection charges and one new connection on our water line.
 - Year-to-date expenditures are slightly lower than budget due to the effects of Covid-19 (e.g. less water usage, less water loss this year, and fewer repairs and maintenance required).

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 discussed above, most Revenues and Expenditures are explainable/within budget. The only major Expenditure (that has yet to be fully realized) that Council has chosen to override the budget on is the Shiloh Line Project.

ATTACHMENTS:

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

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To September 30, 2021

ALL DEPARTMENTS

EXPENDITURES

GENERAL GOVERNMENT

	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 COUNCIL	42,410	31,157	24,019	7,138					-		42,410	31,157	24,019	7,138		56.6%
2 COUNCIL SUPPORT	174,400	136,186	135,340	847					-		174,400	136,186	135,340	847		77.6%
3 ADMINISTRATION	332,598	276,377	257,315	19,063		10,000	10,000	-	10,000		342,598	286,377	257,315	29,063		75.1%
	549,408	443,721	416,673	27,048		10,000	10,000	-	10,000		559,408	453,721	416,673	37,048		74.5%

PROTECTION SERVICES

4 FIRE - ALVINSTON	249,569	114,484	72,259	42,225		245,500	160,500	138,281	22,219		495,069	274,984	210,540	64,444		42.5%
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	4,620	165					-		4,785	4,785	4,620	165		96.6%
7 FIRE CHIEF & INSPECTOR	50,750	37,988	33,959	4,028					-		50,750	37,988	33,959	4,028		66.9%
8 POLICE	412,364	309,273	299,176	10,097					-		412,364	309,273	299,176	10,097		72.6%
9 CONSERVATION AUTHORITY	21,080	21,080	21,080	-					-		21,080	21,080	21,080	-		100.0%
10 INSPECTIONS & CONTROL	86,400	69,680	164,856	(95,176)					-		86,400	69,680	164,856	(95,176)		190.8%
11 EMERGENCY MEASURES	7,250	2,875	698	2,177					-		7,250	2,875	698	2,177		9.6%
	832,198	560,164	602,342	(42,177)		285,500	200,500	167,693	32,807		1,117,698	760,664	770,035	(9,371)		68.9%

TRANSPORTATION SERVICES

12 ROADS - MATERIALS & SERVICES	782,000	642,415	569,195	73,220		3,414,130	2,445,130	2,493,827	(48,697)		4,196,130	3,087,545	3,063,022	24,523		73.0%
13 PUBLIC WORKS OVERHEAD	584,532	460,695	466,565	(5,870)					-		584,532	460,695	466,565	(5,870)		79.8%
14 VEHICLES & EQUIP	163,550	123,927	79,905	44,022		651,000	651,000	647,168	3,832		814,550	774,927	727,073	47,853		89.3%
15 SNOW REMOVAL	26,500	7,500	7,759	(259)					-		26,500	7,500	7,759	(259)		29.3%
16 STREET LIGHTS - ALVINSTON	13,000	9,625	6,664	2,961					-		13,000	9,625	6,664	2,961		51.3%
17 STREET LIGHTS - INWOOD	6,750	4,875	3,692	1,183					-		6,750	4,875	3,692	1,183		54.7%
	1,576,332	1,249,036	1,133,780	115,256		4,065,130	3,096,130	3,140,995	(44,865)		5,641,462	4,345,166	4,274,775	70,391		75.8%

ENVIRONMENTAL

18 STORM SEWER	68,252	34,126	34,126	-					-		68,252	34,126	34,126	-		50.0%
19 WASTE COLLECTION/DISPOSAL	83,000	64,250	65,598	(1,348)					-		83,000	64,250	65,598	(1,348)		79.0%
20 RECYCLING	79,000	59,250	59,086	164					-		79,000	59,250	59,086	164		74.8%
	230,252	157,626	158,811	(1,184)		-	-	-	-		230,252	157,626	158,811	(1,184)		69.0%

HEALTH

21 HOSPITAL/CEMETERIES - DONATIONS	850	850	750	100					-		850	850	750	100		88.2%
22 CEMETERY OPERATIONS	85,513	-	-	-		-	-	-	-		85,513	-	-	-		0.0%
	86,363	850	750	100		-	-	-	-		86,363	850	750	100		0.9%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To September 30, 2021

RECREATION AND CULTURAL

	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)
23	REC & CANADA DAY	18,250	18,250	13,852	4,398		315,000	315,000	315,418	(418)		333,250	333,250	329,270	3,980	98.8%
24	COMMUNITY CENTER -ARENA	358,751	276,001	265,982	10,019		111,500	77,000	64,750	12,250		470,251	353,001	330,733	22,268	70.3%
25	COMMUNITY CENTER - CONCESSION	500	500	500	-				-			500	500	500	-	100.0%
26	INWOOD REC	9,755	6,813	3,162	3,650		15,000	-	3,136	(3,136)		24,755	6,813	6,298	514	25.4%
27	LIBRARY - ALVINSTON	6,737	5,712	5,134	578		-	-	-	-		6,737	5,712	5,134	578	76.2%
28	LIBRARY - INWOOD	4,990	4,343	3,388	955		-	-	-	-		4,990	4,343	3,388	955	67.9%
		398,983	311,618	292,018	19,600		441,500	392,000	383,304	8,696		840,483	703,618	675,322	28,296	80.3%

PLANNING AND DEVELOPMENT

29	PLANNING & ZONING	23,000	15,350	10,961	4,389				-			23,000	15,350	10,961	4,389	47.7%
30	COMMERCIAL INDUSTRIAL	12,000	10,375	5,150	5,225		-	-	-	-		12,000	10,375	5,150	5,225	42.9%
31	POST OFFICE	48,000	36,000	32,042	3,958				-			48,000	36,000	32,042	3,958	66.8%
32	AGRICULTURE & REFORESTATION	34,250	26,500	33,351	(6,851)				-			34,250	26,500	33,351	(6,851)	97.4%
33	MUNICIPAL DRAIN LOANS	-	-	-	-				-			-	-	-	-	
34	MUNICIPAL DRAIN WORK	430,000	400,000	409,256	(9,256)				-			430,000	400,000	409,256	(9,256)	95.2%
35	TILE DRAIN LOANS	6,000	6,000	6,090	(90)				-			6,000	6,000	6,090	(90)	101.5%
		553,250	494,225	496,850	(2,625)		-	-	-	-		553,250	494,225	496,850	(2,625)	89.8%

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	3,325,241	3,209,223	116,017		4,802,130	3,698,630	3,691,992	6,638		9,136,916	7,023,871	6,901,216	122,655	75.5%
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MUNICIPALITY OF BROOKE-ALVINSTON

2021 Budget to Actual Comparison

To September 30, 2021

REVENUES

FEES AND CHARGES

39	GENERAL GOVERNMENT	13,000	9,875	8,380	(1,495)	-	-	-	-	13,000	9,875	8,380	(1,495)	64.5%
41	PROPERTY INSPECTION & CONTROL	65,500	27,500	26,216	(1,284)				-	65,500	27,500	26,216	(1,284)	40.0%
42	TRANSPORTATION	2,500	2,500	62,439	59,939	-	-	30,862	30,862	2,500	2,500	93,301	90,801	3732.0%
43	WASTE COLLECTION & RECYCLYING	-	-	2,660	2,660				-	-	-	2,660	2,660	0.0%
44	CEMETERY	85,513	-	-	-				-	85,513	-	-	-	0.0%
45	COMMUNITY CENTER - ALVINSTON	85,550	22,000	35,784	13,784				-	85,550	22,000	35,784	13,784	41.8%
46	COMMUNITY CENTER - CONCESSION	800	500	596	96				-	800	500	596	96	74.5%
48	CANADA DAY	13,250	13,250	6,000	(7,250)				-	13,250	13,250	6,000	(7,250)	45.3%
49	PLANNING FEES	12,500	12,500	23,371	10,871				-	12,500	12,500	23,371	10,871	187.0%
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	45,000	46,523	1,523				-	60,000	45,000	46,523	1,523	77.5%
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	6,000	-				-	6,000	6,000	6,000	-	100.0%
		679,133	143,645	229,392	85,747	-	-	30,862	30,862	679,133	143,645	260,254	116,609	38.3%

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	-	-	290	290	235,000	235,000	235,556	556	235,000	235,000	235,846	846	100.4%
		59,961	59,961	51,533	(8,428)	429,280	429,280	428,237	(1,043)	489,241	489,241	479,770	(9,471)	98.1%

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	325,000	320,481	(4,519)	1,029,607	325,000	320,481	(4,519)	31.1%
63	PROVINCIAL - ICIP - COVID-19	-	-	-	-	20,000	-	-	-	20,000	-	-	-	0.0%
64	OMRFA DRAIN SUPERINTENDENT	15,000	-	14	14	-	-	-	-	15,000	-	14	14	0.1%
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	PROVINCIAL - LIGHTING GRANT	-	-	-	-	-	-	10,702	10,702	-	-	10,702	10,702	100.0%
68	OMPF	594,100	445,575	445,575	-	-	-	-	-	594,100	445,575	445,575	-	75.0%
		766,100	462,575	494,814	32,239	1,187,028	462,421	468,604	6,183	1,953,128	924,996	963,418	38,422	49.3%

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MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To September 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	136,515	135,377	(1,138)				-		205,397	136,515	135,377	(1,138)		65.9%
6	ALVINSTON OTHER SEWER CHGS	5,840	5,840	5,840	-				-		5,840	5,840	5,840	-		100.0%
7	WASTE WATER - INWOOD	59,762	59,762	59,762	-				-		59,762	59,762	59,762	-		100.0%
8	INWOOD SEWER CAPITAL & CONNECTION	62,832	62,832	75,292	12,460				-		62,832	62,832	75,292	12,460		119.8%
9	WATER - ALVINSTON	335,881	224,870	227,960	3,090				-		335,881	224,870	227,960	3,090		67.9%
10	WATER - ALVINSTON - OTHER CHGS	-	-	-	-	-	-	10,723	10,723		-	-	10,723	10,723		0.0%
TOTAL WATER & SEWER REVENUES		669,711	489,819	504,231	14,412	-	-	10,723	10,723		669,711	489,819	514,954	25,136		76.89%

EXPENDITURES

11	WASTE WATER - ALVINSTON	169,243	121,683	118,886	2,797	-	-	-	-		169,243	121,683	118,886	2,797		70.2%
12	WASTE WATER - INWOOD	116,559	85,613	82,277	3,336	-	-	-	-		116,559	85,613	82,277	3,336		70.6%
13	WATER - ALVINSTON	303,603	229,802	221,238	8,564	-	-	4,526	(4,526)		303,603	229,802	225,764	4,038		74.4%
14	RESERVE FUND	80,307	-	-	-				-		80,307	-	-	-		0.0%
TOTAL WATER & SEWER EXPENDITURES		669,711	437,098	422,401	14,697	-	-	4,526	(4,526)		669,711	437,098	426,928	10,171		63.75%

NET WATER & SEWER EXPENDITURES

-	52,721	81,830	29,109		-	-	6,197	6,197		-	52,721	88,027	35,306		
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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - September 2021
Meeting: Council - 14 Oct 2021
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Accounts Payable Listing for September 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 - September 2021](#)

2021.08.16 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-01-21

9:29AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-21 to 09-30-21 Paid Invoices Cheque Date 09-01-21 to 09-30-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0498	002215 KEYSTONE TECHNOLOGIES LTD.	18832 IT SUPPORT	09-13-21	09-13-21	34.92
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	SEP2021 SUNLIFE BENEFITS	09-01-21	09-01-21	4.34
Account Total					39.26
01-0000-2426	002800 KIM LEE	SEP2021 FOOD BANK PURCHASES	09-13-21	09-13-21	81.83
Department Total					121.09
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	-425.00
Department Total					-425.00
COUNCIL SUPPORT					
01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	SEP2021 SUNLIFE BENEFITS	09-01-21	09-01-21	988.26
01-0241-7150	000279 BMO BANK OF MONTREAL	0502677-2109 ELECTION TRAINING	09-23-21	09-23-21	452.00
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	63.45
Department Total					1,503.71
CORPORATE MANAGEMENT					
01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	SEP2021 SUNLIFE BENEFITS	09-01-21	09-01-21	1,360.58
01-0250-7150	000279 BMO BANK OF MONTREAL	0502677-2109 MAFP UNIT 2	09-23-21	09-23-21	508.50
01-0250-7301	000018 CLOVER MART	0005 OFFICE SUPPLIES	09-27-21	09-27-21	6.77
01-0250-7301	000165 MANLEY'S BASICS	1109132 OFFICE SUPPLIES	09-21-21	09-21-21	17.94
01-0250-7301	000100 MCNAUGHTON HOME HARDWARE CENTRE	340977 OFFICE SUPPLIES	09-16-21	09-16-21	11.07
01-0250-7301	002889 STEPHEN IKERT	SEPT2021 COFFEE	09-21-21	09-21-21	16.94
Account Total					52.72
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	57.38

2021.08.16 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-01-21

9:29AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-21 to 09-30-21 Paid Invoices Cheque Date 09-01-21 to 09-30-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	247.88
		Account Total			305.26
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR307291 COPIER MAINTENANCE CONTRACT	09-13-21	09-13-21	98.86
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	074656 WATER & SEWER	09-13-21	09-13-21	165.24
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	18832 IT SUPPORT	09-13-21	09-13-21	104.75
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	18865 IT SUPPORT & LICENSING	09-13-21	09-13-21	459.92
		Account Total			564.67
01-0250-7340	000112 NUTECH PEST SERVICES	10249 PEST CONTROL	09-13-21	09-13-21	47.46
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	97575 MATS	09-14-21	09-14-21	91.53
		Account Total			138.99
01-0250-7405	003353 BETTY MCKELLAR	AUG2021 OFFICE CLEANING	09-13-21	09-13-21	312.50
		Department Total			3,507.32
<u>FIRE SERVICES</u>					
01-0410-7301	000279 BMO BANK OF MONTREAL	0502677-2109 COMPUTER CABLE	09-23-21	09-23-21	97.17
		Department Total			97.17
<u>FIRE STATION - ALVINSTON</u>					
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	57.56
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	60.66
		Account Total			118.22
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	074567 WATER & SEWER	09-13-21	09-13-21	222.91
01-0411-7330	000048 WATFORD HOME HARDWARE / CARIS HARDV	6721 SMOKE DETECTOR	09-13-21	09-13-21	158.19
01-0411-7340	003364 R & C CLEANING	AUG-2021 CLEANING	09-13-21	09-13-21	120.00

2021.08.16 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-01-21

9:29AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-21 to 09-30-21 Paid Invoices Cheque Date 09-01-21 to 09-30-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7460	002223 COUNTY OF LAMBTON	35135 RADIO TOWER LEASE & SUPPORT FE	09-13-21	09-13-21	1,769.71
Department Total					2,389.03
<u>POLICE</u>					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2206 MONTHLY POLICING	09-01-21	09-01-21	33,241.75
Department Total					33,241.75
<u>PROTECTIVE INSPECTION & CONTROL</u>					
01-0440-7420	003317 PICKFIELD LAW PROFESSIONAL CORPORATI	10781 NFP LEGAL FEES	09-22-21	09-22-21	84.75
01-0440-7470	002223 COUNTY OF LAMBTON	35202 BUILDING PERMIT INSPECTIONS	09-15-21	09-15-21	1,917.50
01-0440-7470	002223 COUNTY OF LAMBTON	35202 BUILDING PERMIT INSPECTIONS	09-15-21	09-15-21	259.58
Account Total					2,177.08
01-0440-7472	000175 VICKI KYLE	SEPT2021 ANIMAL CONTROL SERVICES	09-13-21	09-13-21	885.72
01-0440-7475	002223 COUNTY OF LAMBTON	35203 PROPERTY STANDARDS OFFICER	09-15-21	09-15-21	845.00
01-0440-7475	002223 COUNTY OF LAMBTON	35203 PROPERTY STANDARDS OFFICER	09-15-21	09-15-21	60.42
Account Total					905.42
01-0440-7476	002223 COUNTY OF LAMBTON	35204 PROPERTY STANDARDS CHARGES	09-15-21	09-15-21	759.93
01-0440-7630	000057 EARL FOSTER	SEP2021 LIVESTOCK CLAIM	09-13-21	09-13-21	1,118.88
Department Total					5,931.78
<u>EMERGENCY MEASURES</u>					
01-0450-7340	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	61.64
Department Total					61.64
<u>RUP - GRAVEL PATCH</u>					
01-0516-7301	003324 CHRIS REGIER TRUCKING	268CR STONE	09-23-21	09-23-21	1,994.99
Department Total					1,994.99
<u>RUP - DUST CONTROL</u>					

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01-0518-7401	002463 DEN-MAR BRINES LIMITED	D0293595 BRINE	09-23-21	09-23-21	4,095.05
01-0518-7401	002463 DEN-MAR BRINES LIMITED	D0293639 BRINE	09-23-21	09-23-21	6,142.58
01-0518-7401	002463 DEN-MAR BRINES LIMITED	D0293758 BRINE	09-23-21	09-23-21	6,142.58
Account Total					16,380.21
Department Total					16,380.21

RB/C - CULVERT R & M

01-0531-7301	000048 WATFORD HOME HARDWARE / CARIS HARDV	168587 CONCRETE	09-13-21	09-13-21	33.84
Department Total					33.84

ROAD REPAIRS

01-0535-7401	002223 COUNTY OF LAMBTON	35246 CRACK SEALING	09-23-21	09-23-21	6,846.73
Department Total					6,846.73

RT&M - LITTER/GARBAGE PICKUP

01-0549-7401	003211 1528564 ONTARIO LTD	784283 DUMPSTER	09-23-21	09-23-21	1,015.87
Department Total					1,015.87

RT&M - SIGNS

01-0550-7301	002022 E.S. HUBBELL HIGHWAY AND DRAINAGE	733315 SIGN POSTS	09-13-21	09-13-21	498.19
Department Total					498.19

RT&M - INTERSECTION LIGHTING

01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0921 HYDRO	09-13-21	09-13-21	19.98
Department Total					19.98

OVERHEAD

01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA/ SEP2021	SUNLIFE BENEFITS	09-01-21	09-01-21	2,751.42
01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	97571 COVERALLS	09-23-21	09-23-21	196.39
01-0560-7125	002778 JERRETT HODGINS	AUG2021 WORK BOOTS	09-13-21	09-13-21	175.00
Account Total					371.39
01-0560-7150	000279 BMO BANK OF MONTREAL	0502677-2109 TRAINING	09-23-21	09-23-21	367.25

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7301	000018 CLOVER MART	0706 OFFICE SUPPLIES	09-27-21	09-27-21	39.96
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	119.84
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	120.27
Account Total					240.11
01-0560-7304	003412 SURVEY SOLUTIONS INC	13508 LASER PARTS	09-23-21	09-23-21	898.35
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	143721 HOSE NOZZLES	09-23-21	09-23-21	45.18
01-0560-7304	000265 KROWN RUST CONTROL SARNIA	180-67702 SOAP, T40	09-13-21	09-13-21	344.65
01-0560-7304	000076 LINDE CANADA INC.	65580341 LEASE	09-23-21	09-23-21	307.47
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	67521 HANDLES	09-23-21	09-23-21	45.18
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	768673 SHOVEL, RAKES	09-23-21	09-23-21	128.79
Account Total					1,769.62
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	074730 WATER	09-13-21	09-13-21	94.86
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0921 HYDRO	09-21-21	09-21-21	460.09
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0821 HYDRO	09-13-21	09-13-21	115.24
Account Total					670.19
01-0560-7310	000131 BEARCOM CANADA CORP	5251186 GPS	09-23-21	09-23-21	274.59
01-0560-7315	002034 CAM-RON INSURANCE BROKERS	126812 INSURANCE COVERAGE	09-22-21	09-22-21	49.68
01-0560-7315	002034 CAM-RON INSURANCE BROKERS	126813 TRACTOR	09-22-21	09-22-21	308.88
Account Total					358.56
01-0560-7340	000112 NUTECH PEST SERVICES	10247 PEST CONTROL	09-13-21	09-13-21	47.46
01-0560-7341	000132 A-1 SECURITY SYSTEMS	153452 ALARM	09-23-21	09-23-21	568.84

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7398	000074 MACKENZIE OIL LIMITED	810079 CLEAR DIESEL	09-23-21	09-23-21	2,401.94
01-0560-7398	000074 MACKENZIE OIL LIMITED	810080 DYES DIESEL	09-23-21	09-23-21	1,578.76
01-0560-7398	000074 MACKENZIE OIL LIMITED	811002 CLEAR DIESEL	09-23-21	09-23-21	1,267.52
01-0560-7398	000074 MACKENZIE OIL LIMITED	811003 DYED DIESEL	09-23-21	09-23-21	3,467.70
Account Total					8,715.92
01-0560-7405	003353 BETTY MCKELLAR	AUG2021 OFFICE CLEANING	09-13-21	09-13-21	312.50
Department Total					16,487.81
11 INTERNATIONAL					
01-0603-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	32103 POT REPLACE	09-13-21	09-13-21	199.66
Department Total					199.66
21 - CAT 150-15AWD GRADER					
01-0611-7372	000069 TOROMONT INDUSTRIES LTD	PS071373807 FILTERS	09-13-21	09-13-21	101.18
Department Total					101.18
21 Dodge RAM 4 x 4 pickup					
01-0621-7370	000074 MACKENZIE OIL LIMITED	810493 GASOLINE	09-23-21	09-23-21	532.20
Department Total					532.20
19 FORD 4x4 PICKUP					
01-0622-7370	000074 MACKENZIE OIL LIMITED	810493 GASOLINE	09-23-21	09-23-21	532.20
Department Total					532.20
CAT BACKHOE					
01-0631-7372	000068 KAL TIRE	873107808 CHANGE TIRE	09-23-21	09-23-21	62.15
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071373807 FILTERS	09-13-21	09-13-21	73.45
Account Total					135.60
Department Total					135.60
MASSEY LOADER 50C					
01-0632-7370	000074 MACKENZIE OIL LIMITED	0133846 FUEL	09-23-21	09-23-21	254.00

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total					254.00
KUBOTA TRACTOR					
01-0633-7370	000074 MACKENZIE OIL LIMITED	0133846 FUEL	09-23-21	09-23-21	254.01
01-0633-7372	000042 ADVANTAGE FARM EQUIPMENT LTD.	J90168 WHEEL	09-23-21	09-23-21	163.12
Department Total					417.13
SMALL ENGINE EQUIPMENT					
01-0634-7372	000136 PODOLINSKY EQUIPMENT LTD	245377 STRING	09-23-21	09-23-21	81.43
01-0634-7372	000136 PODOLINSKY EQUIPMENT LTD	254953 ROPE, NUT	09-23-21	09-23-21	49.13
Account Total					130.56
Department Total					130.56
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0921 HYDRO	09-13-21	09-13-21	548.74
Department Total					548.74
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	149.28
01-0810-7430	000020 MIG ENGINEERING (2011) LTD	0034054 ENGINEERING	09-13-21	09-13-21	2,071.15
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000223981 SLUDGE REMOVAL	09-13-21	09-13-21	388.72
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000224946 SLUDGE REMOVAL	09-23-21	09-23-21	388.72
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	93194134 ALUMINUM SULPHATE	09-23-21	09-23-21	1,301.25
01-0810-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000013952 POWER OUTAGES	09-13-21	09-13-21	911.00
Account Total					2,989.69
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000014067 OPERATIONS CONTRCT	09-10-21	09-10-21	9,081.93
01-0810-7456	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000014266 CAPITAL PLAN & RATE STUDY	09-13-21	09-13-21	2,825.00
Department Total					17,117.05

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INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	49.76
01-0811-7306	000014 HYDRO ONE NETWORKS INC.	7692-0921 HYDRO	09-21-21	09-21-21	201.63
Department Total					251.39
WATERWORKS SYSTEM					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	49.76
01-0830-7430	000020 MIG ENGINEERING (2011) LTD	0034054 ENGINEERING	09-13-21	09-13-21	2,071.15
01-0830-7432	003270 WOLSELEY CANADA INC	1135467 WIRE FOR METER	09-13-21	09-13-21	435.05
01-0830-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000013946 REPAIR & NEW SERVICE	09-13-21	09-13-21	398.75
Account Total					833.80
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000014067 OPERATIONS CONTRCT	09-10-21	09-10-21	8,094.28
01-0830-7456	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000014266 CAPITAL PLAN & RATE STUDY	09-13-21	09-13-21	2,825.00
Department Total					13,873.99
WASTE COLLECTION					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	25840 SEPT GARBAGE COLLECTION	09-14-21	09-14-21	6,232.80
Department Total					6,232.80
CEMETERIES					
01-1040-7683	000328 ST. JAMES CEMETERY	SEP2021 CEMETERY DONATION	09-21-21	09-21-21	150.00
01-1040-7683	002270 MOUNT CARMEL CEMETERY BOARD	SEP2021 YEARLY DONATION	09-21-21	09-21-21	150.00
01-1040-7683	002351 SAUNDERS CEMETERY	SEP2021 YEARLY DONATION	09-21-21	09-21-21	150.00
Account Total					450.00
Department Total					450.00
ALVINSTON COMMUNITY CENTRE					
01-1635-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	SEP2021 SUNLIFE BENEFITS	09-01-21	09-01-21	1,176.21

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01-1635-7125	000036 VIVIAN UNIFORM RENTAL LTD.	97492 UNIFORMS	09-23-21	09-23-21	101.15
01-1635-7125	002929 JOHN KOOLEN	SEP2021 WORK BOOTS	09-23-21	09-23-21	175.00
Account Total					276.15
01-1635-7301	000279 BMO BANK OF MONTREAL	0502677-2109 OFFICE SUPPLIES	09-23-21	09-23-21	51.39
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	80.47
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0921 PHONE & INTERNET SERVICE	09-13-21	09-13-21	131.48
Account Total					211.95
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF 074728	WATER & SEWER	09-13-21	09-13-21	914.11
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF 074729	WATRE & SEWER	09-13-21	09-13-21	603.24
Account Total					1,517.35
01-1635-7315	002034 CAM-RON INSURANCE BROKERS	126813 PAVILION	09-22-21	09-22-21	576.72
01-1635-7340	000112 NUTECH PEST SERVICES	10248 PEST CONTROL	09-13-21	09-13-21	47.46
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	144098 SCRAPER	09-23-21	09-23-21	33.89
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	360034 TOILET PAPER, TOWELS	09-23-21	09-23-21	1,581.77
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	550868 JANITOR CART	09-13-21	09-13-21	337.87
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	7146 DUMPSTER	09-13-21	09-13-21	226.00
Account Total					2,226.99
01-1635-7372	003136 NAPA GLENCOE	130-484085 TIRE REPAIR	09-13-21	09-13-21	57.61
01-1635-7372	003136 NAPA GLENCOE	130-485667 BELT	09-23-21	09-23-21	38.13
01-1635-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT51472 FILTER	09-13-21	09-13-21	20.39
Account Total					116.13
01-1635-7383	002841 KERN WATER SYSTEMS INC.	140259 ICE	09-23-21	09-23-21	105.60

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01-1635-7399	000279 BMO BANK OF MONTREAL	0502677-2109 STUDENT THANK YOU	09-23-21	09-23-21	100.00
Department Total					6,358.49
INWOOD COMMUNITY CENTER					
01-1639-7399	003004 TOM PARKS	201819A FLUSH DRAIN	09-13-21	09-13-21	339.70
Department Total					339.70
ALVINSTON LIBRARY					
01-1641-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF 074662	WATER & SEWER	09-13-21	09-13-21	165.24
Department Total					165.24
PLANNING & ZONING					
01-1810-7101	002996 NANCY FAFLAK	SEP2021 COA	09-14-21	09-14-21	50.00
01-1810-7101	003114 CHRISTA SAWYER	SEP2021 COA	09-14-21	09-14-21	50.00
01-1810-7101	003202 DOUG SMITH	SEP2021 COA	09-14-21	09-14-21	50.00
Account Total					150.00
Department Total					150.00
COMMERCIAL & INDUSTRIAL					
01-1820-7399	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF 073844	WATER-FLOWERS	09-13-21	09-13-21	163.10
Department Total					163.10
AGRICULTURE & REFORESTATION					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	170.21 DRAINAGE SUPERINTENDENT	09-14-21	09-14-21	5,223.99
Department Total					5,223.99
TILE DRAINAGE					
01-1850-7210	000279 BMO BANK OF MONTREAL	0502677-2109 TILE LOAN 2016-02	09-23-21	09-23-21	1,779.84
01-1850-7710	000279 BMO BANK OF MONTREAL	0502677-2109 TILE LOAN 2016-02	09-23-21	09-23-21	4,252.70
Department Total					6,032.54
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	35022 3RD QUARTER LEVY	09-01-21	09-01-21	444,707.00

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Department Total					444,707.00
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	SEPT2021 3RD QUARTER LEVY	09-13-21	09-13-21	208,619.00
Department Total					208,619.00
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	SEP2021 3RD QUARTER LEVY	09-13-21	09-13-21	1,456.00
Department Total					1,456.00
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	SEP2021 3RD QUARTER LVEY	09-13-21	09-13-21	52,498.00
Department Total					52,498.00
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	SEP2021 3RD QUARTER LEVY	09-13-21	09-13-21	6,634.00
Department Total					6,634.00
SHILOH LINE RECONSTRUCTION					
20-0512-7301	003379 BLACK CREEK ENGINEERING INC.	073-2021 ENGINEER	09-23-21	09-23-21	8,581.45
20-0512-7301	003071 COPE CONSTRUCTION AND CONTRACTING II	2017.00-2 SHILOH REBUILD	09-23-21	09-23-21	1,776,160.51
20-0512-7301	003316 WOOD ENVIRONMENTAL & INFRASTRUCTURE	GS100909 CAMPACTION TESTS	09-13-21	09-13-21	1,005.00
20-0512-7301	003316 WOOD ENVIRONMENTAL & INFRASTRUCTURE	GS100959 TESTING	09-23-21	09-23-21	2,012.24
Account Total					1,787,759.20
Department Total					1,787,759.20
ROAD VEHICLE / EQUIPMENT					
20-0600-8034	000136 PODOLINSKY EQUIPMENT LTD	AG22644 TRACTOR	09-23-21	09-23-21	84,750.00
Department Total					84,750.00
WATER					
20-0830-7431	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000013946 PVR VALVE ENG	09-13-21	09-13-21	4,526.28
Department Total					4,526.28
COMMUNITY CENTRE					

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20-1635-8016	003413 RG GIBSON & SONS HARDWOOD FLOORING	01268 FLOOR	09-27-21	09-27-21	24,362.80
20-1635-8016	002312 JIM MIHALIK FLOORING & INSTALLATION	AUG2021 AUDITORIUM FLOORING	09-13-21	09-13-21	3,056.65
Account Total					27,419.45
Department Total					27,419.45
<u>MUNICIPAL DRAINS - MAINTENANCE</u>					
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	645 EDGAR DRAIN NO 1	09-13-21	09-13-21	72,751.27
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	646 CRANG DRAIN	09-17-21	09-17-21	8,215.04
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	650 BENNER DUFFY DRAIN	09-27-21	09-27-21	1,069.17
20-2900-7401	002823 KT EXCAVATING	INV-0136 VANDAMME DRAIN	09-21-21	09-21-21	2,474.70
20-2900-7401	000044 TOWNSHIP OF ENNISKILLEN	IVC04146 13TH CONCESSION DRAIN	09-22-21	09-22-21	29,402.16
20-2900-7401	000044 TOWNSHIP OF ENNISKILLEN	IVC04146 14TH CONCESSION DRAIN	09-22-21	09-22-21	13,811.08
Account Total					127,723.42
Department Total					127,723.42
Total Paid Invoices					1,090,231.70
Total Unpaid Invoices					1,804,776.32
Total Invoices					2,895,008.02

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Department Summary

01-0000	ASSETS & LIABILITIES	121.09
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0241	COUNCIL SUPPORT	1,503.71
01-0250	CORPORATE MANAGEMENT	3,507.32
01-0410	FIRE SERVICES	97.17
01-0411	FIRE STATION - ALVINSTON	2,389.03
01-0420	POLICE	33,241.75
01-0440	PROTECTIVE INSPECTION & CONTROL	5,931.78
01-0450	EMERGENCY MEASURES	61.64
01-0516	RUP - GRAVEL PATCH	1,994.99
01-0518	RUP - DUST CONTROL	16,380.21
01-0531	RB/C - CULVERT R & M	33.84
01-0535	ROAD REPAIRS	6,846.73
01-0549	RT&M - LITTER/GARBAGE PICKUP	1,015.87
01-0550	RT&M - SIGNS	498.19
01-0551	RT&M - INTERSECTION LIGHTING	19.98
01-0560	OVERHEAD	16,487.81
01-0603	11 INTERNATIONAL	199.66
01-0611	21 - CAT 150-15AWD GRADER	101.18
01-0621	21 Dodge RAM 4 x 4 pickup	532.20
01-0622	19 FORD 4x4 PICKUP	532.20
01-0631	CAT BACKHOE	135.60
01-0632	MASSEY LOADER 50C	254.00
01-0633	KUBOTA TRACTOR	417.13
01-0634	SMALL ENGINE EQUIPMENT	130.56
01-0752	STREET LIGHTING - INWOOD	548.74
01-0810	SANITARY SEWER SYSTEM	17,117.05
01-0811	INWOOD SEWER SYSTEM	251.39
01-0830	WATERWORKS SYSTEM	13,873.99
01-0840	WASTE COLLECTION	6,232.80
01-1040	CEMETERIES	450.00
01-1635	ALVINSTON COMMUNITY CENTRE	6,358.49
01-1639	INWOOD COMMUNITY CENTER	339.70
01-1641	ALVINSTON LIBRARY	165.24
01-1810	PLANNING & ZONING	150.00
01-1820	COMMERCIAL & INDUSTRIAL	163.10
01-1840	AGRICULTURE & REFORESTATION	5,223.99
01-1850	TILE DRAINAGE	6,032.54
01-9400	COUNTY OF LAMBTON TAXATION	444,707.00
01-9500	EDUCATION ENGLISH PUBLIC	208,619.00
01-9510	EDUCATION FRENCH PUBLIC	1,456.00
01-9520	EDUCATION ENGLISH SEPARATE	52,498.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-21 to 09-30-21 Paid Invoices Cheque Date 09-01-21 to 09-30-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
		01-9530 EDUCATION FRENCH SEPARATE			6,634.00
		20-0512 SHILOH LINE RECONSTRUCTION			1,787,759.20
		20-0600 ROAD VEHICLE / EQUIPMENT			84,750.00
		20-0830 WATER			4,526.28
		20-1635 COMMUNITY CENTRE			27,419.45
		20-2900 MUNICIPAL DRAINS - MAINTENANCE			127,723.42
				Report Total	2,895,008.02

Brooke Fire Rescue - Chief's Report – October 14, 2021

1. Fire Department Operations report
2. Call Data from July - September – June 2021
3. Fire Prevention week activities

1 - Operations Report

- **Responses** since June 21, 2021
 - 13 responses
 - Alarm – 2
 - Medical – 2
 - MVC – 3
 - Fire - 5
 - Brush/Grass – 2
 - Structure – 2
 - Combine - 1
 - Gas Leak – 1
 - Response Locations
 - Dawn Euphemia – 2
 - Calls in SWM – 1
 - Brooke-Alvinston – 9
 - Mutual Aid – Warwick - 1
- **Training:**
 - Regular bi-monthly training resumed in September in- station adhering to Covid-19 provincial guidelines with the focus remaining on PPE and firefighting fundamentals
 - Received \$5000 from Enbridge Gas for the purchase of firefighting training materials through Safe Community Project Assist, a program with the Fire Marshal's Public Fire Safety Council that supplements existing training for Ontario volunteer and composite fire departments in the communities where Enbridge operates.
 - Upcoming training
 - Sunday October 17 at 9am at Lambton College Fire school for live fire training
 - November 27, 28 + December 4 – Hazardous Materials Awareness and Operations
- **Personnel - unchanged**
 - Brooke Fire at Alvinston Station status is 30 firefighters, PT Fire Chief, 3 Auxiliary and 1 Student Firefighter.

- **Equipment/PPE**
 - Shower / Garage Renovation project progressing, Engineers drawings received and forwarded to the County for comment; sent back to Engineers for revision
 - MS Teams program progressing – implementation ongoing
- **Fire Prevention and Public Education**
 - Door to door Smoke/CO Alarm Public Education program continued with fire crews visiting Inwood and Alvinston
 - Brooke Fire Rescue visit Brooke Central School on October 6th during Fire Prevention Week to assist in their fire drill and Fire Safety plan review.
- **COVID-19**
 - OFMEM weekly PPE inventory report and weekly staffing reports filed.
 - Operational precautions remain in place, particularly for medical calls.
 - Fully staffed, all firefighters are asked to continually self-monitor.
- **Inspections**
 - Updated fire safety plan with Brooke central
 - Officers visited Wanstead site in Alvinston and Haggerty Creek for an inspection tour
- **Financial Considerations:**
 - Met with Officers to discuss 2022 budget requests, including operational requirements and capital requests, and are establishing members of the committee for the purchase of a new pumper truck in 2022.
 - All purchasing has been through budgeted funds.

2 – Call Data

- Spreadsheet attached on response data from July to September 2021
 - BFR attendance, chute and response times to all types of responses at any time during the day or any distance to the call remains consistently good.
 -

3 - Fire Prevention and Public Education

- Door to door Smoke/CO Alarm Public Education program continued with fire crews visiting Inwood and Alvinston
- Brooke Fire Rescue visit Brooke Central School on October 6th during Fire Prevention Week to assist in their fire drill and Fire Safety plan review.

BFR Response Data - July - September 2021

date	call number	address	type of response	fire area	time of day	number of responders	chute time	response time	distance from fire hall (km)*	total response time
July 4	2021-32	Oakdale Rd + Courtright line	field fire	Brooke-Alvinston	late afternoon	18	2:02	7:39	15.4	9:41
July 13	2021-33	8012 Shiloh Line	medical assist	Brooke-Alvinston	evening	13	2:29	2:09	1	4:38
July 15	2021-34	Aberfeldy Line + Dobbryn Line	field fire	Dawn-Euphemia	late afternoon	16	3:22	11:44	13.5	15:06
July 16	2021-35	River St + Brooke Line	medical assist	Brooke-Alvinston	afternoon	12	4:34	2:19	3	6:54
July 22	2021-36	3130 Broadway	alarm	Alvinston	night	9	4:53	3:14	2	8:07
July 25	2021-37	Ebenezer Road and Bush Line	MVC	Brooke-Alvinston	morning	12	1:04	cancelled en route	N/A	N/A
July 25	2021-38	7274 Aughrim Line	structure fire	Dawn-Euphemia	afternoon	12	2:28	7:46	12.1	10:14
August 5	2021-39	Dundonald Road + Calvert Drive	MVC	SWM	late afternoon	11	4:46	5:14	8.2	10:00
August 8	2021-40	3219 Church Street	smell of gas	Alvinston	night	12	3:55	1:32	1.1	5:27
August 14	2021-41	7404 Zion Line	structure fire	Warwick - mutual aid	night	11	2:01	13:20	20.6	15:21
August 31	2021-42	3534 Gully Mor Road	MVC	Brooke-Alvinston	afternoon	14	2:59	7:28	11.6	10:27
September 28	2021-43	7989 Brooke Line	alarm	Brooke-Alvinston	morning	4	1:08	cancelled	2.6	N/A
September 29	2021-44	6885 Petrolia Line	Combine Fire	Brooke-Alvinston	afternoon	12	3:19	8:13	12.8	11:32

* from Google maps



MUNICIPALITY OF BROOKE-ALVINSTON

DRAINAGE SUPERINTENDENT STAFF REPORT

To: Brooke-Alvinston Mayor, Clerk, and Council

From: David Moores, Drainage Superintendent
R. Dobbin Engineering Inc.

RE: Drainage Superintendent Report

New Drainage Requests:

1. Totten Drain

- Section 74 Maintenance Request
- Dave McKellar has requested for the drain to be brushed and cleaned out

Recommendations: (1) Council to accept the request under Section 74 and give the Drainage Superintendent the powers to act (2) Arrange a Maintenance Onsite Meeting with all affected landowners.

2. 9-10 Sideroad Drain

- Section 74 Maintenance Request
- Dave McKellar has requested a culvert replacement, located just downstream of the Totten Drain

Recommendations: (1) Council to accept the request under Section 74 and give the Drainage Superintendent the powers to act (2) Arrange a Maintenance Onsite Meeting with all affect landowners.

3. Orange Drain No.2

- Section 74 Maintenance Request
- Dave Munro has requested for the drain to be brushed and cleaned out

Recommendations: (1) Council to accept the request under Section 74 and give the Drainage Superintendent the powers to act (2) Arrange a Maintenance Onsite Meeting with all affect landowners.

4. MacDougall Drain

- Section 78 Improvement Request
- Carl Martin has requested a culvert replacement
- Current drainage report does not contain information to deal with culverts, therefore a new report is required
- The culvert has failed and needs to be replaced under emergency designation
- Emergency designation has been applied for

Recommendations: (1) Appoint R. Dobbin Engineering to prepare a new report under Section 78 of the Drainage Act and (2) Arrange an Onsite Meeting with all affected landowners.

5. White Drain

- Section 74 Maintenance Request
- Randy Molzan has requested for the drain to be brushed and cleaned out
- Drainage work was completed by Bruce Poland and Sons as they were in the area working on the MacDougall Drain and 4-5 Concession Road Drain

Recommendations: (1) Council to accept the request under Section 74 and approve the work that was already completed

Tender Awards:

1. 14th Concession Drain

- Location: Lots 1-6, Concession 14
- Landowner: Tom Shea / Doug Thrower
- Work: Brushing, bottom cleanout, and culvert replacement
- Status:
 - All Drain Approvals Received
 - Tender closed October 7, 2021

Recommendations: (1) Council to award the tender to Bruce Poland and Sons in the amount of \$51,773.88 including HST.

2. McNeil Drain

- Location: Lot 14/15, Concession 7
- Landowner: Adam McKellar
- Work: Brushing, bottom cleanout, erosion protection, tile repairs and tile cleaning
- Status:
 - All Drain Approvals Received
 - Tender closed October 7, 2021

Recommendations: (1) Council to award the tender to Bruce Poland and Sons in the amount of \$17,236.07 including HST.

Work to be Tender / Receive Approvals

Munro Drain

- Location: Lot 1-6, Concession 9
- Landowner: Adam Johnston
- Work: Culvert repair, wicking, and brushing
- Status:
 - Onsite meeting held on June 29, 2021
 - Culvert repair work to take place with McNally Drain work
 - Spraying to take place in 2021, if possible
 - 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 was held on July 13, 2021
 - Approvals to be received
 - Tender drain work for completion in 2022

Kelly Drain

- Location: East of Inwood Road
- Landowner: Bud Kelly
- Work: Brushing and bottom cleanout
- Status:
 - Onsite Meeting was held on August 24, 2021
 - Tender drain work for completion in 2022

Cook Drain

- Location: East of Forest Road
- Landowner: Bud Kelly
- Work: Brushing, bottom cleanout, auxiliary tile repairs
- Status:
 - Onsite Meeting was held on August 24, 2021
 - Tender drain work for completion in 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
 - Brushing, bottom cleanout and culvert replacement completed
 - Levelling to be completed spring 2022

Benner 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
 - Brushing and bottom cleanout completed
 - Levelling to be completed spring 2022

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
 - Brushing and bottom cleanout completed
 - Levelling to be completed spring 2022

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
 - Brushing and bottom cleanout completed
 - Levelling to be completed spring 2022

McNally Drain

- Location: Lot 1-3, Concession 9
- Landowner: Adam Johnston
- Work: Culvert replacement, brushing, and bottom cleanout
- Status:
 - Onsite meeting was held on June 29, 2021
 - Tender drain closed on September 16, 2021
 - Council award the project to Bruce Poland and Sons
 - Work to be completed by March 2022

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 work completed
 - Brushing and bottom cleanout to be completed fall 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
- Conservation Authority approved the proposal
- Draft report completed
- Permit applications submitted to SCRCA and Fisheries and Oceans Canada

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 and still waiting for approval

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
- Draft Report going through internal review

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
- Draft Report going through internal review

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
- 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 was held on September 27, 2021
- Drainage area to be surveyed when crops come off and proposals for possible solutions to be presented to the affected landowners through a Scoping Report

Zavitz Campbell Drain

- Section 78 Improvement
- 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 was held on September 27, 2021
- Landowners in attendance requested for the tile not to be replaced at this time, but instead to replace catchbasins along the length of the drain and add a berm to each on as required under maintenance
- Landowners wish to have catchbasin put on line and made bigger as an attempt to solve the problem
- If this does not work then the tile is to be twined under a new engineer's report

6-7 Sideroad Drain / Government No.1 Drain

- Section 78 Improvement
- 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
- Council accepted the request under Section 78 and appointed R. Dobbin Engineering
- Onsite meeting was held on September 27, 2021
- Plan is to extend the Government No.1 Drain downstream to a sufficient outlet in order to complete maintenance work on the channel

Benner Duffy Drain

- Section 78 Improvement
- Culvert Replacement on Courtright Line
- Council accepted the request under Section 78 and appointed R. Dobbin Engineering
- Onsite Meeting held on September 27, 2021
- Report in progress

For Information:

Work on the following projects is completed:

- 1. Edgar Drain No.1** – Brushing, bottom cleanout and culvert replacement completed by Bruce Poland and Sons under maintenance.
- 2. MacDougall Drain** – Brushing and bottom cleanout completed by Bruce Poland and Sons under maintenance.
- 3. 4-5 Concession Road Drain** – Brushing and bottom cleanout completed by Bruce Poland and Sons under maintenance.
- 4. White Drain** – Brushing and bottom cleanout completed by Bruce Poland and Sons under maintenance.



COPY

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

RECEIVED 7.12.

SEP 29 2021

I hereby give notice that the Mac Dougall 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:

The culvert of the bridge is rusted and has holes
and breaks in it

Property Description: Lot 7 Concession 5 Roll Number 120-020-02500

911 address _____

Dated at the Municipality of Brooke-Alvinston this _____ day of _____, 20____

Carl Martin

Name-please print

Name-please print

Carl Martin

Signature

Signature

Telephone# _____
Home

Cell

Email address: _____

Additional Comments if any:

Emailed - David Moores



COPY

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 ORANGE DRAIN #2 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:

ORANGE DRAIN #2 - dirt removed
from bottom of drain, put back on grade.
brush ditch banks

Property Description: Lot _____ Concession _____ Roll Number _____

911 address 2634 INWOOD RD INWOOD ON

Dated at the Municipality of Brooke-Alvinston this 4 day of OCT, 2021

DAVE MUNRO

Name-please print

[Signature]

Name-please print

Signature

Signature

Telephone# _____

Home

Cell

Email address: _____

Additional Comments if any:



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

RECEIVED

OCT 06 2021

email from
David Moores

I hereby give notice that the 9-10 side road drain Drain is out of repair and request that:

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

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

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

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

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

The following work is required:

- culvert on 9-10 side road drain at mouth of
Fotten drain needs replaced.

Property Description: Lot 10 Concession 8 Roll Number 3B1512002011600

911 address 3772 little Ireland Rd

Dated at the Municipality of Brooke-Alvinston this 6 day of October, 2021

David MacKellar

Name-please print

Name-please print

David MacKellar

Signature

Signature

Telephone# _____

Home

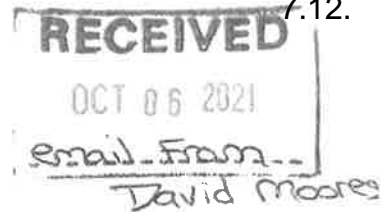
Cell

Email address: _____

Additional Comments if any:



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 Totten Drain 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:

This drain needs cleaned out.

Property Description: Lot 10 Concession B Roll Number 381512002011600

911 address 3772 Little Ireland Rd

Dated at the Municipality of Brooke-Alvinston this 6 day of October, 2021

David McKellar

Name-please print

Name-please print

David McKellar

Signature

Signature

Telephone# _____

Home

Cell

Email address: _____

Additional Comments if any:



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

October 7, 2021

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

Re: 14th Concession Drain Maintenance

Three (3) sealed tenders for the 14th Concession Drain Maintenance were received and opened on October 7, 2021 at the Municipality of Brooke-Alvinston Municipal Office.

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

- | | |
|-------------------------|-------------|
| • Bruce Poland and Sons | \$51,773.88 |
| • GM Construction | \$64,631.48 |
| • JLH Excavating | \$66,704.58 |

Based on this review, the bid from **Bruce Poland and Sons** in the amount of **\$51,773.88** is the lowest price tendered and meets all of the requirements stipulated in tender documents. Therefore, I recommend that the tender be awarded to Bruce Poland and Sons for work on the 14th Concession Drain.

Regards,

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

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



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

October 7, 2021

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

Re: McNeil Drain Maintenance

Three (3) sealed tenders for the McNeil Drain Maintenance were received and opened on October 7, 2021 at the Municipality of Brooke-Alvinston Municipal Office.

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

- | | |
|-------------------------|-------------|
| • Bruce Poland and Sons | \$17,236.07 |
| • GM Construction | \$21,858.44 |
| • JLH Excavating | \$23,843.73 |

Based on this review, the bid from **Bruce Poland and Sons** in the amount of **\$51,773.88** is the lowest price tendered and meets all of the requirements stipulated in tender documents. Therefore, I recommend that the tender be awarded to Bruce Poland and Sons for work on the McNeil Drain.

Regards,

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

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

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER 46 of 2021

A BY-LAW OF THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON TO AUTHORIZE THE BORROWING UPON SERIAL DEBENTURES IN THE PRINCIPAL AMOUNT OF \$650,000.00 TOWARDS THE COST OF SHILOH LINE PROJECT

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of the Municipality of Brooke-Alvinston (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law to authorize the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), to authorize the long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) and to confirm, ratify and approve the execution by the Treasurer of the application to OILC for financing the Capital Works (the “**Application**”) and the submission by such authorized official of the Application; and to execute and deliver to OILC the rate offer letter agreement in respect of such long-term borrowing for the Capital Works;

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Local Planning Appeal Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted the Application to OILC and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s) it is now deemed to be expedient to borrow money by the issue of serial debentures in the aggregate

principal amount of \$650,000.00 dated November 01, 2021 and maturing on November 01, 2031, and payable in semi-annual instalments of combined equal principal and diminishing interest amounts on the first day of May and on the first day of November in each of the years 2022 to 2031, both inclusive on the terms hereinafter set forth;

NOW THEREFORE THE COUNCIL OF The Corporation of the Municipality of Brooke-Alvinston ENACTS AS FOLLOWS:

1. For the Capital Work(s), the borrowing upon the credit of the Municipality at large of the aggregate principal amount of \$650,000.00 and the issue of serial debentures therefor to be repaid in semi-annual instalments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of serial debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$650,000.00 (the "**Debentures**"). The Debentures shall bear the Municipality's municipal seal and the signatures of Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of \$650,000.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule "B" hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. The Debentures shall all be dated November 01, 2021, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 2.06% per annum and mature during a period of 10 year(s) years from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by November 01, 2031 and be payable in semi-annual instalments of combined equal principal and

diminishing interest amounts on the first day of May and on the first day of November in each of the years 2022 to 2031, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").

6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Toronto Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of semi-annual instalments of combined equal principal and diminishing interest amounts becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment of principal, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.

9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.
13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its

discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.

14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.
19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and

applied to the Capital Work(s) and to no other purpose except as permitted by the Act.

20. Subject to the Municipality's statement of investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law takes effect on the day of passing.

By-law read a first and second time this 14th day of October, 2021

By-law read a third time and finally passed this 14th day of October, 2021

Dave Ferguson
Mayor

Janet Denkers
Clerk

The Corporation of the Municipality of Brooke-Alvinston

Schedule “A” to By-law Number 46 of 2021

(1)	(2)	(3)	(4)	(5)	(6)
By-law	Project Description	Approved Amount to be Financed Through the Issue of Debentures	Amount of Debentures Previously Issued	Amount of Debentures to be Issued	Term of Years of Debentures
					10 year(s)
36 of 2021	Shiloh Line Project	\$650,000.00	\$0.00	650,000.00	

The Corporation of the Municipality of Brooke-Alvinston

Schedule “B” to By-law Number 46 of 2021

No. 46 of 2021

\$650,000.00

C A N A D A

Province of Ontario

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

FULLY REGISTERED 2.06% SERIAL DEBENTURE

The Corporation of the Municipality of Brooke-Alvinston (the “**Municipality**”), for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“**OILC**”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “**Conditions**”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (November 01, 2031), the principal amount of

SIX HUNDRED FIFTY THOUSAND DOLLARS

----- (\$650,000.00) -----

by semi-annual instalments of combined equal principal and diminishing interest amounts on the first day of May and on the first day of November in each of the years 2022 to 2031, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Serial Debenture Schedule (the “**Amortization Schedule**”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the closing date (November 01, 2021), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 2.06% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* (the “**OILC Act, 2011**”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation of the Municipality of Brooke-Alvinston as at the 1st day of November, 2021.

IN TESTIMONY WHEREOF and under the authority of By-law Number 46 of 2021 of the Municipality duly passed on the 14th day of October, 2021 (the “**By-law**”), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: November 01, 2021

_____ (Seal) _____

Dave Ferguson, Mayor

Stephen Ikert, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: _____
Authorized Signing Officer

by: _____
Authorized Signing Officer

LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of serial debentures in the aggregate principal amount of \$650,000.00 dated November 01, 2021 and maturing on November 01, 2031 in semi-annual instalments of combined equal principal and diminishing interest amounts on the first day of May and on the first day of November in each of the years 2022 to 2031, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

November 01, 2021

Wallace B. Lang [no signature required]

CONDITIONS OF THE DEBENTURE

Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of semi-annual instalments of combined equal principal and diminishing interest amounts on the Debentures on the payment dates commencing on May 01, 2022 and ending on November 01, 2031, as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Amortization Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

Notices

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

Time

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

Governing Law

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

Definitions:

- (a) **"Prime Rate"** means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the **"Reference Banks"**) as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the **"Prime Rate"** shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming semi-annual compounding, which a non-prepayable Debenture made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which

is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

Schedule "C" to By-law Number 46 of 2021

Name.....: Brooke-Alvinston, The Corporation of the Municipal

Principal: 650,000.00

Rate.....: 02.0600

Term.....: 120

Matures...: 11/01/2031

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal

1	05/01/2022	39,139.97	32,500.00	6,639.97	617,500.00
2	11/01/2022	38,912.53	32,500.00	6,412.53	585,000.00
3	05/01/2023	38,475.98	32,500.00	5,975.98	552,500.00
4	11/01/2023	38,237.52	32,500.00	5,737.52	520,000.00
5	05/01/2024	37,841.33	32,500.00	5,341.33	487,500.00
6	11/01/2024	37,562.52	32,500.00	5,062.52	455,000.00
7	05/01/2025	37,147.98	32,500.00	4,647.98	422,500.00
8	11/01/2025	36,887.52	32,500.00	4,387.52	390,000.00
9	05/01/2026	36,483.98	32,500.00	3,983.98	357,500.00
10	11/01/2026	36,212.52	32,500.00	3,712.52	325,000.00
11	05/01/2027	35,819.99	32,500.00	3,319.99	292,500.00
12	11/01/2027	35,537.51	32,500.00	3,037.51	260,000.00
13	05/01/2028	35,170.66	32,500.00	2,670.66	227,500.00
14	11/01/2028	34,862.51	32,500.00	2,362.51	195,000.00
15	05/01/2029	34,491.99	32,500.00	1,991.99	162,500.00
16	11/01/2029	34,187.51	32,500.00	1,687.51	130,000.00
17	05/01/2030	33,827.99	32,500.00	1,327.99	97,500.00
18	11/01/2030	33,512.50	32,500.00	1,012.50	65,000.00
19	05/01/2031	33,164.00	32,500.00	664.00	32,500.00
20	11/01/2031	32,837.50	32,500.00	337.50	0.00

		720,314.01	650,000.00	70,314.01	

No. 46 of 2021

\$650,000.00

C A N A D A
Province of Ontario
THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

FULLY REGISTERED 2.06% SERIAL DEBENTURE

The Corporation of the Municipality of Brooke-Alvinston (the “**Municipality**”), for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“**OILC**”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “**Conditions**”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (November 01, 2031), the principal amount of

SIX HUNDRED FIFTY THOUSAND DOLLARS

----- (\$650,000.00) -----

by semi-annual instalments of combined equal principal and diminishing interest amounts on the first day of May and on the first day of November in each of the years 2022 to 2031, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Serial Debenture Schedule (the “**Amortization Schedule**”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the closing date (November 01, 2021), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 2.06% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* (the “**OILC Act, 2011**”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation of the Municipality of Brooke-Alvinston as at the 1st day of November, 2021.

IN TESTIMONY WHEREOF and under the authority of By-law Number 46 of 2021 of the Municipality duly passed on the 14th day of October, 2021 (the “**By-law**”), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: November 01, 2021

(Seal) _____

Dave Ferguson, Mayor

Stephen Ikert, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: _____	by: _____
Authorized Signing Officer	Authorized Signing Officer

LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of serial debentures in the aggregate principal amount of \$650,000.00 dated November 01, 2021 and maturing on November 01, 2031 in semi-annual instalments of combined equal principal and diminishing interest amounts on the first day of May and on the first day of November in each of the years 2022 to 2031, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

November 01, 2021

Wallace B. Lang [no signature required]

CONDITIONS OF THE DEBENTURE

Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of semi-annual instalments of combined equal principal and diminishing interest amounts on the Debentures on the payment dates commencing on May 01, 2022 and ending on November 01, 2031, as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Amortization Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

Notices

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

Time

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

Governing Law

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

Definitions:

- (a) **"Prime Rate"** means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the **"Reference Banks"**) as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the **"Prime Rate"** shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming semi-annual compounding, which a non-prepayable Debenture made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which

is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

Name.....: Brooke-Alvinston, The Corporation of the Municipal
Principal: 650,000.00
Rate.....: 02.0600
Term.....: 120
Matures...: 11/01/2031

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	05/01/2022	39,139.97	32,500.00	6,639.97	617,500.00
2	11/01/2022	38,912.53	32,500.00	6,412.53	585,000.00
3	05/01/2023	38,475.98	32,500.00	5,975.98	552,500.00
4	11/01/2023	38,237.52	32,500.00	5,737.52	520,000.00
5	05/01/2024	37,841.33	32,500.00	5,341.33	487,500.00
6	11/01/2024	37,562.52	32,500.00	5,062.52	455,000.00
7	05/01/2025	37,147.98	32,500.00	4,647.98	422,500.00
8	11/01/2025	36,887.52	32,500.00	4,387.52	390,000.00
9	05/01/2026	36,483.98	32,500.00	3,983.98	357,500.00
10	11/01/2026	36,212.52	32,500.00	3,712.52	325,000.00
11	05/01/2027	35,819.99	32,500.00	3,319.99	292,500.00
12	11/01/2027	35,537.51	32,500.00	3,037.51	260,000.00
13	05/01/2028	35,170.66	32,500.00	2,670.66	227,500.00
14	11/01/2028	34,862.51	32,500.00	2,362.51	195,000.00
15	05/01/2029	34,491.99	32,500.00	1,991.99	162,500.00
16	11/01/2029	34,187.51	32,500.00	1,687.51	130,000.00
17	05/01/2030	33,827.99	32,500.00	1,327.99	97,500.00
18	11/01/2030	33,512.50	32,500.00	1,012.50	65,000.00
19	05/01/2031	33,164.00	32,500.00	664.00	32,500.00
20	11/01/2031	32,837.50	32,500.00	337.50	0.00
		720,314.01	650,000.00	70,314.01	

CERTIFICATE OF THE CLERK

To: Wallace B. Lang

And To: OILC

IN THE MATTER OF an issue of a 10 year(s), 2.06% serial debenture of The Corporation of the Municipality of Brooke-Alvinston (the "**Municipality**") in the principal amount of \$650,000.00 for the capital work(s) of the Municipality in Currency, authorized by Debenture By-law Number 46 of 2021 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-law(s) of the Municipality enumerated in Schedule "A" to the Debenture By-law.

I, Janet Denkers, Clerk of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Debenture By-law was finally passed and enacted by the Council of the Municipality on October 14, 2021 in full compliance with the *Municipal Act, 2001*, as amended (the "**Act**") at a duly called meeting at which a quorum was present. Forthwith after the passage of the Debenture By-law, the same was signed by the Mayor and the Clerk and sealed with the municipal seal of the Municipality.
2. The authorizing by-law(s) referred to in Schedule "A" to the Debenture By-law (the "**Authorizing By-law(s)**") have been enacted and passed by the Council of the Municipality in full compliance with the Act at meeting(s) at which a quorum was present. Forthwith after the passage of the Authorizing By-law(s) the same were signed by the Mayor and by the Clerk and sealed with the municipal seal of the Municipality.
3. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality exercised any of its powers in respect of the Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Council of the Municipality had its Treasurer complete the required calculation set out in the relevant debt and financial obligation limits regulation (the "**Regulation**"). Accordingly, based on the Treasurer's calculation and determination under the Regulation, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Local Planning Appeal Tribunal pursuant to the Regulation.
4. No application has been made or action brought to quash, set aside or declare invalid the Debenture By-law or the Authorizing By-law(s) nor have the same been in any way repealed, altered or amended, except insofar as some of the Authorizing By-law(s) may have been amended by any of the Authorizing By-law(s), and the Debenture By-law and the Authorizing By-law(s) are now in full force and effect.

5. All of the recitals contained in the Debenture By-law and the Authorizing By-law(s) are true in substance and fact.
6. To the extent that the public notice provisions of the Act are applicable, the Authorizing By-law(s) and the Debenture By-law have been enacted and passed by the Council of the Municipality in full compliance with the applicable public notice provisions of the Act.
7. None of the debentures authorized to be issued by the Authorizing By-law(s) have been previously issued.
8. All of the sewer and water works which constitute part of the Capital Works and which require the approval of the Ministry of the Environment, Conservation and Parks will be or have been completely and properly approved by the Ministry of the Environment, Conservation and Parks, as the case may be.
9. The Municipality is not subject to any restructuring order under Part V of the Act or other statutory authority, accordingly, no approval of the Authorizing By-law(s) and of the Debenture By-law and/or of the issue of the OILC Debentures is required by any transition board or commission appointed in respect of the restructuring of the Municipality.
10. The Authorizing By-law(s) and the Debenture By-law and the transactions contemplated thereby do not conflict with, or result in a breach or violation of any statutory provisions which apply to the Municipality or any agreement to which the Municipality is a party or under which the Municipality or any of its property is or may be bound, or, to the best of my knowledge, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Municipality of any regulatory, administrative or other government or public body or authority, arbitrator or court.

DATED at The Corporation of the Municipality of Brooke-Alvinston as at the 1st day of November, 2021.

[AFFIX SEAL]

Janet Denkers, Clerk

CERTIFICATE OF THE TREASURER

To: Wallace B. Lang

And To: OILC

IN THE MATTER OF an issue of a 10 year(s), 2.06% serial debenture of The Corporation of the Municipality of Brooke-Alvinston (the "**Municipality**") in the aggregate principal amount of \$650,000.00, for Capital Work(s) of the Municipality authorized by Debenture By-law Number 46 of 2021 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-laws of the Municipality enumerated in Schedule "A" to the Debenture By-law.

I, Stephen Ikert, Treasurer of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Municipality has received from the Ministry of Municipal Affairs and Housing its annual debt and financial obligation limit for the relevant years.
2. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality authorized **the** Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Treasurer calculated the updated relevant debt and financial obligation limit in accordance with the applicable debt and financial obligation limits regulation (the "**Regulation**"). The Treasurer thereafter determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to reach or to exceed the relevant updated debt and financial obligation limit as at the date of the Council's approval. Based on the Treasurer's determination, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Local Planning Appeal Tribunal pursuant to the Regulation.
3. As at the date hereof the Municipality has not reached or exceeded its updated annual debt and financial obligation limit..
4. In updating the relevant debt and financial obligation limit(s), the estimated annual amounts payable described in the Regulation were determined based on current interest rates and amortization periods which do not, in any case, exceed the lifetime of any of the purposes of the Municipality described in such section, all in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the relevant Public Sector Accounting Board.
5. The term within which the debentures to be issued for the Municipality in respect of the Capital Work(s) pursuant to the Debenture By-law are made payable does not exceed the lifetime of such Capital Work(s).

6. The aggregate principal amount now being financed through the issue of debentures pursuant to the Debenture By-law in respect of the Capital Work(s) does not exceed the net cost of each such Capital Work.

7. The money received by the Municipality from the sale of the debentures issued pursuant to the Debenture By-law, including any premium, and any earnings derived from the investment of that money after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s), and to no other purpose except as permitted by the *Municipal Act, 2001*.

8. On or before 1st day of November, 2021, I as Treasurer, signed the fully registered serial debenture numbered 46 of 2021 in the aggregate principal amount of \$650,000.00 dated November 01, 2021, registered in the name of Ontario Infrastructure and Lands Corporation and authorized by the Debenture By-law (the "**OILC Debenture**").

9. On or before November 01, 2021, the OILC Debenture was signed by Dave Ferguson, Mayor of the Municipality at the date of the execution and issue of the OILC Debenture, the OILC Debenture was sealed with the seal of the Municipality, the OILC Debenture is in all respects in accordance with the Debenture By-law and in issuing the OILC Debenture the Municipality is not exceeding its borrowing powers.

10. The said Dave Ferguson, is the duly elected Mayor of the Municipality and that I am the duly appointed Treasurer of the Municipality and that we were severally authorized under the Debenture By-law to execute the OILC Debenture in the manner aforesaid and that the OILC Debenture is entitled to full faith and credence.

11. No litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the issue and delivery of the OILC Debenture or in any manner questioning the proceedings and the authority under which the same is issued, or affecting the validity thereof, or contesting the title or official capacity of the said Mayor or myself as Treasurer of the Municipality, and no authority or proceedings for the issuance of the OILC Debenture or any part of it has been repealed, revoked or rescinded in whole or in part.

12. The representations and warranties of the Municipality set out in the rate offer letter agreement (as described in the Debenture By-law) were true and correct as of the date of the request to purchase the debentures in respect of the Capital Work(s) pursuant to the Debenture By-law and are true and correct as of the date hereof and the Municipality is not in material default of any of its obligations under such rate offer letter agreement.

DATED at The Corporation of the Municipality of Brooke-Alvinston as at the 1st day of November, 2021.

Stephen Ikert
Treasurer

I, Janet Denkers, Clerk of the Municipality do hereby certify that the signature of Stephen Ikert, Treasurer of the Municipality described above, is true and genuine.

[AFFIX SEAL]

Janet Denkers
Clerk