



# AGENDA

## Council Meeting

4:00 PM - Thursday, January 13, 2022

Zoom Technology

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<b>1. CALL TO ORDER</b>	
<b>2. DISCLOSURE OF PECUNIARY INTEREST</b>	
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- 7.8. **Treasurer's Report:** Year-to-Date (to December 31) Budget to Actual Comparisons 188 - 194  
[Year-to-Date \(to December 31\) Budget to Actual Comparisons - Pdf](#)

## 8. BY-LAWS

- 8.1. By-law 1 of 2022 - Interim Tax By-law 195 - 196  
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- 8.2. By-law 2 of 2022 - Penalty By-law 197  
[By-law 2 of 2022 - penalty](#)
- 8.3. By-law 3 of 2022 - Borrowing By-law 198 - 199  
[By-law 3 of 2022- borrowing by-law](#)

## 9. NEW BUSINESS

- 9.1. **Notice of Motion: Councillor Armstrong**  
That we allow the Optimist club to form an accounting under the umbrella of Brooke Alvinston for Phase 2 of the arena project.
- Clerk-Administrator's Report:** Optimist Request for Separate Fund under the SCF 200 - 207  
[Optimist Minutes - Jan 3 2022](#)  
[Optimist Request for Separate Fund under the SCF - Pdf](#)
- 9.2. **Notice of Motion: Councillor Armstrong:**  
That the \$62,817.92 that we received for the grant be directed to Phase 2 of the project; and that the money be used by Randy to secure services for drawings of the proposed addition.

## 10. CLOSED SESSION

- 10.1. Personal matters about an identifiable individual including municipal or local board employees
- 1) Committee of Adjustment Vacancy
  - 2) Senior of the Year Nomination
  - 3) Performance Appraisal(s) including Clerk-Administrator

## 11. RISE AND REPORT

## 12. BY-LAW CONFIRMING PROCEEDINGS

- 12.1. By-law 4 of 2022 - Confirming By-law

## 13. ADJOURNMENT



# MINUTES

## Council Meeting

4:00 PM - Thursday, December 9, 2021  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, December 9, 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, Administrative Assistant Darlene Paolucci, and Rob Nesbitt

**Regrets:**

### 1 CALL TO ORDER

Mayor Ferguson called the meeting to order at 4:00 p.m. In the Council Chambers were Mayor Ferguson, Councillors Nemcek and Armstrong. Councillor Douglas attended virtually.

Councillor Deans was late for the meeting, and arrived at 4:10 p.m.

### 2 DISCLOSURE OF PECUNIARY INTEREST

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

### 3 MINUTES

a) Regular Council Meeting Minutes of November 25, 2021

#### **RESOLUTION-2021-358**

Deputy Mayor Frank Nemcek made a motion that the Minutes from the November 25, 2021 Council meeting be approved as presented without any errors or omissions. Councillor Jamie Armstrong seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

### 5 CORRESPONDENCE

The Mayor moved into the Correspondence section of the meeting in order that Councillor Deans could arrive in time to participate in the public meeting.

a) Correspondence to Council

#### **RESOLUTION-2021-359**

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

**Carried**

b) Alvinston Regional Silver Stick - Request for Support

**RESOLUTION-2021-360**

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke Alvinston supports the Alvinston Regional Silver Stick Tournament December 27-30, 2021 with a banner sponsor of \$135; BAICCC ad for \$25 and a ¼ page municipal ad for \$50 in the program book. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c) City of St. Catharines - National Childcare Program

**RESOLUTION-2021-361**

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston supports the request from the City of St. Catharines to request that the provincial government take the necessary steps to work with the federal government on a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response. Councillor Jeannette Douglas seconded the motion.

**Carried****6 DELEGATIONS & TIMED EVENTS**

- a) Application for Rezoning - Lucan

There were no members of the public present for the public meeting. The Planner was present to discuss his report and recommendation of approval of the application. There were no questions from Council.

**7 STAFF REPORTS**

- a) **Clerk - Administrator's Report:** Extension - Surplus Dwelling-8418 LaSalle Line

**RESOLUTION-2021-362**

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston extend the approval of the use of the existing dwelling at 8418 LaSalle Line by Tyler and Britt Foster for an additional 5 month period to July 1, 2022 while a new dwelling is being constructed; Councillor Jamie Armstrong seconded the motion.

**Carried**

- b) **Clerk-Administrator's Report:** Perry Drain (Enniskillen) Consideration of Report

**RESOLUTION-2021-363**

Councillor Jamie Armstrong made a motion that Mayor Ferguson be appointed to attend the Township of Enniskillen Consideration of the Perry Drain report meeting (via ZOOM) January 10, 2022 at 7p.m. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c) **Clerk-Administrator's Report:** Exemption from the Municipal Alcohol Policy

**RESOLUTION-2021-364**

Councillor Jamie Armstrong made a motion that the auditorium at the B.A.I.C.C.C be offered to the members of Brooke Fire Rescue at no cost for their appreciation event on December 18, 2021. Councillor Wayne Deans seconded the motion.

**Carried**



- d) **Clerk-Administrator's Report:** 2021 Emergency Response Plan Update

**RESOLUTION-2021-365**

Councillor Wayne Deans made a motion that the attached and revised municipal emergency response plan be approved as presented by Council and the accompanying by-law receive full reading. Councillor Jamie Armstrong seconded the motion.

**Carried**

- e) **Clerk-Administrator's Report:** Tenders for Firehall and Inwood Canteen Improvements

**RESOLUTION-2021-366**

Councillor Wayne Deans made a motion that he, the Fire Chief, Public Works Manager and Treasurer be authorized to open, review and approve the tenders submitted for work to be done on the Alvinston Firehall under the ICIP COVID Grant in the absence of a Council meeting and to keep the project(s) progressing in a timely manner. Councillor Jamie Armstrong seconded the motion.

**Carried**

- f) **Clerk-Administrator's Report:** Proposal for Shared Contribution to the cost of the Capital & Operation of the BAICCC

**RESOLUTION-2021-367**

Councillor Jamie Armstrong made a motion that staff be directed to commence discussions with local municipalities for the implementation of a user fee for non residents enrolled in an organized sport in Brooke-Alvinston. Councillor Wayne Deans seconded the motion.

**Carried**

- g) **Treasurer's Report:** Accounts Payable Listing - November 2021

The accounts were presented to Council for review.

- h) **Drainage Superintendent's Report**

**RESOLUTION-2021-368**

Councillor Wayne Deans made a motion that the recommendation to accept the request under section 74 of the Drainage act be approved and that Council gives the Drainage Superintendent the powers to act and approve KT Excavating to complete repairs on an hourly basis; and that the submitted report be approved as presented. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- i) 9-10 Sideroad Drain & Totten Drain Maintenance Tender.

The tender prices submitted for the Maintenance work on the 9/10 and Totten Drain were:

Bruce Poland and Sons	\$ 77,843.11
GM Construction	\$ 93,300.11
McNally Excavating	\$107,999.96
JLH Excavating	\$115,113.78
VanBree Drainage and Bulldozing	\$130,092.15

**RESOLUTION-2021-369**

Councillor Jamie Armstrong made a motion that the low tender submitted by Bruce Poland & Sons for work on the 9-10 Sideroad Drain and Totten Drain be accepted. Councillor Wayne Deans seconded the motion.

**Carried**

**j) Government Drain No. 1 / Kelly Drain / Orange Drain No. 1**

The tender prices submitted for the drain were:

GM Construction	\$ 50, 511.18
Bruce Poland & Sons	\$ 64,284.72
JLH Excavating	\$128,851.87
McNally Excavating	\$ 94,947.57
Van Bree Drainage & Bulldozing	\$128,851.87

**RESOLUTION-2021-370**

Deputy Mayor Frank Nemcek made a motion that the low tender submitted by GM Construction in the amount of \$50,511.18 be accepted. Councillor Jamie Armstrong seconded the motion.

**Carried**

## **8 BY-LAWS**

**a) Zoning By-law Amendment (Lucan)**

**RESOLUTION-2021-371**

Councillor Wayne Deans made a motion that By-law xx of 2021 be read a first, second and third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

**b) Emergency Management Plan**

**RESOLUTION-2021-372**

Councillor Wayne Deans made a motion that By-law xx of 2021 be read a first, second and third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

## **9 NEW BUSINESS**

**a) Verbal Update on Engineering RFP -BAICCC**

The Public Works Manager advised that no tenders were received in response to the RFP for improvements at the BAICCC. The reason provided was the uncertainty of the project.

**RESOLUTION-2021-373**

Councillor Jamie Armstrong made a motion that the Public Works Manager maintain dialogue with the Engineering firms to obtain 2022 budget numbers for further discussion. Councillor Wayne Deans seconded the motion.

**Carried**

**b) ICIP Funding - washroom in Inwood**

**RESOLUTION-2021-374**

Deputy Mayor Frank Nemcek made a motion that the Public Works Manager be authorized to single source contractors for the ICIP-COVID-19 funded project. Councillor Jamie Armstrong seconded the motion.

**Carried**

**c) County of Lambton Tower Agreement**

The Clerk Administrator noted that the County has renewed the tower license agreement for an additional five year term as set out in the agreement.

**d) Accessibility Audit**

The Clerk Administrator noted that the Municipality has been selected to undergo an accessibility audit. The main components of the audit are policy development, training and accommodation plans as needed. The Clerk Administrator noted that the audit will be completed by Dec. 17, 2021.

**e) SCRCA - 2022 Budget**

Councillor Nemcek noted the SCRCA budget will increase by 17% in 2022 which is an estimated \$3000 increase for Brooke-Alvinston.

**RESOLUTION-2021-375**

Deputy Mayor Frank Nemcek made a motion that due to the uncontrolled access of using the 4th floor municipal office and the municipal requirement to be double vaccinated, that the 4th floor access for performers and parade float attendees be withdrawn. Councillor Jamie Armstrong seconded the motion.

**Carried**

**RESOLUTION-2021-376**

Councillor Wayne Deans made a motion that By-law xx of 2021 receive first, second and final reading. Councillor Jamie Armstrong seconded the motion.

**Carried**

**f) Municipal Access for Parade**

Councillor Nemcek noted that he became aware that the 4th floor of the Municipal Office was being used for parade performers to eat, use the facilities and change into costume prior to the parade. Councillor Armstrong asked if a dressing room at the BAICCC could be provided for use.

**10 CLOSED SESSION**

**11 RISE AND REPORT**

**12 BY-LAW CONFIRMING PROCEEDINGS**

**a) Confirming By-law**

**RESOLUTION-2021-377**

Councillor Wayne Deans made a motion that the Confirming By-law be read a first, second and third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

**Carried**

**13 ADJOURNMENT**

Councillor Armstrong made a motion to adjourn the final meeting of 2021 at 5:10 p.m..

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Clerk-Administrator

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Mayor

Christine Wygergangs  
8467 Shiloh Line, RR6  
Alvinston, ON N0N 1A0

December 17, 2021

Municipality of Brooke-Alvinston  
3236 River Street  
Alvinston, ON N0N 1A0  
Attention: Janet Denkers, Clerk Administrator

Dear Janet,

This letter is to request time at an upcoming council meeting to discuss the on-going speeding issue on Shiloh Line, specifically east of Argyle Road to AW Campbell Conservation. It is in this area that Shiloh Line takes a curve to the south at the top of a hill. For reference, the speed limit on Shiloh Line east of River Street is 80km/h, with a precautionary limit of 30km/h around the curve.

For many years we have witnessed speeding and aggressive drivers, which is worsening from year to year. This past summer one driver was practicing his speed driving...in reverse. More vehicles that I cared to count were racing toward the construction crews. Added into the mix were dump trucks and other construction vehicles going as fast as possible by our house.

Shiloh Line vehicle traffic volume is normally steady, which increases significantly once the camping season begins. Year round Shiloh is used by pedestrians and bicyclists going to/from town, and during camping season there is also the addition of golf carts on the road (despite not being legal on roadways).

The recently installed bike/pedestrian lanes which are intended to make the road safer, while a great idea in theory, in some spots is barely wide enough for one person to walk, making the road no safer when vehicles are speeding by.

Over the years we have reported the aggressive driving to the OPP many times but have been told unless the OPP witness the behaviour themselves, they are unable to do anything. We've talked to the staff at AW Campbell about the seasonal campers who are aggressive drivers, but once the vehicle is out of the park it is out of their control. We've also requested help from council but have been told there is nothing more that can be done.

Last week we were reminded of why we continue to push for a solution. On Thursday December 9<sup>th</sup>, a driver going too fast missed the curve and ended up in the field. This scenario is one we dread. Fortunately, the driver didn't seem to be injured, and the timing was such that there was no oncoming traffic, there were no pedestrians, the school bus for the neighbour's kids hadn't yet arrived, and obviously there were no golf carts. Slightly different circumstances and timing, and the outcome would have been much worse. Of note, it took 2 hours for OPP to respond to the accident (even though I was told by the communication line the second time I called that they most likely would not be attending at all). Also, despite being requested by me, fire department was a no show.

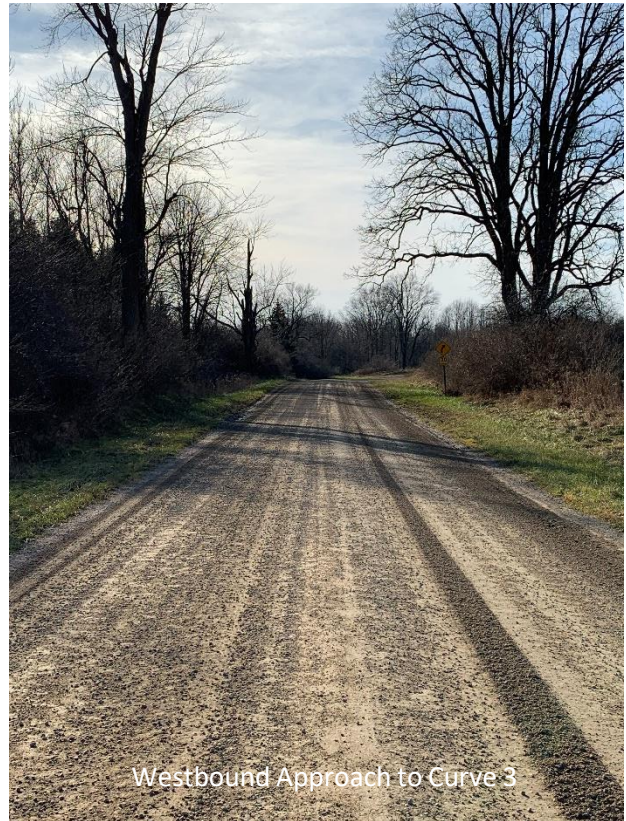
We're asking again for a review, before the camping season begins, before camper's golf carts are back on the road, and before more walkers and bicyclists are taking advantage of the nicer weather.

Given the amount of non-vehicle traffic (especially in nice weather), the intention of the newly installed walking/bike paths, and the popularity of AW Campbell Conservation, a "Community Safety Zone" with reduced speed limit from River Street to the conservation would be one step to consider to make our roads safe for everyone.

Sincerely  
Christine Wygergangs  
519-719-3925



Eastbound Approach to Curve 1



Westbound Approach to Curve 3

## Township of Brooke Alvinston

### Shiloh Road Review

December 20, 2021

## Shiloh Road Review

The Township asked Intact Public Entities to review road safety and signage on Shiloh Road at Peak of Mosa Road where the road enters a sharp reverse curve. On December 17<sup>th</sup>, 2021, the undersigned visited the site. Preliminary discussions with the Township Public Works Manager indicated that there has been run-off the road incidents at this bend. These incidents have not been frequent and to date have resulted in property damage incidents with fortunately no serious personnel injury reported. Residents in the area have asked the Township to do something at this curve, such as reduce the speed limit on the entire length of road from Nauvoo Road to the curve.

### Definition

**Reverse Curve** - There are two basic curve configurations, the forward curve and the reverse curve. The forward curve is simply a curve or turn to the right or left, and the reverse curve doubles back, requiring the driver to turn first to the left and then to the right, or vice versa.

**Superelevation** – Is a construction method for roadway curves where the outer edge of the pavement along a horizontal curve is raised above the inner edge, often referred to as the banking of a roadway. This is done so motorists can safely and comfortably maneuver the curve at reasonable speeds. A steeper superelevation rate is required as speeds increase, or horizontal curves become tighter.

### Description of the site

- There are 3 curves that are included in this review. For clarity, the curves are named as follows, Curve 1 is the first curve east of Nauvoo Road. Curve 2 begins just prior to the entrance to the A.W. Campbell Conservation Area and forms a reverse curve with Curve 1. Curve 3 begins on the unpaved portion of Shiloh Road east of the entrance to the Conservation Area.
- Shiloh Road is a 2-lane two-way paved road that was recently resurfaced.
- Shiloh Road intersects with Peak of Mosa road at Curve 1, then follows the alignment of Peak of Mosa Road to the A.W. Campbell Conservation Area where Curve 2 deviates the alignment from Peak of Mosa and Shiloh Road continues into The Township of Southwest Middlesex.
- Peak of Mosa Road is a boundary road with the Township of Southwest Middlesex.
- Shiloh Road provides access to the A.W. Campbell Conservation Area.
- Pavement is 9m wide providing 2, 3.5m wide lanes and 2, 1m wide paved shoulders.
- A solid yellow centerline and white edge lines are painted throughout the road section from Nauvoo Road to the end of the pavement.
- Traffic volume is approximately 375 ADT. Most vehicles during the peak camping/hiking season will be going to the A.W. Campbell Conservation Area. All other traffic will, for the most part, be local vehicles driven by people familiar with the area.
- Shiloh Road before the reverse curve at Peak of Mosa Road is straight and the longitudinal grade considered rolling.



- The pavement ends just beyond the entrance to the Conservation Area, where Curve 3 continues as an unpaved surface.
- Peak of Mosa Road intersection is at the mid point of Curve 1, has a paved approach and meets Shiloh road at an angle which permits good visibility in both directions for drivers stopped at the intersection.

### **Eastbound approach to the 3 curves**

- Curves 1 and 2 form a reverse curve, first to the right and then left. Curve 3 is a forward curve to the left.
- The beginning of Curve 1 is approximately 2.75km east of Nauvoo Road just beyond the crest of a hill.
- At a point approximately 400m in advance of the beginning of the reverse curve a Wa-102R Sharp Curve Right sign is posted. The sign is continuously visible on the approach to the sign.
- Just east of #8382 Shiloh Road a hill begins approximately 320m before the beginning of the reverse curve
- At approximately 163m in advance of the beginning of the reverse curve a second Wa-102R Sharp Curve Right sign is posted with a Wa-7t 30km/h speed advisory. The sign is continuously visible on the approach to the sign.
- At approximately 148m in advance of the beginning of the reverse curve a Wa-108LR Checkboard sign becomes fully visible to a driver<sup>1</sup> over the crest of the hill.
- At approximately 95m in advance of the beginning of Curve 1 the curve itself becomes fully visible. NOTE: A vehicle travelling at 80km/h requires 90m± (a worse case scenario) to come to a complete stop, accounting for perception and reaction time and braking distance.
- The distance between Curve 1 and 2 is approximately 36m. Curve 2 ends near the entrance to the Conservation Area. Curve 3 begins approximately 60m from the end of Curve 2. The pavement ends approximately 20m beyond the end of Curve 2.
- Eastbound vehicles that have failed to negotiate Curve 1 leave the road onto a level recovery area as was the case in a recent incident. There is a line of trees in the recovery area which a vehicle could come into collision with.

### **Westbound Approach to the 3 Curves**

- Curve 3 begins and ends on an unpaved surface.
- At approximately 90m in advance of the beginning of Curve 3 is a Wa-102R Sharp Curve Right sign with a Wa-7t 30km/h speed advisory. The sign is continuously visible on the approach to the sign.
- Before the entrance to the Conservation Area the pavement begins.
- Just prior to the beginning on the pavement a Wa-101R Turn Right sign is posted.

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<sup>1</sup> This review was conducted driving a 2016 Jeep Cherokee. Use of other vehicle types may provide different results

- Curve 2 begins near the entrance of the Conservation Area.

## The Need for a Speed Advisory

A ball-bank indicator test is one method and the most common method of determining an advisory speed limit. When mounted in a vehicle and driving along a curve, the ball-bank indicator provides a measure of the centrifugal force being applied to the vehicle. The curve advisory speed depends on the angle of the ball-bank indicator reading and the vehicle travel speed. Usually, several readings are taken at different speeds until a satisfactory speed-angle combination is obtained. The maximum reading on a ball bank indicator is indicative of speeds that do not cause driver discomfort while driving through the curve and are taken where the curvature is greatest. On a curve the maximum deflection of the ball bank indicator must not exceed 16 degrees for speeds of 30 km/h or less, 14 degrees for speeds of 40 to 50 km/h, and 12 degrees for speeds of 55km/h and higher. For this test, 3 passes were taken at 30km/h in both the eastbound and westbound directions and the maximum of the 3 tests recorded below. To confirm that a 30km/h speed advisory is correct 3 tests were completed at 40km/h.

Test Speed	Maximum deflection allowed at tested speed	Maximum eastbound deflection observed	Maximum westbound deflection observed	
30km/h	16	12	15	Curve 1
		10	7	Curve 2
40km/h	14	16	20	Curve 1
		17	10	Curve 2

The maximum recorded deflection determines the speed advisory for both directions. At 30km/h all tests were within the range for a 30km/h speed advisory. The superelevation (banking) of both Curve 1 and Curve 2 is found to be deficient. On a curve to the right such as the eastbound approach to Curve 1, a lower deflection is expected as the normal crossfall of the road continues through the curve in that direction. When travelling in the opposite direction and with the deficient superelevation, higher readings would be expected as is the case shown in the table.

## Speed Limits

Lowering speed limits on Shiloh Road has been raised by area residents. The following commentary is provided if council is considering this option. Research and experience have shown that effective speed limits are those most motorists believe to be reasonable for the driving environment and naturally drive that speed. Raising or lowering speed limits doesn't substantially influence speed. Unreasonably low speed limits can significantly decrease driver compliance and give road users such as people not familiar with the roadway, as well as pedestrians, a false indication of actual traffic speeds and may increase collision risk for persons who attempt to comply with the lower speed limit and those who do not. Police rely on realistic speed limits to control the unreasonable speeder whose driving behaviour is clearly out of line from most of the

traffic flow. A reasonable speed limit offers an effective enforcement tool to the police by clearly separating the occasional violator from the reasonable majority.

In support of the above comments, a recent CTV article covering a report to Ottawa City Council on lower speed limits reported that “New statistics from the City of Ottawa show the average speed increased at four of 12 locations where reduced speed limits have been introduced over the past six years. And while drivers have slowed down at seven locations with lower speed limits, the average speed is still above the original speed limit.” For example: “On Hunt Club Road, between Cahill Drive and Conroy Road, the average speed has dropped to 82 km/h from 89 km/h since the speed limit was reduced from 80 km/h to 60 km/h. On Bearbrook Road in Blackburn Hamlet, speeds increased 4 km/h to 65 km/h since the speed limit was lowered to 40 km/h in 2016 from 60 km/h. City staff concluded: “In such cases where a posted speed limit is below operating speeds, most motorists will continue to drive at speeds they feel are reasonable and prudent unless continual police enforcement is present.”

### **Suggestions for the Township’s Consideration**

The new pavement, centerline and edge line pavement markings have enhanced the visibility of the curve. However, there may be some modest improvements that the Township may want to consider.

1. On the eastbound approach to Curve 1 the location of the two Wa-102R signs is appropriate as the second sign provides a reminder of the curve ahead just as you crest the hill. The current signs could be exchanged for two (2) Wa-104R Sharp Reverse Curve signs. The 30km/h speed advisory tab sign Wa-7t could be added to the first sign which is 400m in advance of Curve 1 to reinforce the speed advisory.
2. The purpose of a Checkerboard Wa-108LR sign is to warn drivers of the termination or abrupt change in direction of a road. On the eastbound approach, the Wa-108LR would be visible first over the crest of the hill as compared to Wa-9 Chevron Alignment signs which are not mounted as high nor are they directly in line with the traffic lane therefore the Checkerboard sign should remain. The Ontario Traffic Manual (OTM) Book 6 does state: “Where the ADVISORY SPEED tab sign is used on sharp curves, sharp reverse curves or turns, CHEVRON ALIGNMENT signs must be used along the curves/turns and their approaches”. For both Curves 1 and 2 the chevron signs cannot be placed according to Table 7 in OTM Book 6 as the spacing of signs would be broken by the Peak of Mosa intersection and the entrance to the A.W. Campbell Conservation Area. However, even with one or two signs missing (due to the above restrictions) adding chevron signs to Curve 1 would provide a reinforcement of the curve to the right, which will improve a driver’s perception of the curve especially at night and may also satisfy the concerns of neighbours. Once a driver has successfully navigated Curve 1, they are driving at a speed which should allow for the successful navigation of Curve 2 or enter the Conservation Area without the chevron signs.
3. A row of trees lines the north property line of the Peak of Mosa. Any tree within the clear zone and has a caliper greater than 150mm is considered a fixed object hazard. As you get closer to the end of Curve 1 the trees come closer to the edge of the shoulder with the

closest and largest tree being 700mm in diameter and 3.6m from the edge of the shoulder. A driver who loses control eastbound on Curve 1 could come into collision with any of the trees. The Township should consider removal of the larger trees.

4. On the westbound approach to Curve 3 the 30km/h speed advisory may be too low. At 50km/h the maximum deflection westbound was 6 degrees and eastbound 12 degrees. At 60km/h eastbound the vehicle started to fishtail, speeds above 50km/h would only be appropriate when there is no loose gravel on the surface. Even then only after a ball bank test confirms an appropriate speed.
5. On the westbound approach, the Wa-101R Turn Right sign at Curve 2 should be replaced with a Wa-104R Sharp Reverse Curve sign. This sign should be moved to a location approximately 115m (Table 4 of OTM Book 6) in advance of the beginning of Curve 2. This assumes an initial speed advisory of 50km/h on Curve 3 that requires the vehicle to slow to 30km/h for Curve 2.

Respectfully submitted this 4<sup>th</sup> day of January 2022

**Brian Anderson** | Road Specialist | Intact Public Entities

Email [brian.anderson@intactpublicentities.ca](mailto:brian.anderson@intactpublicentities.ca)

Telephone 1-519-359-1143

Note: Brian Anderson is a Road Safety Audit Team Leader (RSATL), a global credential provided by the International Road Federation based on education and experience in road safety reviews.



**MUNICIPALITY OF BROOKE-ALVINSTON**  
**NOTICE OF PASSING OF A ZONING BY-LAW AMENDMENT**

**TAKE NOTICE** that the Council of the Municipality of Brooke-Alvinston has passed By-law 52 of 2021 on the 9<sup>th</sup> day of December, 2021 under Section 34 of the Planning Act, R.S.O. 1990, as amended.

**THE ZONING BY-LAW AMENDS** the Municipality of Brooke-Alvinston's Comprehensive Zoning By-law 9 of 2013 by changing the zoning on lands described as Part Lot 10, Concession 4 (known municipally as 7183 Courtright Line) from the "Agriculture 1 (A1) Zone" to the "No-Dwelling Agricultural (ND-A) Zone" which would prohibit the construction of future residential dwellings in perpetuity on the farm lot.

**CONSENT** was granted by the Municipality of Brooke-Alvinston Committee of Adjustment (File B-09/21) to sever a surplus farm residence from the farm lot. This zoning by-law amendment is required as a condition of the consent.

**APPEALS** to the Ontario Land Tribunal in respect of the By-law may be made by filing with the Clerk of the Municipality of Brooke-Alvinston a written notice of appeal, **not later than the 30th day of December, 2021** setting out the reasons for the appeal and accompanied by the Ontario Land Tribunal fee made payable to the Minister of Finance.

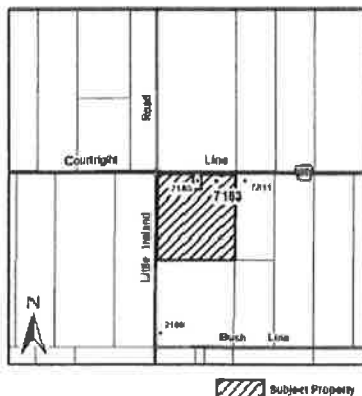
**IF A PERSON** or public body did not make oral or written submissions to the Municipality of Brooke-Alvinston before the by-law was passed; the person or public body is **not entitled to appeal** the By-law to the Ontario Land Tribunal. **ONLY INDIVIDUALS**, corporations and public bodies may appeal a by-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf. **NO PERSON** or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to Brooke-Alvinston Council or, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to add the person or public body as a party.

**THE KEY MAP** shows more particularly the lands affected.

**A COMPLETE COPY** of the By-law is available for inspection during regular office hours at the Municipal Office at 3236 River St, Alvinston, ON.

**DATED AT THE MUNICIPALITY OF BROOKE-ALVINSTON**  
**THIS 10<sup>th</sup> DAY OF December 2021.**

**KEY MAP:**



Janet Denkers, Clerk Administrator  
 3236 River Street  
 P.O. Box 28  
 Alvinston, ON N0N 1A0

Phone: 519-898-2173  
 Email: [jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)



## PUBLIC NOTICE SEVERANCE APPLICATION COMMITTEE OF ADJUSTMENT

APPLICATION NO. B-001/22

**TAKE NOTICE** that an application for consent has been submitted by Frank Callipari (agent for Monica Myrtle) for property described as Plan 2 Part Lot 10 Part Lot 11 and known municipally as 8069 and 8073 Centre Street in the Municipality of Brooke-Alvinston. The purpose of the application is to sever two existing lots into 3 lots. Each of the proposed lots will have a frontage of 19.1 metres, a depth of 30.5 metres and an area of 582.55 square metres. Two semi-detached residential units are proposed on each lot.

**AND FURTHER TAKE NOTICE** that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed Tuesday, January 25, 2022 at 9:00 a.m. for the purpose of a public hearing into this matter. Signed written submissions regarding the application will be accepted by the Secretary-Treasurer prior to the hearing.

If you wish to submit a written or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 12:00 p.m. noon on January 24, 2022. The public hearing will be held via a ZOOM Teleconference format.

If you wish to be notified of the decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance, you must make a written request to the Committee of Adjustment at the address noted below.

If a person or public body that files an appeal of a decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance does not make written submission to the Municipality of Brooke-Alvinston Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

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

Additional information regarding the application will be available to the public for inspection at the Municipality of Brooke-Alvinston Municipal Office, 3236 River Street, PO Box 28, Alvinston, ON N0N 1A0 from 8:30 am to 4:30 pm, Monday to Friday.



Janet Denkers  
Secretary-Treasurer,  
Committee of Adjustment  
Municipality of Brooke-Alvinston  
3236 River Street, P.O. Box 28  
Alvinston, ON N0N 1A0

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

Phone: 519-898-2173

Fax: 519-898-5653

Dated: December 31, 2021



## PUBLIC NOTICE SEVERANCE APPLICATION COMMITTEE OF ADJUSTMENT

### APPLICATION NO. B-002/22

**TAKE NOTICE** that an application for consent has been submitted by Katelyn and Roger Buurma for the property located at Concession 3, Lot 13, in the Municipality of Brooke-Alvinston and municipally known as 7416 Oil Springs Line. The purpose of the application is to sever off a lot that would include a dwelling, a detached garage and a shed (approximate lot area is 2 acres). The retained parcel would be approximately 198 acres in size and would contain 2 grain storage silos.

**AND FURTHER TAKE NOTICE** that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed Tuesday, January 25, 2022 at 9:15 a.m. for the purpose of a public hearing into this matter. Signed written submissions regarding the application will be accepted by the Secretary-Treasurer prior to the hearing.

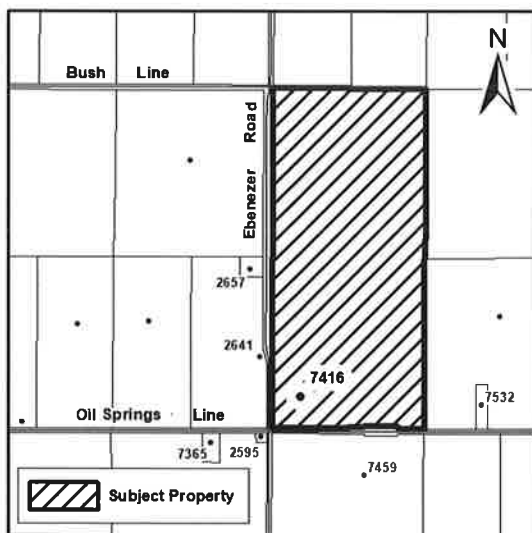
If you wish to submit a written or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 12:00 p.m. noon on January 24, 2022. The public hearing will be held via a ZOOM Teleconference format.

If you wish to be notified of the decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance, you must make a written request to the Committee of Adjustment at the address noted below.

If a person or public body that files an appeal of a decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance does not make written submission to the Municipality of Brooke-Alvinston Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

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

Additional information regarding the application will be available to the public for inspection at the Municipality of Brooke-Alvinston Municipal Office, 3236 River Street, PO Box 28, Alvinston, ON N0N 1A0 from 8:30 am to 4:30 pm, Monday to Friday.



Janet Denkers  
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Dated: December 30, 2021

	<b>SOCIAL SERVICES DIVISION</b>
<b>REPORT TO:</b>	<b>CHAIR AND COMMITTEE MEMBERS</b>
<b>DEPARTMENT:</b>	<b>Homelessness Prevention and Children's Services</b>
<b>PREPARED BY:</b>	<b>Stephanie Ferrera, Coordinator Melissa Fitzpatrick, Manager</b>
<b>REVIEWED BY:</b>	<b>Valerie Colasanti, General Manager Ronald G. Van Horne, Chief Administrative Officer</b>
<b>MEETING DATE:</b>	<b>November 17, 2021</b>
<b>INFORMATION ITEM:</b>	<b>Discrimination Survey Research Analysis Report - LIP</b>

## **BACKGROUND**

The Sarnia Lambton Local Immigration Partnership (SL-LIP) was established in 2009 and is a federally funded initiative through Immigration, Refugees, Citizenship Canada (IRCC). Housed with the County of Lambton, SL-LIP is a leader in immigrant research and knowledge sharing and is a community-wide, multi-sectoral partnership that works to increase collaboration between settlement agencies and smooth the settlement and integration experiences of newcomers. One of the many initiatives undertaken by the SL-LIP is to identify areas of concern in the processes of meaningful integration and to work collaboratively to address them. The following discussion provides an overview of one of those initiatives.

## **DISCUSSION**

In the spring of 2020, 11 LIPs across southwestern Ontario combined to create a survey designed to capture data on racism, discrimination, and oppression experienced by residents. The representative survey was conducted by Forum Research in March 2021 to examine the extent and context of discrimination experienced by immigrants, visible minorities, and Indigenous Peoples in Sarnia-Lambton, in comparison to people who are not members of these groups. The survey examined who is experiencing discrimination, in what contexts, on what basis, who is perpetrating these acts of discrimination, and whether specific forms of discrimination are taking place. The survey also examined how immigrants, visible minorities, and Indigenous Peoples respond to these experiences of discrimination (coping strategies and feelings of psychological distress), and associated feelings of being accepted and welcomed in the community.

Analysis of the resulting data was done by a research student studying at University of Western Ontario and a detailed report was written. "An Empirical Study by the Sarnia-



Lambton Local Immigration Partnership" provides insight into the discrimination experiences of immigrants, visible minorities and Indigenous Peoples in Sarnia-Lambton in order to support the development of evidence based anti-discrimination initiatives at the local level. See attachment A for the full report and attachment B for an info-graphic of the highlights of the report.

Moving forward, further qualitative research will be conducted by LIP staff to underpin the development of a strategy that directly addresses systemic racism and will inform the creation of resources and educational events to be hosted in Lambton County. This work will be led by the Sarnia-Lambton Antiracism, Discrimination, and Inclusion Committee (SLARDIC) led by the SL-LIP.

### **FINANCIAL IMPLICATIONS**

None.

### **CONSULTATIONS**

Consultations occurred with Local Immigration Partnership staff, the Manager of Homeless Prevention and Children's Services, the General Manager of Social Services, and members of the Local Immigration Partnership Council, and Sarnia-Lambton Antiracism, Discrimination and Inclusion Committee.

### **STRATEGIC PLAN**

In keeping with the Mission Statement of the County, the programs provided by SL-LIP promote an enhanced quality of life in Lambton County through the provision of responsive and efficient services.

The activities of the department support the Community Development Area of Effort #3 in the County of Lambton's Strategic Plan, specifically:

- Advocating in a manner that raises the profile of the County and its needs in order to secure improved government supports, funding, grants, and other resources.
- Developing programs and initiatives that address poverty reduction and promote social belonging.
- Planning for and responding to the ever-changing needs of an aging population, homelessness and retaining young people in the community.
- Actively pursuing joint opportunities with community partners that contribute to the well-being of the Lambton Community.

**CONCLUSION**

Analysis of the survey have resulted in an increased awareness of diversity and its benefits and an increased understanding of the impact that discriminatory attitudes and anti-immigration sentiments have on individuals, specifically newcomers and immigrants. Based upon this survey, a strategy will be developed by LIP staff and SLARDIC to guide the work to be done to address racism and discrimination at the local and systemic level through education, advocacy and training.

Attachment "A"

**Discrimination Experienced by Immigrants, Visible  
Minorities, and Indigenous Peoples in Sarnia-Lambton**

**An Empirical Study by the Sarnia-Lambton Local Immigration  
Partnership**

Alina Sutter, Ph.D.

Network for Economic and Social Trends (NEST), Western University

September 2021



**Western  
SocialScience**

Network for Economic  
and Social Trends (NEST)

Funded by:

Financé par :



Immigration, Refugees  
and Citizenship Canada

Immigration, Réfugiés  
et Citoyenneté Canada

#### **Acknowledgements:**

I would like to thank Dr. Victoria M. Esses for her advice throughout the entire project. I would also like to thank Dr. Mamta Vaswani for her contributions to this project. I also appreciate the input provided by Dr. Zenaida R. Ravanera, Shelley Hill, and Tehya Quachegan. Finally, I would like to thank the Southwestern Ontario Local Immigration Partnerships Discrimination Survey Working Group for their collaboration on this project.

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### Study on Experiences of Discrimination in Sarnia-Lambton

This report provides insight into the discrimination experiences of immigrants, visible minorities<sup>1</sup>, and Indigenous Peoples in Sarnia-Lambton in order to support the development of evidence-based anti-discrimination initiatives at the local level. To this end, a representative survey was conducted in March 2021 to examine the extent and context of discrimination experienced by immigrants, visible minorities, and Indigenous Peoples in Sarnia-Lambton, in comparison to people who are not members of these groups. The survey examined who is experiencing discrimination, in what contexts, on what basis, who is perpetrating these acts of discrimination, and whether specific forms of discrimination are taking place. The survey also examined how immigrants, visible minorities, and Indigenous Peoples respond to these experiences of discrimination (coping strategies and feelings of psychological distress), and associated feelings of being accepted and welcomed in the community.

A community sample of Sarnia-Lambton residents was recruited to take part in the study, including people who identify as (a) immigrants or visible minorities (Immigrants & Visible Minorities group), (b) Indigenous (Indigenous Peoples group), and (c) residents who do not identify with any of these groups (comparison White Non-immigrants group). The immigrants and visible minorities were combined for our target numbers and for the majority of analyses because of the substantial overlap between these two groups in Sarnia-Lambton (though we of course acknowledge that not all immigrants in Sarnia-Lambton are visible minorities and not all visible minorities in Sarnia-Lambton are immigrants). Where possible, analyses were conducted in which we separated immigrant-visible minorities, immigrant-not visible minorities, and visible minorities-not immigrants.

Forum Research Inc., a market research firm, was retained by the Sarnia-Lambton Local Immigration Partnership to recruit participants, administer the survey, and collect the data. The research was conducted through random digit dialing of phone numbers in the region, and if individuals then qualified to participate and agreed, they were sent the link to the online survey via SMS text message or email. Targets of 200 Immigrants & Visible Minorities, 140 Indigenous Peoples, and 300 White Non-immigrants were set, and the final sample included 231 Immigrants & Visible Minorities, 132 Indigenous Peoples, and 271 White Non-immigrants. This ensured a relatively representative sample of participants within each of the three groups. The survey took approximately 10 minutes to complete, and was available in both English and French. Ethics approval for this study was obtained from Western University's research ethics board.

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<sup>1</sup> This report uses the term 'visible minorities' as utilized by Statistics Canada (2020). However, we acknowledge that in the current discourse, the term racialized persons may be preferred in public discussions of the findings. Indigenous Peoples are not included in this category.

The survey included questions about whether respondents had experienced discrimination or been treated unfairly in the past three years in different contexts (e.g., in a store, bank, or restaurant; when applying for a job or promotion), the presumed basis of this discrimination (e.g., race or skin colour, status as an immigrant, accent, gender), whether the respondents had experienced specific types of discrimination (e.g., inappropriate jokes, verbal abuse), and who the main perpetrators of this discrimination were (gender, age, race or ethnicity). One question asked respondents whether their experiences of discrimination have changed during the COVID-19 pandemic. The survey also asked how people coped with (active and passive coping) and felt about (powerless, shame, excluded, discouraged) their experiences of discrimination, and their psychological distress (anxiety and depression) in response to discrimination in the past three years. Questions about how accepted and welcomed participants felt in Sarnia-Lambton at the present time were also asked. Finally, a set of demographic questions were included. The survey was based on established measures where available, with the language adapted to plain language (for full details on the measures, see Appendix).

### **Profile of Respondents**

Immigrants & Visible Minorities reported speaking languages other than English more and reported more diverse religions than Indigenous Peoples and White Non-immigrants. Immigrants & Visible Minorities also tended to be more highly educated. Additionally, White Non-immigrants tended to be on average quite a bit older and less likely to be employed compared to the other two groups. The White Non-immigrants group had more female respondents than male respondents. The other two groups had a more balanced gender breakdown.

In terms of the specific characteristics of Immigrants & Visible Minorities, members of this group were most likely to be Christian, have no religion, or have other/multiple religions. They were most likely to be East Asian and Southeast Asian, South Asian, or other/multiple ethnicities. Approximately three quarters were not born in Canada. When immigrant status and visible minority status were separated, just over 50% were both immigrants and visible minorities, 26% were non-immigrant visible minorities, and 24% were immigrants but not visible minorities. A bit more than a third of the immigrants entered Canada as family class immigrants, a quarter as temporary residents (temporary foreign worker, work visa, or student visa), and another quarter as economic class immigrants. The majority of immigrants were now permanent residents or citizens of Canada. Close to 65% had been in Canada longer than 10 years.



**Respondent Demographics**

	<b>Immigrants &amp; Visible Minorities (N = 231)</b>	<b>Indigenous Peoples (N = 132)</b>	<b>Comparison White Non-immigrants (N = 271)</b>
<b>Gender</b>			
Female	49.8%	49.2%	60.1%
Male	48.1%	49.2%	38.7%
Non-binary	0.9%	0.8%	0.7%
Other	0.4%	0.0%	0.4%
No response	0.9%	0.8%	0.0%
<b>Age</b>			
	Range: 18-79 Average: 40 years	Range: 18-70 Average: 38 years	Range: 18-84 Average: 50 years
18 to 24 years	13.9%	11.4%	4.8%
25 to 35 years	27.3%	25.0%	15.9%
36 to 50 years	30.7%	50.8%	23.6%
Older than 50	22.5%	9.8%	52.0%
No response	5.6%	3.0%	3.7%
<b>Language(s) Most Often Spoken at Home</b>			
English only	58.9%	88.6%	91.9%
English and another language	25.1%	7.6%	4.8%
Another language only	14.3%	3.8%	3.3%
No response	1.7%	0.0%	0.0%
<b>Employment Status</b>			
Employed full-time/part-time/self-employed	69.3%	78.0%	51.7%
Other employment (includes unemployed, retired, student, homemaker, and other)	23.4%	20.5%	46.1%
Multiple employment statuses	6.1%	0.8%	1.5%

No response	1.3%	0.8%	0.7%
<b>Education Level</b>			
Secondary/high school and less	21.6%	43.9%	28.0%
College/vocational training	20.3%	30.3%	35.8%
University undergraduate degree	26.0%	13.6%	18.5%
University graduate degree and Professional degree	30.3%	9.8%	16.6%
No response	1.7%	2.3%	1.1%
<b>Annual Household Income</b>			
Less than \$45,000	29.9%	30.3%	31.7%
\$45,001 to \$80,000	32.9%	29.5%	24.4%
\$80,001 and more	30.3%	37.9%	35.4%
No response	6.9%	2.3%	8.5%
<b>Years Living in Sarnia-Lambton</b>			
	Range: 0-68 Average: 14 years	Range: 1-60 Average: 23 years	Range: 0-82 Average: 30 years
Less than 5 years	27.3%	8.3%	9.2%
5 to 10 years	24.2%	16.7%	11.4%
10 to 20 years	26.4%	22.0%	14.8%
Longer than 20 years	21.6%	52.3%	63.5%
No response	0.4%	0.8%	1.1%
<b>Religion</b>			
Christian	40.7%	35.6%	52.8%
Traditional/Spirituality	4.3%	15.2%	4.8%
No religion (atheist or agnostic)	20.8%	31.1%	32.1%

Other religion (includes Baha'i, Buddhist, Hindu, Jewish, Mennonite, Muslim, Sikh and other) and multiple religious categories	34.2%	18.2%	10.3%
--	-------	-------	-------

No response	0.0%	0.0%	0.0%
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**Sense of Belonging to Religious Group(s)**      Average: 3.40      Average: 3.40      Average: 3.30

(Scale of Very Weak = 1 to Very Strong = 5)

**Religion of Immigrants & Visible Minorities**

Christian      40.7%

No religion (atheist or agnostic)      20.8%

Muslim      13.0%

Hindu      7.4%

Other religion (includes Baha'i, Buddhist, Jewish, Mennonite, Traditional / Spirituality, Sikh and other) and multiple religious categories      18.2%

No response      0.0%

**Race/Ethnicity**

White      17.7%      0.0%      97.0%

First Nations, Métis, or Inuk (Inuit)      3.9%      88.6%      0.0%

Visible minority, other, and multiple races/ethnicities      78.4%      11.4%      3.0%

No response      0.0%      0.0%      0.0%

**Sense of Belonging to Racial/Ethnic Group(s)**

Average: 3.39

Average: 3.51

Average: 3.79

(Scale of Very Weak = 1 to Very Strong = 5)

**Race/Ethnicity of Immigrants & Visible Minorities**

East Asian and Southeast Asian	25.1%
South Asian	21.6%
White	17.7%
Black	13.4%
Other (includes Arab, Indigenous, Latin American, West Asian, or other) and multiple races/ethnicities	22.1%
No response	0.0%

**Born in Canada**

Yes	26.0%
No	74.0%
No response	0.0%

**Immigrant & Visible Minority Status**

Immigrant visible minority	50.2%
Non-immigrant visible minority	26.0%
Immigrant non-visible minority	23.8%
No response	0.3%

**Immigrants: Status Upon Arrival to Canada**

Family class immigrant	35.1%
Temporary resident (temporary foreign worker, work visa or student)	26.3%

Economic class immigrant	24.6%
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Other entry class (includes resettled refugee, refugee claimant, temporary resident on visitor visa, undocumented, other)	14.0%
--	-------

No response	0.0%
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**Immigrants: Current Immigration Status**

Canadian citizen	67.8%
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Permanent resident	18.7%
--------------------	-------

Other status (includes temporary resident, protected person, refugee claimant, undocumented, other)	13.5%
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No response	0.0%
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**Immigrants: Years living in Canada**      Range: 0.25-72  
Average: 21 years

Less than 5 years	14.0%
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5 to 10 years	21.1%
---------------	-------

Longer than 10 years	64.9%
----------------------	-------

No response	0.0%
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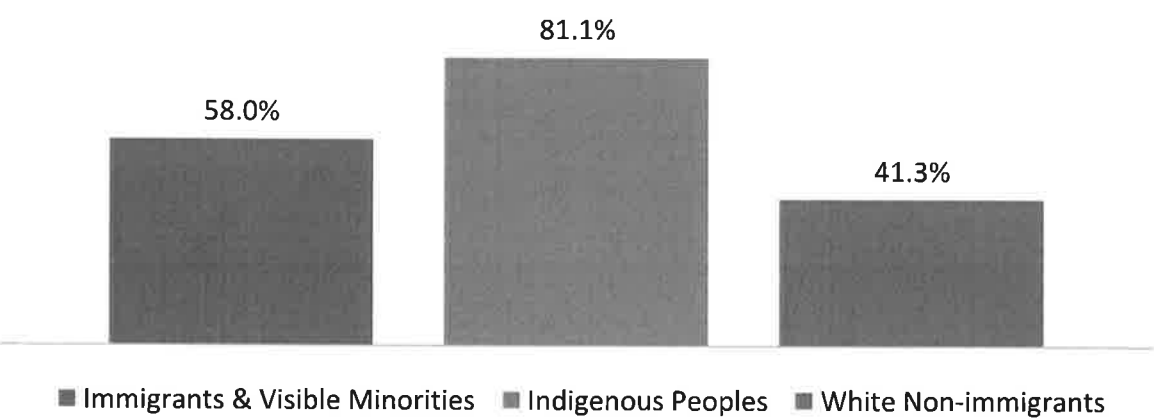
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**Experiences of Discrimination**

**To what extent have Immigrants & Visible Minorities, Indigenous Peoples, and comparison White Non-immigrants experienced discrimination in Sarnia-Lambton in the past three years?**

In all three groups, a substantial percentage of respondents reported experiencing discrimination in one or more contexts in Sarnia-Lambton in the last three years. However, there were considerable differences between the three groups, with Indigenous respondents especially likely to report experiencing discrimination, followed by Immigrants & Visible Minorities.

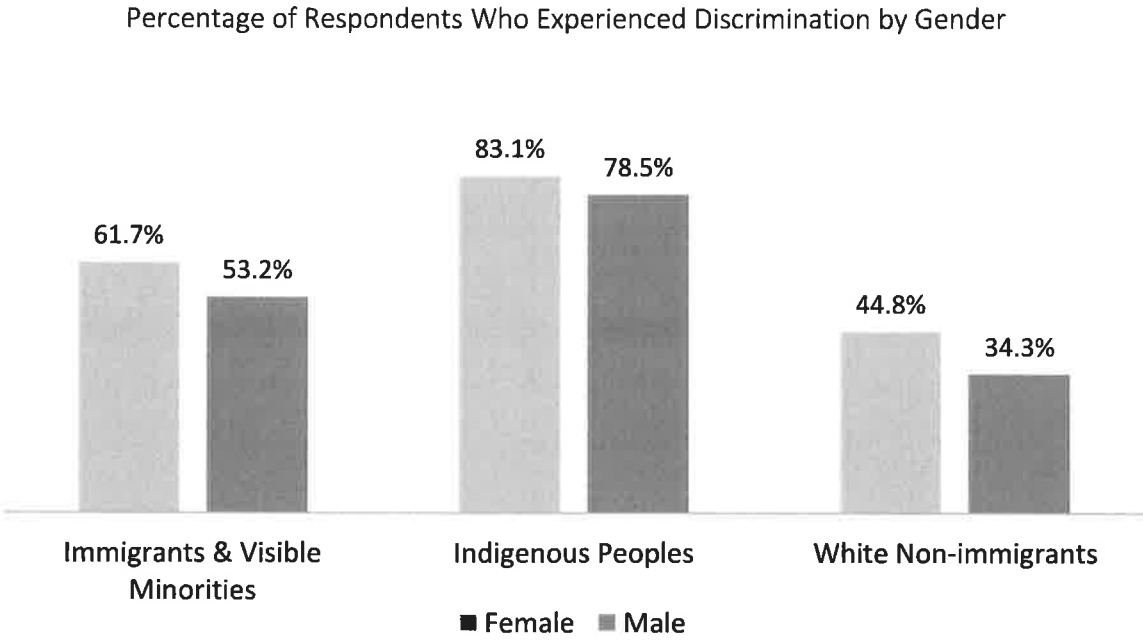
Percentage of Respondents Who Experienced Discrimination in One or More Contexts in the Past Three Years



**Within the three groups, to what extent do experiences of discrimination differ as a function of demographic characteristics?**

***The role of gender***

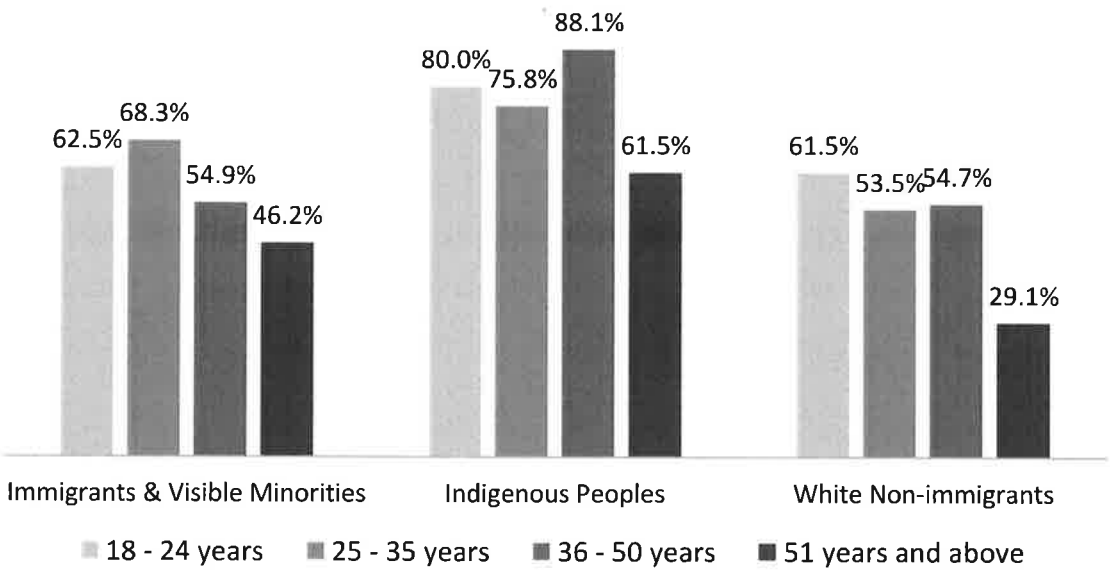
In all three groups, female respondents were more likely to report experiencing discrimination in Sarnia-Lambton than male respondents.



***The role of age***

In the Immigrants & Visible Minorities group, respondents aged 25 to 35 years old were most likely to report experiencing discrimination in Sarnia-Lambton. In the Indigenous Peoples group, respondents aged 36 to 50 years old were most likely to report experiencing discrimination in Sarnia-Lambton. In the White Non-immigrants group, the younger respondents were more likely to report experiencing discrimination in Sarnia-Lambton than older respondents.

Percentage of Respondents Who Experienced Discrimination by Age



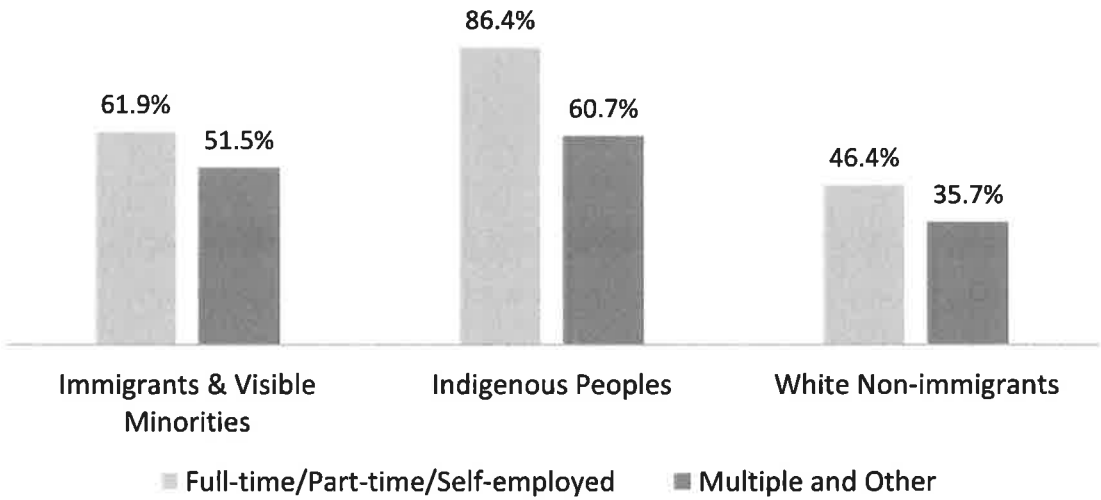
Note: Due to the small cell sizes, the findings for Indigenous Peoples aged 51 years old and above and the findings for White Non-immigrants aged 18 to 24 years old are suggestive only.

***The role of employment status***

In all three groups, respondents who were employed (full-time/part-time) or self-employed were more likely to report experiencing discrimination in Sarnia-Lambton than respondents with other or multiple employment statuses. The discrepancy was particularly large in the Indigenous Peoples group.



Percentage of Respondents Who Experienced Discrimination by Employment Status

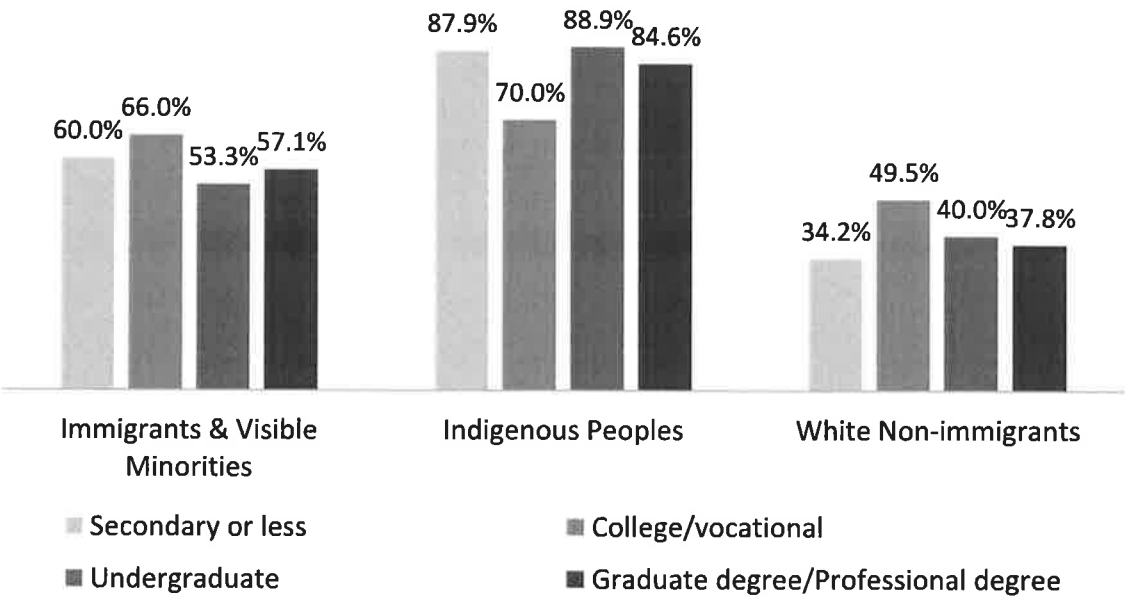


Note: The “Other and Multiple” employment status category includes people who indicated that they are unemployed, retired, students, homemakers, or other, as well as people who indicated more than one employment status (e.g., homemaker and retired).

***The role of education level***

In the Immigrants & Visible Minorities group and the White Non-immigrants group, those with college or vocational training were most likely to report experiencing discrimination in Sarnia-Lambton. In contrast, in the Indigenous Peoples group, those with college or vocational training were least likely to report experiencing discrimination in Sarnia-Lambton.

Percentage of Respondents Who Experienced Discrimination by Highest Level of Education

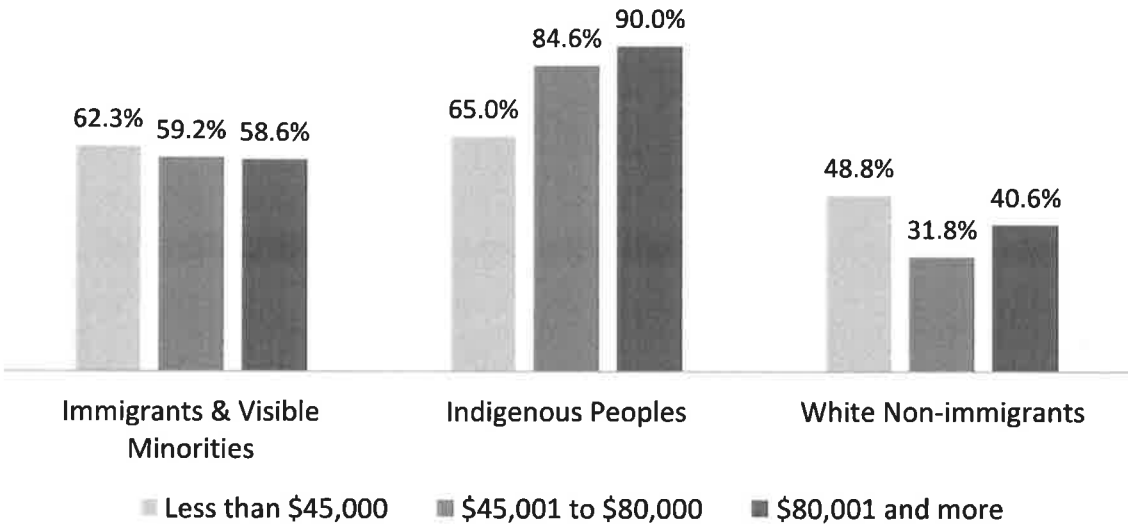


Note: Due to the small cell size, the findings for Indigenous Peoples with a graduate/professional degree are suggestive only.

***The role of annual household income***

In the Immigrants & Visible Minorities group, those with an annual household income of \$45,000 or less were slightly more likely to report experiencing discrimination in Sarnia-Lambton than those with higher annual household incomes. In the Indigenous People group, those with an annual household income above \$80,000 were most likely to report experiencing discrimination in Sarnia-Lambton. In the comparison White Non-immigrants group, those with an annual household income of \$45,000 or less were most likely to report experiencing discrimination in Sarnia-Lambton.

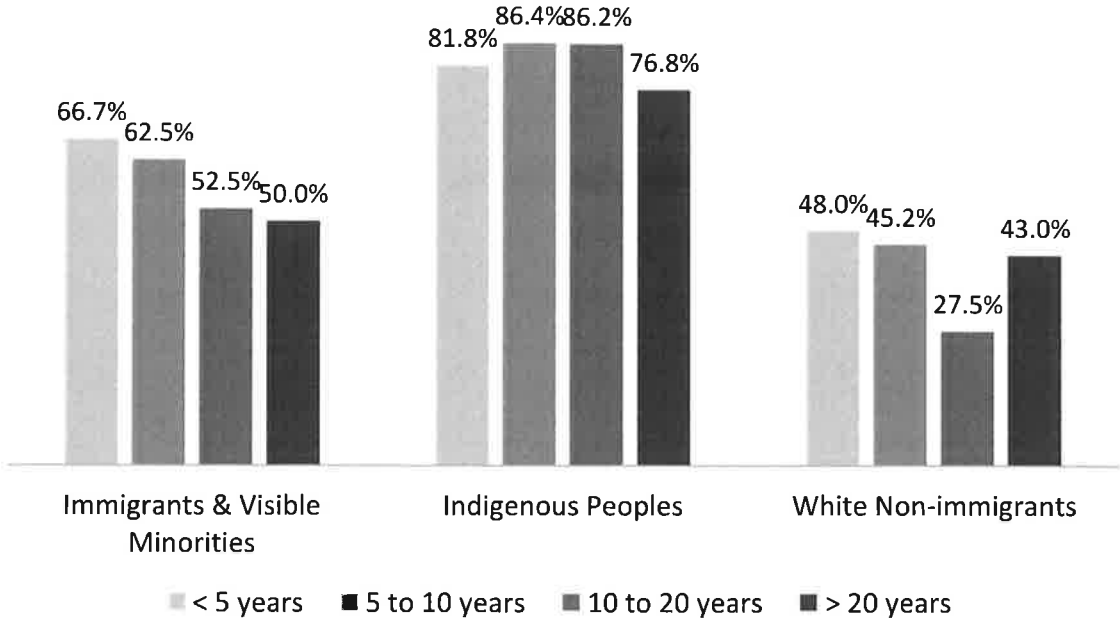
Percentage of Respondents Who Experienced Discrimination by Annual Household Income



***The role of length of time residing in Sarnia-Lambton***

In the Immigrants & Visible Minorities group and the Indigenous Peoples group, those who had lived in Sarnia-Lambton for over 20 years were least likely to report experiencing discrimination in Sarnia-Lambton in the last three years. In the White Non-immigrants group, respondents who had lived in Sarnia-Lambton between 10-20 years were least likely to report experiencing discrimination in Sarnia-Lambton.

Percentage of Respondents Who Experienced Discrimination by Length of Time Residing in Sarnia-Lambton

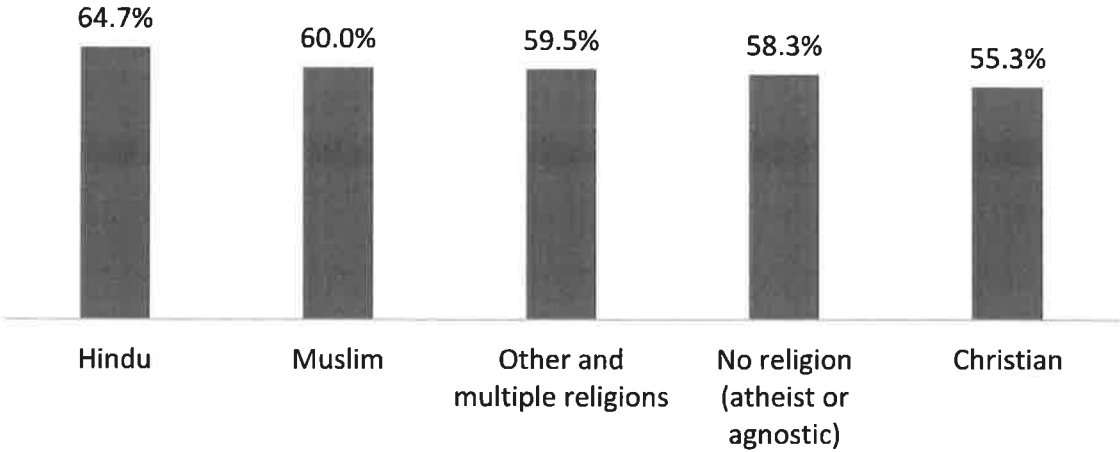


Note: Due to the small cell size, the findings for Indigenous Peoples who had lived in Sarnia-Lambton under 5 years are suggestive only.

***Immigrants and visible minorities: The role of religion***

In the Immigrants & Visible Minorities group, Hindu and Muslim respondents were most likely to report experiencing discrimination in Sarnia-Lambton.

Percentage of Immigrant and Visible Minority Respondents Who Experienced Discrimination by Religion

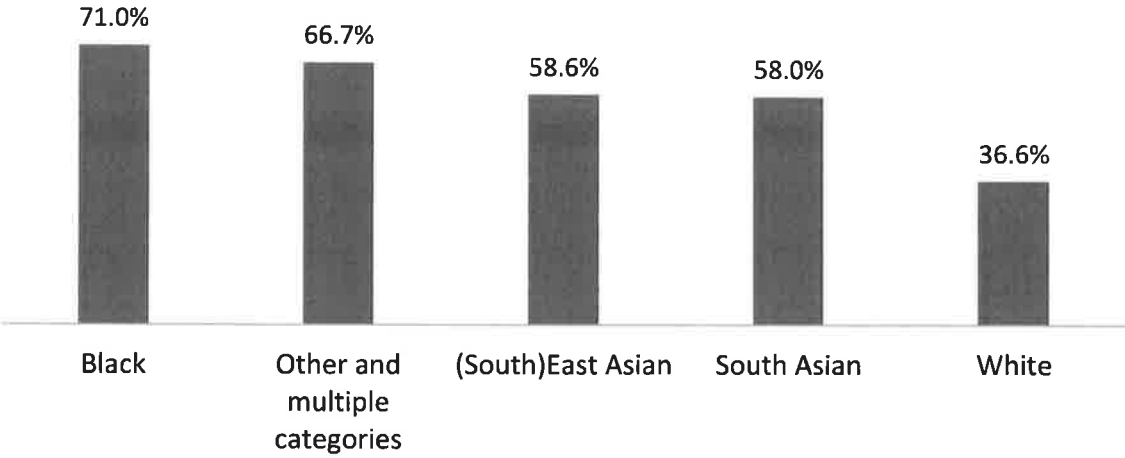


Note: The “Other and Multiple” religions category includes people who indicated that they are Baha’i, Buddhist, Jewish, Mennonite, Traditional / Spirituality, Sikh, or other, as well as people who indicated more than one religion.

***Immigrants and visible minorities: The role of ethnicity/race***

In the Immigrants & Visible Minorities group, Black respondents and respondents with other and multiple race/ethnic categories were most likely to report experiencing discrimination in Sarnia-Lambton. At the same time, White respondents were least likely to report experiencing discrimination in Sarnia-Lambton.

Percentage of Immigrant and Visible Minority Respondents Who Experienced Discrimination by Ethnicity/Race

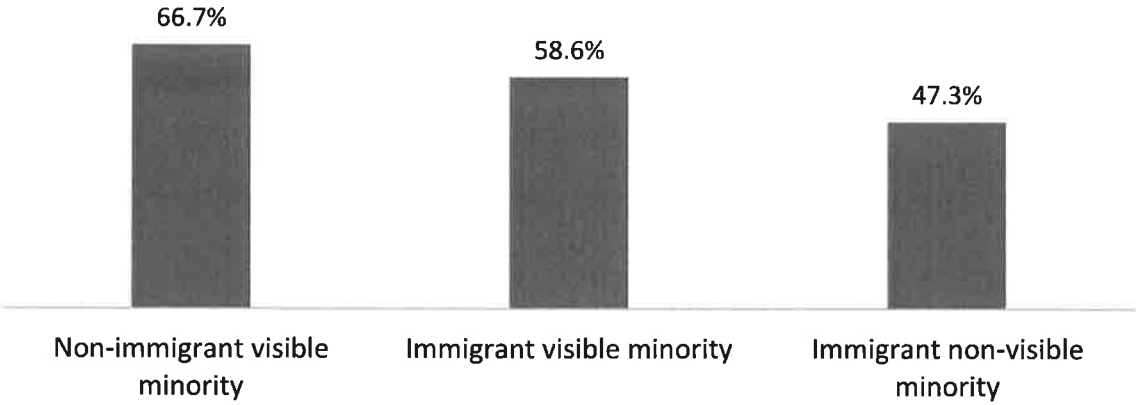


Note: The “Other and Multiple” category includes people who indicated that they are Arab, Indigenous, Latin American, West Asian, or other, as well as people who indicated more than one race/ethnicity.

***Immigrants and visible minorities: The role of immigrant and visible minority status***

In the Immigrant & Visible Minorities group, non-immigrant visible minorities were most likely to report experiencing discrimination, followed by immigrants who are visible minorities.

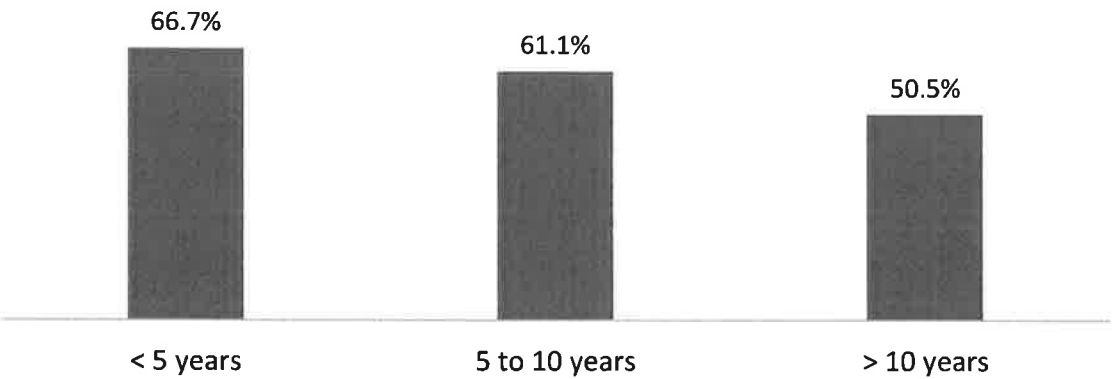
Percentage of Immigrant & Visible Minority Group Respondents Who Experienced Discrimination as a Function of their Immigrant and Visible Minority Statuses



***Immigrants: The role of length of time in Canada***

Of the immigrant respondents, those who had lived in Canada for the shortest period of time were most likely to report experiencing discrimination in Sarnia-Lambton in the last three years.

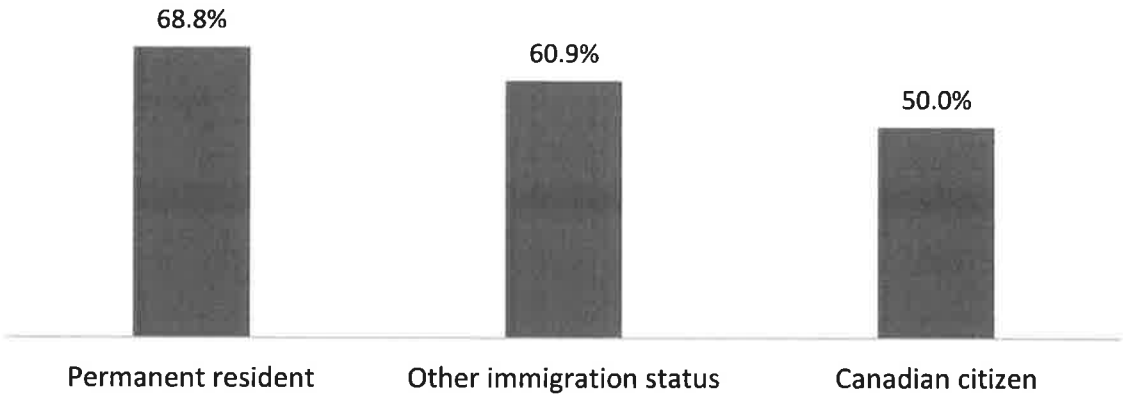
Percentage of Immigrants Who Experienced Discrimination by Length of Time in Canada



***Immigrants: The role of current immigration status***

Of the immigrant respondents, Permanent Residents were most likely to report experiencing discrimination in Sarnia-Lambton in the last three years.

Percentage of Immigrants Who Experienced Discrimination by Current Immigration Status

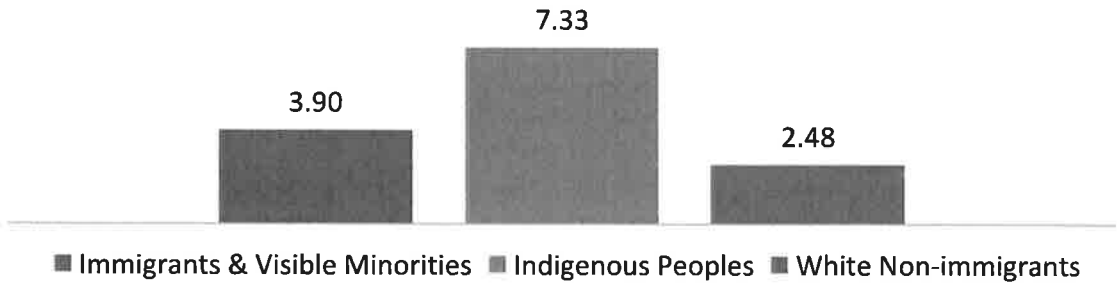


Note: The “Other immigration status” category includes protected persons, temporary residents, refugee claimants, and those who are undocumented.

**In how many contexts is discrimination being experienced?**

The survey included a list of 16 contexts in which respondents might be experiencing discrimination, including an other category to capture any contexts not included. On average, Indigenous Peoples reported experiencing discrimination in more contexts, followed by Immigrants & Visible Minorities.

Average Number of Contexts in Which Respondents Experienced Discrimination in the Past Three Years

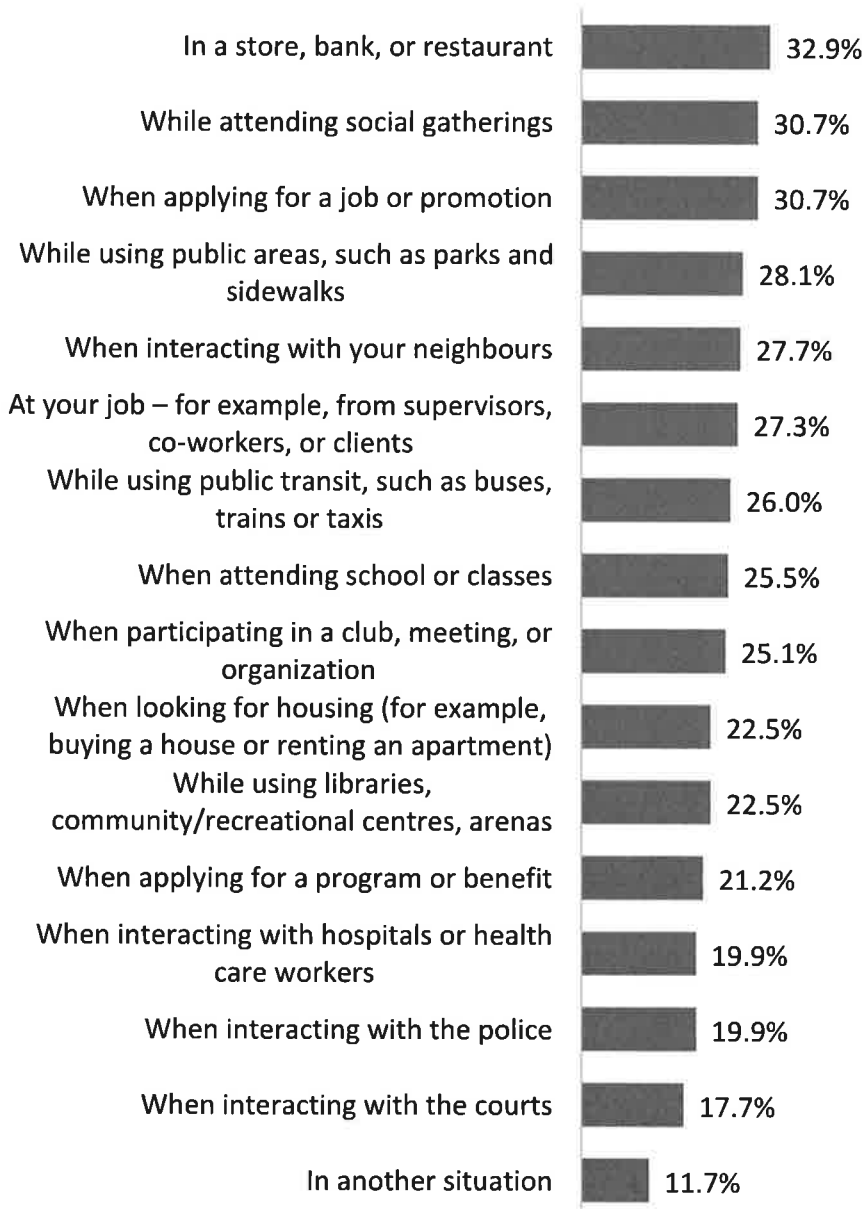




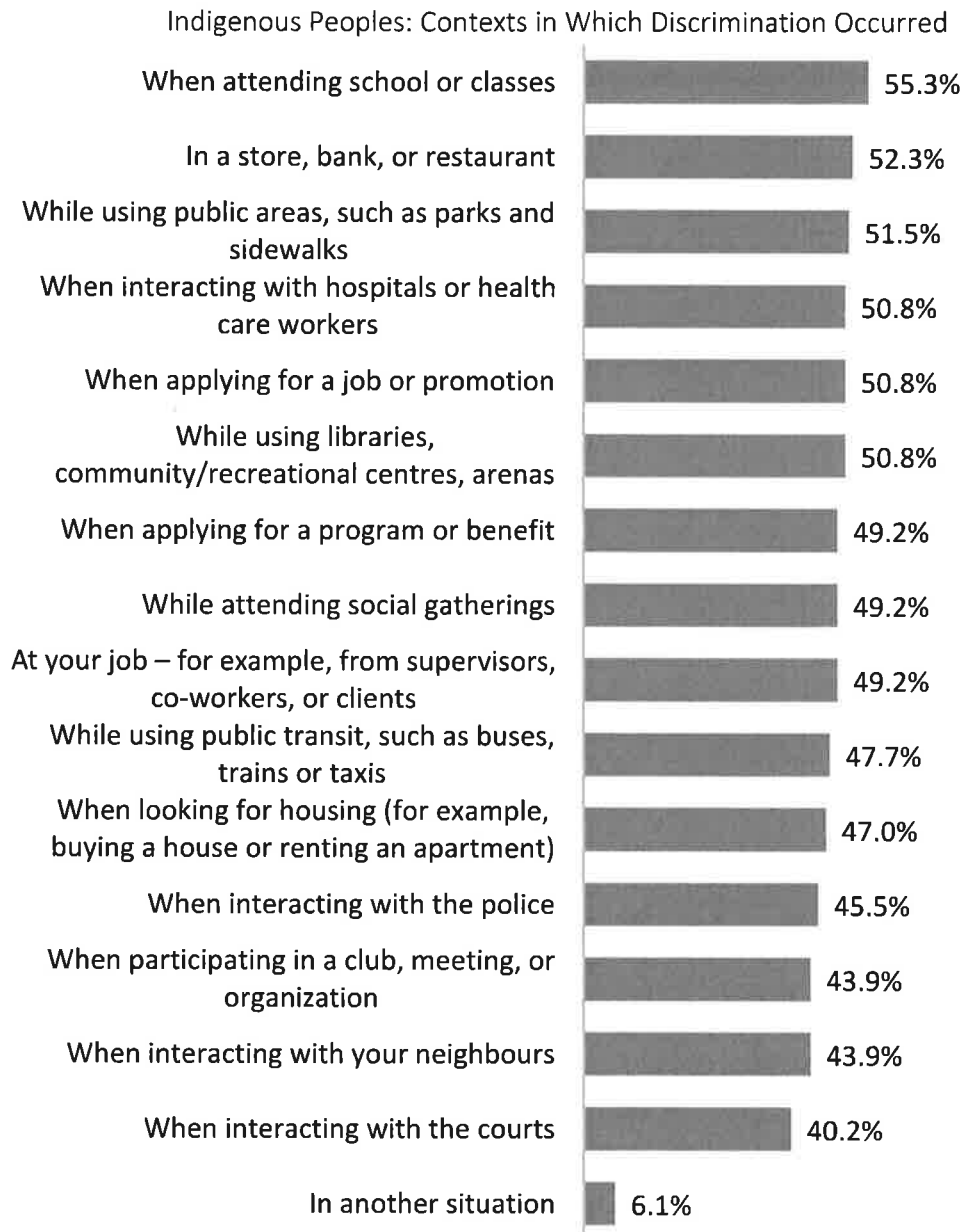
### In what contexts is discrimination being experienced?

Overall, Immigrants & Visible Minorities were most likely to experience discrimination in Sarnia-Lambton in a store, bank, or restaurant, while attending social gatherings, when applying for a job or promotion, while using public areas (e.g., parks and sidewalks), and when interacting with their neighbours.

Immigrants & Visible Minorities: Contexts in Which Discrimination Occurred

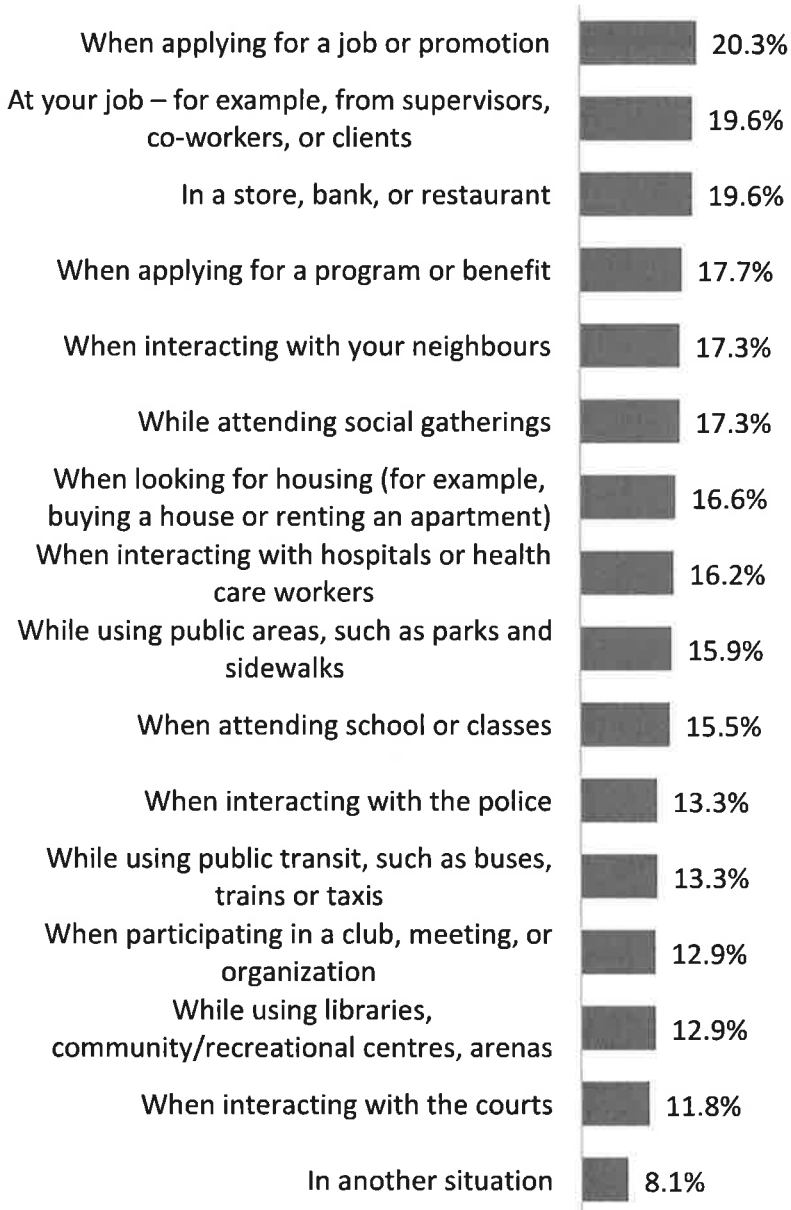


Overall, Indigenous Peoples reported experiencing discrimination in Sarnia-Lambton in many contexts. They were most likely to report experiencing discrimination in Sarnia-Lambton when attending school or classes, in a store, bank or restaurant, while using public areas (e.g., parks and sidewalks), when interacting with hospitals or health care workers, when applying for a job or promotion, and while using libraries, community/recreational centres, arenas.



Overall, White Non-immigrants were most likely to report experiencing discrimination in Sarnia-Lambton when applying for a job or promotion, at their job (e.g., from supervisors, co-workers, or clients), in a store, bank, or restaurant, when applying for a program or benefit, when interacting with their neighbours, and while attending social gatherings.

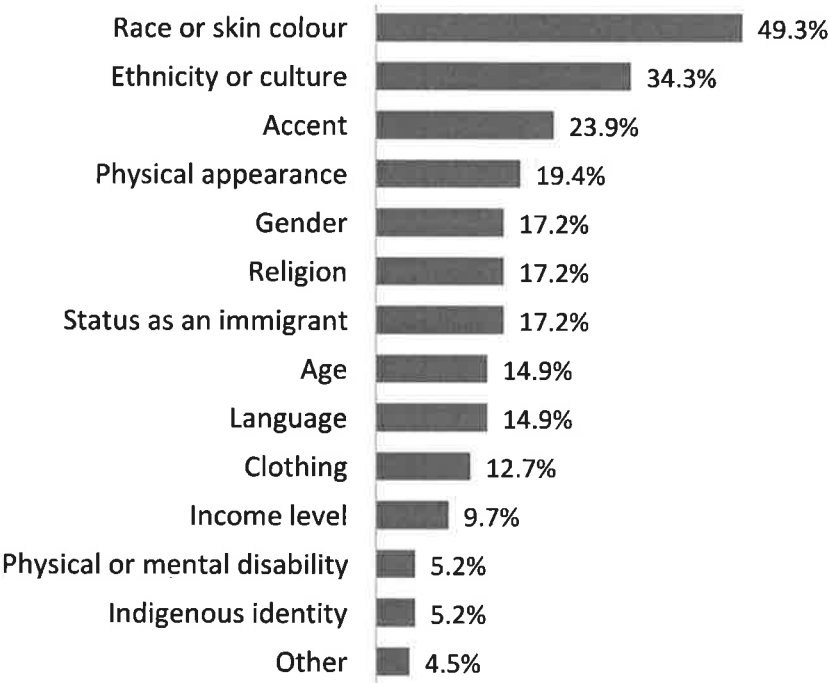
White Non-immigrants: Contexts in Which Discrimination Occurred



**What are the presumed bases of experiences of discrimination?**

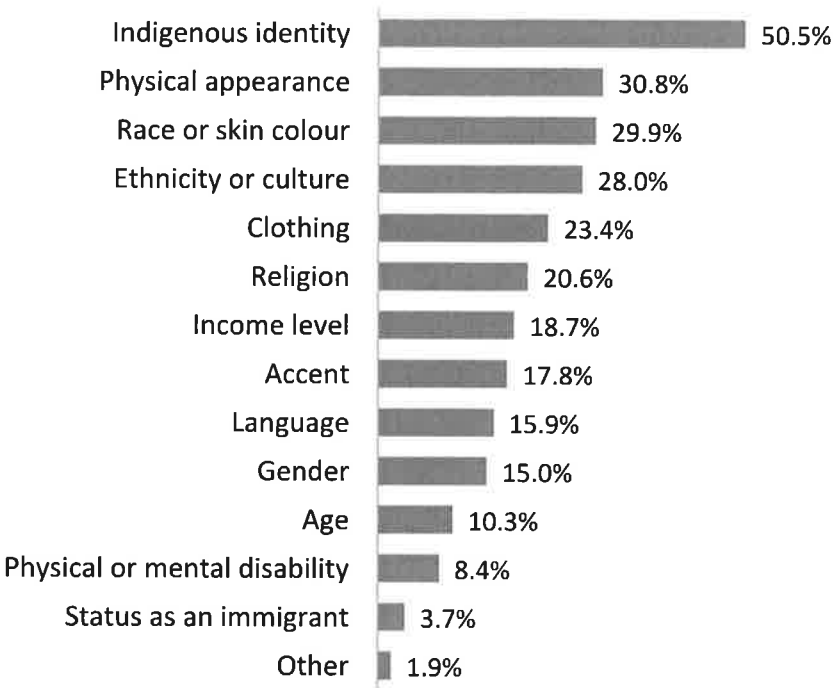
Those respondents who reported that they had experienced discrimination in at least one context in the last three years were asked to indicate what they thought the main reasons were for their experiences of discrimination (respondents could choose more than one reason). Immigrants & Visible Minorities were most likely to indicate that the discrimination that they had experienced was based on their race or skin colour and ethnicity or culture, followed by their accent.

Immigrants & Visible Minorities Who Had Experienced Discrimination: Percentage Who Indicated Each Basis of Discrimination



Indigenous Peoples were most likely to indicate that the discrimination that they had experienced was based on their indigenous identity, physical appearance, race or skin colour and ethnicity or culture.

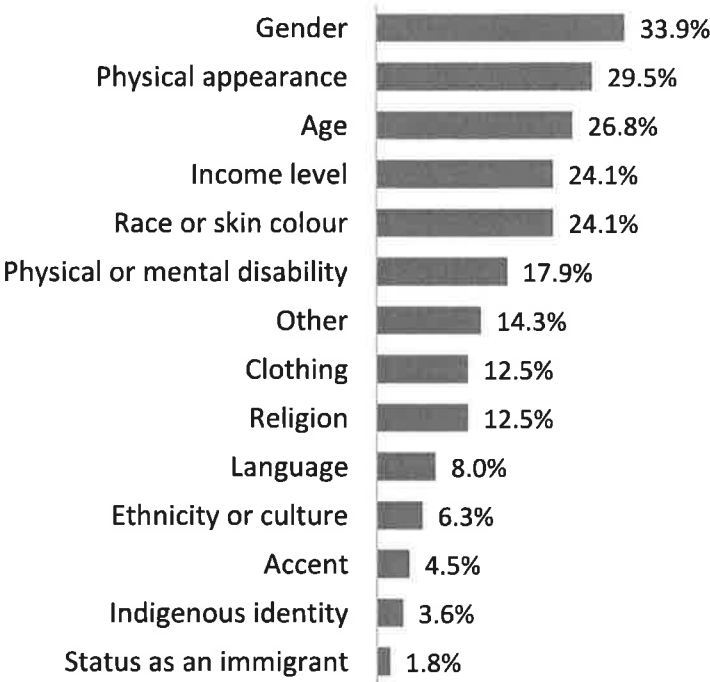
Indigenous Peoples Who Had Experienced Discrimination: Percentage Who Indicated Each Basis of Discrimination



Note: A few respondents in the Indigenous Peoples group selected ‘status as an immigrant’ as one of the bases of their discrimination experiences. It is possible that these respondents perceived themselves as ‘immigrants’ in Sarnia-Lambton even though they were born in Canada. Alternatively, this is attributable to random error in responding.

White Non-immigrants were most likely to indicate that the discrimination that they had experienced was based on their gender, physical appearance, and age.

White Non-immigrants Who Had Experienced Discrimination: Percentage Who Indicated Each Basis of Discrimination



Note: A few respondents in the White Non-immigrants group selected 'status as an immigrant' as one of the bases of their discrimination experiences. It is possible that these respondents perceived themselves as 'immigrants' in Sarnia-Lambton even though they were born in Canada. Alternatively, this is attributable to random error in responding.

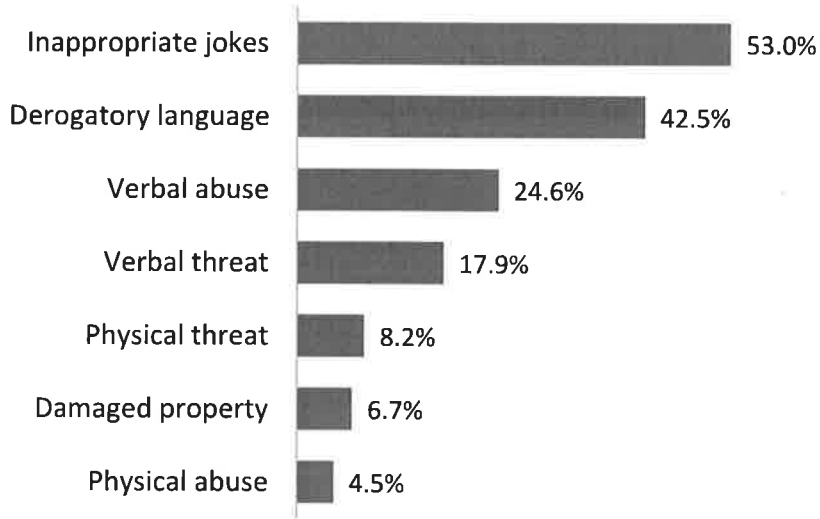
These results suggest that Immigrants & Visible Minorities and Indigenous Peoples perceive their experiences of discrimination as based on ethnocultural factors related to different minority group statuses, such as race or skin colour, indigenous identity, and ethnicity or culture. In contrast, comparison White Non-immigrants tend to perceive their experiences of discrimination as based on more universal factors, such as gender (largely driven by female respondents of whom 41.1% reporting discrimination based on gender as compared to 19.4% of males), physical appearance, and age.

**Are specific types of discrimination being experienced?**

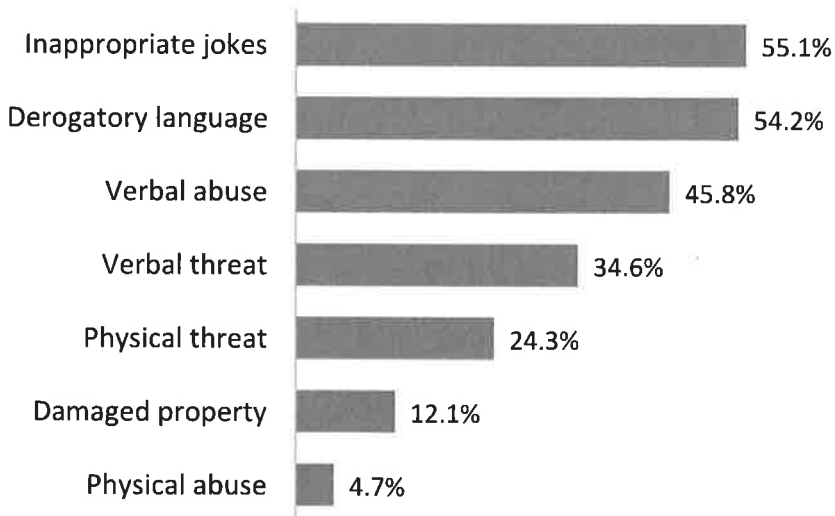
Those people who reported that they had experienced discrimination in at least one context in the last three years were asked to indicate whether they had experienced specific types of discrimination (respondents could choose more than one type). In all three groups, respondents

most frequently reported experiencing discrimination in the form of inappropriate jokes and derogatory language, followed by verbal abuse and verbal threat.

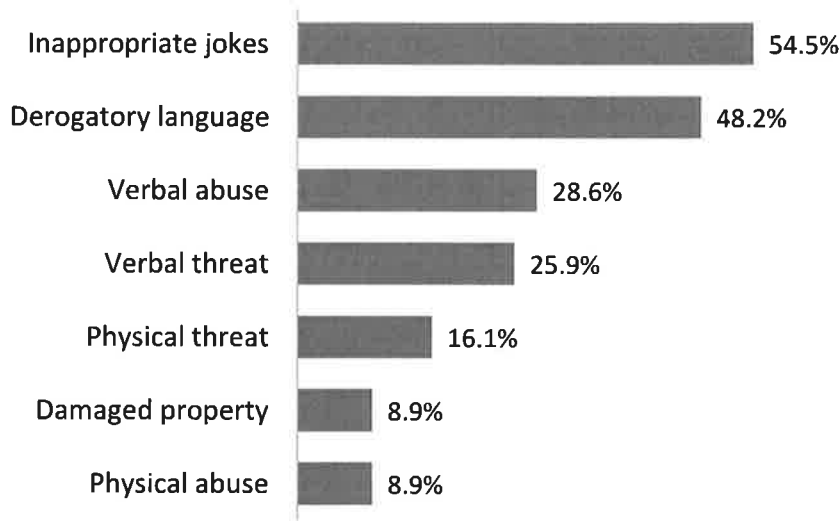
Immigrants & Visible Minorities Who Had Experienced Discrimination: Percentage Who Had Experienced Each Type of Discrimination



Indigenous Peoples Who Had Experienced Discrimination: Percentage Who Had Experienced Each Type of Discrimination



White Non-Immigrants Who Had Experienced Discrimination: Percentage Who Had Experienced Each Type of Discrimination



### Who are the perpetrators of discrimination?

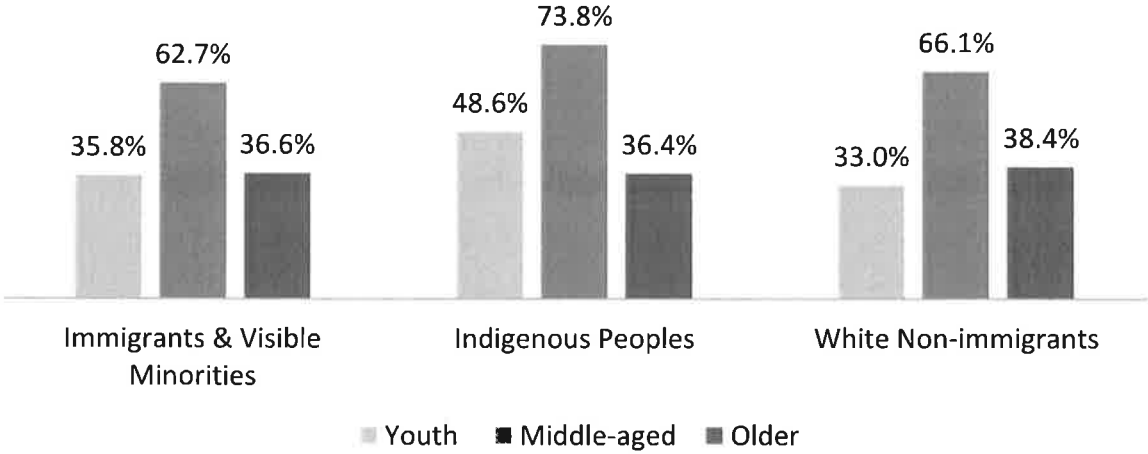
Those people who reported that they had experienced discrimination in at least one context in the last three years were asked to describe who generally discriminated against them, including perpetrators' gender, age, and race or ethnicity (respondents could choose more than one response for each category).

#### *Perpetrator age*

In all three groups, respondents were most likely to identify perpetrators as middle-aged individuals. The extent to which respondents in each group thought that perpetrators were young or older varied a bit. For example, among respondents in the Immigrants & Visible Minorities group, young and older individuals were seen as almost equally likely to be perpetrators. In contrast, among respondents in the Indigenous Peoples group, younger individuals were more likely to be seen as perpetrators than older individuals. Finally, among respondents in the comparison White Non-immigrants group, younger individuals were slightly less likely to be seen as perpetrators than older individuals.



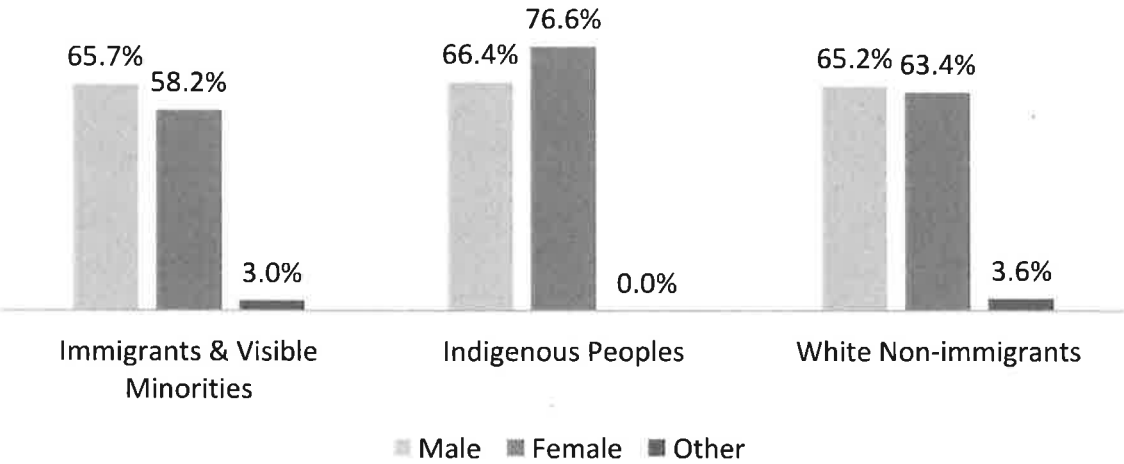
Respondents Who Had Experienced Discrimination: Percentage Who Indicated Each Perpetrator Age Group



**Perpetrator gender**

In the Immigrants & Visible Minorities group, respondents indicated that perpetrators included both genders, although males were mentioned more frequently than females. The opposite was the case in the Indigenous Peoples group. Among these respondents, females were mentioned more frequently than males, although both genders were mentioned. In the comparison White Non-immigrants group, males and females were mentioned with almost the same frequency.

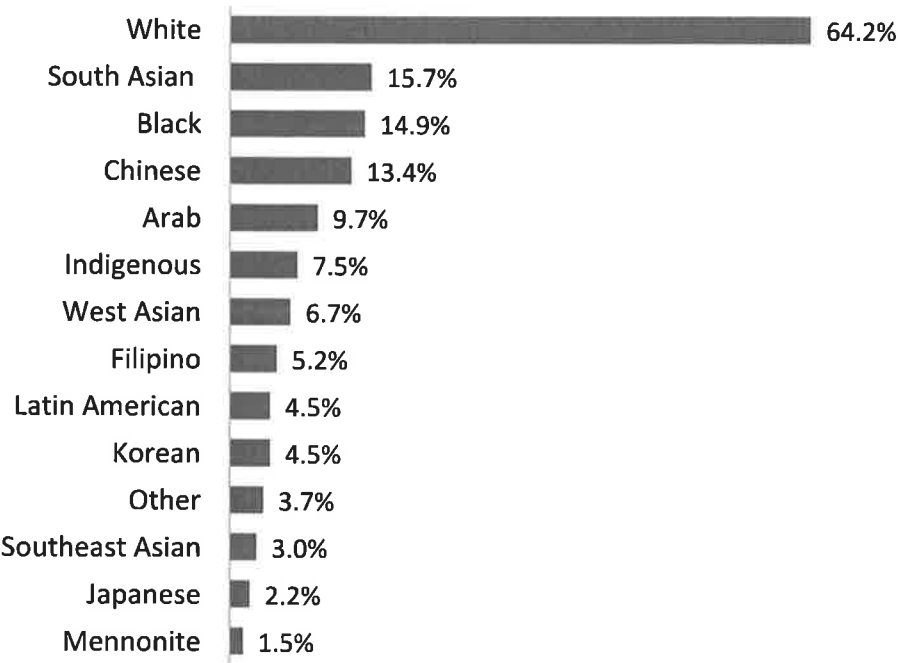
Respondents Who Had Experienced Discrimination: Percentage Who Indicated Each Perpetrator Gender



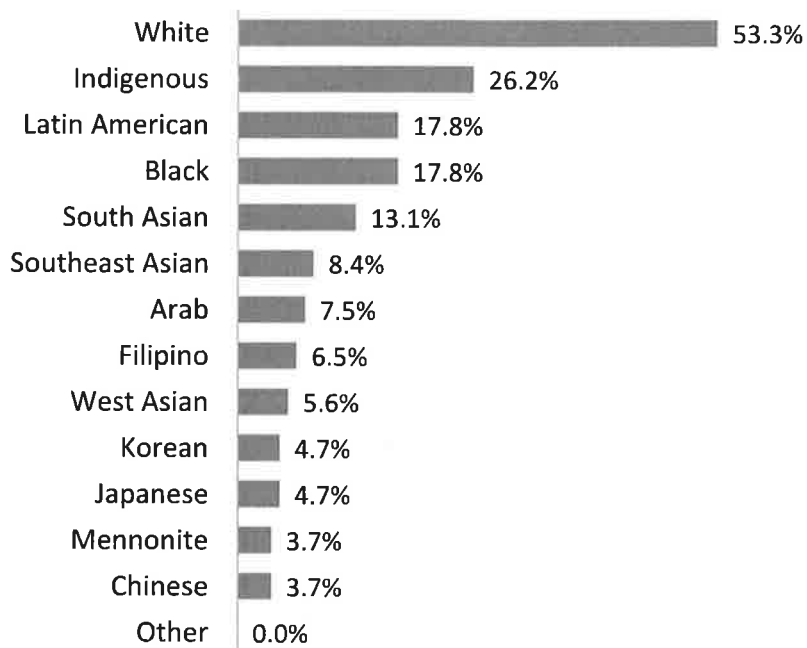
***Perpetrator race or ethnicity***

In all three groups, White individuals were seen as the most common perpetrators of discrimination. Interestingly, in the Indigenous Peoples group, approximately 1 in 4 respondents also reported that other Indigenous Peoples were perpetrators of discrimination.

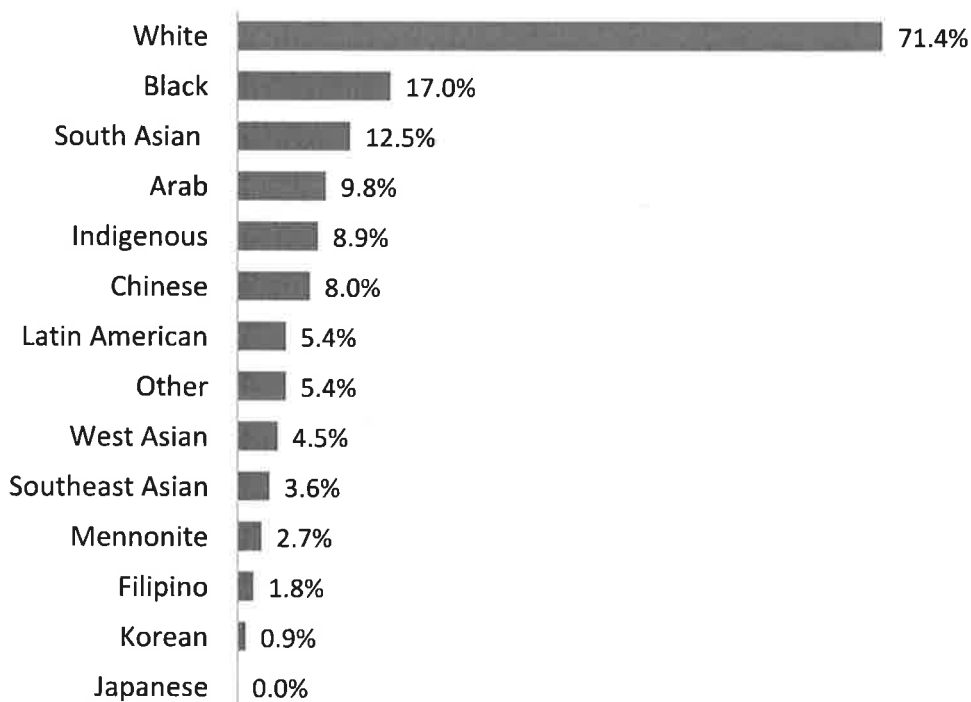
Immigrants & Visible Minorities Who Had Experienced Discrimination: Percentage Who Indicated Each Perpetrator Race/Ethnicity



Indigenous Peoples Who Had Experienced Discrimination: Percentage Who Indicated Each Perpetrator Race/Ethnicity

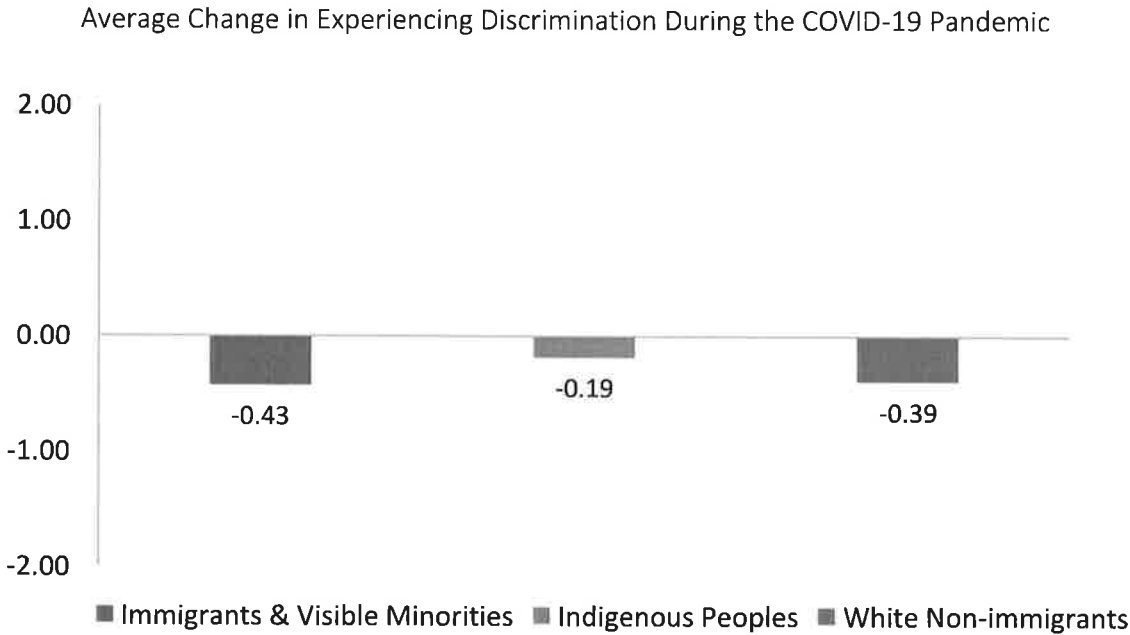


White Non-Immigrants Who Had Experienced Discrimination: Percentage Who Indicated Each Perpetrator Race/Ethnicity



**Have experiences of discrimination increased or decreased during the COVID-19 pandemic?**

Those people who reported that they had experienced discrimination in at least one context in the last three years were asked to indicate whether their experiences of discrimination have increased or decreased during the COVID-19 pandemic. Members of all three groups reported that their experiences of discrimination decreased during the COVID-19 pandemic, perhaps attributable to the lockdowns which reduced the frequency of interactions with others. However, respondents in the Indigenous Peoples group reported a smaller decrease than respondents in the Immigrants & Visible Minorities group and the White Non-immigrants group.



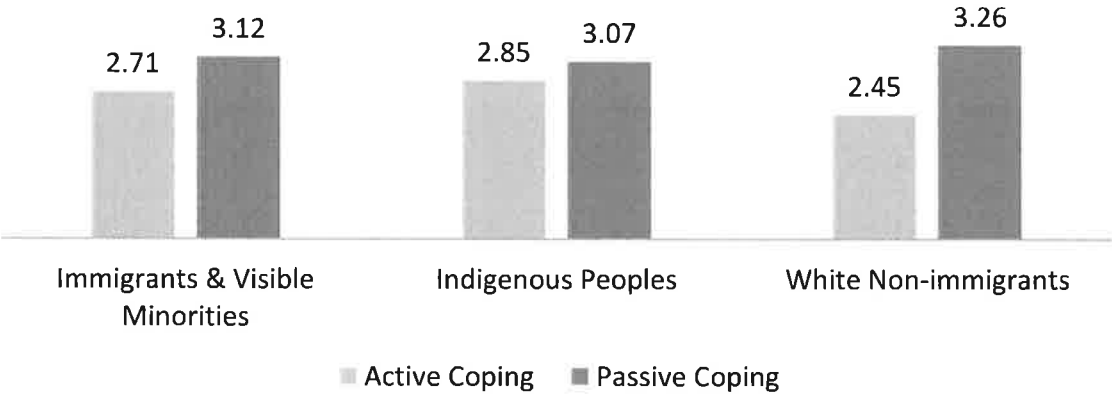
Note: Scale ranged from 2 = much higher to -2 = much lower.

Potential Coping Strategies and Emotions in Response to Discrimination

What coping strategies are used in response to discrimination?

Those people who reported that they had experienced discrimination in at least one context in the last three years were asked to what extent they engaged in 12 coping strategies in response to the discrimination, which were then combined into active (e.g., tried to do something about it) and passive (e.g., accepted it as the way things are) coping strategies. All three groups reported engaging in both active and passive coping strategies to a considerable degree. Of note, although passive coping strategies were more likely to be used by all three groups, this differentiation between passive and active coping was especially evident for Immigrants & Visible Minorities and White Non-immigrants.

Average Use of Active and Passive Coping Strategies in Response to Discrimination

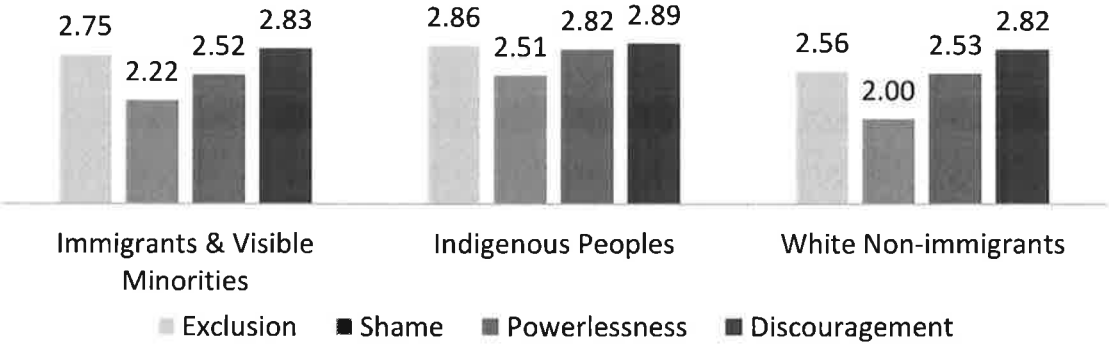


Note: Possible responses could range from never (1) to always (5).

What feelings are elicited by experiences of discrimination?

Those people who reported that they had experienced discrimination in at least one context in the last three years were asked to what extent they experienced 12 different feelings in response to this discrimination, which were then combined into exclusion (e.g., rejected), shame (e.g., ashamed), powerlessness (e.g., helpless), and discouragement (e.g., discouraged). All three groups of respondents tended to experience discouragement, exclusion and powerlessness more than shame, though all emotions were experienced.

Average Feelings of Exclusion, Shame, Powerlessness, and Discouragement in Response to Discrimination

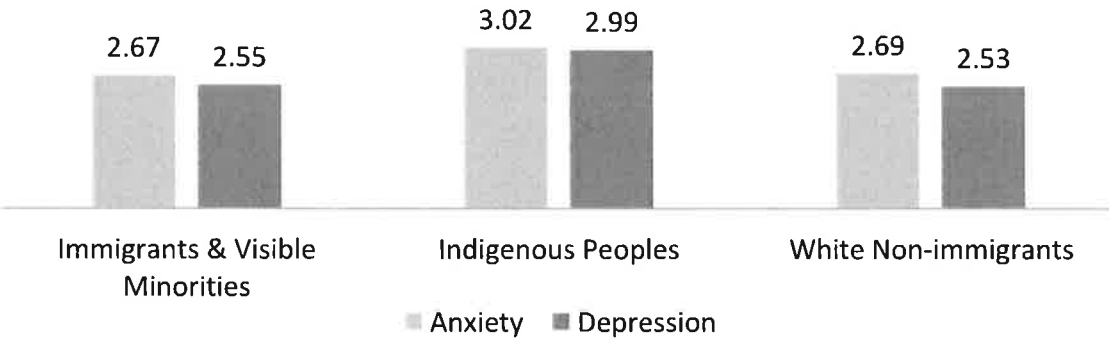


Note: Possible responses could range from never (1) to always (5).

**How much psychological distress is experienced in response to discrimination?**

Those people who reported that they had experienced discrimination in at least one context in the last three years were asked to what extent they experienced psychological distress in response to the discrimination across 4 items, which were then combined into anxiety (e.g., nervous, anxious, or on edge) and depression (e.g., down, depressed, or hopeless.). All three groups of respondents experienced some level of anxiety and depression.

Average Experiences of Anxiety and Depression in Response to Discrimination

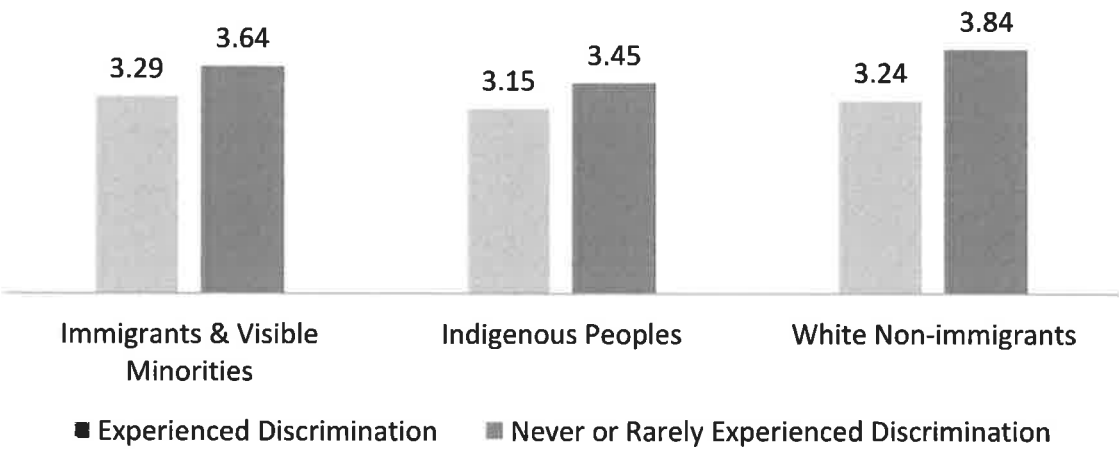


Note: Possible responses could range from never (1) to always (5).

**Sarnia-Lambton as a Welcoming Community**

All respondents were asked to what extent they felt accepted and welcomed in Sarnia-Lambton at the present time using 5 items, which were combined. On average, respondents in the White Non-immigrants group tended to have slightly stronger feelings of acceptance and welcome in Sarnia-Lambton than respondents in the other two groups. Respondents' discrimination experiences also seemed to play a role. In all three groups, respondents who had not experienced discrimination tended to have a stronger sense of acceptance and welcome in Sarnia-Lambton than those who had experienced discrimination.

Average Feelings of Acceptance and Welcome in Sarnia-Lambton



Note: Possible responses could range from not at all (1) to extremely (5).

### References

Statistics Canada (2020). *Visible minority of a person*. [Website accessed 13 August 2021].  
Available from <https://www23.statcan.gc.ca/imdb/p3Var.pl?Function=DEC&Id=45152>



### Appendix:

#### Survey on Experiences of Discrimination in Sarnia-Lambton

The next questions are about your experience with discrimination in the past 3 years (or in the time you have lived in the Sarnia-Lambton area if that time is less than 3 years).

In that time, how often have you experienced discrimination or been treated unfairly by others in the Sarnia-Lambton area in the following situations.

1. While using libraries, community/recreational centres, arenas.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

2. While using public areas, such as parks and sidewalks.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

3. While using public transit, such as buses, trains or taxis.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

4. In a store, bank, or restaurant.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

5. When applying for a job or promotion.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

6. At your job – for example, from supervisors, co-workers, or clients.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

7. When interacting with the police.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

8. When interacting with the courts.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

9. When attending school or classes.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

10. When looking for housing (for example, buying a house or renting an apartment).

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

11. While attending social gatherings.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

12. When interacting with your neighbours.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

13. When participating in a club, meeting, or organization.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

14. When interacting with hospitals or health care workers.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

15. When applying for a program or benefit.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always      ☐ Does Not Apply

16. In another situation that you were not asked about – Please describe that situation:

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

17. You indicated that in the past 3 years you have been discriminated against or treated unfairly by others in the Sarnia-Lambton area.

What do you think were the main reasons for this discrimination or unfair treatment? (You can choose more than one.)

- ☐ Your Indigenous identity
- ☐ Your race or skin colour
- ☐ Your ethnicity or culture
- ☐ Your status as an immigrant
- ☐ Your religion
- ☐ Your language
- ☐ Your accent
- ☐ Your gender
- ☐ A physical or mental disability
- ☐ Your income level
- ☐ Your clothing

- ☐ Your physical appearance (not including skin colour) such as weight, height, hair style or colour, jewelry, tattoos and other physical characteristics
- ☐ Some other reason

18. In the past 3 years, have you experienced any of the following specific forms of discrimination or mistreatment? (You can choose more than one.)

- ☐ Inappropriate jokes
- ☐ Derogatory language
- ☐ Verbal threat
- ☐ Verbal abuse
- ☐ Physical threat
- ☐ Physical abuse
- ☐ Damaged property

19. Generally speaking, were those who discriminated against you:

(You can choose more than one.)

- ☐ Male
- ☐ Female
- ☐ Other gender

Were they:

- ☐ Youths
- ☐ Middle aged
- ☐ Older

Were they:

- ☐ Arab
- ☐ Black
- ☐ Chinese
- ☐ Filipino
- ☐ First Nations, Métis, or Inuk (Inuit)
- ☐ Japanese
- ☐ Korean
- ☐ Latin American
- ☐ Mennonite
- ☐ South Asian (e.g., East Indian, Pakistani, Sri Lankan)
- ☐ Southeast Asian (e.g., Vietnamese, Cambodian, Laotian, Thai)
- ☐ West Asian (e.g., Iranian, Afghan)
- ☐ White
- ☐ Other (Please specify)

20. During the COVID-19 pandemic, on average how much have your experiences of discrimination or mistreatment changed? During the pandemic have they been:

- ☐ Much Lower     
 ☐ Somewhat Lower     
 ☐ About the Same     
 ☐ Somewhat Higher     
 ☐ Much Higher

21. In response to being discriminated against or treated unfairly in the past 3 years in the Sarnia-Lambton area how often did you do each of the following?

a. Tried to do something about it.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

b. Accepted it as the way things are.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

c. Ignored it.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

d. Told yourself they were ignorant.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

e. Worked harder to prove them wrong.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

f. Felt that you brought it on yourself.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

g. Talked to someone about how you were feeling.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

h. Reminded yourself of your rightful place in Canada.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

i. Expressed anger or got mad.

- ☐ Never     
 ☐ Rarely     
 ☐ Sometimes     
 ☐ Often     
 ☐ Always

j. Prayed about the situation.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

k. Avoided situations where it could happen again.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

l. Felt that it was something about them and not you.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

22. In response to being discriminated against or treated unfairly in the past 3 years in the Sarnia-Lambton area how often did you feel ...

a. Unwanted

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

b. Rejected

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

c. Helpless

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

d. Weak

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

e. Intimidated

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

f. Puzzled

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

g. Stupid

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

h. Foolish

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

i. Ashamed

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

j. Frustrated

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

k. Discouraged

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

l. Humiliated

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

23. In response to being discriminated against or treated unfairly in the past 3 years in the Sarnia-Lambton area, how often were you bothered by the following problems?

a. Feeling nervous, anxious, or on edge.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

b. Not being able to stop or control worrying.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

c. Feeling down, depressed, or hopeless.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

d. Little interest or pleasure in doing things.

☐ Never      ☐ Rarely      ☐ Sometimes      ☐ Often      ☐ Always

24. How much do you feel that you are accepted in the Sarnia-Lambton area?

☐ Not at all      ☐ Slightly      ☐ Moderately      ☐ Very      ☐ Extremely

25. How much do you feel welcome in the Sarnia-Lambton area?

☐ Not at all      ☐ Slightly      ☐ Moderately      ☐ Very      ☐ Extremely

26. How much do you feel a sense of belonging to the Sarnia-Lambton area?

☐ Not at all      ☐ Slightly      ☐ Moderately      ☐ Very      ☐ Extremely

27. How much do you feel recognized as part of the Sarnia-Lambton area?

- ☐ Not at all      ☐ Slightly      ☐ Moderately      ☐ Very      ☐ Extremely

28. How much do you feel safe in the Sarnia-Lambton area?

- ☐ Not at all      ☐ Slightly      ☐ Moderately      ☐ Very      ☐ Extremely

29. What is your gender?

- ☐ Female  
☐ Male  
☐ Non-binary (e.g., gender fluid, queer)  
☐ Other (Please specify) \_\_\_\_\_

30. What is your age? \_\_\_\_\_

31. Were you born in Canada?

- ☐ Yes  
☐ No

32. What was your status when you first arrived in Canada?

- ☐ Immigrant - Economic Class (Skilled Worker, Canadian Experience Class, Provincial Nominee Program, or Business Programs)  
☐ Immigrant - Family Class (Sponsored Spouse, Sponsored Parent or Grandparent, or Other Immigrant Sponsored by Family)  
☐ Resettled Refugee (Government Assisted, Privately Sponsored, Blended Visa Office-Referred Program)  
☐ Refugee Claimant (or Asylum Seeker)  
☐ Temporary Resident - Student on Student Visa  
☐ Temporary Resident - Temporary Foreign Worker including Agricultural Worker or Live-In Caregiver  
☐ Temporary Resident - In Canada on Visitor Visa  
☐ Temporary Resident - In Canada on Work Visa  
☐ Person Without Status, Undocumented Individual  
☐ Other

33. What is your current immigration status?

- ☐ Canadian Citizen  
☐ Permanent Resident  
☐ Protected Person  
☐ Temporary Resident  
☐ Refugee Claimant

- ☐ Undocumented
- ☐ Other

34. How long have you lived in Canada? \_\_\_\_\_(months)

35. How long have you lived in the Sarnia-Lambton area? \_\_\_\_\_(months)

36. What language(s) do you speak most often at home? (You can choose more than one)

- ☐ English
- ☐ French
- ☐ Other (Please specify) \_\_\_\_\_

37. What is your current employment status? (You can choose more than one)

- ☐ Employed full-time (30 hours a week or more)
- ☐ Employed part-time (Less than 30 hours a week)
- ☐ Self-employed or own your own business
- ☐ Unemployed, looking for work
- ☐ Unemployed, not looking for work
- ☐ Retired
- ☐ Student
- ☐ Homemaker
- ☐ Other (Please specify) \_\_\_\_\_

38. How would you describe your ethnic or racial identity? (You can choose more than one)

- ☐ Arab
- ☐ Black
- ☐ Chinese
- ☐ Filipino
- ☐ First Nations, Métis, or Inuk (Inuit)
- ☐ Japanese
- ☐ Korean
- ☐ Latin American
- ☐ Mennonite
- ☐ South Asian (e.g., East Indian, Pakistani, Sri Lankan)
- ☐ Southeast Asian (e.g., Vietnamese, Cambodian, Laotian, Thai)
- ☐ West Asian (e.g., Iranian, Afghan)
- ☐ White
- ☐ Other (Please specify) \_\_\_\_\_

39. How would you describe your sense of belonging with other [group chosen] people?

- |                                    |  |                                   |  |                                      |
|------------------------------------|--|-----------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Very Weak | <input type="checkbox"/> Somewhat Weak | <input type="checkbox"/> Moderate | <input type="checkbox"/> Somewhat Strong | <input type="checkbox"/> Very Strong |
|------------------------------------|--|-----------------------------------|--|--------------------------------------|



[Repeated for each group chosen.]

40. With regard to religion, how do you presently identify yourself or think of yourself as being? (You can choose more than one)

- ☐ Baha'i
- ☐ Buddhist
- ☐ Christian
- ☐ Hindu
- ☐ Jewish
- ☐ Mennonite
- ☐ Muslim
- ☐ Sikh
- ☐ Traditional/Spirituality
- ☐ No religion (atheist or agnostic)
- ☐ Other (Please specify) \_\_\_\_\_

41. How would you describe your sense of belonging with other [group chosen] people?

- ☐ Very Weak
- ☐ Somewhat Weak
- ☐ Moderate
- ☐ Somewhat Strong
- ☐ Very Strong

[Repeated for each group chosen.]

42. What is the highest level of education that you have completed?

- ☐ Less than elementary school
- ☐ Elementary school
- ☐ Secondary/high school
- ☐ College/vocational training
- ☐ University undergraduate degree
- ☐ University graduate degree
- ☐ Professional degree (e.g., Medicine, Law, Engineering)

43. Please indicate your approximate annual household income, from all sources, before taxes.

- ☐ No income
- ☐ Less than \$45,000
- ☐ \$45,001 to \$80,000
- ☐ \$80,001 to \$130,000
- ☐ More than \$130,000
- ☐ I prefer not to answer



**Cultural Services Division**  
 Oil Museum of Canada  
 2423 Kelly Road, Box 16  
 Oil Springs, ON N0N 1P0

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 Fax: 519-834-2840  
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## **NEWS RELEASE**

For Immediate Release

### **"Oil Museum of Canada receives Award of Excellence"**

Wednesday, December 7, 2021

**Oil Springs, ON** – The Oil Museum of Canada has been honoured by the Ontario Museum Association (OMA) with an Award of Excellence. Last month, the Association presented Educational Program Coordinator, Christina Sydorko with an Award of Excellence in Programs.

The OMA Award of Excellence in Programs recognizes programming that creatively engages new audiences, or provides exemplary service to existing ones. This award acknowledges Christina's efforts to improve educational reach as a result of the pandemic, by offering both synchronous and asynchronous learning opportunities to educators, along with video content for the general public. Since Christina began her new approach in March 2020, the Oil Museum has seen tremendous engagement through their curriculum-linked and organized educational programs, YouTube videos and 360° tours. Offering a live museum educator in the classroom through online learning tools has expanded the Museum's reach beyond Lambton County to 17 school boards in Ontario and three in Alberta.

"It is incredible that Christina has been able to present programs not only throughout Ontario but also nationally and internationally" said Curator/Supervisor, Erin Dee-Richard. "Christina developed a suite of virtual program offerings which ensured the museum stayed relevant while closed and has expanded the reach of in-person school programs available in a COVID safe and accessible way. She has invested much time and effort to achieve these goals and it's wonderful to see her acknowledged on this provincial scale", continued Erin.

[View a complete list of Awards of Excellence winners with the Ontario Museums Association.](#)

The Ontario Museum Association strives to strengthen capacity among institutions and individuals active in Ontario's museum sector by facilitating excellence and best practices, while improving the communication and collaboration of participating museums. The Association advocates for the important role of Ontario's museums to society, working with all stakeholders, related sectors and industries, and other professional organizations.

**...More**

The Oil Museum of Canada remains closed for renovation but virtual program offerings remain available to the public. Follow the Museum on [Facebook](#) or [subscribe to E-news](#) to stay up to date on its online offerings.

**-30-**

**Please contact:**

**Erin Dee-Richard**

Curator/Supervisor, Oil Museum of Canada

County of Lambton

519-834-2840

[erin.dee-richard@county-lambton.on.ca](mailto:erin.dee-richard@county-lambton.on.ca)

December 17, 2021

### **Press Release**

December 17, 2021 – The Sarnia-Lambton Economic Partnership (SLEP) announced today that Stephen Thompson, Chief Executive Officer of SLEP, has resigned from his position effective January 4, 2022.

Mr. Thompson has led SLEP since 2017. We are very grateful for the valuable guidance, insight and leadership Mr. Thompson has provided in that role - in which he has been instrumental in driving economic development across Lambton County for the past four years.

SLEP's Chair of the Board, Katherine Walker, said, "We thank Stephen very much for his hard work and his commitment and service to our community and wish him every success in his future endeavors".

Judy Morris, recently retired from her position as President of Lambton College has agreed to act as interim CEO. We are pleased to welcome Judy to the SLEP team.

*The Sarnia-Lambton Economic Partnership (SLEP) is a community-based public-private organization established to facilitate economic growth and diversification, expand prosperity, and elevate Sarnia-Lambton as an exceptional place to live and invest. Our mission is to advance economic opportunity in Sarnia-Lambton through leadership, collaboration, and strategic direction.*

### **Contact:**

Katherine Walker - Chair  
Board of Directors  
Sarnia Lambton Economic Partnership  
519-312-5453  
kwalker@industrialwebapps.com



**Homelessness Prevention & Children's Services  
Department**  
150 N Christina Street  
Sarnia, ON N7T 8H3

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Fax: 519-344-2025

## **NEWS RELEASE**

For Immediate Release

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

Tuesday, January 4, 2022

**Sarnia, ON** - On Monday, January 3, the Premier of Ontario announced that, in an effort to slow the spread of the COVID-19 virus, all schools in the province will revert to remote learning effective Wednesday, January 5, 2022, for a period of at least two weeks.

To support health care and frontline workers, the Ministry of Education has implemented a **targeted emergency child care program for school-aged children only** (ages 4 -12 years), at no cost to eligible parents, until schools reopen for in-person instruction, or until emergency child care is terminated by the Ministry of Education. **Emergency Child Care (ECC) will be available starting January 10, 2022.**

At this time, ECC spaces are very limited and will be prioritized for medical and emergency services personnel. A comprehensive list of individuals eligible for emergency childcare, along with the steps on how to apply, can be found on the [Emergency Childcare Information Sheet](https://lambtononline.ca/childcare) at [lambtononline.ca/childcare](https://lambtononline.ca/childcare).

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

- **London Bridge - Holy Trinity School** - 60 Lorne Crescent, Sarnia  
Phone: 519-337-8668  
Email: [jvallinga@londonbridge.com](mailto:jvallinga@londonbridge.com)
- **YMCA - St. Anne's School** - 1000 The Rapids Parkway, Sarnia  
Phone: 519-542-8846 x 22  
Email: [ruthann.whitley@swo.ymca.ca](mailto:ruthann.whitley@swo.ymca.ca)
- **Lambton Rural Child Care**  
Phone: 519-331-0802  
Email: [mwallis@lrchildcare.com](mailto:mwallis@lrchildcare.com)
  - **Brooke Central Public School** - 7989 Brooke Line #7, Alvinston
  - **Errol Village Public School** - 3568 Egremont Road, Camlachie
- **Sombra Township Child Care, Riverview Site** - 3926 St Clair Parkway, Port Lambton  
Phone: 519-892-3151 ext. 201  
Email: [nderoeven@stccadmin.ca](mailto:nderoeven@stccadmin.ca)
- **YMCA - St. Joseph's Corunna School** - 535 Birchbank Drive, Corunna  
Phone: 519-862-5071 ext. 221  
Email: [kelly.graham@swo.ymca.ca](mailto:kelly.graham@swo.ymca.ca)

**...More**

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

**Step 1:** Complete a simplified application for emergency child care by emailing [childcareadmin@county-lambton.on.ca](mailto:childcareadmin@county-lambton.on.ca) or by calling the County of Lambton Children's Services Department at: 519-344-2062 extension 2201;

**Step 2:** A Children's Services Department staff will follow up with applicants within 2 business days to confirm eligibility;

**Step 3:** Once the applicant has received e-mail confirmation approving them for emergency childcare, they can contact one of the approved providers listed above to secure a child care space. The applicant must share their Children's Services Department approval email to the child care provider as proof of eligibility.

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

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

**-30-**

**Please contact:**

**Melissa Fitzpatrick**

Manager, Homelessness Prevention and Children's Services  
County of Lambton  
519-344-2062 ext. 2016  
[melissa.fitzpatrick@county-lambton.on.ca](mailto:melissa.fitzpatrick@county-lambton.on.ca)



**Cultural Services Division**  
789 Broadway Street, Box 3000  
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Toll-free: 1-866-324-6912  
Fax: 519-845-3872

## **NEWS RELEASE**

For Immediate Release

### **Temporary Closure of Lambton County's Museums, Gallery, and Archives**

Tuesday, January 4, 2021

**Wyoming, ON** – As the Province of Ontario returns to a modified Step Two of the *Roadmap to Reopen*, effective Wednesday, January 5, 2022 at 12:01 a.m. Lambton County's museums, gallery, and archives will be closed to the public.

Locations affected include the Judith & Norman Alix Art Gallery, Lambton County Archives, Lambton Heritage Museum and the Oil Museum of Canada, National Historic Site. The closure is scheduled to last 21 days with an anticipated re-opening date of January 26, 2021. Any pre-scheduled bookings at these locations during this time will be cancelled.

During this temporary closure, online exhibits, virtual educational offerings, and virtual programs remain available to the public. To learn more, visit: [www.jnaag.ca](http://www.jnaag.ca) and [www.lambtonmuseums.ca](http://www.lambtonmuseums.ca).

-30-

#### **Please contact:**

#### **Laurie Webb**

Manager, Museums, Gallery and Archives  
County of Lambton  
519-845-0809 ext. 5230  
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[www.lclibrary.ca](http://www.lclibrary.ca)

## **NEWS RELEASE**

For Immediate Release

### **Changes in Services at Lambton County Library** Tuesday, January 4, 2022

**Wyoming, ON** – In response to the Province of Ontario moving into a modified version of Step Two of the *Roadmap to Reopen*, several changes will be made to Lambton County Library's operations.

Effective Wednesday, January 5, 2022 at 12:01 a.m. the Sarnia Library Theatre, located on the second floor of the Sarnia Library, will temporarily close for a 21 day period. All performances and bookings during this time period have been cancelled.

In addition, due to the closure of the Mooretown Sports Complex, the Mooretown Library will be temporarily closed and all services, including curbside pickup, will be suspended. Book return bins will also close at this location, and patrons are asked to return items to neighbouring libraries including Corunna and Sombra.

All remaining 24 Lambton County Library locations are open at this time, with capacity limits of 50% in place. These locations will continue to offer curbside pickup service, in-person browsing, wi-fi use and academic research as capacity limits allow, as well as public computer use by scheduled appointment.

Lambton County Library also encourages its cardholders to discover the convenience of its eLibrary services from the comfort of their homes. Using a computer, tablet or smart phone, patrons can borrow eBooks, eAudiobooks, stream movies and music, take online courses, access educational apps and more.

For more information on locations, services and hours of operation visit [www.lclibrary.ca](http://www.lclibrary.ca).

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#### **Please contact:**

Greer Macdonell  
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## **NEWS RELEASE**

For Immediate Release

### **Emergency Control Group Update – January 5**

Wednesday, January 5, 2021

**Wyoming, ON** - The County of Lambton Emergency Control Group (CECG) met Wednesday, January 5 to discuss updates to the current COVID-19 situation.

At this meeting, the Emergency Control Group:

- Continued to discuss the rapid spread of the Omicron variant throughout the Province. Locally, cases have increased exponentially over the last few weeks. Residents are asked to be vigilant and behave as though the Omicron variant is circulating everywhere in the community. Please stay home if you are feeling sick (even mildly) and continue practicing basic public health measures.
- Discussed business continuity plans for County operations, due to the increased transmission of COVID-19 in the community. Steps are being taken across all divisions to protect the health and safety of our workforce, as well as ensure essential services remain available to the public. While every effort will be made to ensure continuity of services, some service changes may be implemented to meeting staffing and essential service needs.
  - Any service changes will be shared as they are implemented and details will be available on the [Changes, Closures and Cancellations page](#) of the County website.
  - If you are planning to attend a County facility in person, please call ahead. Where possible, services will be provided over the phone or by email.
- Heard the Emergency Child Care Program for school-aged children of essential workers will begin in the County on Monday, January 10, with limited spaces available. For more information please visit [lambtononline.ca/childcare](http://lambtononline.ca/childcare).

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

-30-

**Please contact:**

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

## **NEWS RELEASE**

For Immediate Release

### **Lambton County COVID-19 Update: Omicron Variant Confirmed**

Thursday, January 6, 2022

**Point Edward, ON** – Lambton Public Health (LPH) is advising residents that the Omicron variant is circulating rapidly in Lambton County, and the number of confirmed cases underestimates the true number of residents with COVID-19.

Following the identification of the Omicron variant in Ontario in November 2021, it has quickly become the dominant strain of COVID-19 in the province. The Omicron variant is more transmissible than previous variants and we are seeing a significant increase in case numbers locally and provincially. The first lab-confirmed case of Omicron was reported to LPH on January 4, and the weekly COVID-19 incidence rate in Lambton County has increased by 80 percent over the last seven days.

“Given the significant increase in cases, we can confidently say that Omicron is circulating at an exponential rate in Lambton County,” said Dr. Sudit Ranade, Medical Officer of Health for the County of Lambton. “At this point, our best strategy is to protect those who are most vulnerable from the effects of COVID-19. Individuals over the age of 70 or who have underlying medical conditions including the immunocompromised are the people we need to protect the most right now. This includes ensuring they have received their third (booster) dose, limiting their social contacts, ensuring they have groceries and caregivers who can check in to make sure they have what they need.”

#### **Clinic Capacity**

In order to provide an extra layer of protection to the region's most vulnerable, LPH worked to double its vaccination capacity from approximately 3,000 doses a week in early December to 7,000 a week in early January via clinics and mobile delivery. Primary care and pharmacies have also increased their capacity and are on track to deliver another 4,000 doses weekly. Residents aged 70 and older are encouraged to call LPH's Vaccine Call Centre to inquire about available appointments. Regular updates will also be provided via LPH's social media channels and [GetTheVaccine.ca](http://GetTheVaccine.ca).

“LPH staff continue to work tirelessly to mitigate the impact of COVID-19 locally,” said Dr. Ranade. “In the last 2 weeks, with case counts growing steadily, public health staff have implemented changes in case and contact management and more than doubled local vaccine delivery capacity together with their partners.”

For those under 70 years of age, being fully vaccinated with two doses of a COVID-19 vaccine is still your best defense against severe disease/illness as a result of contracting the virus. Booster dose appointments are added to local clinics frequently, so all eligible residents are encouraged to check LPH's website regularly for openings. Walk-ins are still accepted at all public health clinic locations for first and second doses to individuals 12 years of age and older.

**...More**



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

### **Third/Booster Shots**

To date, approximately 30,376 third doses have been administered. Thousands of appointments have been added throughout January and February in order to keep up with demand, but the number of eligible people (approx. 108,590 individuals aged 18+) means those appointments book up very quickly. LPH thanks the residents of Lambton County for their patience as capacity at our clinics is ramped up to manage this surge. The health unit also recommends people check with their primary care provider or local pharmacies as they may be able to get an earlier booking in that setting.

Remember, the new minimum interval between the second and third/booster dose for most individuals aged 18+ is now 84 days or three months (unless there's a specific medical condition).

### **GO VAXX Bus**

The provincial GO VAXX Bus is returning to the Petrolia Farmers' Market on Monday, January 10 from 1:00 p.m. to 7:00 p.m. **Appointments are required for ALL vaccinations and must be scheduled via the provincial booking system which will not open for registration until Sunday, January 9 at 8:00 a.m.** For further details or to book an appointment go to <https://www.ontario.ca/page/go-vaxx-bus-schedule>.

For the latest updates on Lambton County's COVID-19 Immunization Rollout or to book a COVID-19 vaccine appointment please visit [GetTheVaccine.ca](https://www.getthevaccine.ca). LPH's Vaccine Call Centre is also available to assist from Monday to Friday, 9 a.m. to 4 p.m. at 226-254-8222.

**-30-**

### **Please contact:**

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



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## **NEWS RELEASE**

For Immediate Release

### **Lambton County Library launches Winter Reading Program** Monday, January 10, 2022

**Wyoming, ON** – Lambton County Library is encouraging kids and teens to read this winter with its annual Winter Reading Program – *Bundle Up With A Book*. The program is designed to incorporate literacy activities through interactive programming in addition to reading competitions to earn prizes.

This year, kids, teens and educators are invited to register themselves or their classes for the program at [lclibrary.ca/wrp](http://lclibrary.ca/wrp). Between Monday, January 10 and Sunday, February 20 participants can set reading goals and report how many books they read weekly for a chance to win prizes for themselves, their classes and their schools.

In addition, teens are encouraged to learn about intellectual freedom and the important role libraries play supporting it. Teens are encouraged to read books from the *Freedom To Read* challenged works list found at [freedomtoread.ca/challenged-works](http://freedomtoread.ca/challenged-works). Teens wishing to earn community involvement activity hours toward their high school diploma will have the opportunity to write a defence of a challenged work they have read, giving a brief summary of the book and commenting on the value of having that book available for people to read. Selected defences may be shared by the Library for promotional purposes. One community involvement activity hour will be awarded for each defence submitted at [lclibrary.ca/wrp](http://lclibrary.ca/wrp).

During registration, kids are asked to pick an animal team to join: badger, painted turtle or red fox. At the end of the Winter Reading Program, a draw will be held for one person from each team to win a chance to adopt their animal through the Earth Rangers. With the adoption, the winner will receive a kit that includes: a plush animal, a picture of the adopted animal, an adoption certificate and a 2022 Earth Rangers calendar.

Additionally, by participating both individuals and schools will have a chance to win prizes including:

#### **Individual Participants**

- Kids aged 0 – 12 will earn one free book prize for every five books they read to a maximum of three book prizes.
- Teens ages 12 -18 will earn one free book prize for every three books they read, to a maximum of three book prizes. For registering, teens will also be entered into a draw to win one \$50 Amazon gift card.

**...More**

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



### **School Participants**

- Elementary and secondary school classes with the most number of books read per capita will win a pizza party. One pizza party will be awarded to each of the following grade categories: K-3, 4-8 and 9-12.
- The elementary school with the most number of books read per capita will win a STEAM (Science, Technology, Engineering, Art, Mathematics) or Literacy prize pack valued at \$250.
- The secondary school with the most number of books read per capita will win a prize of \$250 toward books or supplies for the school's library.

As part of the Winter Reading Program, Lambton County Library will be offering both online and in-person programming with COVID measures in place including mandatory face coverings, capacity limits and social distancing. Programs include:

### **Species at Risk with the Ausable Bayfield Conservation Authority**

*Wednesday, January 19, 9:30 – 10:30 a.m. (Online Program)*

*Thursday, January 20, 5:00 – 6:00 p.m. (Thedford Library)*

Representatives from the Ausable Bay Conservation Authority will teach participants how at risk species local to Lambton County live through the winter months and what you can do to help them.

### **Storytelling and Interactive Sharing with Deb and Barry Milliken**

*Thursday, January 27, 6:00 – 7:00 p.m. (Thedford Library)*

Participate in a storytelling and interactive sharing circle with Deb and Barry Milliken, proud members of the Kettle and Stony Point First Nation. Since retiring, their special interest has been in working with schools to help raise awareness about their history and culture through drumming, storytelling and interactive sharing as well as working with various teaching aids.

### **Author Talk with Shauntay Grant**

*Wednesday, February 2, 12:00 – 1:00 p.m. (Online Program)*

Shauntay Grant is a writer and children's author. Her picture book "Africville" won the Marilyn Baillie Picture Book Award and was shortlisted for the Governor General's Literary Awards. A descendant of Black Loyalists, Jamaican Maroons, and Black Refugees who came to Canada during the 18<sup>th</sup> and 19<sup>th</sup> centuries, her love of literature stretches back to her storytelling roots in Nova Scotia's historic Black communities. A former poet laureate for the city of Halifax, she teaches creative writing at Dalhousie University.

### **Author Talk with Brock Greenhalgh**

*Saturday, February 12, 1:30 – 2:30 p.m. (Online Program)*

Brock Greenhalgh has been telling the story of the 1934 Chatham All-Stars baseball team in one form or another for the past 30 years. As he approached his 50<sup>th</sup> birthday he set a goal of writing a children's book about the Chatham All-Stars who broke baseball's colour barrier over a decade before Jackie Robinson.

**...More**

**Author Talk with Kenneth Oppel**

*Wednesday, February 16, 12:00 – 1:00 p.m. (Online Program)*

Kenneth Oppel, a Governor General Award winning author, will be discussing his novel "The Nest". Kenneth will introduce readers to the strange ingredients that inspired this novel that explores disability and diversity, fears and dreams, and what ultimately makes a family. He will also discuss his creative process, from brainstorming, outlining, and successive drafts to finished book. The first five registrants will be given a free copy of "The Nest".

**Heavens Wildlife**

*Saturday, February 5, 1:30 – 2:30 p.m. (Wyoming Library)*

*Saturday, February 19, 1:30 – 2:30 p.m. (Sarnia Library)*

Meet animals like turtles and ground hogs while learning about how Heaven's Wildlife rehabilitates orphaned, injured, and displaced wildlife year round.

**Freedom to Read with the Canadian Civil Liberties Association*****Intellectual Freedom Workshop***

*Wednesday, February 23, 12:00 – 1:00 p.m. (Online Program)*

Learn about intellectual freedom including your rights and the important role libraries play in their communities with Cara Zwibel of the Canadian Civil Liberties Association.

***Access to Information***

*Thursday, February 24, 12:00 – 1:00 p.m. (Online Program)*

Learn about access to information rights and the legal rights protected by the Access to Information Act with Dr. Brenda McPhail from the Canadian Civil Liberties Association.

Registration for all programs is available through Lambton County Library's online calendar at [lclibrary.ca/wrp](http://lclibrary.ca/wrp).

**-30-**

**Please contact:****Vanitia Campbell**

Public Services Coordinator – Youth

County of Lambton

519-845-0809 ext. 5237

[vanitia.campbell@county-lambton.on.ca](mailto:vanitia.campbell@county-lambton.on.ca)



December 9, 2021

### **In This Issue**

- Invitation to submit EOI for the acquisition/lease of land in Ontario.
- Housing Supply Challenge Round 3 launching in January.
- New dates added for AMO's Navigating Conflict for Elected Officials training.
- Update on the 2022 AMO Annual General Meeting and Conference.
- Blog: Year end message.
- Simcoe County resolution requesting amendment of Ontario Reg. 380/04.
- Careers: AMO, MHSTCI, Toronto and Orillia.

### **Provincial Matters**

CBRE Limited, on behalf of Infrastructure Ontario (IO), is inviting interested parties to propose land sites across Ontario to set up a science complex with laboratory, ancillary office space, storage, and fleet/equipment management facilities. More details [here](#).

### **Federal Matters**

Applications to the [Northern Access Round of the Housing Supply Challenge](#) open January 12. Applicants are invited to submit solutions for improving the housing supply chain in northern and remote regions.

### **Eye on Events**

AMO's in demand training on skills for elected officials to navigate conflict relations is available for two more sessions in 2022. Sign up for the February 16/17th or April 6/7th sessions [here](#). Limited seats available.

The AMO 2022 Annual General Meeting and Conference will be held in-person August 14-17, hosted by the City of Ottawa. Details on Registration, Hotel Bookings, Program, Sponsorship and Exhibitor Packages will be available in February 2022. Please watch the [AMO conference website](#) for updates.

### **LAS**

It's December, which means our final blog of the year is published and ready to read. Find our director's Year End Message [here](#).

### **Municipal Wire\***

The County of Simcoe [resolution](#) requests the Province of Ontario to amend Ontario Regulation 380/04 under the *Emergency Management and Civil Protection Act* to provide an exemption to the annual exercise requirement for municipalities that have



December 16, 2021

### **In This Issue**

- Joint Annual Memorandum of Understanding Statement.
- *Conservation Authorities Act* Phase 1 Regulations webinar recording.
- Excess soil regulation changes - AMO Webinar recording available.
- Invitation to submit EOI for the acquisition/lease of land in Ontario.
- Housing Supply Challenge Round 3 launching in January.
- Housing Accelerator Fund and Rent-to-Own Program.
- New dates added for AMO's Navigating Conflict for Elected Officials training.
- Update on the 2022 AMO Annual General Meeting and Conference.
- ROMA Conference keynote - Dr. Bruce Lourie.
- ROMA Conference - Submit your questions for the Michael J. Smither Question Box.
- Let Canoe procure for you.
- Register to vote in the 2022 Ontario Municipal and School Board Elections.
- Careers: Orillia, Dutton Dunwich and MMAH.

### **AMO**

AMO and the Province of Ontario released the 2020/21 Joint Annual Memorandum of Understanding Statement [FR]. The Joint Statement provides an update of some of the activities and accomplishments under the MOU during 2020 and 2021.

A recording of the recent webinar on *Conservation Authorities Act* Phase 1 Regulations provided jointly by Conservation Ontario and AMO is available [here](#).

AMO hosted a webinar on December 3rd to discuss changes to the On-Site and Excess Soil Management Regulation (O. Reg 406/19) that come into effect on January 1, 2022. You can view the recording [here](#).

### **Provincial Matters**

CBRE Limited, on behalf of Infrastructure Ontario (IO), is inviting interested parties to propose land sites across Ontario to set up a science complex with laboratory, ancillary office space, storage, and fleet/equipment management facilities. More details [here](#).

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Municipalities and others are called to share ideas for the Housing Accelerator Fund and Rent-to-Own program by January 31, 2022. These programs aim to contribute to effective housing solutions.

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The AMO 2022 Annual General Meeting and Conference will be held in-person August 14-17, hosted by the City of Ottawa. Details on registration, hotel bookings, program, sponsorship and exhibitor packages will be available in February 2022. Please watch the AMO conference website for updates.

Dr. Bruce Lourie, influential environmental policy expert and bestselling author will discuss cutting to the chase to manage climate risk and transitioning to a net-zero economy, the role of science in policy. You can view the Conference program here, and register here.

ROMA continues the tradition of hosting the Michael J. Smither Question Box Panel. Registered delegates can submit questions in advance of the conference here.

### **LAS**

The Canoe Procurement Group simplifies the purchasing process and saves money. We conduct a full procurement on behalf of all municipalities in Ontario, saving you the time of doing your own. Through bulk purchase contracts you can reduce the cost of almost anything you need for your municipal operations. Contact Tanner to learn more.

### **Municipal Wire\***

The upcoming year will be a busy one for Ontario voters, with the Ontario Provincial Election and Municipal and School Board Elections happening just a few months apart. Make sure you are on the list to vote in the 2022 Municipal and School Board Elections on October 24. Register at voterlookup.ca. Download Toolkit.

### **Careers**

Accounting Supervisor/Junior Financial Analyst - City of Orillia. Role is to oversee and supervise all aspects of Accounts Receivables and Accounts Payables including invoicing, collections, payments, appropriate authorizations, internal controls, and timely, accurate processing. Interested applicants are invited to apply by January 7th, 2022 at noon.

Senior Financial Planning Analyst - City of Orillia. The role is to participate in the development and implementation of policies / procedures and internal control processes reflecting industry best practice. Interact with the City leaders on non-compliance for appropriate resolution. Interested applicants are invited to apply by



December 23, 2021

*Everyone at AMO wishes you, your friends and family,  
and your community a happy and safe holiday season!*

### **In This Issue**

- AMO office closure during the holidays.
- Housing Supply Challenge Round 3 launching in January.
- Housing Accelerator Fund and Rent-to-Own Program.
- ROMA Conference: Submit your questions for the Michael J. Smither Question Box.
- 4 easy steps to using LAS' Canoe Procurement Group in 2022.
- Hydro One's updated Emergency Contact information.
- Register to vote in the 2022 Ontario Municipal and School Board Elections.
- Careers: AMO, Niagara Region, Grimsby, Waterloo and Simcoe.

### **AMO**

The AMO Office will be closed from the afternoon of December 24 to January 3, 2022 and will re-open on January 4, 2022. The next issue of the WatchFile will be on January 6, 2022.

### **Federal Matters**

Applications to the [Northern Access Round of the Housing Supply Challenge](#) open January 12. Applicants are invited to submit solutions for improving the housing supply chain in northern and remote regions.

Municipalities and others are called to [share ideas](#) for the Housing Accelerator Fund and Rent-to-Own program by January 31, 2022. These programs aim to contribute to effective housing solutions.

### **Eye on Events**

ROMA continues the tradition of hosting the Michael J. Smither Question Box Panel. Registered delegates can submit questions in advance of the conference [here](#).

### **LAS**

Do these 4 easy steps to buy items through [Canoe](#) next year: (1) Make sure your purchasing by-law allows for group buying. (2) Post a [Notice of Participation](#) on your procurement website. (3) Send LAS your [opt-in form](#). (4) Contact any of the [many vendors](#) and mention you want to buy through the Canoe! Questions? Contact [Tanner Watt](#) for more info.

### **Municipal Wire\***

Hydro One's after-hours emergency contact number for elected officials is changing, effective January 1, 2022. For more information click [Hydro One Contact](#).

The upcoming year will be a busy one for Ontario voters, with the Ontario Provincial Election and Municipal and School Board Elections happening just a few months apart. Make sure you are on the list to vote in the 2022 Municipal and School Board Elections on October 24. Register at [voterlookup.ca](https://voterlookup.ca). Download [Toolkit](#).

### **Careers**

[Advisor, Municipal Engagement - AMO](#). Interested in working for one of Canada's most influential public policy advocacy organizations? Is community building and advancing the interests of municipal government appealing to you? Are you interested in supporting AMO in its efforts to deliver premier events and training and to advance diversity and equity objectives in local government? AMO is seeking an Advisor, Municipal Engagement. Interested candidates please apply in confidence to: [careers@amo.on.ca](mailto:careers@amo.on.ca) by January 11, 2022.

[Claims Examiner - Niagara Region](#). Reporting to the Risk Management Program Manager, the Claims Examiner is responsible for the administration of claims, including claim response, assessment, defense, settlement negotiation, and the disposing of claims. Closing date: January 10, 2022.

[Director of Finance/Treasurer - Town of Grimsby](#). As the most senior financial position in the administration, and primary advisor to the CAO and Council, the Director is a critical position that brings visionary leadership, proven financial expertise and a strong commitment to teamwork. Submit your application, in confidence, by noon (12 PM) on January 24, 2022, to the attention of [Harry Schlange](#), Chief Administrative Officer. For a full job description, please visit [career opportunities](#).

[Manager, Diversity, Equity and Belonging - Region of Waterloo](#). As the Manager of Diversity, Equity and Belonging, you will support the Region in fostering, encouraging, and achieving a culture of DEB through the development and implementation of programs, processes, and services. Apply [online](#) by January 10, 2022.

[Manager, Health System Planning & Integration - County of Simcoe](#). Reporting to the Director, Performance, Quality & Development, the manager is responsible for advocacy and integration of County of Simcoe Health Services, leading collaborative program opportunities and monitoring of strategic initiatives in consideration of; provincial programs/models, funding opportunities, gaps in current service delivery and local health team initiatives. Apply [online](#) by January 16, 2022.

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### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal

January 5, 2022

## AMO Policy Update – New Year Calls to Action and other issues of municipal concern

### Call to Action – Joint and Several Liability

In 2018, Premier Ford committed to reviewing the matter of municipal joint and several liability. This review was conducted in 2019 with AMO and municipalities fully participating. Unfortunately, the results of this provincial review have not been released and municipalities are still awaiting news of how the Attorney General will address this important matter.

As municipal leaders are aware, liability and risks are one major driver of exponentially increasing insurance costs. However, managing risk and liability also has environmental impacts such as road salt application affecting wetlands and water quality in our lakes and streams.

To help drive the policy discussion, AMO submitted *"Towards a Reasonable Balance – Addressing Growing Municipal Liability and Insurance Costs"* in October 2019 that provides a refresh on the municipal argument to find a balance to the issues and challenges presented by joint and several liability, including implementing full proportionate liability and a cap on economic loss awards. It provided seven straightforward recommendations for actions to deal with this problem.

AMO is now asking for municipal councils to lend their support to the 7 recommendations contained in the AMO submission to re-establish the priority for provincial action on this issue. Councils are encouraged to pass a resolution when you next meet to ask the government to work with us to on a plan for resolution before the end of its current mandate.

Please send your supportive resolutions to the Attorney General, the Honourable Doug Downey at [attorneygeneral@ontario.ca](mailto:attorneygeneral@ontario.ca) and copy the Minister of Municipal Affairs and Housing, the Honourable Steve Clark at [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca) as well as the AMO President, Jamie McGarvey, at [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca).

## Call to Action – CN Rail and Drainage

AMO has prepared a [template letter](#) (also available for download in [.docx](#) format) for municipal Councils that are experiencing issues with drainage maintenance work, construction of new drains, and the collection of assessed costs to Railways for the *Drainage Act*. The template letter, which can be modified by each municipal Council, is intended to amplify support of the Ontario Minister of Agriculture, Food and Rural Affairs (OMAFRA)'s [letter](#) dated December 23, 2021. As the Minister states in her letter, "Given that federally regulated railways are indeed subject to the *Drainage Act*, we expect CN Rail to pay its costs as assessed under the *Drainage Act* and not to hinder the progress of these projects or others in the future."

Municipal Councils are encouraged to send the letter to each of the recipients copied in the letter and forward a copy to [policy@amo.on.ca](mailto:policy@amo.on.ca).

## Providing More Care, Protecting Seniors and Building More Beds Act Receives Royal Assent

On December 9<sup>th</sup>, the *Providing More Care, Protecting Seniors, and Building More Beds Act, 2021*, received [Royal Assent](#). The legislation will repeal the *Long-Term Care Homes Act, 2007* and replace it with the *Fixing Long-Term Care Act, 2021*. This new Act establishes in law the commitment to provide an average of four hours of direct care per resident per day by March 31, 2025, with increasing interim goals to increase care; establish new compliance and enforcement tools, including doubling the fines on the conviction of an offence; and align the Residents' Bill of Rights with the Ontario *Human Rights Code* and recognize the role caregivers play in resident health and well-being. The legislation also makes changes to the *Retirement Homes Act, 2021*.

AMO provided both a [written submission](#) to the Standing Committee on the Legislative Assembly and presented to the Committee our feedback on the Bill. The legislature made a revision to include emotional needs in the preamble of the Act, but not as a fundamental principle as was advocated for by AMO and other organizations. The government is set to propose and publicly consult on regulations for the two Acts in the coming months. AMO will continue to provide input and advocate for increased funding for municipal homes to implement emotion-focused models of care.

## **Call for Ideas: Housing Accelerator Fund and Rent-to-Own Program**

The federal Minister of Housing and Diversity has launched a Call for Ideas for two of the federal government's priorities outlined in the Speech for the Throne. The Housing Accelerator Fund would aim to remove barriers and help municipalities build housing more quickly in an ambitious and innovative manner, while the Rent-to-Own program would aim to help make it easier for renters to work towards home ownership. Municipalities, provinces and territories, Indigenous governments, organizations and communities, private and non-profit housing sectors, and Canadians are invited to share their ideas on how these programs could be most effective.

Ideas can be submitted until January 31, 2022 at <https://www.placetocallhome.ca/callforideas>.

## **AMO Submission to the Ministry of Health on Municipal-OHT Engagement**

AMO has submitted recommendations to the Minister of Health that will improve and standardize the relationship between Ontario Health Teams (OHTs), municipal governments, and District Social Service Administration Boards (DSSABs). Currently 50 OHTs have been established in the province; however, of the 42 OHTs that were approved prior to September 17<sup>th</sup>, 2021, only 40% have listed a municipality as a partner or member.

The integration of municipal governments and District Social Service Administration Boards into Ontario Health Teams' (OHTs) decision-making across the province has been inconsistent and inappropriate for an order of government. AMO has long called upon the province to mandate a municipal voice into health care service planning and decision making. AMO's submission calls on the Ministry to implement these recommendations and ensure that municipal knowledge is integrated into local system planning and management of the health care system.

## **Municipal Cannabis Resources Available**

AMO has assembled resources and key messages for municipalities to consider when addressing personal and designated medical cannabis grows in their communities and in their provincial and federal cannabis advocacy. The Municipal Resources have been assembled to provide examples of how Ontario communities have addressed

issues related to medical cannabis grows. They do not reflect any requirements but offer examples of possible tools for municipal governments to consider.

The Key Messages for Municipalities offer messaging that municipal governments may choose to consider in their provincial and federal cannabis advocacy. Both resources have been compiled based on the input and contributions of AMO's Personal and Designated Medical Cannabis Grows Staff Working Group.

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

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



January 6, 2022

### In This Issue

- AMO's newest policy updates and calls to action.
- Excess soil regulation changes now in effect.
- ROMA Conference Ministers' Forum: Deadline to submit questions is January 14.
- ROMA Conference: Register by January 20.
- Blog: LAS' Business and data analytics intern.
- Using LAS this year? Don't forget to do this.
- Canoe webinar: Cutting edge solutions from Sharp Electronics.
- Careers: AMO, Brampton, Greater Sudbury and Waterloo.

### AMO Matters

Yesterday's Policy Update included two Calls to Action (Joint & Several Liability and CN's compliance with the *Drainage Act*) and updates on issues of municipal concern, including health care, housing, and cannabis. Click [here](#) for more details.

### Provincial Matters

On-Site and Excess Soil Management Regulation (O. Reg 406/19) came into effect on January 1, 2022. You can review the webinar AMO hosted on the changes [here](#).

### Eye on Events

The deadline to submit your questions for the two Ministers' Forums at this year's ROMA conference is **January 14 by 12 pm**. As a registered conference delegate and municipally elected official take the opportunity to submit questions [here](#).

*ROMA 2022: Rural Opportunities* virtual conference offers two full days of engaging keynotes, addresses from key ministers and party leaders, concurrent session discussions on timely issues, and opportunities to connect with colleagues from across the province. Full details [here](#).

### LAS

What's it really like being an intern at LAS? Read our [latest blog](#) written by Edward Kwan who worked as a Business & Data Analytics intern during the fall term.

If you plan on using one or more [cooperative programs](#) from LAS this year, don't forget to post your [Notice of Participation](#). This ensures your purchasing department remains in compliance with trade agreements.

Sharp Electronics is one of the leading suppliers of printers, multifunction devices,



displays and more. Join the LAS webinar on January 26 at 11 am to hear how your offices can benefit from this [Canoe contract](#). Be sure to [register here](#).

### **Careers**

Advisor, Municipal Engagement - AMO. Interested in working for one of Canada's most influential public policy advocacy organizations? Is community building and advancing the interests of municipal government appealing to you? Are you interested in supporting AMO in its efforts to deliver premier events and training and to advance diversity and equity objectives in local government? AMO is seeking an Advisor, Municipal Engagement. Interested candidates please apply in confidence to: [careers@amo.on.ca](mailto:careers@amo.on.ca) by January 11, 2022.

Supervisor, Court Operations & Administration - City of Brampton. Reporting to the Manager, Court Administration, this role is responsible to coordinate the daily operation and administration of the Courthouse by providing leadership, supervision and coordination of Court staff. Applications must be received by: January 14, 2022.

Co-ordinator of Special Operations - City of Greater Sudbury. Develop and co-ordinate CGS's Emergency Management Program in line with emergency management best practices and legislative requirements. Qualified candidates should submit their résumé by January 17, 2022 to [hrjobs@greatersudbury.ca](mailto:hrjobs@greatersudbury.ca).

Commissioner, Community Services - Region of Waterloo. Reporting to the CAO, you will establish corporate strategic priorities for the Region and ensure that Departmental initiatives and programs are integrated and aligned with these priorities. To apply for this position, please visit [here](#) by February 4, 2022.

### **About AMO**

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

### **AMO Contacts**

AMO Watch File Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

Media Inquiries Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions



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

Client Services and  
Permissions Branch

1<sup>st</sup> Floor  
135 St. Clair Avenue W  
Toronto ON M4V 1P5  
Tel.: 416 314-8001  
Fax.: 416 314-8452

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

Direction des services à la clientèle et  
des permissions

Rez-de-chaussée  
135, avenue St. Clair Ouest  
Toronto ON M4V 1P5  
Tél. : 416 314-8001  
Télec. : 416 314-8452

December 6, 2021

Dear noise practitioners and stakeholders:

This letter is to inform you that the Ministry of the Environment, Conservation and Parks is updating the noise prediction methods used for assessing road and rail traffic to protect Ontarians from excessive noise levels and ensure that our noise pollution control methods are effective and based in current science.

The new guideline will ensure that proponents use up to date noise prediction methods when determining sound levels caused by road and rail traffic. This will result in more accurate noise predictions compared to the 1995 methods that are currently in place. Also, proponents who have been asking for permission from the ministry to use newer noise prediction methods will no longer have to seek this approval.

Without changing established noise limits, the new guideline will allow proponents to make realistic predictions of noise impact with updated technology in a way that is consistent with current methodologies. The updates will allow us to protect our environment better from the adverse effects of noise.

For further details on NPC-306, please access the link to the policy proposal on the Environmental Registry of Ontario: <https://ero.ontario.ca/notice/019-3239>

If you have any further questions, please contact Mary Ianni, Program Support Coordinator at Client Services and Permissions Branch, Environmental Assessment and Permissions Division by email [mary.ianni@ontario.ca](mailto:mary.ianni@ontario.ca) or by phone 437-788-6772.

Sincerely,

Heather Malcolmson  
Director, Client Services and Permissions Branch

**Ministry of Municipal  
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7100**Ministère des Affaires  
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7100**December 22, 2021****MEMORANDUM TO:** Municipal Chief Administrative Officers and Clerks**SUBJECT:** Extension of Emergency Orders and Provincial Response to the Omicron Variant

I am writing to you today about the Ontario government's ongoing work to protect Ontarians in the fight against COVID-19, including the rapidly spreading Omicron variant, and to ask you to consider any additional support that can be provided to help your local public health unit maximize vaccinations to protect the most vulnerable and all Ontarians. While cases were always expected to rise, the increased transmissibility of the Omicron variant is requiring rapid adjustments to a changing situation and could put additional strain on Ontario's hospital capacity.

**Vaccinations**

To protect Ontario's progress in the fight against COVID-19, the Ontario government is rapidly accelerating its booster dose rollout by expanding eligibility to all individuals aged 18 and over, as well as shortening the interval to three months following an individual's second dose beginning Monday, December 20, 2021.

Public health units are at the forefront of this critical effort and municipalities can play a key role in supporting stretched public health resources. Public health units will need facilities to deliver vaccination clinics, including municipally-run facilities, and human resources in areas such as clinic management, operations and logistics, project management, data entry, and customer service.

I know that our public health units have valued your collaboration in this fight so far and I know many of you will have reached out already to your local Medical Officer of Health to offer your continued partnership in maximizing the delivery of critical vaccinations that will keep Ontarians safe and the economy open.

To enhance requirements related to proof of vaccination, the Ontario government also announced on December 10, 2021 a suite of new measures related to:

- Delaying the lifting of proof of vaccination requirements beyond January 17, 2022, aligned with the reopening plan that stipulated that doing so was contingent on the absence of concerning trends.
- Effective January 4, 2022, requiring the use of the enhanced vaccine certificate with QR code and the Verify Ontario app in settings where proof of vaccination is required. The QR code can be used digitally or by printing a paper copy. Individuals can download their enhanced certificate with QR code by visiting <https://covid-19.ontario.ca/book-vaccine/>.
- Strengthening the verification process for medical exemptions and clinical trial exemptions by requiring a certificate with a QR code. Organizations and businesses that are under the provincial proof-of-vaccination system will be advised to no longer accept physician notes as of January 10, 2022.
- Effective December 20, 2021, requiring proof of vaccination for youth aged 12 to 17 years participating in organized sports at recreational facilities.

## Public Health Measures

As you may know, the Government has extended all emergency orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* (ROA) until March 28, 2022. As the province continues to respond to the COVID-19 pandemic, these extensions provide the government with the necessary flexibility to address the ongoing risks and effects of the COVID-19 pandemic and ensure important public health and workplace safety measures remain in place.

The Omicron variant has led to new challenges in Ontario's response to managing the COVID-19 pandemic. In consultation with the Chief Medical Officer of Health, the government has approved amendments to O. Reg. 364/20: Rules for Areas at Step 3 and at the Roadmap Exit Step, **which came into effect on Sunday, December 19<sup>th</sup>**.

In addition, effective December 19, 2021, to mitigate COVID-19 transmission that can occur at social gatherings, **the province is also reducing social gathering limits from 25 people to 10 people indoors, and outdoor gatherings are being reduced from 100 people to 25**. Social gatherings associated with weddings, funerals and religious services, rites or ceremonies are subject to these limits.

For further details, please see O.R. 364/20 as amended (<https://www.ontario.ca/laws/regulation/200364>).

Local Medical Officers of Health continue to have the ability to issue advice, recommendations or letters of instruction as well as Section 22 orders under the Health Protection and Promotion Act, and municipalities may enact by-laws, to target specific transmission risks in the community.

## Compliance and Enforcement

As a reminder, for offences under the Reopening Ontario Act (ROA), police and other provincial offences officers, including First Nation Constables, special constables, and municipal by-law officers, have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the Provincial Offences Act (POA) or to proceed under Part III of the POA by laying an information.

The ministry recognizes that municipalities have been a key partner in the defence against this virus through the coordinated compliance and enforcement activities in an effort to reduce the presence of COVID-19 in our communities. The Ontario government is continuing to help workplaces stay safe and stay open by carrying out COVID-19 safety campaigns. These campaigns are developed in consultation with local public health units, and bylaw enforcement departments, and support Ontario's *Plan to Safely Reopen Ontario*.

The campaigns include visits to workplaces that present heightened risk factors for potential transmission of COVID-19, including restaurants and banquet halls, gyms and fitness centres, personal care services, meeting and event spaces, mall-based retail, cinemas and performing arts centres. We so appreciate the collaboration of our municipal partners closely with provincial enforcement officers and public health officers to coordinate enforcement activities in your communities. If you are interested in having a provincial team support local compliance and enforcement activities in your community, please contact William (BJ) Alvey, Manager and Executive Advisor of Regulatory Compliance Ontario by email at: [William.BJ.Alvey@ontario.ca](mailto:William.BJ.Alvey@ontario.ca) or by phone at 905-572-7648.

Thank you for your support and for joining our shared commitment to work together to protect the health and well-being of Ontarians.

Sincerely,



Kate Manson-Smith  
Deputy Minister

## CURRENT BUSINESS SUPPORT PROGRAMS

### FEDERAL COVID-19 BUSINESS RELIEF MEASURES:

- **Tourism & Hospitality Recovery Program**
  - For eligible businesses in the tourism and hospitality industry (e.g., hotels, restaurants, travel agencies, tour operators, convention centres, convention and trade show organizers)
  - Support through wage and rent subsidies. Starts at 40% of the maximum subsidy for Canada Emergency Rent Subsidy (CERS) and Canada Emergency Wage Subsidy (CEWS) for businesses with a 40% current-month revenue decline to a maximum rate of 75% (for those with a current-month revenue decline of 75% or higher). Subsidy rates will be reduced by half from March 13, 2022 to May 7, 2022.
  - Top-up rate: An additional 25% for Lockdown Support pro-rated for the number of days under a *public health restriction*.
- **Hardest-Hit Business Recovery Program**
  - For businesses that do not qualify for the Tourism & Hospitality Recovery Program
  - Wage and rent subsidies, starts at 10% of the maximum subsidy for Canada Emergency Rent Subsidy (CERS) and Canada Emergency Wage Subsidy (CEWS) for businesses with a 50% current-month revenue decline, up to a maximum rate of 50%, for those with a current-month revenue decline of 75% or higher. Subsidy rates will be reduced by half from March 13, 2022 to May 7, 2022.
  - Top-up rate: An additional 25% for Lockdown Support pro-rated for the number of days under a *public health restriction*.
- **Local Lockdown Program**
  - For businesses facing temporary local lockdowns or capacity restrictions of at least 50 per cent (as of Dec 19, 2021), regardless of sector.
  - Same subsidy rates as the Tourism & Hospitality Recovery Program except minimum support and current-month revenue decline threshold is 25%, rather than 40% as of Dec 19, 2021.
- **Canada Worker Lockdown Benefit**
  - The Canada Worker Lockdown Benefit (CWLB) gives temporary income support to employed and self-employed people who cannot work due to a COVID-19 lockdown.
  - It will provide \$300 a week in income support to eligible workers who are directly impacted by a COVID-19-related public health lockdown or capacity-limiting restrictions (at least 50 per cent), up until May 7, 2022
  - Workers may apply for any weeks their region is eligible between October 24, 2021 and May 7, 2022.
  - Workers may apply for any eligible 1-week period for **up to 60 days after** that period has ended.

**Canada's COVID-19 Economic Response Plan Link:** [\\*\\*\\*\\*\\*.canada.ca/en/department-finance/economic-response-plan.html#businesses](https://www.canada.ca/en/department-finance/economic-response-plan.html#businesses)

## ONTARIO COVID-19 BUSINESS RELIEF MEASURES:

- **Ontario Business Costs Rebate Program**
  - Businesses will get back 50% of their reported property tax and energy costs from the Province directly. This include:
    - ♣ Education, and municipal property taxes
    - ♣ Electricity, natural gas, propane, and heating oil
  - Eligible businesses required to reduce capacity to 50 per cent, such as smaller retail stores, will receive a rebate payment equivalent to 50 per cent of their property tax and energy costs.
  - Eligible businesses required to close for indoor activities, such as restaurants and gyms, will receive a rebate payment equivalent to 100 per cent of their costs.
  - A full list of eligible business types will be available through a program guide in mid-January 2022.
  - Online applications for this program will open in mid-January 2022. Payments to eligible businesses will be retroactive to December 19, 2021.
  - Businesses will be required to submit property tax and energy bills as part of the application process.
- **Provincially Administered Tax Deferrals**
  - To help improve cash flows, we are providing a six-month interest- and penalty-free period to make payments for most provincially administered taxes. This will:
    - ♣ support businesses in the immediate term while capacity restrictions are in place
    - ♣ provide the flexibility Ontario businesses will need for long-term planning
    - ♣ The six-month period will begin on January 1, 2022 and end on July 1, 2022.
    - ♣ This measure will provide up to \$7.5 billion in relief to help approximately 80,000 Ontario businesses.
  - Approximately 80,000 businesses will have the option to delay their payments for the following provincially administered taxes:
    - ♣ Employer Health Tax
    - ♣ Beer, Wine & Spirits Taxes
    - ♣ Tobacco Tax
    - ♣ Insurance Premium Tax
    - ♣ Fuel Tax
    - ♣ International Fuel Tax Agreement
    - ♣ Gas Tax
    - ♣ Retail Sales Tax on Insurance Contracts & Benefit Plans
    - ♣ Mining Tax
    - ♣ Race Tracks Tax

**Help for Businesses in Ontario Link:** [\\*\\*\\*\\*\\*.ontario.ca/page/businesses-get-help-covid-19-costs](https://www.ontario.ca/page/businesses-get-help-covid-19-costs)

## **ONTARIO EXPLORING ADDITIONAL SUPPORTS**

Ontario is also exploring options for providing further targeted and necessary supports for businesses and workers impacted by the province's move into a modified Step Two of the Roadmap to Reopen, including grants. The government will also continue to call on the federal government to come to table and help us support Ontario businesses and Ontario workers by allowing eligible businesses to defer HST and to enhance supports available to workers affected by current public health measures.



**Ministry of  
Municipal Affairs  
and Housing**

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777 Bay Street, 17<sup>th</sup> Floor  
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**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
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Tél. : 416 585-7000



234-2022-61

Dear Head of Council:

The supply of housing in Ontario has not kept up with demand over the past decade and everyone has a role to play in fixing Ontario's housing crisis. More than ever, we need municipalities, non-profits and private industry to work with us to encourage the building of different kinds of housing – so that Ontario families have more affordable options.

To help support this important priority, I am pleased to provide you with an update on recent changes our government has made to help streamline and simplify Ontario's planning system.

**Bill 13, the *Supporting People and Businesses Act, 2021***

Schedule 19 of Bill 13, the *Supporting People and Businesses Act, 2021* came into force December 2, 2021 upon royal assent.

Changes have been made to help streamline the planning system and, in some cases, help shorten approval timelines by providing municipal councils broader authority to allow more planning decisions to be made by committees of council or staff. Municipalities can now, subject to having appropriate official plan policies, delegate decisions dealing with minor amendments to zoning by-laws, such as temporary use by-laws and the lifting of holding symbols, should they choose to.

You can find more information about these changes on the Environmental Registry of Ontario (019-4419) and the Regulatory Registry (21-MMAH025) and some frequently asked questions are provided below.

At this time, I encourage you to review and update your existing delegation policies and consider exercising this new authority to help streamline your decision-making processes, and free up council's valuable time to focus on other more strategic matters.

**Bill 276, the *Supporting Recovery and Competitiveness Act, 2021***

As you know, we also recently made *Planning Act* changes related to control of the division of land, including subdivision control, plans of subdivision, consents and validations through Bill 276, the *Supporting Recovery and Competitiveness Act, 2021*, which received Royal Assent on June 3, 2021. I am writing to confirm that Schedule 24 of Bill 276 and associated regulations came into force on January 1, 2022.

We are proud to make these changes, which will help save time and money for those involved in the land division approval process, including municipalities, landowners, purchasers and some lease holders. Our changes will continue to protect Ontarians when they buy and sell property, while making the rules of subdivision control clearer and simpler.

.../2

-2-

Your municipality may wish to consider whether adjustments to your land division application and review processes to align with the changes would be beneficial.

More information about these changes and the feedback we received during our consultation can be found on the Environmental Registry of Ontario ([019-3495](#) and [019-3958](#)) and Regulatory Registry ([Proposal 21-MMAH008](#) and [Proposal 21-MMAH015](#)). Some frequently asked questions are provided below. Any further questions about the changes to the *Planning Act* and related regulations can be directed to [ProvincialPlanning@ontario.ca](mailto:ProvincialPlanning@ontario.ca).

Sincerely,

A handwritten signature in black ink that reads "Steve Clark". The signature is fluid and cursive, with the first and last names clearly legible.

Steve Clark  
Minister

c: Chief Administrative Officer

## FAQs

### **Schedule 19 (Planning Act) to Bill 13, the Supporting People and Businesses Act, 2021**

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#### **What changes have been made to the Planning Act?**

- Changes to the Planning Act, Municipal Act, 2001 and City of Toronto Act, 2006 provide municipalities with discretionary authority to delegate additional decisions to committees of council or municipal staff for minor amendments to zoning by-laws like:
  - Temporary use by-laws
  - Lifting of holding provisions
- Before matters may be delegated, official plan policies will need to be developed to establish the type of minor zoning by-law amendments that may be delegated, such as authorization of temporary uses, the lifting of a holding symbol, and other minor zoning by-law amendments.

#### **What types of “minor” amendments to a zoning by-law may be delegated?**

- If a municipality would like to use this authority, official plan policies will need to be established to scope and define the types of “minor” zoning amendments that may be delegated. This could include matters like temporary use by-laws and by-laws lifting holding provisions.
- This approach is intended to allow for a locally tailored approach that reflects input from the public.

#### **What types of conditions could council apply when delegating its authority?**

- Council will have the ability to apply conditions on the delegation of its decision(s). These conditions would be determined locally when the official plan policies and implementing by-law for the delegation are being developed.

#### **Will this new delegation authority alter the public meeting or appeal rights of the matters delegated?**

- The delegation of additional planning matters would not alter any notice or public meeting requirements or limit appeal rights.

#### **What other planning decisions can be delegated?**

- Under the Planning Act, municipal council can delegate the following decisions to a committee of council, staff, or, in some cases, a committee of adjustment:
  - Community planning permit system permits
  - Approval of adopted lower-tier official plan amendments
  - Plans of subdivision and condominiums
  - Consents
  - Site plan
  - Validations
- Other planning matters, such as administrative functions related to by-laws, may be delegated by council based on the delegation provisions in the Municipal Act, 2001 (or City of Toronto Act, 2006).

## **Schedule 24 (Planning Act) to Bill 276, the Supporting Recovery and Competitiveness Act, 2021**

---

### **What changes will be made to the Planning Act?**

- The changes include technical, administrative and policy changes to provisions in sections 50, 51, 53, 54, 55 and 57 of the Planning Act related to control of the division of land, as well as other housekeeping or consequential changes.
- Upon proclamation, the changes will:
  - provide new exceptions to subdivision control and part lot control (i.e., exceptions from the need for land division approval) – for example, by preventing parcels from merging with other lands in certain circumstances
  - change the plan of subdivision process – for example, by aligning the requirements for public notice, information, and public meetings with other instruments under the Act
  - change the consent application process – for example, by requiring a municipality or the Minister, where requested, to issue a certificate for the retained land in addition to providing a certificate for the lands that are subject to the consent application, and
  - make other changes regarding subdivision control and its related processes – for example, by requiring that a decision on a validation conform with the same criteria which are applicable to consents.

### **What changes will be made with respect to “lot mergers”?**

- Changes will be made to the subdivision control provisions to prevent lots from merging where lands were previously owned by, or abutted land previously owned by, joint tenants and where the ownership would have otherwise merged as a result of the death of one of the joint tenants.
- Outside of a “death of a joint tenant” scenario, lot mergers will continue to occur.

### **What changes will be made to the consent application process?**

- Changes will be made to the consent application process to, for example:
  - permit a purchaser of land or the purchaser’s agent to apply for a consent
  - establish a new certificate of cancellation
  - provide for certificates to be issued in respect of retained land in addition to the lands that are subject to the consent application
  - provide for a standard two-year period during which the conditions of a consent must be satisfied, and
  - permit a consent application to be amended by an applicant prior to a decision about the consent being made by the consent-granting authority.
- Municipalities may need to modify or update certain administrative processes as a result of some of these changes.

### **What is a certificate for retained land?**

- Changes to the Planning Act will provide for a consent-granting authority to issue a certificate for the retained land (the other part of the parcel approved through the land division process) resulting from certain consents.
- This certificate will show that the retained land has “consent” status.
- An applicant will need to specify in their application whether they are requesting a retained land certificate, and if so, require that a statement from a solicitor

confirming the extend of the owner's retained land be included as part of that application.

#### **What is a certificate of cancellation?**

- In some situations, the original consent granted for a parcel of land may no longer be wanted or needed. This could occur, for example, where a parcel created by consent may need to be widened to accommodate a driveway. In these cases, the original consent may need to be cancelled to ensure the revised parcel will function as a single unit.
- Changes to the Planning Act will allow owners to apply to the consent-granting authority for a certificate of cancellation for a parcel that was previously severed with a consent. The consent-granting authority may also require the owner to apply as a condition of approval.
- Once a certificate of cancellation is issued, the parcel would be treated as though the previous consent had not been given. This could mean that the parcel would merge with neighbouring lands that are owned by the same person.

#### **What considerations need to be applied to validation requests?**

- A validation can be used in place of obtaining a consent to the contravening transaction (transfer or other transaction that was made in breach of the Planning Act requirements) in certain situations; for example, where the landowners at the time of the contravention are not available to sign the new transfer documents.
- The validation allows the validation authority to consider each situation on its merits and decide whether a request to validate title should be supported. The validation authority may, as a condition to issuing the validation, impose conditions as it considers appropriate.
- Bill 276 will make changes to require that a decision regarding a validation must conform with the same criteria which are applicable to consents, for example:
  - having regard to provincial interests and the land division criteria set out in the Planning Act
  - ensuring the validation is consistent with the Provincial Policy Statement and conforms, or does not conflict, with provincial plans, and
  - ensuring the validation conforms with all applicable official plans.

**Ministry of Municipal  
Affairs and Housing**

Office of the Deputy Minister

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Municipales et du Logement**

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777, rue Bay, 17<sup>e</sup> étage  
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Tél. : 416 585-7100**January 7, 2022****MEMORANDUM TO:** Municipal Chief Administrative Officers and Clerks**SUBJECT:** Omicron Variant of COVID-19, Testing and Isolation  
Guidelines, and Emergency Work Deployment Order  
O.Reg.157/20

I am writing today to provide updated information related to the ongoing pandemic and Ontario's response to protect against the Omicron variant. I will start by acknowledging that Ontario is very grateful for the continued partnership with Ontario's municipalities. Local leaders and public servants have been at the forefront of the response to COVID for going on two years now and your leadership and resiliency have been remarkable.

**Ontario Temporarily Moving to Modified Step Two of the Roadmap to Reopen**

On January 3, 2022, Ontario announced that in response to recent trends that show an alarming increase in COVID-19 hospitalizations, the province will return to a modified version of Step Two of the Roadmap to Reopen effective Wednesday, January 5, 2022 at 12:01 a.m. for at least 21 days (until January 26, 2022).

Among a range of measures this includes reduced limits for social gatherings and indoor organized public events, closures and restrictions for businesses and organizations, and a requirement for remote work unless the nature of the work requires employees to be onsite.

I encourage you to review, with your legal counsel, the rules for areas in Step Two which are set out in O Reg 263/20: Rules for Areas in Step 2. Subsection 1 (7) of Schedule 1 of the regulation provides that nothing in the order precludes operations or delivery of services by any governments (which includes municipalities).

The measures also include a return to remote learning for Ontario students until January 17, 2022. During this period free emergency childcare will be provided for school aged children of eligible frontline workers. The list of eligible workers is set out in Schedule 4 of O. Reg. 263/20 which can be found at: <https://www.ontario.ca/laws/regulation/200263#BK8>

Municipalities have the flexibility to determine what local procedures work best for them to maintain continuity of operations and decision-making while complying with all applicable laws and public health measures. In addition, local Medical Officers of Health may issue Section 22 orders under the *Health Protection and Promotion Act* or instructions under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* to apply public health and workplace safety measures.

### **New Testing and Isolation Guidelines**

On December 30, 2021, in consultation with the Chief Medical Officer of Health, Ontario updated its COVID-19 testing and isolation guidelines. These updates, based on emerging evidence from Canada and other jurisdictions, are focused on ensuring resources are available for the highest-risk settings and the most vulnerable and help keep critical services running.

For further information, I encourage CAOs and Clerks to review the detailed information on the updates to testing and isolation guidelines found [here](#) and [here](#).

### **Work Deployment Order**

I would like to take this opportunity to remind you that the municipal work deployment order ([O. Reg. 157/20](#)) under the *Reopening Ontario Act, 2020*, remains in place at this time to provide municipalities with the flexibility to deploy certain of their staff to where they are needed most. As you know, this is a temporary measure that is reviewed regularly and, if determined to be necessary can be renewed after each 30-day period.

Moreover, as you and others in your organization consider whether and how you will exercise the authority under this emergency order, I would ask that you consider the following:

- In making staffing decisions, first provide opportunity for full-time work to existing part-time staff before seeking out and employing extra full-time staff from outside your organization.
- In redeploying staff, should there be a difference in the terms and conditions of work, in the different departments of the organization, the expectation is that staff will not receive a lower wage than their home position.
- The *Occupational Health and Safety Act* and existing rights under the *Employment Standards Act* will continue to apply.
- Municipalities, as employers, are required to comply with all provincial orders, as well as any guidance and safety standards prescribed by the province for COVID-19. They are also responsible for ensuring that any staff being reassigned to new duties have the required training and skills.

For municipalities who are relying on the order to deploy staff, it is important to work collaboratively and engage in good faith with bargaining agents when using the order's authority, and to develop longer-term staffing plans and identify related resource needs for when the order is no longer in effect.

Municipalities are encouraged to review this and other applicable orders (available on the Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert) and work with their legal counsel for advice and understanding of the flexibility and obligations this and other orders provides municipalities, as employers.

### **Vaccine Boosters and Proof of Vaccination Updates**

To protect Ontario's progress in the fight against COVID-19 and slow the spread of the Omicron variant, the government is taking actions, including rapidly accelerating its booster dose rollout, and enhancing proof of vaccination requirements, which will impact businesses and organizations. Your continued support in the delivery of vaccinations remains critical to our shared success.

As of Monday, December 20, 2021, individuals aged 18 and over are eligible to schedule their booster dose appointment. At this time, this does not change the definition of fully vaccinated.

Please reference the full set of guidance which is found here. Please continue to check regularly for updates on this site as situation change.

Proof of vaccination requirements at select businesses and organizations will remain in effect beyond January 17, 2022.

Starting January 4, 2022, it will be mandatory for individuals to use the enhanced vaccine certificate with QR code and for businesses to use the Verify Ontario app in settings where proof of vaccination is required, except for nine First Nations communities who can still show their vaccine receipt. Individuals will continue to need to show a piece of identification that matches their name and date of birth to their enhanced COVID-19 vaccine certificate when required.

Thank you for your continued support in protecting the health and well-being of Ontarians while delivering the services they depend upon.

Sincerely,



Kate Manson-Smith  
Deputy Minister



# Assessment Change Summary

## Municipality of Brooke-Alvinston

The following chart provides a snapshot comparing the assessed value at the beginning of one taxation year (2021), to the assessed value at the beginning of the next taxation year (2022).

Property Tax Class (RTC) Description		Based on 2016 Current Value Assessment (CVA)			
RTC	Destination CVA At time of roll return for 2021 Tax Year	2022 Tax Year Destination CVA at time of roll return for 2022 Tax Year	Percent Change 2021 - 2022 Tax Year	Percent of Total CVA Distribution of CVA between classes for 2022 Tax Year	
Residential	167,993,700	174,623,856	3.95%	20.47%	
Multi-Residential	2,073,000	2,169,000	4.63%	0.25%	
Commercial	6,645,300	6,668,444	0.35%	0.78%	
Commercial (New Construction)	1,699,400	2,021,900	18.98%	0.24%	
Industrial	205,100	210,200	2.49%	0.02%	
Industrial (New Construction)	956,100	1,133,600	18.57%	0.13%	
Pipeline	57,386,000	58,153,000	1.34%	6.82%	
Farm	598,404,600	596,663,600	-0.29%	69.95%	
Managed Forests	188,100	188,100	0.00%	0.02%	
Utility Transmission & Distribution Corridors	-	-	0.00%	0.00%	
PIL - Commercial	746,600	746,600	0.00%	0.09%	
Exempt	10,445,300	10,434,800	-0.10%	1.22%	
TOTAL	846,743,200	853,013,100	0.74%	100.00%	

# 2021 MUNICIPAL PARTNERSHIPS REPORT

MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION





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## 2021: RISING RISING TO THE CHALLENGES OF THE PRESENT, AND LOOKING TOWARD THE FUTURE

As the pandemic continued to unfold this year, we've remained focused on delivering the services Ontario municipalities rely on. We've also looked beyond the challenges and demands of our current reality, and toward what property assessment looks like in a post-pandemic world.

We may have spent the year apart, but we've worked with our municipal partners like never before. Together, we laid the groundwork for technological innovation, modernization and more efficient services.



"During this time of uncertainty, we have continued to control MPAC's budget to limit costs. MPAC's Board of Directors approved the 2022 operating budget with no increase to the provincial levy, for the second year in a row. While each municipality's annual levy amount is determined by a formula set out in the *Assessment Act*, there is no total levy increase for 2022."

**Alan Spacek**  
Chair, MPAC Board of Directors



## MAINTAINING ONTARIO'S PROPERTY DATABASE

MPAC maintains a one-of-a-kind, comprehensive database of information for each of the more than 5.4 million properties in Ontario. We continuously update these records each and every day so that municipal tax bases are kept current and municipal financial decisions can be based on the most accurate data possible.

Our work to maintain Ontario's property data set includes:

- ✓ Supporting our municipal partners and property owners
- ✓ Analyzing the market and observing COVID-19 impacts on property sectors
- ✓ Processing severances and consolidations and assessing new construction, additions and renovations
- ✓ Addressing Requests for Reconsideration and appeals
- ✓ Responding to vacancy and tax applications from municipalities
- ✓ Tracking school support



"Soon after a tornado hit the City of Barrie in July, we had a series of meetings with MPAC and put together a plan for how we would address damage to properties and tax relief applications. We've been having weekly check-ins with MPAC to review what's happening with properties and building permits, sharing information and establishing consistent messages to support property owners who suffered damage to their property."

**Grace Marsh**  
Acting Manager, Property Tax and Revenue, City of Barrie

# CAPTURING \$38 BILLION IN NEW ASSESSMENT

We know that the value of new construction, additions and renovations continues to be an important source of municipal revenue during the pandemic. This year, we continued to work with municipalities to validate property information in new ways, including through the digital submission of building plans.

Thanks in large part to this collaboration, we were able to access the information required to add more than \$38 billion in new assessment to municipal assessment rolls across Ontario this year.



"Staying on top of property assessment trends is an important way we make sure we're ready to capture new assessment quickly when building permits are closed, so we can provide municipalities with new revenue sources."

**Carmelo Lipsi**

Vice-President and Chief Operating Officer, MPAC



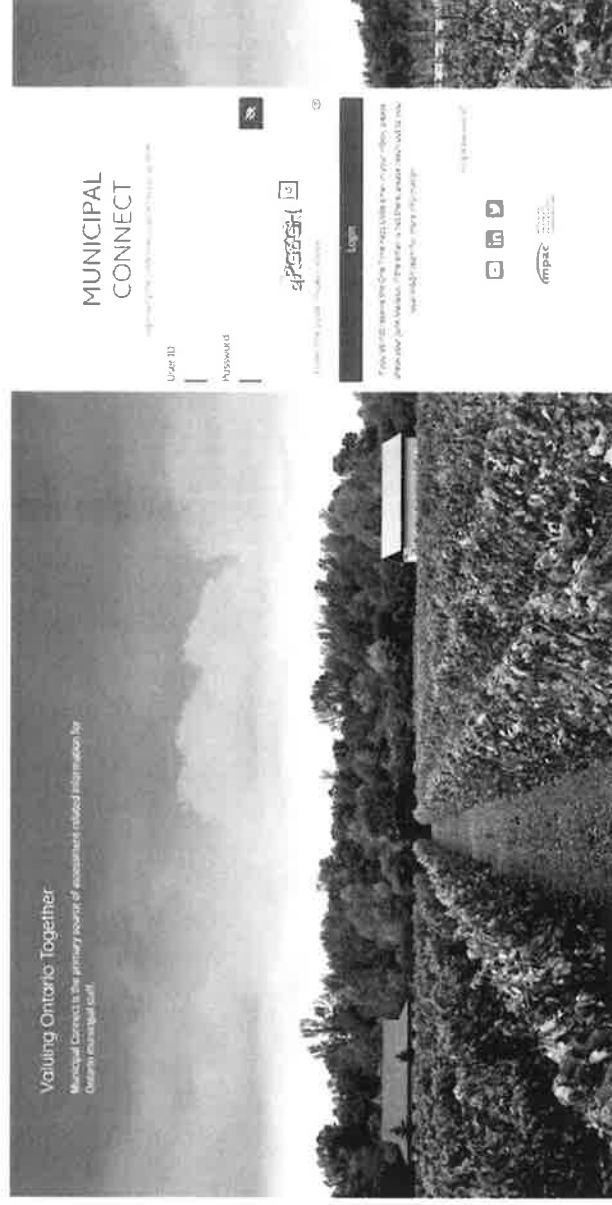
# INNOVATIVE DATA SHARING

One of the most important ways we support all 444 municipalities in Ontario is by providing them access to Municipal Connect, a sophisticated data-sharing platform. Together with our partners, we reimagined the platform to provide more convenient access to high-quality property data.

Built by our IT team and subject matter experts in just six months, the new Municipal Connect launched this year and brings the tools municipal users requested to their fingertips.

It also laid the groundwork for elements of our 2021-2025 Strategic Plan, including expanded use of MPAC data to support municipal operations and planning, and the creation of further collaboration tools to support municipalities and other public and private sector partners in using our data to find solutions and make even smarter decisions.

Innovative data sharing



"I have been impressed with the engagement and constructive development process that has been applied at Municipal Connect Working Group meetings. The MPAC development team sought insights about how best to meet municipal needs, applied changes where possible, and described any restrictions. This dialogue and consideration supported the development of an innovative new Municipal Connect."

**Tammy Sikma**

Enterprise Applications Manager, County of Peterborough



## DIGITAL PERMITTING IN ONTARIO

We are the only organization with data on all building permits in Ontario, and we process about 300,000 building permits each year on properties of all types, from condos to distribution centres.

Modernizing and digitizing permit collection and exchange can create internal efficiencies for municipalities and help us capture new assessment faster, resulting in new municipal revenues sooner.

We work with a number of e-permitting providers to support municipalities in automating permit submissions into our systems. However, we know many municipalities still rely on paper-based systems. In 2020, we conducted a market scan and found that only 27 per cent of municipalities had an end-to-end e-permitting solution.

We are working with municipalities to digitize their permitting process and collaborating with sector associations, like the Association of Municipalities of Ontario's (AMO) business services arm, Local Authority Services (LAS), to further advance the consideration and adoption of e-permitting in the municipal sector.

"Our move to a digital e-permitting solution was always the plan, but COVID-19 put the plan into overdrive. Ensuring information was easily available with a few clicks was the only way to go—the industry is already doing work electronically and we were the hold up. This change will pay dividends in the near future as our municipality continues to grow and staff pressures increase."

**Mary Hasan**

Director of Finance/Treasurer, Township of Puslinch



Digital permitting

Small business subclass



## HELPING MUNICIPALITIES EVALUATE THE NEW OPTIONAL SMALL BUSINESS SUBCLASS

Together with the municipal sector, we published a [Small Business Property Subclass Report](#) to support municipalities in their evaluation and potential use of the new optional tax subclass made available by the Province.

We also sent an online survey to Finance and Economic Development staff across all 444 municipalities to inform the group's work.

Key stakeholders contributed to the report, including representatives from Ontario municipalities, the Association of Municipalities of Ontario (AMO), Municipal Finance Officers' Association (MFOA), Ontario Municipal Tax and Revenue Administrators (OMTRA), Toronto Association of Business Improvement Areas (TABIA), and Ontario Business Improvement Area Association (OBIAA).

"The Small Business Subclass report provides significant guidance for municipalities who are considering implementing the subclass. It should prove to be a very useful tool in defining small businesses and identifying appropriate properties, as well as assisting in the development of local policies."

**Donna Herridge**

Executive Director, Municipal Finance Officers' Association

# EVOLVING OUR SERVICES TO DELIVER MORE VALUE TO ONTARIO

The pandemic has driven us to be more innovative, efficient and future-forward thinking than ever, and we've formalized that way of working through our new [2021-2025 Strategic Plan](#).

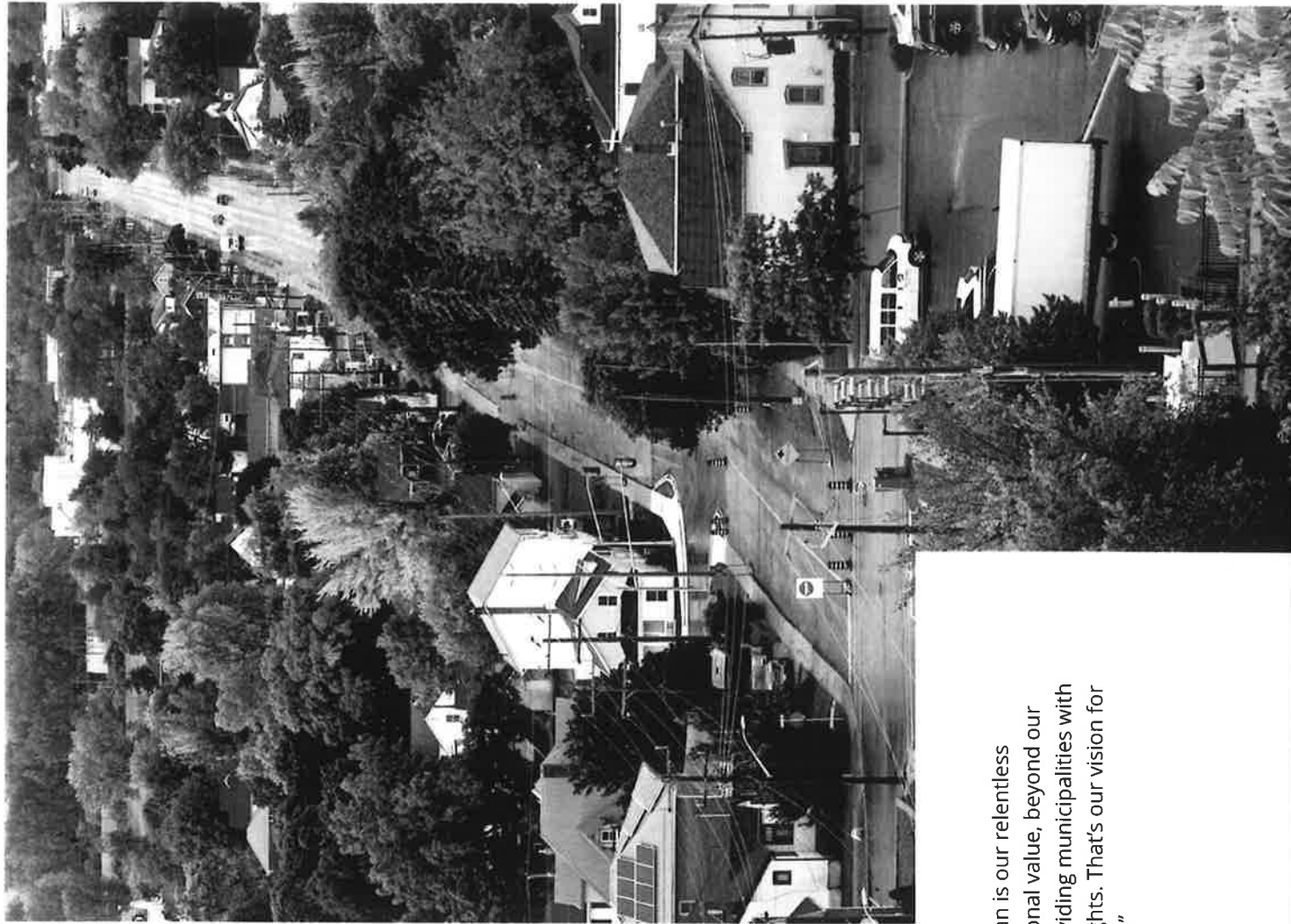
Over the next several years our focus will be on:

- ✓ Modernizing our operations
- ✓ Strengthening our relationships with municipalities
- ✓ Supporting property owners
- ✓ Attracting and retaining top talent
- ✓ Unlocking new revenue streams to offset the levy impact for Ontario municipalities



"The cornerstone of our 2021-2025 Strategic Plan is our relentless focus on delivering the greatest possible additional value, beyond our foundational assessment role. That means providing municipalities with value-added data, analytics and actionable insights. That's our vision for property assessment in a post-pandemic world."

**Nicole McNeill**  
MPAC President



# LOOKING AHEAD

As part of its 2021 Fall Economic Statement, the Ontario Government announced a continued postponement of the assessment update.

This means that property taxes for the 2022 and 2023 taxation years will continue to be based on the January 1, 2016 valuation date. Property assessments will remain the same as they were for the 2021 tax year, unless there have been changes to the property.

We will continue to provide you with market analysis and insights, stay ready to deliver the assessment update when called upon, and work every day to maintain Ontario's property database, which includes the timely assessment of new construction, additions and renovations.

Next year, we will lean into our partnerships that are driving technological innovation to provide municipalities with the best possible products, modernization of the broader sector and more efficient services.

We will keep working hard to help all Ontarians better understand who we are, what we do and the ways we support property owners to understand their assessment.

**And most importantly, we will do our part to support communities on the path to better days ahead.**

Looking ahead







## St. Clair Region Conservation Authority Meeting Highlights – November 4, 2021

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

**New Enforcement Officers Appointed:** The SCRCA Board of Directors approved the appointment of Jeff Vlasman and Meagan Weber as Enforcement Officers pursuant to Section 28 of the *Conservation Authorities Act*. Jeff and Meagan successfully completed Officer training provided by Conservation Ontario and are now authorized to enforce Ontario Regulation 171/06 – Development, interference with wetlands and alterations to shorelines and watercourses, including the approval of permit applications.

**Healthy Watershed Program:** Stewardship projects were in high demand this past summer. Staff worked with local landowners to create two wetlands (0.43 hectares), a creek crossing, and five erosion control/maintenance projects including six berms and one grassed waterway. Several COVID-19 friendly events were held throughout September and October including the annual Ipperwash Beach shoreline cleanup that saw the collection of over 100 pounds of garbage, and a National Tree Day celebration that commemorated the SCRCA's 60<sup>th</sup> Anniversary and acknowledged two significant milestones for the organization – the planting of over 4 million trees and the creation of 100 hectares of wetlands throughout the watershed.

**Conservation Services:** Conservation services staff have had approximately 60 landowners inquire about the 2022 tree planting program. Several funding opportunities to assist landowners with the cost of trees and planting have already been confirmed for next spring. Fall tree seed collection was very successful again this year with several thousand litres of local hardwood tree seed collected. Trees grown from the seeds collected this fall will be used for the 2023 and 2024 tree seedling planting programs.

**Highland Glen Boat Ramp Committee:** At the September meeting, the SCRCA Board of Directors approved the formation of a Highland Glen Boat Ramp Committee. The committee will be responsible for evaluating options to repair and remediate the boat launch and surrounding area, evaluate potential funding models, and provide recommendations for the full Board's review. The Highland Glen Boat Ramp Committee will consist of the SCRCA Chair and Vice-Chair, Tim Wilkins (Plympton-Wyoming), Lorie Scott (Lambton Shores), Mike Stark (Sarnia), Brad Loosley (Petrolia), Frank Kennes (Strathroy-Caradoc), and Pat Brown (St. Clair Township).

**Shoreline Projects:** The SCRCA continues to work with local municipalities to move several shoreline protection projects forward along the Lake Huron and St. Clair River shorelines.

- **Old Lakeshore Road near Penhuron Drive Shoreline Improvements –**  
Tender documents were circulated to six pre-qualified contractors in October with

tenders closing on November 1<sup>st</sup>, 2021. Submissions will be reviewed by a team consisting of the SCRCA, City of Sarnia, and Shoreplan Engineering. All required permits have been obtained with construction expected to begin in January 2022.

- **Port Lambton Park Shoreline Project** – Design work has been completed for the 240 metres of shoreline requiring restoration along the St. Clair River at Port Lambton Park. Draft tenders are currently being prepared. Construction is expected to begin in early 2022.

**Disaster Mitigation and Adaption Fund (DMAF) – Intake 2:** The Government of Canada launched the Disaster Mitigation and Adaptation Fund (DMAF) to rehabilitate storm water systems, wetlands, and shorelines to combat against the impacts of climate change. The SCRCA has proposed to submit seven shoreline protection projects along the St. Clair River and Lake Huron shorelines for the second intake of this federal funding program. The projects will contribute to the protection of important municipal infrastructure in the City of Sarnia and St. Clair Township. The funding model requires 60% matching funds from the benefitting local municipalities.

**Conservation Education:** The SCRCA Education Team was excited to welcome students back to the Lorne C. Henderson Conservation Area for traditional in-person field trips this September. Over 1000 students have or are expected to participate in field trips at the Conservation Area before the end of 2021. To accommodate the different COVID-19 policies among school board, the SCRCA Education Team continue to offer the Live-stream with a Naturalist and Nature in Your Neighbourhood program options for those schools who are unable to participate in traditional field trips. The entire suite of SCRCA conservation education programs being offered during Fall 2021 can be viewed at [www.scrca.on.ca/govirtual](http://www.scrca.on.ca/govirtual).

**Campbell House Museum:** At the September meeting, the SCRCA Board of Directors approved the removal/teardown of the Campbell House Museum at the A.W. Campbell Conservation Area due to deteriorating conditions and safety concerns. In response to public feedback and potential community fundraising efforts, the board re-directed staff to postpone any action relating to the building until May 1, 2022, to allow the community to fundraise and allow staff to investigate other options.

**Elections:** To comply with the new requirements of the *Conservation Authorities Act* that identifies term limits for both the Authority Chair and Vice-Chair, an election was called to elect new representatives for the remainder of the 2021 term. Lorie Scott, representing the Municipality of Lambton Shores was elected Chair, while John Brennan, representing the Municipality of Strathroy-Caradoc was elected Vice-Chair.

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





## St. Clair Region Conservation Authority Meeting Highlights – December 9, 2021

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

**SCRCA Transition Plan in Accordance with Changes to the Conservation Authorities Act under Bill 229:** As part of new regulations prescribed under the provincial changes to the *Conservation Authorities Act* in 2020, the Board of Directors approved the SCRCA transition plan that provides a timeline and work plan by which the SCRCA will meet its legislative requirements. Of particular importance is the categorization of mandatory and non-mandatory programs and services and the development of Memorandums of Understandings with member municipalities for non-mandatory services. The transition plan covers the time period between July 2022 and January 1, 2024, and is the first deliverable required by the MECP as part of these legislative changes. The plan can be accessed on the SCRCA website.

**Watershed Conditions:** Current flood potential in the St. Clair Region watershed is moderate owing to above-normal precipitation amounts in September and October that saturated soils, limiting their ability to quickly absorb precipitation inputs. Compared to November 2020, lake levels have dropped by 37 cm, 13 cm, and 5 cm, for Lake Huron, Lake St. Clair, and Lake Erie, respectively. All continue to be above their averages but below their record monthly means for November recorded in 1986. Lakes are expected to continue their annual drop but remain above average water levels.

**Shoreline Projects:** The SCRCA continues to work with contractors and local municipalities to complete shoreline protection projects along the Lake Huron and St. Clair River shorelines.

- **Old Lakeshore Road near Penhuron Drive** – Three tenders were submitted for shoreline works on Old Lakeshore Road near Penhuron Drive. The contract was awarded to Van Bree Drainage and Bulldozing with construction expected to begin in January 2022.
- **Port Lambton Park** – Design work is complete, and the permit process is ongoing. The SCRCA is currently accepting tenders for the construction phase of this project which are due on December 14<sup>th</sup>, 2021, at 2:00 pm. Construction is expected to begin in early 2022.
- **Groyne Only Project** – Permit applications have been submitted for two groynes that will be installed west of Penhuron Drive and east of Kenwick Street in Brights Grove in 2022.

**St. Clair River Area of Concern Program:** The SCRCA was awarded the Environment and Climate Change Canada contract to “Coordinate Data Compilation, Report Writing, and Engagement for Fish Consumption and Habitat Beneficial Use Impairments”, a requirement needed for the advancement of the St. Clair River Area of Concern Remedial Action Plan. The initial contract period will run until March 31, 2023, with an optional extension until March 31, 2024.

**St. Clair River Contaminated Sediment Engineering and Design Project:** In August 2021, Parson's Inc. submitted the draft design plan for management of the three remaining areas of contaminated sediment in the St. Clair River to the project Oversight Committee consisting of the SCRCA, Environment and Climate Change Canada, the Ministry of the Environment, Conservation, and Parks, and Dow Canada. The plan is expected to be final and approved by the Oversight Committee by the end of December 2021, following discussions with appropriate agencies and experts on the proposed water quality monitoring plan and sampling during the implementation phase of the project, and compliance with the *Species at Risk Act* and *Endangered Species Act*, among others.

**2022 Budget:** The 2022 Authority budget was approved at \$9,596,597. The General Levy (matching and non-matching) of \$1,378,513 accounts for approximately 14% of the total budget. The remainder of the funds come from fundraising, government grants and self-generated funds such as camping fees, and fees for services (e.g., tree planting, permits, natural heritage planning, education programs, etc.).

**Highland Glen:** The Highland Glen Conservation Area is a 10.5 hectare (26 acre) property located on the Lake Huron shoreline. The property is primarily wooded land but contains an access roadway, parking lot, pavilion, and boat ramp with seawall and groyne protection. In 2020, the boat ramp was closed due to safety concerns and a consultant (AECOM) was hired to assess local damage and provide recommendations on repair options and associated costs. The consultants report provided a number of short and long-term options with preliminary cost estimates for each. The SCRCA Board of Directors formed a Highland Glen Boat Ramp Committee that met in November. The SCRCA approved the committee's recommendation to change the designation of the Highland Glen Conservation Area from a regional to a local/rural Conservation Area in 2022 and begin discussions with the Town of Plympton-Wyoming regarding the transfer of ownership to the municipality.

For more information, contact:  
Ken Phillips, General Manager  
519-245-3710 ext. 236  
kphillips@scrca.on.ca



St. Clair Region Conservation Authority  
205 Mill Pond Crescent, Strathroy, ON, N7G 3P9  
Ph: 519-245-3710 Fx: 519-245-3348  
E-Mail: [stclair@scrca.on.ca](mailto:stclair@scrca.on.ca)  
Website: [www.scrca.on.ca](http://www.scrca.on.ca)

**Member  
Municipalities**

December 16, 2021

Township of  
Adelaide-Metcalf

Township of  
Brooke-Alvinston

Municipality of  
Chatham-Kent

Township of  
Dawn-Euphemia

Township of  
Enniskillen

Municipality of  
Lambton Shores

Municipality of  
Middlesex Centre

Village of  
Newbury

Village of  
Oil Springs

Town of  
Petrolia

Town of  
Plympton-Wyoming

Village of  
Point Edward

City of  
Sarnia

Municipality of  
Southwest Middlesex

Township of  
St. Clair

Municipality of  
Strathroy-Caradoc

Township of  
Warwick

RE: St. Clair Region Conservation Authority Transition Plan

Dear Members of Council;

Per the requirement of **Ontario Regulation 687/21 Transition Plan and Agreements**, as part of **Bill 229, Protect, Support and Recover from Covid-19 Act (Budget Measures)**, the St. Clair Region Conservation Authority Board of Directors approved a Transition Plan at its December 9, 2021 meeting. The plan is being circulated for your information in accordance with the requirement imposed by the Province of Ontario.

The Transition Plan outlines the time frames that the SCRCA will follow in order to categorize its programming into Mandatory (Category 1), Non-Mandatory (Category 2) and Advisable (Category 3) for budgeting purposes commencing in 2023. The categorization work must be completed by February 28, 2021. Each municipality in the SCRCA watershed has identified a primary contact person and they have already received the plan.

The SCRCA looks forward to working with our municipal partners to ensure compliance with Bill 229.

Yours

Ken Phillips  
General Manager/Secretary-Treasurer  
St. Clair Region Conservation Authority  
519-245-3710 ex 236

**ST. CLAIR REGION CONSERVATION AUTHORITY**

**BILL 229: DRAFT TRANSITION PLAN**



APPROVED

DECEMBER 9, 2021

## BACKGROUND

The Province of Ontario, through the Ministry of Environment, Conservation and Parks (MECP), issued O. Reg. 686/21 *Mandatory Programs and Services Regulation* and O. Reg. 687/21 *Transition Plan and Agreements Regulation* in October 2021. Regulation 686/21 will come into effect January 1, 2022 while Regulation 687/21 came into effect October 1, 2021. These regulations were part of Bill 229 and will guide SCRCA operations and budgeting moving forward. A report was presented to the SCRCA Board of Director's Meeting on September 23 2021 (see item number 5.2 in the agenda). Revisions to the previous work plan have occurred due to the release of the regulations and have been reflected in the Transition Plan provided below.

## THE TRANSITION PERIOD

The purpose of the transition period is to provide conservation authorities and municipalities with the time to address changes to the budgeting and levy process based on mandatory programs and services (Category 1), municipal programs and services (Category 2), and other programs and services (Category 3) and the need, in some cases, to reach agreements to allow levies to be collected.

## REGULATORY PROCESS REQUIREMENTS FOR THE TRANSITION PLAN

Phase 1 of the transition period is October 7, 2021 – February 28, 2022 and has two deliverables. The first is developing a Transition Plan which includes a timeline and work plan. The Transition Plan is required to be submitted to the member municipalities and MECP by December 31, 2021. The second is the Inventory of Programs and Services, which is to be completed and provided to member municipalities and MECP by February 28, 2022. To be completed by the deadline of December 31, 2021, the Transition Plan must include a work plan and timeline for the authority to meet the requirements for the first and second phases of the transition period. A copy of this transition plan must be sent to each participating municipality in the authority's area of jurisdiction and to the Ministry of Environment, Conservation and Parks. The Transition Plan must be published onto the authority's website or made available to the public by other means (as per Section 3 of the regulation: *Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act*).

Phase 2 of the transition period includes developing and finalizing Memorandums of Understanding (MOU) or agreements between conservation authorities and member

municipalities in accordance with any regulations governing municipal programs and services. These agreements must be completed by January 1, 2024.

This document focuses on the Transition Plan.

The Transition Plan is to include the consultation process on the inventory of all the Authority's programs and services and the steps to be taken to enter into MOUs/agreements where municipal levy is required to fund non-mandatory programs and services.

The process will support 2024 budget discussions including the new categorization of Conservation Authority (CA) programs and services:

Category 1: Mandatory programs and services where municipal levy could be used without any agreement.

Category 2: Non-mandatory programs and services at the request of a municipality with municipal funding through a MOU or agreement.

Category 3: This category includes other non-mandatory programs and services a CA determines are advisable. These may use municipal levy through a MOU/agreement. Programs and services in Category 3 may also be funded through other means. In the latter situation, an MOU/agreement with the municipality is not required.

The majority of the efforts will focus on developing financial scenarios and MOUs/agreements. Conservation authority staff will be engaged in this work with communication and consultation with municipalities (staff and council). It is proposed that the CA Board of Directors will review draft documents prior to circulation to municipalities for approval.

#### TIMELINE CONSIDERATIONS

The October 2022 municipal election has a significant effect on the Transition Plan schedule. The St. Clair Region Conservation Authority work plan is based on the premise that municipalities will prefer the newly-elected councils to enter into the MOU/agreements. The same premise is used with the SCRCA board of directors which may have a turn-over in membership following the election. However, Conservation Authority staff will do background work, consult, draft financial scenarios and prepare the framework of agreements in 2022.

Although each conservation authority has its own budget processes and timelines, we will make efforts to coordinate with neighbouring conservation authorities that share a municipality.

**PHASE 1: TRANSITION PLAN AND INVENTORY OF PROGRAMS AND SERVICES**

<b>Task</b>	<b>Date</b>
<b><i>Phase 1: October 2021 – February 28 2022</i></b>	
<b><u>Work Plan</u></b>	
Develop Work Plan Timeline	Aug 2021
Present and get approval of Work plan from Board of Directors	Dec 9 2021
Initial discussions with neighbouring CAs	Sept to Nov 2021
Meet with municipal staff and councils (if requested) regarding work plan and 2022 budget	Nov, Dec 2021
<b><u>Transition Plan</u></b>	
Develop Transition Plan Draft	Nov 2021
Circulate Draft Transition Plan to Board of Directors and municipalities	Nov 2021
Present and get approval of Transition Plan from Board of Directors	Dec 9 2021
Provide Transition Plan to Municipalities	Dec 2021
Provide Transition Plan to MECP	Dec 31 2021
Transition Plan on Website	Dec 31 2021
<b><u>Phase 1 General</u></b>	
Establish communication with municipal staff	Nov 2021
Municipality determines lead staff person	Nov 2021
<b><u>Inventory of Programs and Services</u></b>	
Discuss with neighbouring CAs	Nov, Dec 2021
Develop inventory of current programs & services template	Nov 2021
Review last 3/5 years of budget and prepare inventory	Dec 2021 – Jan 2022
Provide draft inventory to Board of Directors	Jan 2022
Present draft inventory to Board of Directors	Feb 24, 2022
Provide Inventory to Municipalities	Feb.25 2022
Provide Inventory to MECP	Feb. 28 2022
Inventory on Website	Feb. 28 2022

**PHASE 2: MOUS/AGREEMENTS**

<b>Task</b>	<b>Date</b>
<b><i>Phase 2: January 2022 -December 2023</i></b>	
Draft inventory with categories 1, 2 and 3	Jan, Feb 2022
Develop draft Watershed Based Resource Management Strategy to provide strategic guidance for programs 2024 to 2027 – to be finalized in 2024	Jan 2022 to Jan 2023
Negotiate Draft Municipal Planning Agreements	Nov 2021 to July 2022
Consult with municipalities on inventory	July - Aug 2022
Create draft MOU/agreements for "other programs and services" requiring levy	Sept 2022 - June 2023
Draft four-year financial forecast 2024-2027	Feb - Aug '22
Develop 2024 financial scenario to complete 6 deliverable defined by regulation in 2024	Sept 2022 - Jan 2023
Attribute levy into mandatory and non-mandatory service areas	Jan 2023 - June 2023
Bring draft MOU/agreements with cost apportionment scenario to BOD	Feb 2023
Consult with municipal staff on draft MOU/agreements	March 2023
Revise MOU/agreements as necessary	Mar - June 2023
Return to BOD with revised financial plan/MOU/agreements (if necessary)	June 2023
Consult with municipal staff on revised MOU/agreements (if necessary)	July - Aug 2023
Finalize draft MOU/agreements at staff level	Apr - June 2023
Resolution from BOD to circulate MOU/agreements to municipalities	May - July 2023
Circulate MOU/agreements to municipalities	June - Aug 2023
Attend municipal council meetings as requested	Jan 2022 - Nov 2023
Revise and finalize inventory	Sept 2023
Develop draft 2024 budget	Sept 2023
BOD approves draft 2024 budget to circulate to municipalities	Oct 2023
BOD approves 2024 budget	Dec 2023
Submit copies of signed MOU/agreements to MECP	Dec 31 2023
Transition period ends	Jan 1 2024
Submit final version of inventory to municipalities	Jan 31 2024
Submit final version of inventory to MECP	Jan 31 2024
Post final MOUs/agreements on CA website	Jan 31 2024



## PROGRESS REPORTS TO MINISTRY OF ENVIRONMENT, CONSERVATION AND PARKS

<b>Progress Reports</b>	<b>Date</b>
Progress report to MECP and municipalities	July 1 2022
Progress report to MECP and municipalities	Oct 1 2022
Progress report to MECP and municipalities	Jan 1 2023
Progress report to MECP and municipalities	April 1 2023
Progress report to MECP and municipalities	July 1 2023
Progress report to MECP and municipalities	Oct 1 2023

## COMMUNICATIONS PLAN

A successful transition will require effective and timely communications. Audiences and communication methods will vary but the messages need to be consistent.

<b>Audience</b>	<b>Method of Communications</b>
SCRCA Staff	In person/online meetings, email
SCRCA Board of Directors	Board meeting reports, email
Municipal staff	Phone, email, meetings, respond to inquiries
Municipal councils	Delegations to council, webinars
General public	Media releases, social media, fact sheets, respond to inquiries, webinars
Neighbouring CAs	In person/online meetings, email



## MEDIA RELEASE

### For Immediate Release

## **St. Clair Region Conservation Authority Delays Camping Reservations for the 2022 Season**

**Strathroy, January 5, 2022** – The St. Clair Region Conservation Authority (SCRCA) is advising campers that reservations at the Authority's three regional campgrounds are being delayed for the 2022 season. Originally scheduled to open on January 10<sup>th</sup>, reservations for transient camping at the A.W. Campbell, Lorne C. Henderson, and Warwick Conservation Areas will open on March 21<sup>st</sup>.

The decision was made after the provincial announcement on January 3<sup>rd</sup> that reinstated restrictions in response to the COVID-19 pandemic. "Because of the increase in COVID-19 cases and the government response, we are uncertain as to what capacity we will be able to operate our campgrounds this season," said Greg Wilcox, Manager of Conservation Areas at the SCRCA, "We would rather delay accepting reservations than cancel bookings at a later date."

During the 2020 and 2021 camping seasons, the SCRCA limited the availability of transient camping sites and did not allow group camping, among other restrictions, to ensure the health and safety of visitors and staff.

"We appreciate the patience and understanding of our camping community," said Wilcox, "We look forward to welcoming campers back this spring for a fun and safe camping season."

For more details on camping at the St. Clair Region Conservation Authority, and other Conservation Areas available to explore, visit [www.scrca.on.ca/conservation-lands](http://www.scrca.on.ca/conservation-lands).

### **About the St. Clair Region Conservation Authority**

The St. Clair Region Conservation Authority is located in southwestern Ontario and includes the Sydenham River watershed and smaller watersheds draining directly into southern Lake Huron, the St. Clair River and northeastern Lake St. Clair. The Conservation Authority implements programs to reduce the risk to life and property from flooding and erosion and promote water and land stewardship, forestry, wildlife habitat creation, conservation education, and outdoor recreation. For more information, visit our website at [www.scrca.on.ca](http://www.scrca.on.ca).



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Mulmur, Ontario  
L9V 0G8

Local **(705) 466-3341**  
Toll Free from 519 only **(866) 472-0417**  
Fax **(705) 466-2922**

December 13, 2021

**RE: Truth and Reconciliation Calls to Action**

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At the meeting held on December 8, 2021, Council of the Township of Mulmur passed the following resolution regarding the Truth and Reconciliation Commission's Calls to Action.

**Moved by Boxem and Seconded by Cufaro**

WHEREAS the Truth and Reconciliation Commission released 94 Calls to Action to redress the legacy of residential school and advance the process of reconciliation;

AND WHEREAS the Council of the Corporation of the Township of Mulmur has reviewed the Calls to Action directed at municipal government;

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Mulmur take the following actions to address the Truth and Reconciliation Commission's Calls to Action directed at municipal government;

- THAT Council supports the implementation of Jordan's Principal;
- THAT Council permanently waives administrative fees related to name changes and revision of official documents for residential school survivors;
- THAT Council requests an update from the Central West Local Health Integration Network and Headwaters Health Care Centre to provide an update on the steps taken to address the Truth and Reconciliation Commission's Call to Action #23 and encourage cultural competency training for all healthcare professionals in Dufferin County be completed by the end of 2022;
- THAT Council further calls for the Ontario Government to take action on addressing the Truth and Reconciliation Commission's Call to Action #23;
- THAT Council requests an update from the Caledon Dufferin Victim Services on the steps taken to address the Truth and Reconciliation Commission's Call to

Action #40 to create adequately funded and accessible Aboriginal-specific victim programs and services in Dufferin County;

- THAT Council further calls for the Ontario Government to take action on addressing the Truth and Reconciliation Commission's Call to Action #40, specifically making these programs and services available within Aboriginal communities;
- THAT Council calls upon the Ontario Government to take action on the Truth and Reconciliation Commission's Call to Action #43 and move forward with passing Bill 76, the United Nations Declaration on the Rights of Indigenous People Act;
- THAT Council commits to ensuring that Mulmur's policies and bylaws do not rely on the colonial concepts of terra nullius;
- THAT Council commits to providing the National Council for Reconciliation, annual reports and current data as requested;
- THAT Council commits to providing skill-based training and/or information sessions including but not limited to intercultural competency, conflict resolution, human rights and anti-racism for all elected officials, residents and staff of the Township of Mulmur;
- THAT Council requests an update from the Dufferin Peel Catholic School Board and Conseil Scolaire Catholique MonAvenir on the steps taken to address the Truth and Reconciliation Commission's Call to Action #64;
- THAT Council recognizes the recent funding and commitment made by the Ontario Government to address the Truth and Reconciliation Commission's Calls to Action #62 and #63 and urges the Ontario Government to also address the Truth and Reconciliation Commission's Call to Action #64 by including curriculum on comparative religious studies in denominational schools;
- THAT Council further their commitment to commemorating the legacy of residential schools and honouring residential school survivors by annually recognizing September 30<sup>th</sup> as the National Day for Truth and Reconciliation;
- THAT Council open the first Council meeting in September each year with a moment of silence to pay respect to the innocent lives lost within the Canadian Residential School system;
- THAT Council direct staff to work in collaboration with the Dufferin County Cultural Resource Circle to encourage Dufferin County residents to share their

stories with the National Centre for Truth and Reconciliation, Mulmur Township and local libraries;

- THAT Council direct staff to request educational materials from the Museum of Dufferin, Indigenous Sport & Wellness Ontario, and/or other applicable agencies for distribution to Mulmur residents telling the national story of Aboriginal athletes in history;
- THAT Council direct staff to amend the Community Grant Policy to include a section to support Aboriginal athletic development/growth and support for the North American Indigenous Games and encourage the Ontario Government to provide financial support;

THEREFORE IT FINALLY BE RESOLVED THAT this motion be forwarded to the Premier of Ontario, Ministry of Health and Long-Term Care, Ministry of the Attorney General, Ministry of Indigenous Affairs, Ministry of Education, Caledon Dufferin Victim Services, Central West Local Health Integration Network, Headwaters Health Care Centre, Local Libraries, Dufferin Peel Catholic School Board, Conseil Scolaire Catholique MonAvenir, Dufferin Caledon MPP Sylvia Jones, Dufferin County and all Ontario municipalities.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

**CARRIED.**

Sincerely,

*Roseann Knechtel*

Roseann Knechtel, Deputy Clerk/Planner Coordinator  
Township of Mulmur



December 15, 2021

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

Dear Premier Ford:

**RE: Province-Wide Assessment Update**

The Council of the Corporation of Tay Valley Township at its Council meeting on December 14<sup>th</sup>, 2021 adopted the following resolution:

**RESOLUTION #C-2021-12-20**

**"WHEREAS**, the government of Ontario recently announced the continued postponement of the province-wide assessment update for the 2022 and 2023 taxation years;

**AND WHEREAS**, this means that property values will continue to be based on the January 1, 2016 valuation date until at least 2024;

**AND WHEREAS**, the Municipality of Tay Valley Township is aware of the important increase in property values throughout the province and within its own jurisdiction;

**AND WHEREAS**, the continued postponement of property valuation translates into a significant loss of taxation revenue for Municipalities;

**NOW THEREFORE BE IT RESOLVED THAT**, the Council of Tay Valley Township urges the government of Ontario to reconsider its decision and to direct MPAC to proceed with a province-wide assessment update in order for Ontario Municipalities to be able to collect property taxes based upon actual property values;

Tay Valley Township  
217 Harper Road, Tay Valley, Ontario K7H 3C6  
[www.tayvalleytwp.ca](http://www.tayvalleytwp.ca)  
Phone: 613-267-5353 or 800-810-0161 Fax: 613-264-8516



**AND BE IT FURTHER RESOLVED THAT,** a copy of this resolution be forwarded to the Premier of Ontario, Scott Reid, MP, Randy Hillier, MPP, MPAC, AMO and to all Ontario municipalities.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or [clerk@tayvalleytwp.ca](mailto:clerk@tayvalleytwp.ca).

Sincerely,

A handwritten signature in cursive script that reads "Amanda Mabo".

Amanda Mabo, Acting CAO/Clerk

cc: Scott Reid, MP, Lanark – Frontenac – Kingston  
Randy Hillier, MPP, Lanark – Frontenac - Kingston  
Municipal Property Assessment Corporation (MPAC)  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities



**THE CORPORATION OF THE CITY OF SARNIA  
City Clerk's Department**

255 Christina Street N. PO Box 3018  
Sarnia ON Canada N7T 7N2  
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519-332-2664 (TTY)  
[www.sarnia.ca](http://www.sarnia.ca) [clerks@sarnia.ca](mailto:clerks@sarnia.ca)

December 16, 2021

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
House of Commons  
80 Wellington Street  
Ottawa, ON K1A 0A2

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

**RE: "Catch and Release" Justice**

At its meeting held on December 13, 2021, Sarnia City Council adopted the following resolution with respect to "Catch and Release Justice":

***That the City of Sarnia send a letter to the Federal and Provincial Governments requesting meaningful improvements to the current state of "catch and release" justice in the Ontario legal system. Police Services across Ontario are exhausting precious time and resources having to manage the repeated arrests of the same offenders, which in turn, is impacting their morale, and ultimately law abiding citizens who are paying the often significant financial and emotional toll of this broken system. This resolution should also be sent to other Municipalities throughout Ontario for their endorsement consideration; and***

***That the request also be referred to the Sarnia Police Services Board and be presented via AMO delegations for endorsement consideration.***

Your consideration of this matter is respectfully requested.

Yours sincerely,

Amy Burkhart  
City Clerk

Cc: Bob Bailey, MPP  
Marylyn Gladu, MP  
All Ontario Municipalities





**SOUTH  
FRONTENAC**

**Office of the Clerk**  
4432 George St, Box 100  
Sydenham ON, K0H 2T0  
613-376-3027 Ext 2222  
[amaddocks@southfrontenac.net](mailto:amaddocks@southfrontenac.net)

December 20, 2021

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

Dear Premier:

Re: Joint & Several Liability

Please be advised that the Council of the Corporation of the Township of South Frontenac passed the following resolution at their regular meeting held December 7, 2021.

Moved by Councillor Sutherland

Seconded by Councillor McDougall

That the Council of the Corporation of the Township of South Frontenac reaffirm its concern from October 2019 regarding joint and several liability and again request a review of the law to ensure a fair and reasonable way to ensure those who suffer losses are made whole while preventing the further scaling back of public services owing to the excessive insurance costs that result from joint and several liability.

And that this resolution be circulated to AMO and all other Ontario Municipalities. Carried.

South Frontenac along with other municipalities and the Association of Municipalities of Ontario (AMO) have lobbied for a fair, reasonable and responsible way to ensure those who suffer losses are made whole again without asking municipalities to bear that burden alone.

We understand that this matter is under review at Queen's Park but continue to have concerns about the inequity of the current system.

We look forward to any updates on this issue.

Yours truly

Angela Maddocks

Clerk

c.c. AMO

Ontario Municipalities

**[www.southfrontenac.net](http://www.southfrontenac.net)**

*Natural, Vibrant and Growing – a Progressive Rural Leader.*



**SOUTH  
FRONTENAC**

**Office of the Clerk**  
4432 George St, Box 100  
Sydenham ON, K0H 2T0  
613-376-3027 Ext 2222  
[amaddocks@southfrontenac.net](mailto:amaddocks@southfrontenac.net)

6.2.

December 20, 2021

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

Dear Premier:

Re: Daylight Savings Time

Please be advised that the Council of the Corporation of the Township of South Frontenac passed the following resolution at their regular meeting held November 16, 2021.

Moved by Mayor Vandewal

Seconded by Councillor Sleeth

That the Council of the Corporation of the Township of South Frontenac support Bill 214 passed by the Legislative Assembly of Ontario in 2020 to make Daylight Saving Time standard time.

And that this resolution be forwarded to the Premier of Ontario, the Premier of Quebec, and all Ontario Municipalities, asking that further discussions with Quebec and New York State take place in order for the Eastern Time Zone to remain at standard time and to discontinue Daylight Savings Time in this zone.

Carried.

South Frontenac Council is aware that the Attorney General will only enact the bill in coordination with the Province of Quebec and New York State. We strongly encourage other Ontario municipalities to support this initiative to discontinue the changing of the clocks twice a year.

We look forward to receiving any updates on this matter.

Yours truly

Angela Maddocks  
Clerk

c.c. Francois Legault, Premier of Quebec

**Multi-Municipal Wind Turbine Working Group**

TOM ALLWOOD, COUNCILLOR, GREY HIGHLANDS, CHAIR  
 STEVE ADAMS, COUNCILLOR, BROCKTON, VICE-CHAIR  
 1925 BRUCE ROAD 10, BOX 70, CHESLEY, ON NOG 1L0  
 519-363-3039 FAX: 519-363-2203  
[deputyclerk@arran-elderslie.ca](mailto:deputyclerk@arran-elderslie.ca)

December 14, 2021

Township of Brooke-  
 Alvinston

Janet Denkers  
[jdenkers@brookealvinston.com](mailto:jdenkers@brookealvinston.com)>

RE: Wind Turbine Failures

Dear Mayor and Council:

I am writing to share information compiled by the Multi-Municipal Wind Turbine Group (MMWTWG) on some recent catastrophic failures of wind turbines. Because you are a municipality with an operating wind turbine project, we expect this information will be of interest to you.

The MMWTWG was initially created in 2009 by municipalities in Bruce, Grey and Huron Counties to share information on wind turbine projects being proposed or operating in our municipalities. The organization is a joint committee with elected and citizen representatives from the member municipalities. Since its formation, we have been monitoring the operation of wind turbines and advocating on behalf of our residents adversely affected by the wind turbines.

The group has seen the number of catastrophic wind turbine failures increase, and is deeply concerned about the associated implications. At the same time, there has been no public response from the provincial government that indicates these potentially serious incidents are being investigated either in the context of public and/or workplace safety.

As a result, we have compiled the attached overview of a range of failures based on statements from project operators, pictures and other available information. This assessment of these events points to a variety of causes. Based on these observations, the attached document also outlines a list of recommendations for action by the provincial government.

We suggest that your Council review these attached summaries to see how they might apply to the wind turbine project(s) in your municipality. It may be possible for the municipality to review the situations with the owner of each project to confirm that appropriate activities are underway to ensure public safety.

If you agree with the recommendations for action by the provincial government, we ask that you communicate your support to David Piccini, Ontario Minister of Environment, Conservation and Parks.

When these projects were approved and built, provincial regulations limited municipal input into the projects and the supervision of their construction. This self-regulation process led to some serious problems for the municipalities in our role of protecting the health of our citizens. Now that further gaps in this process are becoming evident, the province needs to take responsibility for addressing the mistakes that were made.

Yours truly,

Tom Allwood,  
Chair, Multi-Municipal Wind Turbine Working Group  
Councillor, Municipality of Grey Highlands

c.c.

Honourable David Piccini, Minister of Environment, Conservation and Parks,  
[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

Honourable Monte McNaughton, Minister of Labour, Training and Skills  
Development, [minister.mltsd@ontario.ca](mailto:minister.mltsd@ontario.ca)

Hon. Monte McNaughton, MPP, Lambton-Kent Middlesex –  
[monte.mcnaughtonco@pc.ola.org](mailto:monte.mcnaughtonco@pc.ola.org)

## Wind Turbine Failures

Based on the number of catastrophic wind turbine failures, the Multi Municipal Wind Turbine Working Group (MMWTWG)<sup>1</sup> is deeply concerned about the associated implications. While the wind power industry reports that each is an isolated incident, there are now too many incidents for this response to be credible. At least 10 known turbines failures have happened in Ontario since 2007. Each of these resulted in significant portions of blades or the tower hitting the ground at some distance from the turbine base.

At the same time, there has been no public response from the provincial government that indicates these potentially serious incidents are being investigated either in the context of public and/or workplace safety. To date, there has been no information shared with MMWTWG member municipalities.

As a result, we have been working with several people that have technical experience with industrial applications of power and rotating equipment. We have developed our own assessment of the failures based on statements from project operators, pictures and other available information. This assessment of the following events points to a number of different causes:

- **Bow River** – Pictures suggest that tower collapse was linked to a bolt failure of tower sections.
- **Skyway 8** – Rotor failure occurred shortly after the installation of an experimental device.
- **Raleigh Wind** – Published information from the project owner indicates that the tower collapse is related to a single blade failure. Marks on the tower suggest that the blade struck the tower.
- **Sumac Ridge** – Blade fractures, no explanation available.
- **Kingsbridge 1** – Fire in the nacelle spread to the blades resulting in wide debris scatter.
- **Huron Wind** – Blade failure with the location of the debris thrown by this failure highlighting the inadequacy of current setbacks from property lines.

Another recent incident in New Brunswick adds to our concerns:

- **Kent Hills, NB** – Project operator linked the collapse of tower to a foundation failure.

Collectively, the assessments of these situations increased our concern that action is required to formally investigate these incidents. We believe they clearly demonstrate that the current setback distances are inadequate to protect the public and they will increase as tower heights and blade lengths increase.

Faced with continued public inaction by the provincial government, the MMWTWG decided to prepare this summary of available information relative to these failures with a goal of sharing the information with other municipalities that host wind turbine projects to enable them to better protect their citizens.

The MMWTWG recommends that the provincial government needs to:

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<sup>1</sup> The MMWTWG formed in 2009 by member municipalities in Bruce, Grey and Huron Counties to share information on wind turbine projects being proposed or operating in our municipalities. The working group is a joint committee with elected and municipally-appointed citizen representatives from the member municipalities.

1. **Establish a formal public process for investigations of wind turbine failures** so that the cause can be firmly determined. These would involve third-party independent engineers starting with initial inspection procedures through to the public release of the final report;
2. **Complete comprehensive inspections of existing projects** to identify any project that shows signs of similar weaknesses;
3. **Establish requirements** for on-board predictive maintenance equipment for operating wind turbines to allow early identification of problems and establish protocols for information transfer to the MECP for review and sharing with the host municipality.
4. **Review the emergency response procedures** submitted by the proponents of wind turbine projects as part of the approval process to ensure that the plans are current and responsive to the types of failures being experienced; and
5. **Increase the setbacks** from property lines to a minimum of tower height plus blade length for new towers or repowering of existing sites to at least reflect the impact of a tower collapse while recognizing additional distances would be required to protect against ice throw and debris scatter like that seen in the Huron Wind failure where debris with the dimensions of a car were found 2.5 times the height of the tower plus blade length.

We suggest that Councils review these attached summaries to consider how they apply to the wind turbine project(s) in your municipality. It may be possible for the municipality to review the situations with the owner of each project to confirm that appropriate activities are underway to ensure public safety.

If you agree with the recommendations for action by the provincial government we ask that you communicate your support to David Piccini, Ontario Minister of Environment, Conservation and Parks.

When these projects were approved and built, provincial regulations limited municipal input into the projects and the supervision of their construction. This self-regulation process led to some serious problems for the municipalities. Now that further gaps in this process are becoming evident, the province needs to take responsibility for addressing the mistakes that were made.

## Attachment 1: Bow Lake, Algoma Region, Ontario

### Project Details:

#### Owners:

Batchewana First Nation – 50%

DIF Infrastructure V – 50%

BluEarth Renewables - operator

**Location:** Northwest of Sault Ste Marie

**Capacity:** 58.3 MW

#### Commissioned:

Phase 1: May 2015

Phase 2: April 2016

**Equipment** – GE Energy 1.6 MW

**Height** – 80 m tower; 50 metre blades

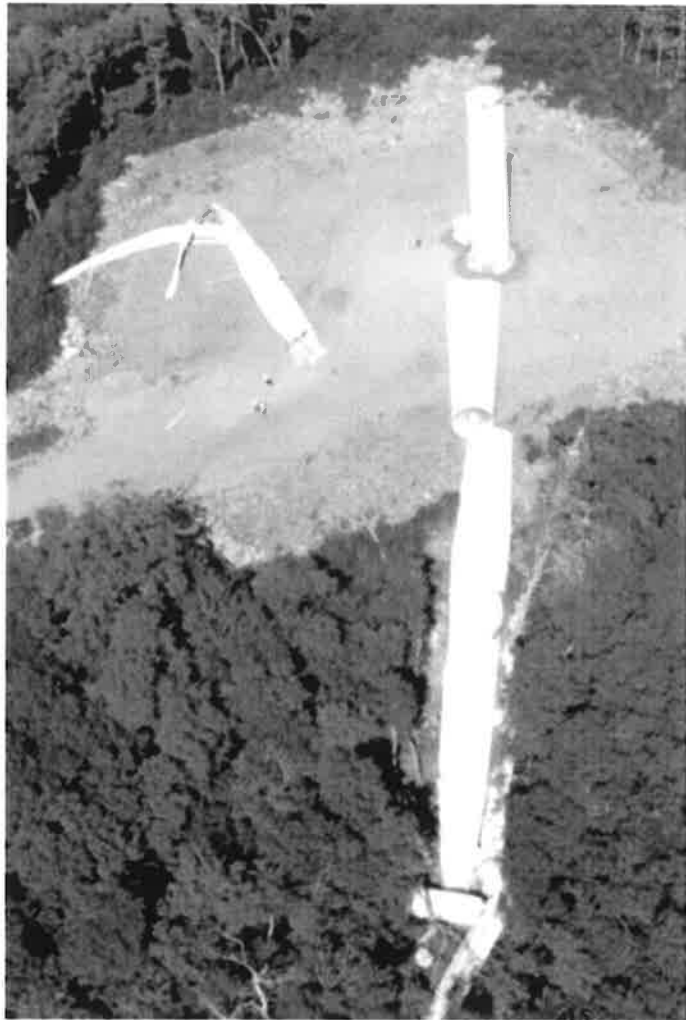
**Date of Failure:** August 28, 2021

### Assessment of Failure:

The pictures strongly suggest that the failure mechanism was fatigue of the bolts holding the tower together. There is no evidence of buckling, tearing of the steel plate or general deformation at the adjoining section flanges.

A portion of one blade was found located on the ground near the tower base. The other two blades appear to have remained attached to the rotor as it collapsed into the adjacent trees.

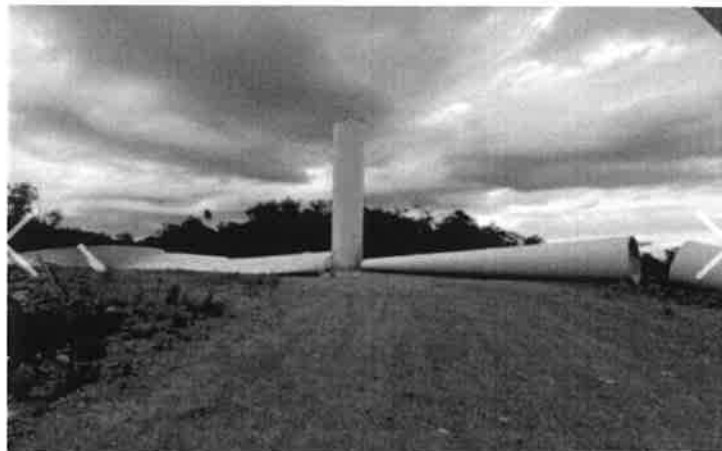
Even though the tower contained 60 gallons of flammable petrochemical lubricants, the MECP Environmental Officer did not visit the site until 3 days after the accident took place.



### Potential Learnings:

Tower bolt failures can have many potential causes; i.e. wrong bolts, excessive cyclical loading beyond design criteria, improper installation method regarding torque application, inadequate bolt maintenance checks during regular maintenance etc.

Fatigue damage cannot be seen until a crack develops. Since all aspects of the other towers seem to be identical, it would seem necessary to replace all their tower section bolts.



## Attachment 2: Skyway 8, Grey County, Ontario

### Project Details:

**Owner:** Capstone Infrastructure

**Location:** South west of Dundalk

**Capacity:** 9.5 MW

**Commissioned:** August 2014

### Equipment

3 - Vestas V100- 1.8 MW

2 - Vestas V100- 2.0 MW

**Height** – 80 m tower; 50 metre blades

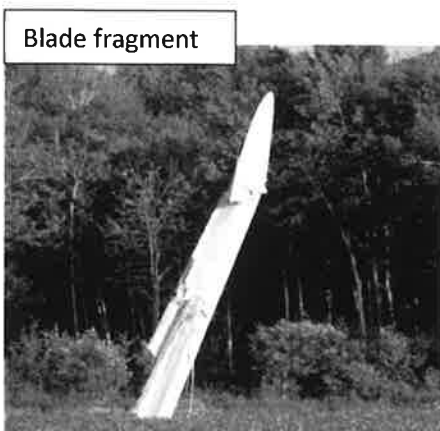
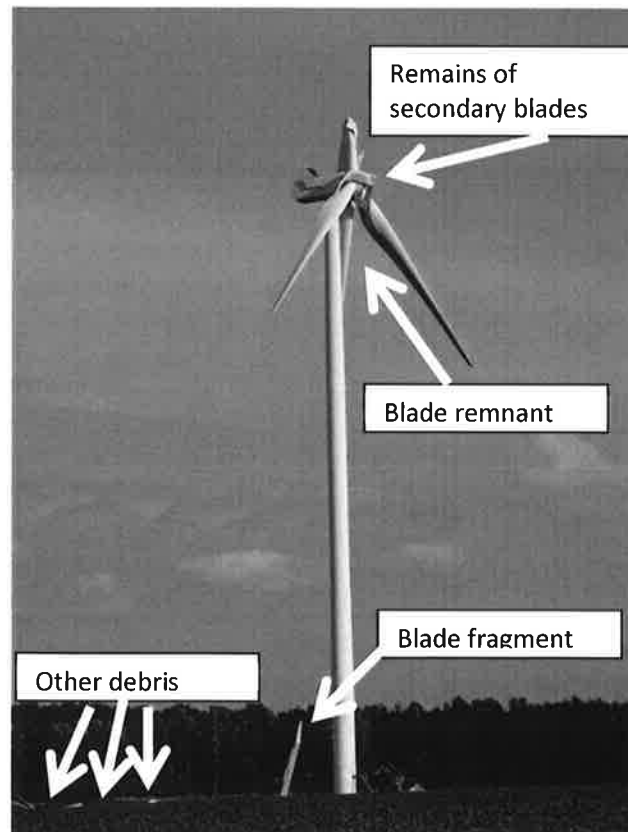
**Modification** – Biome Renewables secondary blades installed on this turbine in early 2021.

**Date of Failure:** June 30, 2021

### Assessment of Failure:

This turbine was retrofitted approximately 3 months prior to the failure with a secondary rotor of three curved blades that fastened to the hub between the existing blades. This experimental device was not part of the original design and was added to increase power output. The failure resulted in the separation of one of the secondary blades and one of the existing blades. Although the exact sequence of the failure is not known, the most likely scenario is that the experimental blade partly separated, impacting the main blade which then failed.

MECP approved the change but there is no public information confirming that the turbine could handle the additional static and dynamic loads imposed by the secondary rotor.



### Learnings:

This turbine was located only 195m from the road, Grey Rd. 8. The road closure that was immediately put in place for public safety confirms that existing setback requirements are insufficient. The failure raises many questions concerning how this project was executed and the engineering safety margins for the original wind turbine design.



### Attachment 3: Raleigh Wind, Chatham-Kent

#### Project Details:

##### Owner:

2018 – Terraform Power

2020 – Brookfield Renewables

**Location:** South of Chatham

**Capacity:** 78 MW

**Commissioned:** January, 2011

**Equipment:** 52 - GE 1.5 MW

**Height** – 80 m tower;

42 metre blades

**Date of Failure:** Jan. 19, 2018

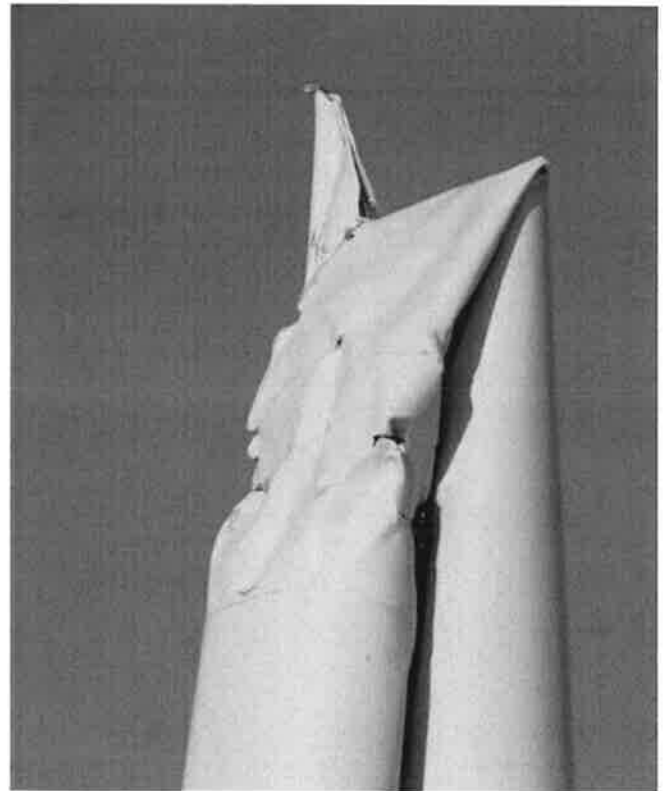


#### Assessment of Failure:

The company reported that their investigations indicated that the failure was caused by a single faulty blade.

This tower at Chatham-Kent buckled at approximately its midpoint and fell toward the wind. It was found with one blade wrapped around the tower base and markings on the tower that were above the fold line.

Based on the evidence of publicly available pictures, it seems that the most likely scenario for this catastrophic failure was that the tower was struck by a blade which weakened it such that it collapsed.



#### Learnings:

If the failure was indeed caused by a blade strike on the tower, this raises questions as to how this occurred. This suggests that the clearance may not have been adequate for the conditions encountered during operation. Alternately the blade may have started to separate and this caused it to get so close to the tower that it made contact with it. There may be other possibilities and variations as well.

Chatham-Kent Ward 2 Councillor Frank Vercouteren told CBC News at the time that he believed that the setback from roads was insufficient to protect public safety.

## Attachment 4: Sumac Ridge, Kawartha Lakes

### Project Details:

**Owner:**

**2016:** wpd

**2021:** Capstone Infrastructure

**Location:** Southwest of Peterborough

**Capacity:** 10.5 MW

**Commissioned:** November, 2017

**Equipment:** 5 - Senvion MM92 2.05 MW

**Height – 80 m tower;**

46 metre blades

**Date of Failure:** April 20, 2019

### Assessment of Failure:

Residents reported hearing a grinding sound followed by a loud explosion at 9 a.m. on the morning of the incident.

It was found that one of the blades of the turbine had shattered. Parts of the blade fell to the ground while other pieces were still dangling off of the remaining sections of the blade. The nearby road was closed to ensure public safety.

Initial speculation was that the failure may have been related to the strong winds associated with the storm that moved through the area on the previous weekend.

The investigation and follow up on this incident was hampered as Senvion had filed for bankruptcy protection on April 9 – just before incident.

### Learnings:

The blade that failed was relatively new having been in operation for only 1.5 years. This highlights the fact that failures can occur at any time during the life of a wind turbine.

If the failure was related to the strong winds, it raises questions concerning the design safety margins.



## Attachment 5: Kingsbridge 1, Ashfield-Colborne-Wawanosh

### Project Details:

Owner: Capital Power  
 Location: North of Goderich  
 Capacity: 40 MW  
 Commissioned: 2006  
 Equipment: Initially 21 – Vestas V80 with the failed turbine being replaced with a Vestas V 90.  
 Height – 80 m tower; 45m blades  
 Date of Failure: April, 2013

### Assessment of Failure:

The fire started at about 1 am and burned for about two hours. Most of the nacelle was completely destroyed. The intensity of the fire also ignited the blades.

The fire department was called to the site but there was not much that they could do given the elevation of the fire and risks posed by burning pieces of the nacelle and the blades that were falling off of the towers.

Blades continued to rotate and could not be stopped due to the fire in control mechanisms.

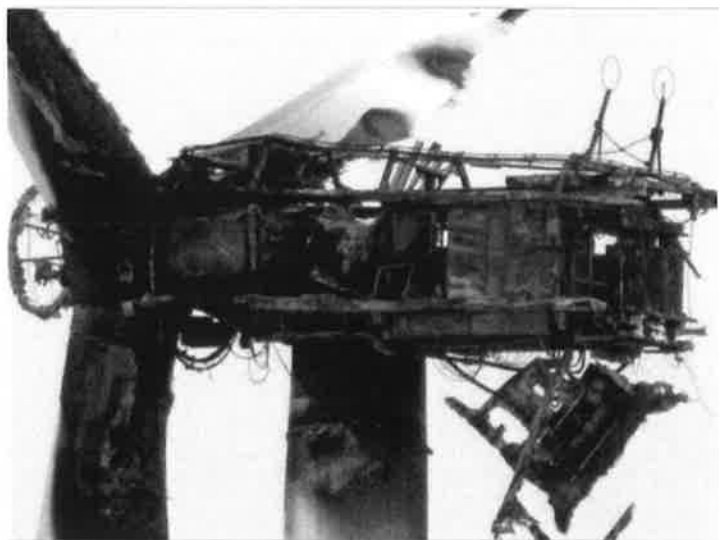
A representative of the operator addressed ACW Council the following day and indicated that elements of the turbine were found over 200 metres from the tower.

As the fire occurred in early spring, the ground was wet and there were no crops to be set on fire when burning elements fell off of the tower.

### Learnings:

This failure highlights the need for fire identification and suppression systems to be installed within the nacelles of all wind turbines.

Had this fire occurred when dry crops were in the field below the turbine, the fire progression would have been more serious.



Attachment 6: Huron Wind, Bruce County

Project Details:

Owners:

TC Energy

OMERS

Location: North of Kincardine

Capacity: 9.0 MW

Operational: November 2002

Equipment – 5 Vestas V80 - 1.8 MW

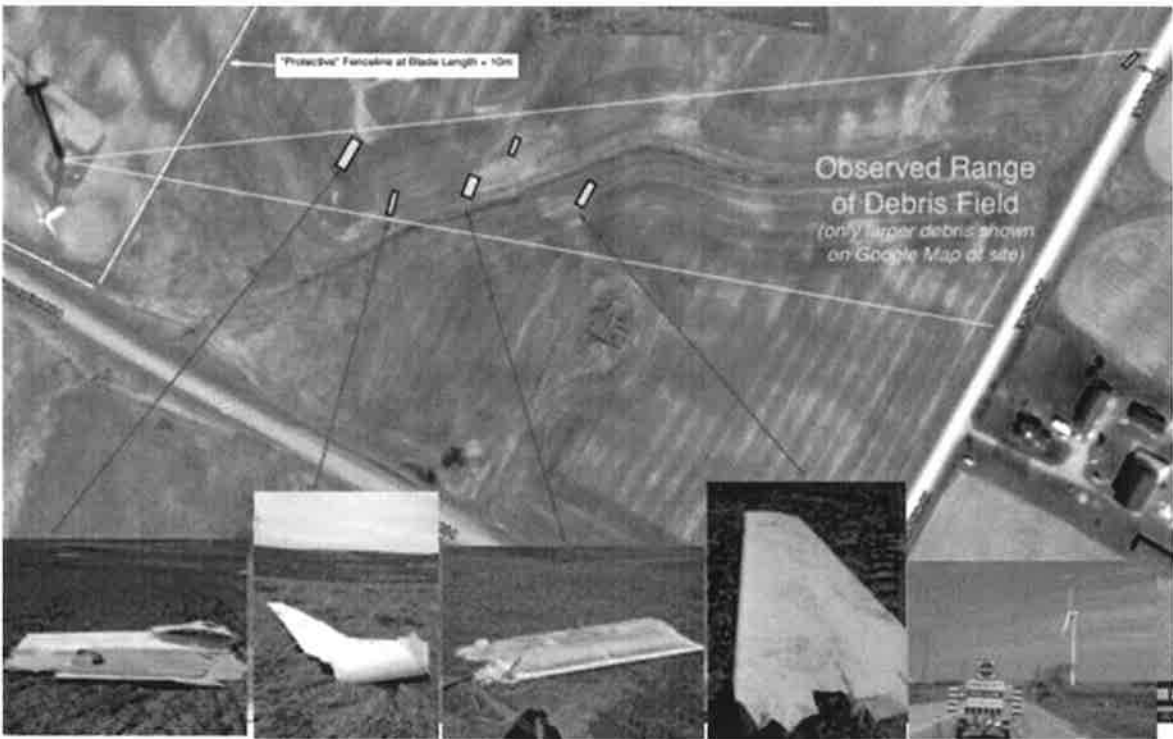
Height – 65 m tower; 40 metre blades

Date of Failure: May 4, 2018

Assessment of Failure:

Immediate access to the site allowed full documentation of the debris created by this blade failure.

The map below compares the limit of the protected area of 50 m with the actual locations of debris from the blade failure. Large pieces of debris found 280 m from the tower.



Debris at 150m from tower - 1.3m X 3.6m

Debris at 170m from tower

Debris at 210 m from tower 1.2m X 3.0m

Debris at 280m from tower 1.2m X 3.0m

Concession 4 closed to danger

## Attachment 7: Kent Hills, New Brunswick

### Project Details:

**Owner:** Trans Alta Renewables

**Location:** Southwest of Moncton, NB  
Site shared with ATV/snowmobile trails

**Capacity:** 167 MW

### Commissioned in Phases:

Dec 2008 – 25 turbines; Nov 2010 – 24 turbines; Oct 2018 – 5 turbines

**Equipment** – Vestas V90 3 MW

**Height** – 80 m tower; 45 metre blades

**Date of Failure:** October 14, 2021

### Assessment of Failure:

As confirmed by the operator, this tower collapse was linked to a foundation failure (sub-surface crack propagation). The tower itself seems to have all the sections intact and bolted together. Basically, the pictures indicate that the top part of the foundation directly below the tower base was no longer adequately supporting the tower.

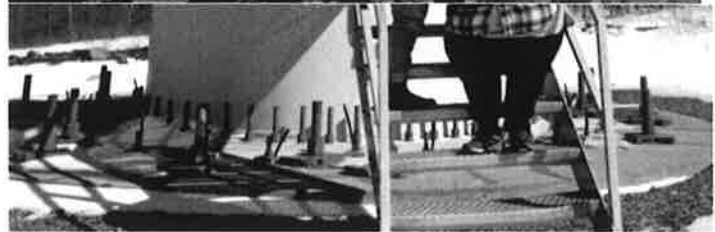
A close-up picture of the foundation shows the failed surfaces consists of concrete rubble and rebar. There does not seem to be evidence of the long primary anchor bolts that should fasten to the flange at the base of the tower and then be embedded deep into the concrete foundation.

Earlier pictures taken of wind turbines in this project indicate that numerous anchor bolts had been installed in the concrete bases. This is highly unusual and suggests that they were added when problems with the foundations became evident.

### Potential Learnings:

The foundation problem(s) that caused the failure are very likely not an isolated case. Foundation failures can result from many factors i.e., faulty design, quality control, construction techniques, procedures etc.

This failure raises many questions that relate to how likely it is that the other foundations have the same problems. As well, it raises the question of public safety and the need for safe separation distances.



### Attachment 8: History of Turbine Failures in Ontario

The following table documents the known equipment failures at Ontario wind turbine projects. that resulted in wind turbine blades hitting the ground so that members of the public may have been harmed if present in locations outside any protective exclusion zone. While the industry response to each failure is that the situation is unique and an exception, the table confirms that this is not the case.

#	Date	Project	Type	Equipment	Age at Failure
1	April 2007	Port Burwell	Blade Failure	GE 1.5	11 months
2	January 2008	Prince Wind	Blade Failure	GE 1.5	2.1 years
3	April 2013	Kingsbridge 1	Fire	Vestas V80	7 years
4	August 2015	Goshen	Blade Failure	GE 1.62	6 months
5	April 2017	Bornish	Blade Failure	GE 1.62	3 years
6	January 2018	Raleigh	Tower Collapse	GE 1.62	7 years
7	May 2018	Huron Wind	Blade Failure	Vestas V80	15.4 years
8	April 2019	Sumac Ridge	Blade Failure	Senvion MM92	1.3 years
9	June 2021	Skyway 8	Blade Failure	Vestas V100	6.9 years*
10	August 2021	Bow Lake	Tower Collapse	GE 1.62	6 years

\*100 days after secondary blades installed.

These situations are similar to the operating experience with wind turbines in other jurisdictions. It suggests that the positioning of wind turbines relative to other adjacent activities needs to anticipate the potential for failure either the blades or the tower and other dangers such as ice throws or fires. Analysis of these failures indicates that the current Ontario setback of blade length plus 10 metres is not sufficient to protect the wider public.

The failures also indicate that there needs to be a program of ongoing monitoring of operation of these wind turbines with public reporting of the results of inspections and remedial actions ordered to address faults identified.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Surplus Dwelling-4753 Ebenezer Road  
**Meeting:** Council - 13 Jan 2022  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Council of the Municipality of Brooke-Alvinston approve the use of the existing dwelling at 4753 Ebenezer Road by Chad and Mikayla Verberne for a 10 month period beginning March 1,2022 while a new dwelling is being constructed; and that a security deposit of \$500 be remitted to the Municipal Office prior to the issue of the building permit; and that the security deposit be held by the Municipality until the construction is complete, the demolition permit obtained and occupancy issued.**

### Background:

A request has been submitted by Chad & Mikayla Verberne to request permission to live in their current home while a new home is constructed on the same property.

### Comments:

In accordance with the municipal zoning by-law, in the agricultural area, only one home is permitted per lot. The Municipality has provided temporary permissions such as this in the past without incident. If a subsequent extension is needed, Council can revisit the request at that time.

### Financial Considerations:

A \$500 deposit is requested and upon the demolition permit being obtained for the old dwelling and a final occupancy issued for the new dwelling, the deposit of \$500 would be returned.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** 2022 Mileage Rate  
**Meeting:** Council - 13 Jan 2022  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Council of the Municipality of Brooke-Alvinston approve the 2022 mileage rate of \$0.575 / km.**

### Background:

Municipal employees and elected officials can claim mileage for costs associated with the use of privately owned vehicles and may be reimbursed for necessary travel during the course of ordinary work. This includes mileage to training, conferences or meetings.

### Comments:

The current municipal mileage rate is \$0.55 / km. In accordance with the Travel Directive issued by the National Joint Council the current government mileage rate effective January 1, 2022 is \$0.575 / km.

With the COVID-19 pandemic, many in person meetings, conferences and training sessions have moved virtually which has limited mileage expenses with Council and staff.

### Financial Considerations:

The financial impact of \$0.575 / km would be included in the draft 2022 budget with consideration of the virtual vs. in person meetings expected in 2022.

### Relationship to Strategic Plan:

None associated with this report.





## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Municipal Health & Safety Policy 2022  
**Meeting:** Council - 13 Jan 2022  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Council of the Municipality of Brooke-Alvinston approve the Health & Safety Statement for 2022.**

### Background:

According to the *Occupational Health & Safety Act*, employers must prepare and review at least annually a written occupational health and safety policy. The policy statement is reviewed annually.

### Comments:

Representatives from each department are appointed as Safety Representatives and are responsible for conducting monthly inspections. The monthly inspection sheets are then submitted to the Clerk Administrator for review with the department head to remedy any violations. The Committee strives to meet quarterly and to conduct joint investigations.

With COVID-19 protocols in place since mid March 2020, all staff have routinely updated and reviewed policies including mandatory vaccine policy, sign off sheets and documentation on cleaning protocols. Staff have showed commitment in all policies created and have adhered to provincial guidelines.

The Policy Statement for 2022 is attached

### Financial Considerations:

None associated with this report.

### ATTACHMENTS:

[H & S Policy Statement 2022](#)

The Policy Statement is:

Municipality of Brooke-Alvinston- Health & Safety Policy –  
2022

Management of the Corporation of the Municipality of Brooke-Alvinston is vitally interested in the health and safety of its employees. Protection of the employees from injury or occupational disease is a major continuing objective. The Corporation of the Municipality of Brooke-Alvinston will make every effort to provide a safe and healthy work environment. All supervisors and workers must be dedicated to the continuing objective of reducing risk of injury. The Corporation of the Municipality of Brooke-Alvinston as an employer is ultimately responsible for worker health and safety.

As Council of the Corporation of the Municipality of Brooke-Alvinston, we give you our personal promise that every reasonable precaution will be taken for the protection of workers.

Supervisors will be held accountable for the health and safety of workers under their supervision. Supervisors are responsible to ensure that machinery and equipment are safe and that workers work in compliance with established safe work practices and procedures. Workers must receive adequate training in their specific work tasks to protect their health and safety.

Every worker must protect his or her own health and safety by working in compliance with the law and with safe work practices and procedures established by the company.

It is in the best interest of all parties to consider health and safety in every activity. Commitment to health and safety must form an integral part of this organization, from the Mayor to the workers.





## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Meeting to Consider Drain Reports  
**Meeting:** Council - 13 Jan 2022  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That a special meeting be arranged for February 3, 2022 to consider the following four drain reports: Bourne Drain, Johnson Drain, Johnson-Symington Drain and Steadman Drain No. 1 and the preliminary 2022 budget.**

### Background:

Four drain reports have been received from the Engineer and are ready to be presented for the consideration stage. Administration has been drafting the preliminary 2022 budget for Council consideration.

### Comments:

The four drain reports received are large drains and compiling the drains into one special meeting is a more coordinated approach. Unfortunately with the COVID pandemic and limited capacity, vaccination requirements etc. the meetings will need to be held via zoom for the public to attend.

The attached notice encourages written comments prior to the hearing. The Drainage Superintendent will be informed of all comments and in all attempts, the questions will be addressed individually and repeated at the meeting for documentation.

The Johnson Symington Drain involves the Township of Enniskillen. At the time of the Court of Revision, a representative of the Township of Enniskillen will need to be made.

Council could also consider holding a preliminary budget meeting at this time.

### Financial Considerations:

Interested landowners are financially responsible for a portion of costs incurred when the proposal is accepted by council and an engineer is appointed.

The municipality is responsible for the roadways assessed in the drain.

### ATTACHMENTS:

[Drain Notices](#)



January 13, 2022

## NOTICE OF CONSIDERATION OF DRAINAGE WORKS Bourne Drain

Dear Sir and/or Madam:

You are hereby notified that the Council of the Municipality of Brooke-Alvinston has convened a meeting to consider the **Bourne Drain** Report.

The Council of the Municipality of Brooke-Alvinston will consider the report on Thursday, February 3, 2022 at 4:00 p.m. via ZOOM Teleconference format.

If you wish to submit a written presentation or make an oral presentation or simply listen to the meeting, please contact the Municipality of Brooke-Alvinston no later than 12 noon on February 3, 2022. Login details can additionally be obtained from the municipal website ([www.brookealvinston.com](http://www.brookealvinston.com)).

Attached is a copy of the Engineer's Report.

### **APPEALS AGAINST ASSESSMENT ARE NOT CONSIDERED AT THIS MEETING.**

If the report is adopted, you will receive a copy of the provisionally adopted by-law indicating the assessments and notifying you of the date of the first sitting of the Court of Revision. You are hereby requested to take notice that the proposed work included in the report will be commenced after all appeals have been finally resolved.

Janet Denkers  
Clerk Administrator





January 13, 2022

**NOTICE OF CONSIDERATION OF DRAINAGE WORKS  
Steadman Drain No. 1**

Dear Sir and/or Madam:

You are hereby notified that the Council of the Municipality of Brooke-Alvinston has convened a meeting to consider the **Steadman Drain No. 1** Report.

The Council of the Municipality of Brooke-Alvinston will consider the report on Thursday, February 3, 2022 at 4:00 p.m. via ZOOM Teleconference format.

If you wish to submit a written presentation or make an oral presentation or simply listen to the meeting, please contact the Municipality of Brooke-Alvinston no later than 12 noon on February 3, 2022. Login details can additionally be obtained from the municipal website ([www.brookealvinston.com](http://www.brookealvinston.com)).

Attached is a copy of the Engineer's Report.

**APPEALS AGAINST ASSESSMENT ARE NOT CONSIDERED AT THIS MEETING.**

If the report is adopted, you will receive a copy of the provisionally adopted by-law indicating the assessments and notifying you of the date of the first sitting of the Court of Revision. You are hereby requested to take notice that the proposed work included in the report will be commenced after all appeals have been finally resolved.

Janet Denkers  
Clerk Administrator





January 13, 2022

## NOTICE OF CONSIDERATION OF DRAINAGE WORKS Johnson-Symington Drain

Dear Sir and/or Madam:

You are hereby notified that the Council of the Municipality of Brooke-Alvinston has convened a meeting to consider the **Johnson-Symington Drain Report**.

The Council of the Municipality of Brooke-Alvinston will consider the report on Thursday, February 3, 2022 at 4:00 p.m. via ZOOM Teleconference format.

If you wish to submit a written presentation or make an oral presentation or simply listen to the meeting, please contact the Municipality of Brooke-Alvinston no later than 12 noon on February 3, 2022. Login details can additionally be obtained from the municipal website ([www.brookealvinston.com](http://www.brookealvinston.com)).

Attached is a copy of the Engineer's Report.

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Janet Denkers  
Clerk Administrator







January 13, 2022

## NOTICE OF CONSIDERATION OF DRAINAGE WORKS Johnson Drain

Dear Sir and/or Madam:

You are hereby notified that the Council of the Municipality of Brooke-Alvinston has convened a meeting to consider the **Johnson Drain** Report.

The Council of the Municipality of Brooke-Alvinston will consider the report on Thursday, February 3, 2022 at 4:00 p.m. via ZOOM Teleconference format.

If you wish to submit a written presentation or make an oral presentation or simply listen to the meeting, please contact the Municipality of Brooke-Alvinston no later than 12 noon on February 3, 2022. Login details can additionally be obtained from the municipal website ([www.brookealvinston.com](http://www.brookealvinston.com)).

Attached is a copy of the Engineer's Report.

### **APPEALS AGAINST ASSESSMENT ARE NOT CONSIDERED AT THIS MEETING.**

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Janet Denkers  
Clerk Administrator







## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Tree Program - 2022  
**Meeting:** Council - 13 Jan 2022  
**Department:** Public Works  
**Staff Contact:** Randy Hills, Public Works Manager

### Recommendation:

**That the Municipality participate in the 2022 large stock tree program offered through SCRCA and subsidize the costs of the trees ordered by \$2 each.**

### Background:

The Municipality of Brooke-Alvinston has encouraged their local rural residents to plant more trees on their properties to increase tree cover and improve future roadside aesthetics by providing a subsidy towards the cost of trees for its residents. Over 1700 large stock trees have been purchased and planted throughout Brooke-Alvinston since 2013 when the program started by numerous property owners.

### Comments:

Residents continue to use the program although the numbers are decreasing each year.

2021	476 trees ordered
2020	160 trees ordered
2019	229 trees ordered
2018	352 trees ordered
2017	488 trees ordered

### Financial Considerations:

The Municipality has subsidized the cost of every tree ordered by \$2 throughout the duration of this program.

### ATTACHMENTS:

[2021 Large Stock Program](#)



**ST. CLAIR REGION CONSERVATION AUTHORITY**  
 205 Mill Pond Crescent, Strathroy, Ontario, N7G 3P9  
 Tel.: 519-245-3710  
 Fax: 519-245-3348

### LARGE STOCK TREES - Application Form for Spring 2021

- You will need a tarp and rope to cover the tree's roots during transportation. We recommend that you plant your trees as soon as possible after pickup.
- There are no warranties after delivery is finalized due to circumstances beyond our control.

#### LARGE STOCK TREE ORDER FORM (Application deadline is **March 26, 2021**)

Applicant: \_\_\_\_\_ Tel: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ (bus.) \_\_\_\_\_

Email Address \_\_\_\_\_ Postal Code: \_\_\_\_\_

<b>Deciduous Tree Species</b>	<b>Description</b>	<b>Price</b>	<b>Total Amount</b>
Silver Maple <i>Acer saccharinum</i>	175 cm whip – bareroot 175 cm tree – 5 gallon pot	___ X \$ 24 ___ X \$ 22	
Sugar Maple <i>Acer saccharum</i>	175 cm branched whip - bareroot 175 cm tree – 5 gallon pot	___ X \$ 26 ___ X \$ 22	
Tulip <i>Liriodendron tulipifera</i>	175 cm tree – 5 gallon pot	___ X \$ 22	
Sycamore <i>Platanus occidentalis</i>	175 cm tree – 5 gallon pot	___ X \$ 22	
Bur Oak <i>Quercus macrocarpa</i>	175 cm tree - bareroot 175 cm tree – 5 gallon pot	___ X \$ 39 ___ X \$ 29	
Red Oak <i>Quercus rubra</i>	175 cm tree - bareroot 175 cm tree – 5 gallon pot	___ X \$ 39 ___ X \$ 29	
<b>Evergreen Tree Species</b>	<b>Description</b>	<b>Price</b>	
White Cedar <i>Thuja occidentalis</i>	90 cm (3 ft) Balled & Burlap	___ X \$ 20	
Colorado Blue/Green Spruce <i>Picea pungens</i>	60 cm (2ft) Balled & Burlap	___ X \$ 20	
White Spruce <i>Picea glauca</i>	90 cm (3 ft) Balled & Burlap	___ X \$ 29	
<b>TOTAL NUMBER OF TREES ORDERED</b>	_____	<b>Cost of Trees</b>	
		<b>H.S.T. (13%)</b>	
		<b>TOTAL COST</b>	

## Tree Species Site and Soil Characteristics

### Deciduous

Silver Maple ( <i>Acer saccharinum</i> )	Large and branchy (15 to 25m). Very fast growing. Adapts well to a wide range of soils but prefers moist fertile sites. Will tolerate some shading.
Sugar Maple ( <i>Acer saccharum</i> )	Large and slender tree (35m). Slow growing and long lived (200 yrs). Grows best on deep, rich bottom-land but will grow on clay and shallow sites. Root system deep and wide-spreading.
Tulip <i>Liriodendron tulipifera</i>	Large (30m) and branchy tree in the open, deep and wide-spreading root system. A fast growing tree that does best on rich, moist soils along streams and around swampy areas. One of only a few native trees with a showy flower occurring in late spring to early summer.
Sycamore <i>Platanus occidentalis</i>	Very Large (35m) fast growing and branchy tree in the open, with a shallow but wide spreading root system. A fast growing tree found on rich bottomlands and on poorly drained soils.
Bur Oak ( <i>Quercus macrocarpa</i> )	Medium to large tree (20 to 30 m) with corky twigs and branches that make a unique gnarly form in the winter landscape. Grows best on deep, rich bottom-land but will grow on clay and shallow sites.
Red Oak ( <i>Quercus rubra</i> )	Medium to large tree (20-30 m) of medium growth rates. Prefers well drained sandy soils but will grow slow on well drained slopes on clay soils. Does not tolerate shade or competition from other trees.

### Evergreens

White Cedar ( <i>Thuja occidentalis</i> )	Small tree (15m). Very tolerant of alkaline soils. Prefers moist soils but not excessively wet. Foliage turns to a bronze/green colour in winter. Plant in full sun.
Colorado Blue/Green Spruce ( <i>Picea pungens</i> )	Medium tree (25m). Relatively slow growing tree with distinctive green to silver blue needles. The tree should be grown in full sunlight away from power lines. Has no soil limitations but does not tolerate standing water, will tolerate environmental salt.
White Spruce ( <i>Picea glauca</i> )	Large tree (35m). A fast growing spruce. Prefers acidic soils for best growth but may do well on slightly alkaline soils (no more than 7.5 pH). Prefers cool climates but does very well in the hot summers in S.W. Ontario. Plant in full sun.

## Stock Characteristics

**Potted trees** - are grown in pots from seedlings, are more forgiving during handling

**Bareroot trees** – are grown in the field and dug in the spring. Proper handling is very important

**Balled & Burlap** – trees grown in the field and dug with dirt in the spring and wrapped in burlap

**Whip** – stem without branches **Branched Whip** – stem with few branched **Tree** – evenly branched stem

Send the tree order form to St. Clair Conservation Authority at the above address

**DO NOT SEND PAYMENT**

**We will invoice all orders after we receive confirmation from our supplier.**



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Brooke Fire Rescue Monthly Report-January 2022  
**Meeting:** Council - 13 Jan 2022  
**Department:** Fire Department  
**Staff Contact:** Steve Knight, Fire Chief

### Recommendation:

**That the January 2022 Brooke Fire Rescue monthly report be received and filed.**

### Background:

The following report addresses: Emergency responses, training, personnel, equipment/building, fire prevention & Public Education and protocol under COVID019 regulations.

### Comments:

#### **Emergency Responses** (December 1, 2021-January 9, 2022)

-7 responses (Location of Responses: 1 in Dawn-Euphemia, 6 in Brooke-Alvinston)

- Alarm - 2
- Medical-2
- Other-1
- MVC-1
- Fire -1

#### **Training**

- In station training adhering to COVID-19 provincial guidelines
- Focus remains on PPE and firefighting fundamentals
- Regular bi-monthly training online in January 2022
- Planning for 2022 has begun maintaining the focus on training to the type of response driven by the data collected and expanding the capabilities and core competencies of the department

#### **Personnel**

- 30 Firefighters, 1 PT Fire Chief, 3 Auxiliary and 1 Student Fire Fighter

#### **Equipment / Building**

- Replacement Pump 3 Committee are continuing to explore options and availability of apparatus and have met with Metalfab
- A single tender for the renovations at the fire hall has been returned and accepted with construction to begin in May 2022
- Pumper 6 offered to Lambton Fire College for up to \$14,000 in training for Brooke Fire Rescue

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

- Visited the Alvinston Estates for a senior's fire and life safety presentation

#### **COVID-19**

Operational precautions remain in place, particularly for medical calls

Fully staffed, all firefighters are asked to continually self monitor

**Financial Considerations:**

All purchasing done through budgeted funds



## Council Staff Report

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**To:** Mayor Ferguson and Members of Council  
**Subject:** Accounts Payable Listing - December 2021  
**Meeting:** Council - 13 Jan 2022  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### **Recommendation:**

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

2021.11.18 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

01-10-22

10:25AM

**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>ASSETS &amp; LIABILITIES</b>					
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2021 SUNLIFE BENEFITS	12-07-21	12-07-21	3.82
01-0000-0609	000279 BMO BANK OF MONTREAL	0502677-2112 TAX SALE AD	12-22-21	12-22-21	169.50
01-0000-0609	002734 THE INDEPENDENT	11767 TAX SALE AD	12-07-21	12-07-21	904.00
01-0000-0609	003262 TRI-TARGET INC.	277 TAX SALE ADVERTISEMENT	12-07-21	12-07-21	875.75
Account Total					1,949.25
01-0000-0629	000330 DON VANDAMME	DEC2021 DAMAGE DEPOSIT REFUNDED-MADONA	12-22-21	12-22-21	225.00
01-0000-1051	003420 PSD CITYWIDE INC.	16065 CITYWIDE AM & GIS	12-07-21	12-07-21	6,215.00
01-0000-1051	003420 PSD CITYWIDE INC.	16069 CITYWIDE AM & GIS	12-07-21	12-07-21	15,435.80
01-0000-1051	003420 PSD CITYWIDE INC.	16246 CITYWIDE AM & GIS	12-17-21	12-17-21	2,440.80
Account Total					24,091.60
01-0000-2426	002800 KIM LEE	12-2021 FOOD BANK PURCHASES	12-23-21	12-23-21	129.68
01-0000-2426	000185 DON MCGUGAN	DEC2021 FOOD BANK PURCHASES	12-07-21	12-07-21	772.74
01-0000-2426	002996 NANCY FAFLAK	DEC2021 FOOD BANK PURCHASE	12-07-21	12-07-21	163.50
01-0000-2426	002800 KIM LEE	DEC2021 FOOD BANK PURCHASES	12-09-21	12-09-21	97.36
01-0000-2426	000044 TOWNSHIP OF ENNISKILLEN	DEC2021 WATER DACCOUNT DONATION	12-17-21	12-17-21	300.00
Account Total					1,463.28
Department Total					27,732.95
<b>LICENCES, PERMITS, RENTS</b>					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	-425.00
Department Total					-425.00
<b>GOVERNANCE</b>					
01-0240-7399	000225 ROYAL CANADIAN LEGION, BR. 249	DEC2021 STAFF APPRECIATION PIES	12-13-21	12-13-21	60.00
01-0240-7399	000263 ALVINSTON SILVER STICK	DEC2021 SILVER STCIK SPONSORSHIP	12-13-21	12-13-21	210.00

2021.11.18 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

01-10-22

10:25AM

**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total					270.00
Department Total					270.00
<b>COUNCIL SUPPORT</b>					
01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2021 SUNLIFE BENEFITS	12-07-21	12-07-21	1,093.27
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	72.18
01-0241-7350	002572 JANET DENKERS	DEC2021 EXPENSES	12-07-21	12-07-21	38.50
01-0241-7399	000225 ROYAL CANADIAN LEGION, BR. 249	DEC2021 STAFF APPRECIATION PIES	12-13-21	12-13-21	24.00
Department Total					1,227.95
<b>CORPORATE MANAGEMENT</b>					
01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2021 SUNLIFE BENEFITS	12-07-21	12-07-21	1,490.28
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2201 APC POWER BACKUP	12-29-21	12-29-21	95.33
01-0250-7301	000165 MANLEY'S BASICS	1113520 OFFICE SUPPLIES	12-09-21	12-09-21	91.37
01-0250-7301	000165 MANLEY'S BASICS	1114089 OFFICE SUPPLIES	12-15-21	12-15-21	31.59
01-0250-7301	000165 MANLEY'S BASICS	1114167 OFFICE SUPPLIES	12-15-21	12-15-21	4.55
01-0250-7301	000165 MANLEY'S BASICS	1114566 OFFICE SUPPLIES	12-23-21	12-23-21	14.46
01-0250-7301	000018 CLOVER MART	DEC2021 OFFICE SUPPLIES	12-24-21	12-24-21	3.99
Account Total					241.29
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	57.36
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	247.89
Account Total					305.25
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR312949 PHOTOCOPIER MAINTENANCE	12-07-21	12-07-21	145.65
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR314836 PHOTOCOPIER MAINTENANCE	12-29-21	12-29-21	50.03
Account Total					195.68



## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	TR250520 OFFICE POSTAGE	12-23-21	12-23-21	1,039.60
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAP	076229 WATER/SEWER	12-29-21	12-29-21	281.83
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	19115 IT SUPPORT	12-07-21	12-07-21	34.92
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	19145 IT LICENCING & SUPPORT	12-07-21	12-07-21	518.33
01-0250-7310	003264 REDCHAIR	3802 WEBSITE HOSTING	12-29-21	12-29-21	293.80
Account Total					847.05
01-0250-7340	000112 NUTECH PEST SERVICES	10415 PEST CONTROL	12-07-21	12-07-21	47.46
01-0250-7340	000112 NUTECH PEST SERVICES	10451 PEST CONTROL	12-23-21	12-23-21	47.46
01-0250-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	348863 FLUSH VALVES	12-17-21	12-17-21	69.46
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	95045 MATS	12-07-21	12-07-21	38.98
Account Total					203.36
01-0250-7341	000132 A-1 SECURITY SYSTEMS	157360 ELEVATOR MONITORING	12-15-21	12-15-21	271.20
01-0250-7399	003421 ALVINSTON PRO RODEO	DEC2021 STAFF APPRECIATION	12-07-21	12-07-21	30.00
01-0250-7399	000225 ROYAL CANADIAN LEGION, BR. 249	DEC2021 STAFF APPRECIATION PIES	12-13-21	12-13-21	36.00
Account Total					66.00
01-0250-7405	003353 BETTY MCKELLAR	12-2021 OFFICE CLEANING	12-09-21	12-09-21	312.50
01-0250-7405	003353 BETTY MCKELLAR	DEC2021 OFFICE CLEANING	12-29-21	12-29-21	250.00
Account Total					562.50
01-0250-7510	000279 BMO BANK OF MONTREAL	0502677-2201 CARD FEE	12-29-21	12-29-21	25.00
Department Total					5,529.04
<b>FIRE SERVICES</b>					
01-0410-7340	003031 LAMBTON MEAT PRODUCTS / ALEND LTD.	DEC2021 LONG SERVICE AWARDS	12-07-21	12-07-21	300.00
Department Total					300.00

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>FIRE STATION - ALVINSTON</b>					
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2112 ADULT MANIKEN	12-22-21	12-22-21	2,971.50
01-0411-7150	003283 LMAC COMMUNITY CPR	1-23PRI-22 TRAINING EXPENSE	12-22-21	12-22-21	2,034.00
01-0411-7150	002602 CORPORATION OF THE CITY OF SARNIA	40709 ELEVATOR RESCUE TRAINING	12-07-21	12-07-21	847.50
Account Total					5,853.00
01-0411-7175	000279 BMO BANK OF MONTREAL	0502677-2201 SERVICE AWARD	12-29-21	12-29-21	450.00
01-0411-7175	000375 FISHER'S REGALIA	49218 SERVICE PINS	12-17-21	12-17-21	97.70
01-0411-7175	000062 KUCERA UTILITY & FARM SUPPLY LTD.	DEC2021 LONG SERVICE AWARD	12-07-21	12-07-21	200.00
01-0411-7175	003421 ALVINSTON PRO RODEO	DEC2021 STAFF APPRECIATION	12-07-21	12-07-21	360.00
01-0411-7175	000225 ROYAL CANADIAN LEGION, BR. 249	DEC2021 STAFF APPRECIATION PIES	12-13-21	12-13-21	444.00
01-0411-7175	002823 KT EXCAVATING	DEC2021 SERVICE AWARD-DOUG HILLS	12-17-21	12-17-21	250.00
Account Total					1,801.70
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	57.08
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	60.66
Account Total					117.74
01-0411-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	TR250508 BFR-RED TOTE SHIPPING	12-23-21	12-23-21	48.95
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	076139 WATER/SEWER	12-29-21	12-29-21	177.41
01-0411-7309	003076 DOWLER KARN	13319192 MTO HEATING	12-29-21	12-29-21	454.61
01-0411-7310	000279 BMO BANK OF MONTREAL	0502677-2201 OFFICE SUPPLIES	12-29-21	12-29-21	21.46
01-0411-7340	003364 R & C CLEANING	DEC-2021 FIRE HALL CLEANING	12-29-21	12-29-21	120.00
01-0411-7340	003364 R & C CLEANING	NOV-2021 FIREHALL CLEANING	12-07-21	12-07-21	120.00
Account Total					240.00

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7351	000163 STEVE KNIGHT	DEC-2021 LUNCHES	12-07-21	12-07-21	88.42
01-0411-7351	000163 STEVE KNIGHT	DEC2021 MEALS	12-07-21	12-07-21	276.74
Account Total					365.16
01-0411-7371	002892 SANI GEAR INC.	8939 GEAR REPAIR & CLEANING	12-29-21	12-29-21	180.36
01-0411-7460	002223 COUNTY OF LAMBTON	35464 QUARTERLY TOWER LEASE & MAINT	12-07-21	12-07-21	1,800.78
Department Total					11,061.17
<b>POLICE</b>					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2233 MONTHLY POLICING	12-07-21	12-07-21	33,241.75
Department Total					33,241.75
<b>PROTECTIVE INSPECTION &amp; CONTROL</b>					
01-0440-7470	002223 COUNTY OF LAMBTON	35529 BUILDING INSPECTIONS	12-15-21	12-15-21	1,560.00
01-0440-7470	002223 COUNTY OF LAMBTON	35529 BUILDING INSPECTIONS	12-15-21	12-15-21	202.35
Account Total					1,762.35
01-0440-7472	000175 VICKI KYLE	DEC2021 ANIMAL CONTROL SERVICES	12-07-21	12-07-21	885.72
01-0440-7476	002223 COUNTY OF LAMBTON	35530 PROPERTY STANDARDS	12-15-21	12-15-21	195.00
Department Total					2,843.07
<b>EMERGENCY MEASURES</b>					
01-0450-7340	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	64.97
Department Total					64.97
<b>RT&amp;M - LITTER/GARBAGE PICKUP</b>					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0406430-0676-6 BIN RENTAL	12-29-21	12-29-21	138.11
Department Total					138.11
<b>RT&amp;M - INTERSECTION LIGHTING</b>					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-1221 HYDRO	12-07-21	12-07-21	20.33
Department Total					20.33

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MUNICIPALITY OF BROOKE-ALVINST

01-10-22

10:25AM

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>OVERHEAD</b>					
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	DEC2021 SUNLIFE BENEFITS	12-07-21	12-07-21	2,989.13
01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	95047 COVERALLS	12-17-21	12-17-21	196.39
01-0560-7125	000032 RANDY HILLS	DEC2021 WORK BOOTS	12-29-21	12-29-21	175.00
Account Total					371.39
01-0560-7301	000165 MANLEY'S BASICS	1114089 OFFICE SUPPLIES	12-15-21	12-15-21	74.51
01-0560-7301	000018 CLOVER MART	12-2021 OFFICE SUPPLIES	12-24-21	12-24-21	119.84
Account Total					194.35
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	183.53
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	120.27
Account Total					303.80
01-0560-7304	000279 BMO BANK OF MONTREAL	0502677-2112 HYDRO EASEMENT	12-22-21	12-22-21	28.25
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	146971 HANDLE	12-17-21	12-17-21	22.59
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	147163 FUNNEL, SHARKBITE	12-17-21	12-17-21	47.20
01-0560-7304	000100 MCNAUGHTON HOME HARDWARE CENTRE	351213 BULBS, TOILET PARTS	12-29-21	12-29-21	204.09
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	361184 HANDLES	12-17-21	12-17-21	38.40
01-0560-7304	000168 WATFORD AUTO PARTS	5329-232365 THERMOMETER	12-17-21	12-17-21	114.12
01-0560-7304	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT54872 HOSE AND OIL	12-17-21	12-17-21	240.76
01-0560-7304	003423 TH INDUSTRIAL SUPPLY LIMITED	INV-2626 LINKS	12-17-21	12-17-21	28.78
Account Total					724.19
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	076320 WATER	12-29-21	12-29-21	94.86
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-1221 HYDRO	12-15-21	12-15-21	387.98
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2287 6362 0122 HYDRO	12-29-21	12-29-21	103.19

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01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-1221 HYDRO	12-07-21	12-07-21	38.88
Account Total					624.91
01-0560-7310	000131 BEARCOM CANADA CORP	5296802 GPS	12-07-21	12-07-21	274.59
01-0560-7320	000331 ONTARIO GOOD ROADS ASSOCIATION	60999 OGRA MEMBERSHIP	12-13-21	12-13-21	780.12
01-0560-7340	000112 NUTECH PEST SERVICES	10450 PEST CONTROL	12-29-21	12-29-21	47.46
01-0560-7340	000170 HAYTER PLUMBING & HEATING LTD	225288-21450 HOT WATER TANK	12-17-21	12-17-21	1,824.95
Account Total					1,872.41
01-0560-7398	000074 MACKENZIE OIL LIMITED	812638 FUEL	12-17-21	12-17-21	1,796.62
01-0560-7398	000074 MACKENZIE OIL LIMITED	812639 FUEL	12-17-21	12-17-21	892.46
Account Total					2,689.08
01-0560-7399	000279 BMO BANK OF MONTREAL	0502677-2201 SERVICE AWARD	12-29-21	12-29-21	200.00
01-0560-7399	003421 ALVINSTON PRO RODEO	DEC2021 STAFF APPRECIATION	12-07-21	12-07-21	30.00
01-0560-7399	000225 ROYAL CANADIAN LEGION, BR. 249	DEC2021 STAFF APPRECIATION PIES	12-13-21	12-13-21	60.00
Account Total					290.00
01-0560-7405	003353 BETTY MCKELLAR	12-2021 OFFICE CLEANING	12-09-21	12-09-21	250.00
01-0560-7405	003353 BETTY MCKELLAR	DEC2021 OFFICE CLEANING	12-29-21	12-29-21	250.00
Account Total					500.00
Department Total					11,613.97
<b>06 STERLING PSD</b>					
01-0601-7397	000279 BMO BANK OF MONTREAL	0502677-2112 LICENCE	12-22-21	12-22-21	1,917.50
Department Total					1,917.50
<b>11 INTERNATIONAL</b>					
01-0603-7372	000041 DELTA POWER EQUIPMENT	P33281 BEARINGS	12-17-21	12-17-21	17.29
01-0603-7372	000214 KARL'S TRUCK SERVICE	W71237 EMISSION TESTS	12-17-21	12-17-21	135.60

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Account Total					152.89
01-0603-7397	000279 BMO BANK OF MONTREAL	0502677-2112 LICENCE	12-22-21	12-22-21	1,917.50
Department Total					2,070.39
<b>18 WESTERN STAR</b>					
01-0604-7397	000279 BMO BANK OF MONTREAL	0502677-2112 LICENCE	12-22-21	12-22-21	1,917.50
Department Total					1,917.50
<b>97 CAT GRADER</b>					
01-0610-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT55699 FITIING	12-29-21	12-29-21	24.14
01-0610-7372	000069 TOROMONT INDUSTRIES LTD	PS071377291 DRYER	12-17-21	12-17-21	1,438.39
Account Total					1,462.53
Department Total					1,462.53
<b>17 FORD 4X4 Diesel</b>					
01-0620-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	32260 INSPECTION	12-29-21	12-29-21	306.71
01-0620-7397	000279 BMO BANK OF MONTREAL	0502677-2112 LICENCE	12-22-21	12-22-21	947.50
Department Total					1,254.21
<b>21 Dodge RAM 4 x 4 pickup</b>					
01-0621-7370	000074 MACKENZIE OIL LIMITED	0125573 GAS	12-17-21	12-17-21	246.40
01-0621-7397	000279 BMO BANK OF MONTREAL	0502677-2112 LICENCE	12-22-21	12-22-21	120.00
Department Total					366.40
<b>19 FORD 4x4 PICKUP</b>					
01-0622-7370	000074 MACKENZIE OIL LIMITED	0125573 GAS	12-17-21	12-17-21	246.40
01-0622-7397	000279 BMO BANK OF MONTREAL	0502677-2112 LICENCE	12-22-21	12-22-21	120.00
Department Total					366.40
<b>DEERE TRACTOR LOADER</b>					
01-0630-7372	000136 PODOLINSKY EQUIPMENT LTD	266477 FILTER	12-29-21	12-29-21	19.52

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Department Total					19.52
<b>KUBOTA TRACTOR</b>					
01-0633-7372	003210 SOUTHPOINT EQUIPMENT/CL BENNINGER	EC IR11316 FILTERS	12-17-21	12-17-21	136.18
01-0633-7372	003210 SOUTHPOINT EQUIPMENT/CL BENNINGER	EC IR13554 BEARINGS	12-17-21	12-17-21	31.81
Account Total					167.99
Department Total					167.99
<b>SMALL ENGINE EQUIPMENT</b>					
01-0634-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT54872 HOSE AND OIL	12-17-21	12-17-21	27.39
Department Total					27.39
<b>TRAILER</b>					
01-0638-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	32261 TRAILER INSPECTION	12-29-21	12-29-21	221.14
Department Total					221.14
<b>SAND AND SALT</b>					
01-0671-7301	003169 NORTH ELEMENT INC.	2221 SIDEWALK SALT	12-17-21	12-17-21	502.85
01-0671-7301	000264 COMPASS MINERALS CANADA CORP.	892586 HIGHWAY COARSE SALT	12-17-21	12-17-21	3,756.50
01-0671-7301	000264 COMPASS MINERALS CANADA CORP.	893253 HIGHWAY COARSE SALT	12-17-21	12-17-21	3,773.41
01-0671-7301	000264 COMPASS MINERALS CANADA CORP.	900364 HIGHWAY COARSE SALT	12-29-21	12-29-21	7,424.68
01-0671-7301	002190 INLAND AGGREGATES	INV0049151 SAND	12-29-21	12-29-21	4,365.47
Account Total					19,822.91
Department Total					19,822.91
<b>STREET LIGHTING - ALVINSTON</b>					
01-0751-7345	002991 BLUEWATER POWER SERVICES CORP	90059526 STREET LIGHTS	12-29-21	12-29-21	1,607.81
Department Total					1,607.81
<b>STREET LIGHTING - INWOOD</b>					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-1221 HYDRO	12-07-21	12-07-21	558.16
Department Total					558.16
<b>SANITARY SEWER SYSTEM</b>					

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01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	149.28
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000228110 SLUDGE REMOVAL	12-17-21	12-17-21	388.72
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000228244 SLUDGE REMOVAL	12-17-21	12-17-21	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000228906 SLUDGE REMOVAL	12-29-21	12-29-21	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000229062 SLUDGE REMOVAL	12-29-21	12-29-21	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000229251 SLUDGE REMOVAL	12-29-21	12-29-21	437.31
01-0810-7432	003424 HM PIPE PRODUCTS INC	59308 RISERS	12-29-21	12-29-21	336.18
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	93250594 ALUMINUM SULPHATE	12-17-21	12-17-21	1,175.31
Account Total					3,649.45
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000016536 OPERATIONS CONTRACT	12-13-21	12-13-21	9,081.93
Department Total					12,880.66
<b>INWOOD SEWER SYSTEM</b>					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	49.76
Department Total					49.76
<b>WATERWORKS SYSTEM</b>					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	49.76
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-1121 HYDRO	12-29-21	12-29-21	53.12
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-1221 HYDRO	12-07-21	12-07-21	39.94
Account Total					93.06
01-0830-7432	002353 ITRON CANADA INC.	47636 ITRON SUPPORT & LICENCE	12-13-21	12-13-21	1,558.98
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000016536 OPERATIONS CONTRACT	12-13-21	12-13-21	8,094.28
Department Total					9,796.08
<b>WASTE COLLECTION</b>					



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01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	26009 GARBAGE COLLECTION	12-07-21	12-07-21	6,232.80
01-0840-7481	000026 BLUEWATER RECYCLING ASSOC.	26031 EXTRA BIN	12-07-21	12-07-21	25.00
Department Total					6,257.80
<b>ALVINSTON COMMUNITY CENTRE</b>					
01-1635-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	DEC2021 SUNLIFE BENEFITS	12-07-21	12-07-21	1,283.05
01-1635-7125	000036 VIVIAN UNIFORM RENTAL LTD.	95364 UNIFORMS	12-17-21	12-17-21	248.60
01-1635-7301	000165 MANLEY'S BASICS	1114089 OFFICE SUPPLIES	12-15-21	12-15-21	124.19
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	75.02
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-1221 PHONE & INTERNET SERVICE	12-07-21	12-07-21	131.48
Account Total					206.50
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	076301 WATER/SEWER	12-29-21	12-29-21	1,838.58
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	076302 WATER/SEWER	12-29-21	12-29-21	1,352.87
01-1635-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000391454 ELECTRICITY CHARGES	12-29-21	12-29-21	51.34
Account Total					3,242.79
01-1635-7340	003140 ACCESS FASTENERS & SUPPLY LTD	0000133303 ARENA SHOP SUPPLIES	12-17-21	12-17-21	105.28
01-1635-7340	000112 NUTECH PEST SERVICES	10449 PEST CONTROL	12-29-21	12-29-21	47.46
01-1635-7340	003136 NAPA GLENCOE	130-4990922 FITTINGS	12-17-21	12-17-21	16.01
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	147106 REMOTE, ANTIFREEZE	12-17-21	12-17-21	86.95
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	558430 SUPPLIES	12-17-21	12-17-21	801.22
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	6912 PAINT	12-17-21	12-17-21	56.49
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	770578 SUPPLIES	12-17-21	12-17-21	1,095.94
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	8147 DUMPSTER	12-17-21	12-17-21	237.30

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01-1635-7340	000273 PEDDEN GENERAL GLASS LTD	904621 GLASS	12-17-21	12-17-21	387.69
01-1635-7340	000019 LONDON FIRE EQUIPMENT LTD.	S122994 FIRE INSPECTIONS	12-29-21	12-29-21	2,830.14
Account Total					5,664.48
01-1635-7372	002214 GERBER ELECTRIC LTD	00025713 PROPANE	12-17-21	12-17-21	30.00
01-1635-7372	000279 BMO BANK OF MONTREAL	0502677-2112 NET PROTECTOR	12-22-21	12-22-21	126.41
01-1635-7372	002206 HARDY SERVICE	37058 DIAGNOSIS OLYMPIA	12-29-21	12-29-21	545.34
01-1635-7372	000167 BLACK & MCDONALD LIMITED	43-1249526 COMPRESSOR FREEZE UP	12-29-21	12-29-21	2,612.23
01-1635-7372	000048 WATFORD HOME HARDWARE / CARIS HARDV	770228 CALCIUM CHLORIDE	12-17-21	12-17-21	720.69
01-1635-7372	000177 NELLA CUTLERY	IN2416138 ICE RESURFACING BLADE SHARPEN	12-29-21	12-29-21	67.80
01-1635-7372	000042 ADVANTAGE FARM EQUIPMENT LTD.	J92621 RETURN FILTERS	12-17-21	12-17-21	-67.23
Account Total					4,035.24
01-1635-7383	002841 KERN WATER SYSTEMS INC.	143581 ICE	12-17-21	12-17-21	97.60
01-1635-7384	000082 THE PEPSI BOTTLING GROUP (CANADA)	10369912 POP	12-29-21	12-29-21	151.33
01-1635-7384	002841 KERN WATER SYSTEMS INC.	143608 ICE	12-29-21	12-29-21	97.60
Account Total					248.93
01-1635-7399	003421 ALVINSTON PRO RODEO	DEC2021 STAFF APPRECIATION	12-07-21	12-07-21	120.00
01-1635-7399	000225 ROYAL CANADIAN LEGION, BR. 249	DEC2021 STAFF APPRECIATION PIES	12-13-21	12-13-21	96.00
Account Total					216.00
Department Total					15,367.38
<b>CONCESSION / BOOTH &amp; VENDING</b>					
01-1637-7382	000082 THE PEPSI BOTTLING GROUP (CANADA)	10369912 POP	12-29-21	12-29-21	123.96
Department Total					123.96
<b>ALVINSTON LIBRARY</b>					
01-1641-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	076235 WATER/SEWER	12-29-21	12-29-21	165.24

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Department Total					165.24
<b>PLANNING &amp; ZONING</b>					
01-1810-1047	003422 PATRICIA THERIAULT	DEC2021 REFUND ZONING AMENDMENT APPL	12-08-21	12-08-21	850.00
01-1810-7307	002734 THE INDEPENDENT	11868 ADVERTISING COA	12-22-21	12-22-21	67.80
01-1810-7307	002043 HAYTER - WALDEN PUBLICATIONS	64240 ADVERTISING	12-22-21	12-22-21	63.28
Account Total					131.08
01-1810-7430	002078 WALLACE B LANG	W21-252 EASEMENTS-KUCERA/JOHNSTON	12-22-21	12-22-21	617.88
01-1810-7430	002078 WALLACE B LANG	W21-304 SUBSEARCH	12-07-21	12-07-21	110.63
Account Total					728.51
Department Total					1,709.59
<b>COMMERCIAL &amp; INDUSTRIAL</b>					
01-1820-7399	000279 BMO BANK OF MONTREAL	0502677-2112 DECORATING LUNCH	12-22-21	12-22-21	33.59
01-1820-7399	003381 ONTARIO INFRASTRUCTURE AND LANDS COI	1362407 2021 TAXES-MILL POND	12-17-21	12-17-21	262.30
Account Total					295.89
Department Total					295.89
<b>AGRICULTURE &amp; REFORESTATION</b>					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	246.21 DRAINAGE SUPERINTENDENT	12-13-21	12-13-21	4,800.24
Department Total					4,800.24
<b>COUNTY OF LAMBTON TAXATION</b>					
01-9400-9100	002223 COUNTY OF LAMBTON	35342 4TH QUARTER INSTALLMENT	12-07-21	12-07-21	444,707.00
01-9400-9100	002223 COUNTY OF LAMBTON	DEC2021 PIL PAYMENTS	12-09-21	12-09-21	3,070.81
Account Total					447,777.81
Department Total					447,777.81
<b>EDUCATION ENGLISH PUBLIC</b>					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	DEC2021 4TH QUARTER LEVY	12-09-21	12-09-21	208,620.00
Department Total					208,620.00

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<b>EDUCATION FRENCH PUBLIC</b>					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	DEC2021 4 TH QUARTER LEVY	12-09-21	12-09-21	1,455.00
Department Total					1,455.00
<b>EDUCATION ENGLISH SEPARATE</b>					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	DEC2021 4TH QUARTER LEVY	12-09-21	12-09-21	52,498.00
Department Total					52,498.00
<b>EDUCATION FRENCH SEPARATE</b>					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	DEC2021 4 QUARTER LEVY	12-09-21	12-09-21	6,701.00
Department Total					6,701.00
<b>BROOKE FIRE - ALVINSTON STATION</b>					
20-0411-8002	000021 M & L SUPPLY	010118 SCBA	12-07-21	12-07-21	1,283.89
Department Total					1,283.89
<b>SHILOH LINE RECONSTRUCTION</b>					
20-0512-7301	003379 BLACK CREEK ENGINEERING INC.	092-2021 PROJECT MGMT - SHILOH	12-29-21	12-29-21	1,264.70
20-0512-7301	002638 GOLDER ASSOCIATES LTD.	1165231 TESTING	12-29-21	12-29-21	122.67
20-0512-7301	003316 WOOD ENVIRONMENTAL & INFRASTRUCTURE	GS1001077 TESTING	12-29-21	12-29-21	1,927.78
20-0512-7301	003316 WOOD ENVIRONMENTAL & INFRASTRUCTURE	GS10781 TESTING	12-29-21	12-29-21	904.00
20-0512-7301	003071 COPE CONSTRUCTION AND CONTRACTING	IF Pymt Certificate # 6 SHILOH LINE PROJECT	12-29-21	12-29-21	65,524.03
Account Total					69,743.18
Department Total					69,743.18
<b>SIDEWALKS</b>					
20-0552-7301	002136 COLDSTREAM CONCRETE LTD.	18305 CB TOP	12-17-21	12-17-21	653.43
Department Total					653.43
<b>COMMUNITY CENTRE</b>					
20-1635-8011	000279 BMO BANK OF MONTREAL	0502677-2112 CHAIRS	12-22-21	12-22-21	2,339.10
Department Total					2,339.10
<b>MUNICIPAL DRAINS - CONSTRUCTION</b>					

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
20-2800-7341	000113 R DOBBIN ENGINEERING INC	249.21 JOHNSON DRAIN	12-13-21	12-13-21	10,845.97
20-2800-7341	000113 R DOBBIN ENGINEERING INC	250.21 BOURNE DRAIN	12-13-21	12-13-21	14,396.20
Account Total					25,242.17
20-2800-7401	000113 R DOBBIN ENGINEERING INC	236.21 JOHNSTON-SYMMINGTON DRAIN	12-07-21	12-07-21	8,394.77
Department Total					33,636.94
<b><u>MUNICIPAL DRAINS - MAINTENANCE</u></b>					
20-2900-7401	003304 H.E. CONSTRUCTION INC.	1042 THOMPSON DRAIN	12-22-21	12-22-21	221.49
20-2900-7401	003361 GM CONSTRUCTION	587 MUNICIPAL DRAIN SPRAYING	12-07-21	12-07-21	16,351.10
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	689 4-5 CONCESSION DRAIN	12-29-21	12-29-21	1,082.80
20-2900-7401	002840 JLH EXCAVATING INC.	E10637 JOHNSON DRAIN HB	12-13-21	12-13-21	2,036.34
20-2900-7401	000106 ST. CLAIR REGION CONSERVATION AUTH.	IN0017631 DART FEES	12-17-21	12-17-21	3,585.00
Account Total					23,276.73
Department Total					23,276.73
Total Paid Invoices					924,903.96
Total Unpaid Invoices					99,925.88
Total Invoices					1,024,829.84

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
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### Department Summary

01-0000	ASSETS & LIABILITIES	27,732.95
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	270.00
01-0241	COUNCIL SUPPORT	1,227.95
01-0250	CORPORATE MANAGEMENT	5,529.04
01-0410	FIRE SERVICES	300.00
01-0411	FIRE STATION - ALVINSTON	11,061.17
01-0420	POLICE	33,241.75
01-0440	PROTECTIVE INSPECTION & CONTROL	2,843.07
01-0450	EMERGENCY MEASURES	64.97
01-0549	RT&M - LITTER/GARBAGE PICKUP	138.11
01-0551	RT&M - INTERSECTION LIGHTING	20.33
01-0560	OVERHEAD	11,613.97
01-0601	06 STERLING PSD	1,917.50
01-0603	11 INTERNATIONAL	2,070.39
01-0604	18 WESTERN STAR	1,917.50
01-0610	97 CAT GRADER	1,462.53
01-0620	17 FORD 4X4 Diesel	1,254.21
01-0621	21 Dodge RAM 4 x 4 pickup	366.40
01-0622	19 FORD 4x4 PICKUP	366.40
01-0630	DEERE TRACTOR LOADER	19.52
01-0633	KUBOTA TRACTOR	167.99
01-0634	SMALL ENGINE EQUIPMENT	27.39
01-0638	TRAILER	221.14
01-0671	SAND AND SALT	19,822.91
01-0751	STREET LIGHTING - ALVINSTON	1,607.81
01-0752	STREET LIGHTING - INWOOD	558.16
01-0810	SANITARY SEWER SYSTEM	12,880.66
01-0811	INWOOD SEWER SYSTEM	49.76
01-0830	WATERWORKS SYSTEM	9,796.08
01-0840	WASTE COLLECTION	6,257.80
01-1635	ALVINSTON COMMUNITY CENTRE	15,367.38
01-1637	CONCESSION / BOOTH & VENDING	123.96
01-1641	ALVINSTON LIBRARY	165.24
01-1810	PLANNING & ZONING	1,709.59
01-1820	COMMERCIAL & INDUSTRIAL	295.89
01-1840	AGRICULTURE & REFORESTATION	4,800.24
01-9400	COUNTY OF LAMBTON TAXATION	447,777.81
01-9500	EDUCATION ENGLISH PUBLIC	208,620.00
01-9510	EDUCATION FRENCH PUBLIC	1,455.00
01-9520	EDUCATION ENGLISH SEPARATE	52,498.00
01-9530	EDUCATION FRENCH SEPARATE	6,701.00

# Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12-01-21 to 12-31-21 Paid Invoices Cheque Date 12-01-21 to 12-31-21

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
		20-0411 BROOKE FIRE - ALVINSTON STATION			1,283.89
		20-0512 SHILOH LINE RECONSTRUCTION			69,743.18
		20-0552 SIDEWALKS			653.43
		20-1635 COMMUNITY CENTRE			2,339.10
		20-2800 MUNICIPAL DRAINS - CONSTRUCTION			33,636.94
		20-2900 MUNICIPAL DRAINS - MAINTENANCE			23,276.73
				Report Total	1,024,829.84



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Year-to-Date (to December 31) Budget to Actual Comparisons  
**Meeting:** Council - 13 Jan 2022  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### Recommendation:

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

### Background:

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

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

### Comments:

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

- **Expenditures**
  - General Government - Will come in underbudget - 91% of total budget spent.
  - Protection Services: Overall will come in under budget - 81% of total budget spent.
  - Transportation Services - most expenditures are within budget. Shiloh Road is complete and is approximately \$1.15 million over budget. overall 117% over budget.
  - Environmental - on budget
  - Health/Cemetery - Transactions are not recorded/consolidated until year end.
  - Recreation and Cultural: Overall is just on budget even though there were many unknowns this year due to Covid.
  - Planning and Development - Most expenditures under this department are within budget. Panning, zoning, and municipal drain work fluctuate year to year and are difficult to budget for.
- **Revenues**
  - Fees and Charges:
    - Transportation Revenues are above budget - we previously 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 - We received more Covid-19 funding that wasn't announced until after budget. Municipal drain subsidies are calculated at year end when drain assessments are calculated. Capital funding is recognized as projects are completed.
- Canada Grants and Transfers - Federal Capital Grants are recognized as projects are completed.
- **Water and Sewer**
  - Year-to-date operating revenues at or over budget, and capital revenues are over budget due to a property owner paying out their sewer connection charges and two new connections on our water line.
  - Year-to-date expenditures are at or 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 to-date).

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, and overall, within budget. The only major capital expenditure that is considerably over budget is the Shiloh Line Project, and Council has already given approval for this variance.

#### **ATTACHMENTS:**

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

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To December 31, 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	42,410	32,563	9,847				-		42,410	42,410	32,563	9,847		76.8%
2	COUNCIL SUPPORT	174,400	174,400	169,621	4,779				-		174,400	174,400	169,621	4,779		97.3%
3	ADMINISTRATION	332,598	332,598	306,162	26,436		10,000	10,000	-	10,000	342,598	342,598	306,162	36,436		89.4%
		549,408	549,408	508,346	41,062		10,000	10,000	-	10,000	559,408	559,408	508,346	51,062		90.9%

PROTECTION SERVICES

4	FIRE - ALVINSTON	249,569	249,569	166,030	83,539		245,500	245,500	151,584	93,916		495,069	495,069	317,614	177,455		64.2%
5	FIRE - INWOOD	-	-	5,798	(5,798)		40,000	40,000	29,412	10,588		40,000	40,000	35,210	4,790		88.0%
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	50,750	45,055	5,695					-		50,750	50,750	45,055	5,695		88.8%
8	POLICE	412,364	412,364	398,901	13,463					-		412,364	412,364	398,901	13,463		96.7%
9	CONSERVATION AUTHORITY	21,080	21,080	21,080	-					-		21,080	21,080	21,080	-		100.0%
10	INSPECTIONS & CONTROL	86,400	86,400	86,048	352					-		86,400	86,400	86,048	352		99.6%
11	EMERGENCY MEASURES	7,250	7,250	871	6,379					-		7,250	7,250	871	6,379		12.0%
		832,198	832,198	728,403	103,795		285,500	285,500	180,996	104,504		1,117,698	1,117,698	909,399	208,299		81.4%

TRANSPORTATION SERVICES

12	ROADS - MATERIALS & SERVICES	782,000	782,000	712,047	69,953		3,414,130	3,414,130	4,512,750	(1,098,620)		4,196,130	4,196,130	5,224,797	(1,028,667)		124.5%
13	PUBLIC WORKS OVERHEAD	584,532	584,532	572,854	11,678				-			584,532	584,532	572,854	11,678		98.0%
14	VEHICLES & EQUIP	163,550	163,550	134,802	28,748		651,000	651,000	647,168	3,832		814,550	814,550	781,970	32,580		96.0%
15	SNOW REMOVAL	26,500	26,500	26,610	(110)				-			26,500	26,500	26,610	(110)		100.4%
16	STREET LIGHTS - ALVINSTON	13,000	13,000	11,441	1,559				-			13,000	13,000	11,441	1,559		88.0%
17	STREET LIGHTS - INWOOD	6,750	6,750	5,651	1,099				-			6,750	6,750	5,651	1,099		83.7%
		1,576,332	1,576,332	1,463,404	112,928		4,065,130	4,065,130	5,159,918	(1,094,788)		5,641,462	5,641,462	6,623,322	(981,860)		117.4%

ENVIRONMENTAL

18	STORM SEWER	68,252	68,252	68,252	-				-		68,252	68,252	68,252	-		100.0%
19	WASTE COLLECTION/DISPOSAL	83,000	83,000	84,296	(1,296)				-		83,000	83,000	84,296	(1,296)		101.6%
20	RECYCLING	79,000	79,000	78,782	218				-		79,000	79,000	78,782	218		99.7%
		230,252	230,252	231,331	(1,078)		-	-	-	-	230,252	230,252	231,331	(1,078)		100.5%

HEALTH

21	HOSPITAL/CEMETERIES - DONATIONS	850	850	750	100				-		850	850	750	100		88.2%
22	CEMETERY OPERATIONS	85,513	85,513	85,513	-		-	-	-	-	85,513	85,513	85,513	-		100.0%
		86,363	86,363	86,263	100		-	-	-	-	86,363	86,363	86,263	100		99.9%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To December 31, 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	11,000	7,250		315,000	315,000	315,418	(418)		333,250	333,250	326,418	6,832	97.9%
24	COMMUNITY CENTER -ARENA	358,751	358,751	402,670	(43,919)		111,500	111,500	92,356	19,144		470,251	470,251	495,026	(24,775)	105.3%
25	COMMUNITY CENTER - CONCESSION	500	500	1,355	(855)					-		500	500	1,355	(855)	270.9%
26	INWOOD REC	9,755	9,755	5,045	4,710		15,000	15,000	3,744	11,256		24,755	24,755	8,789	15,966	35.5%
27	LIBRARY - ALVINSTON	6,737	6,737	6,403	334		-	-	-	-		6,737	6,737	6,403	334	95.0%
28	LIBRARY - INWOOD	4,990	4,990	3,920	1,070		-	-	-	-		4,990	4,990	3,920	1,070	78.5%
		398,983	398,983	430,392	(31,409)		441,500	441,500	411,518	29,982		840,483	840,483	841,911	(1,428)	100.2%

PLANNING AND DEVELOPMENT

29	PLANNING & ZONING	23,000	23,000	14,755	8,245					-		23,000	23,000	14,755	8,245	64.2%
30	COMMERCIAL INDUSTRIAL	12,000	12,000	6,102	5,898		-	-	-	-		12,000	12,000	6,102	5,898	50.8%
31	POST OFFICE	48,000	48,000	46,270	1,730					-		48,000	48,000	46,270	1,730	96.4%
32	AGRICULTURE & REFORESTATION	34,250	34,250	45,749	(11,499)					-		34,250	34,250	45,749	(11,499)	133.6%
33	MUNICIPAL DRAIN LOANS	-	-	-	-					-		-	-	-	-	
34	MUNICIPAL DRAIN WORK	430,000	430,000	455,000	(25,000)					-		430,000	430,000	455,000	(25,000)	105.8%
35	TILE DRAIN LOANS	6,000	6,000	6,053	(53)					-		6,000	6,000	6,053	(53)	100.9%
		553,250	553,250	573,929	(20,679)		-	-	-	-		553,250	553,250	573,929	(20,679)	103.7%

OTHER/RESERVES

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

38	TOTAL EXPENDITURES	4,334,786	4,334,786	4,130,068	204,718		4,802,130	4,802,130	5,752,432	(950,302)		9,136,916	9,136,916	9,882,500	(745,584)	108.2%
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MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To December 31, 2021

REVENUES

FEES AND CHARGES

39	GENERAL GOVERNMENT	13,000	13,000	12,480	(520)	-	-	-	-	13,000	13,000	12,480	(520)	96.0%
41	PROPERTY INSPECTION & CONTROL	65,500	65,500	40,383	(25,117)				-	65,500	65,500	40,383	(25,117)	61.7%
42	TRANSPORTATION	2,500	2,500	63,590	61,090	-	-	30,862	30,862	2,500	2,500	94,452	91,952	3778.1%
43	WASTE COLLECTION & RECYCLYING	-	-	2,660	2,660				-	-	-	2,660	2,660	0.0%
44	CEMETERY	85,513	85,513	85,513	-				-	85,513	85,513	85,513	-	100.0%
45	COMMUNITY CENTER - ALVINSTON	85,550	85,550	133,530	47,980				-	85,550	85,550	133,530	47,980	156.1%
46	COMMUNITY CENTER - CONCESSION	800	800	836	36				-	800	800	836	36	104.5%
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	29,229	16,729				-	12,500	12,500	29,229	16,729	233.8%
50	HANGING BASKETS/COMMUNITY GROUP	2,520	2,520	2,860	340				-	2,520	2,520	2,860	340	113.5%
51	POST OFFICE	60,000	60,000	62,604	2,604				-	60,000	60,000	62,604	2,604	104.3%
52	AGRICULTURE & REFORESTATION	2,000	2,000	8,572	6,572				-	2,000	2,000	8,572	6,572	428.6%
53	MUNICIPAL DRAIN BILLINGS	330,000	330,000	300,000	(30,000)				-	330,000	330,000	300,000	(30,000)	90.9%
54	TILE DRAIN LOANS	6,000	6,000	6,053	53				-	6,000	6,000	6,053	53	100.9%
		679,133	679,133	754,308	75,175	-	-	30,862	30,862	679,133	679,133	785,170	106,037	115.6%

MUNICIPAL

55	ALVINSTON FIRE	48,051	48,051	33,762	(14,289)	39,280	39,280	24,253	(15,027)	87,331	87,331	58,015	(29,316)	66.4%
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	-	-	315	315	235,000	235,000	235,581	581	235,000	235,000	235,896	896	100.4%
		59,961	59,961	41,689	(18,272)	429,280	429,280	414,000	(15,280)	489,241	489,241	455,689	(33,552)	93.1%

ONTARIO

59	OCIF			-		137,421	137,421	137,421	-	137,421	137,421	137,421	-	100.0%
60	COVID FUNDING	17,000	17,000	61,249	44,249	-	-	-	-	17,000	17,000	61,249	44,249	360.3%
61	CANNIBIS FUNDING	-	-	5,000	5,000	-	-	-	-	-	-	5,000	5,000	
62	PROVINCIAL - ICIP -ROADS	-	-	-	-	1,029,607	1,029,607	1,029,607	-	1,029,607	1,029,607	1,029,607	-	100.0%
63	PROVINCIAL - ICIP - COVID-19	-	-	-	-	20,000	20,000	-	(20,000)	20,000	20,000	-	(20,000)	0.0%
64	OMRFA DRAIN SUPERINTENDENT	15,000	15,000	17,847	2,847	-	-	-	-	15,000	15,000	17,847	2,847	119.0%
65	OMAFRA - DRAIN SUBSIDIES	140,000	140,000	155,000	15,000	-	-	-	-	140,000	140,000	155,000	15,000	110.7%
66	PROVINCIAL _ FIRE GRANT	-	-	5,225	5,225	-	-	-	-	-	-	5,225	5,225	0.0%
67	PROVINCIAL - LIGHTING GRANT	-	-	-	-	-	-	10,702	10,702	-	-	10,702	10,702	100.0%
68	OMPF	594,100	594,100	594,100	-	-	-	-	-	594,100	594,100	594,100	-	100.0%
		766,100	766,100	838,421	72,321	1,187,028	1,187,028	1,177,730	(9,298)	1,953,128	1,953,128	2,016,151	63,023	103.2%



MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2021 Budget to Actual Comparison

To December 31, 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			-		-	-	(16,998)	(16,998)		-	-	(16,998)	(16,998)		0.0%
5	WASTE WATER - ALVINSTON	205,397	205,397	202,095	(3,302)				-		205,397	205,397	202,095	(3,302)		98.4%
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	58,069	(1,693)				-		59,762	59,762	58,069	(1,693)		97.2%
8	INWOOD SEWER CAPITAL & CONNECTION	62,832	62,832	71,292	8,460				-		62,832	62,832	71,292	8,460		113.5%
9	WATER - ALVINSTON	335,881	335,881	336,499	618				-		335,881	335,881	336,499	618		100.2%
10	WATER - ALVINSTON - OTHER CHGS	-	-	-	-		-	21,524	21,524		-	-	21,524	21,524		0.0%
TOTAL WATER & SEWER REVENUES						669,711	669,711	673,795	4,084		-	-	4,526	4,526		

EXPENDITURES

11	WASTE WATER - ALVINSTON	169,243	169,243	170,614	(1,372)		-	-	-	-	169,243	169,243	170,614	(1,372)		100.8%
12	WASTE WATER - INWOOD	116,559	116,559	110,783	5,775		-	-	-	-	116,559	116,559	110,783	5,775		95.0%
13	WATER - ALVINSTON	303,603	303,603	280,157	23,445		-	-	4,526	(4,526)	303,603	303,603	284,683	18,919		93.8%
14	RESERVE FUND	80,307	80,307	112,240	(31,933)				-		80,307	80,307	112,240	(31,933)		139.8%
TOTAL WATER & SEWER EXPENDITURES						669,711	669,711	673,795	(4,084)		-	-	4,526	(4,526)		101.29%

NET WATER & SEWER EXPENDITURES

-	-	-	0		-	-	-	-	-		-	-	-	0		
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**THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON**

**BY-LAW NUMBER 1 OF 2022**

**BEING A BY-LAW TO PROVIDE FOR INTERIM TAX LEVIES FOR THE  
YEAR 2022 FOR THE MUNICIPALITY OF BROOKE-ALVINSTON**

WHEREAS Section 317 (1) of the *Municipal Act, 2001* provides that the Council of a local municipality, before the adoption of estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

AND WHEREAS, Section 317 (2) of the *Municipal Act, 2001* provides that a by-law under Section 317 (1) may be passed in November or December of the previous year if it provides that it does not come into force until a specified day in the following year;

AND WHEREAS, the Council of the Municipality of Brooke-Alvinston deems it appropriate to provide for such interim levy on the assessment property of this municipality;

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

In this By-law, the following words shall be defined as:

“Treasurer” shall mean the Treasurer for the Municipality of Brooke-Alvinston;

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:
  - 1.1 For the Residential, Pipeline, Farmland and Managed Forest property classes, there shall be imposed and collected, an interim levy of:
    - (a) the percentage prescribed by the Minister under the *Municipal Act*; or
    - (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied in the year 2021 (including local improvement charges).
  - 1.2 For the Multi-Residential, Commercial and Industrial property classes, there shall be imposed and collected, an interim levy of:
    - (a) the percentage prescribed by the Minister under the *Municipal Act*; or
    - (b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied in the year 2021 (including local improvement charges).
2. For the purpose of calculating the total amount of taxes for the year 2022, under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2021 because assessment was added to the collectors roll during 2021, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
3. The provisions of this By-law apply in the event that assessment is added for the year 2022 to the collectors roll after the date this By-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this By-law shall be payable to the Corporation in accordance with the provisions of this By-law.
5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the instalment due dates set out below. The penalty shall be one and one-quarter percent (1.25%) of the amount in default on the first day and on the first day of each calendar month during which the default continues, but not after the end of 2022.
6. The interim tax levy imposed by this By-law shall be paid in two instalments due on the following dates:
  - (1) One half (50%) thereof on the 28<sup>th</sup> day of February, 2022.
  - (2) One half (50%) thereof on the 29<sup>th</sup> day of April, 2022.
7. The Treasurer may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this By-law, a notice specifying the amount of taxes payable.
8. The notice to be mailed under this By-law shall contain the particulars provided in this By-law and the information required to be entered in the collectors roll under Section 343 of the *Municipal Act*.
9. The subsequent levy for the year 2022 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this By-law.
10. The provisions of Section 317 of the *Municipal Act* as amended apply to this By-law with necessary modifications.
11. The Treasurer shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 7 of this By-law in respect of non-payment or late payment of any taxes or any instalment of taxes.
12. Nothing in this By-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
13. In the event of any conflict between the provisions of this By-law and other by-laws, the provisions of this By-law shall prevail.
14. This By-law shall come into force and take effect on the day of final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13<sup>th</sup> DAY OF JANUARY, 2022.

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David Ferguson, Mayor

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Janet Denkers, Clerk Administrator



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

**BY-LAW NUMBER 2 OF 2022**

**A BY-LAW TO ESTABLISH A PENALTY CHARGE FOR NON-PAYMENT OF CURRENT TAXES AND TO PROVIDE FOR INTEREST TO BE ADDED TO TAX ARREARS IN 2022**

WHEREAS Section 345(1-9) c458 of the Municipal Act, 2001, provides that a local Municipality may, in accordance with this section, pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date;

AND WHEREAS the Council of the Corporation of the Municipality of Brooke-Alvinston hereby enacts as follows:

1. Overdue taxes are those that are levied in 2022 and are not paid on or before the day payment is due.
2. Tax arrears are taxes that are due and unpaid after December 31<sup>st</sup> of the year in which they are levied.
3. The penalty charge to be added to overdue taxes and the interest charge to be added to tax arrears shall be 15% per annum added at the rate of 1.25% per month calculated on the outstanding balance.
4. The percentage charge as a penalty for non-payment of current taxes shall be imposed on the first day of default and on the first day of each calendar month thereafter in which default continues.
5. The Treasurer shall add to the amount of all tax arrears due and unpaid, interest as specified in Section 3 of this By-Law at the rate of 1.25% per month for each month or fraction thereof from the day the By-Law takes effect.
6. This By-Law shall be deemed to have come into force and effect on the 1<sup>st</sup> day of January 2022.
7. All By-Laws and motions of Council found to be inconsistent with the provisions found in this By-Law shall be and are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13<sup>th</sup> DAY OF JANUARY, 2022.

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David Ferguson, Mayor

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Janet Denkers, Clerk Administrator

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

**BY-LAW NUMBER 3 OF 2022**

**BEING A BY-LAW TO PROVIDE FOR MUNICIPAL BORROWING FOR  
CURRENT OPERATIONS**

WHEREAS the Council of the Corporation of the Municipality of Brooke-Alvinston deems it necessary to borrow for current purposes the sum of two million dollars (\$2,000,000) to meet, until the taxes are collected, the current expenditures of the Corporation for the year;

AND WHEREAS the total of amounts previously borrowed under Section 407 of the *Municipal Act*, as amended from time to time, (the "Act"), that have not been repaid are \$ 0.00 dollars.

AND WHEREAS, the amount of the estimated revenues (as defined and interpreted in the Act) of the Corporation as set out in the estimates adopted for the current year and not yet collected (or, is the same have not yet been adopted, the amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year) is more than five million dollars (\$5,000,000.00);

AND WHEREAS the amount to be borrowed under this by-law and the amounts of borrowings that have not been repaid does not in the aggregate exceed from January 1<sup>st</sup> to September 30<sup>th</sup> of the year, 50% of the total, and from October 1<sup>st</sup> to December 31<sup>st</sup>, 25% of the total of the estimated revenues of the Corporation as set out above.

BE IT THEREFORE ENACTED by the said Council as follows:

- (1) The Head and the Treasurer of the Corporation are hereby authorized on behalf of the Corporation to borrow from time to time, by way of promissory note or bankers' acceptance, from Bank of Montreal, a sum or sums not exceeding in the aggregate two million dollars (\$2,000,000) to meet, until taxes are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in subsection (1) of the said Section 407, as amended from time to time, and to give, on behalf of the Corporation, to the Bank a promissory note or notes, sealed with the corporate seal and signed by them for the moneys so borrowed, and such other documentation as may be requested by the Bank therefore, with interest at a rate not exceeding prime per centum per annum, which may be paid in advance or otherwise.
- (2) All sums borrowed from the said Bank, for any or all of the purposes mentioned in the said Section 187 as amended from time to time, shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.
- (3) The Treasurer is hereby authorized and directed to apply in payment all sums borrowed pursuant to the authority of this By-law, as well as all the other sums borrowed in this year and any previous years, from the said Bank for any or all of the purposes mentioned in the said Section 407, as amended from time to time, together with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and preceding years and all of the moneys collected or received from any other source, which may lawfully be applied for such purpose.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13<sup>th</sup> DAY OF JANUARY, 2022.

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David Ferguson, Mayor

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Janet Denkers, Clerk Administrator

## **Alvinston & Districts Optimist Club Minutes: Monday, January 3<sup>rd</sup>, 2021**

Attendance: Jeff McLachlin, Stephanie Hinz, Jo-Anne Symington, Hannah Symington, Jamie Armstrong, Clair Palmer, Andy Triest, Dan Cumming, Clair Palmer, Tony Wygergangs, Les Douglas, Doug MacDougall

### **Approval of previous minutes for December 20<sup>th</sup>, 2021.**

Moved by Hannah.

Seconded by Tony.

Carried.

### **Old Business**

The next Killer Bee bar is supposed to be Jan. 22, but due to COVID restrictions, it may or not happen. The Yuks Yuks event has been postponed to May 2022.

Jamie gave an update on the Sarnia Community Fund where donations for building Phase 2 will be directed. The Sarnia Community Group has an investor who does the work to invest the money and issue tax receipts. If the arena project doesn't go through, the money will still be available and it might be more difficult to get out, but it will be accessible. Unlike the safety village contribution, this donated money will always belong to the project/the Optimists, and we will have complete control with the funds. Although the project will likely be slow moving with COVID, it looks like it will eventually begin. Randy from the municipality has started looking into the architectural drawings and he thinks it may not get going until February 2022, but he will continue to pursue this. Randy's request for proposal is for one new dressing room, switch over the area on the west side of the washrooms into a bar, build canteen, close hallway, renovate dressing rooms up front to be larger and install sprinklers up to building code.

At the last council meeting, it was announced that the municipality had applied for a grant for the pavilion project and they successfully acquired \$63,000. After going through a notice of motion, this money may get redirected to Phase 2 and put towards architectural drawings.

### **Motion to approve opening an envelope within the Sarnia Community Fund in conjunction with the municipality of Brooke-Alvinston.**

Moved by Andy.

Seconded by Tony.

Carried.

Jeff and Dave will sign the document of approval so that it can be brought forth at a future council meeting.

Jenny has moved the date of the Tanner Redick Memorial Tournament to July. Jamie noticed that this may conflict with the fair board's plans to pick up Glencoe's tractor pull date. Discussion was had by the members in attendance regarding taking on the tournament bar. Andy will look into the cost of hiring security which could be covered by charging an extra dollar per drink (\$5 instead of \$4, which he was going to do next year anyways). There were not enough members in attendance to make a final decision.

### **New Business**

Jeff will ask the directors for their thoughts on the annual donations of \$1000 for Alvinston Minor Ball and \$600 for the Alvinston Jr. Aces. Andy will provide letters asking for these donations.

Jamie questioned if there has been any talk of the Alvinston-Watford Road Race for 2022. Jeff will contact John Koolen to find out if he has heard anything from the Watford Optimist Club.

Jamie told the club that The Campbell House is currently fated for destruction. The St. Clair Conservation area did not realize that in the 90's a bylaw had designated the Campbell House a building of historical significance and should have been kept up, so unfortunately it was not maintained. A group called Friends of Campbell House is working to to save it. The structure may not be completely fixed, but it can be preserved for future youth, made more stable and decorated (with lights, gardens, etc.). He suggested that we either make a donation or hold a fundraiser to support the cause. Perhaps we could have a Shiloh Road Race that benefits Campbell's House. Andy suggested that the Bike Rodeo could be combined with this new road race idea. Further discussion will be had at the next meeting.

Hannah brought up that we need to start thinking about Trivia Night if it is going to be held in the spring, but due to COVID restrictions (such as the auditorium limit at 50% capacity), no decision was made about whether it would be held in 2022.

Next meeting: due to COVID restrictions, Optimist meetings will be postponed until further notice.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Optimist Request for Separate Fund under the SCF  
**Meeting:** Council - 13 Jan 2022  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Municipality of Brooke Alvinston act as the qualified donee and takes the funds raised by the Alvinston & District Optimist Club for the arena project identified in the fund agreement for the purpose of paying for the proposed Phase Two expansion.**

### Background:

The Optimist Club is requesting to be an "umbrella fund" under the Brooke-Alvinston Community Fund. The Brooke-Alvinston Community Fund is administered by the Sarnia Community Foundation (SCF). The Optimist Club is making the request as they need a qualified donee (the Municipality) to place some of their earmarked monies for a phase 2 proposal. Should this fund be developed, it is noteworthy to mention that the account is separate from the Brooke-Alvinston Community Fund.

If Council approves the "umbrella" fund, the agreement is then sent to the SCF for additional and final approval.

### Comments:

The minutes of the Optimist Club are attached which outlines the recent discussion of the Club. A formal letter has been requested from the Club formally requesting this initiative.

Money placed in the umbrella fund can only be used for the specified purpose listed. It should be noted that Phase 2, the specified purpose, has not yet been confirmed or approved with drawings, tenders, permits etc. A tender for Architectural firms to oversee the potential development was sent to local firms with no response obtained. The Public Works Manager was directed to remain in contact with local firms as the proposal further develops.

### Financial Considerations:

There are no financial considerations associated with the Municipality. The funds noted are funds raised by or donated to the Alvinston Optimist Club.

### ATTACHMENTS:

[Optimist Minutes - Jan 3 2022](#)  
[Arena Projects agreement](#)

## **Alvinston & Districts Optimist Club Minutes: Monday, January 3<sup>rd</sup>, 2021**

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## **Alvinston Arena Phase 2 Building Project Fund**

Whereas The Optimist Club of Alvinston Districts is a volunteer organization of dedicated men and women who value all youth and want to help them develop to their full potential. To do this the club raises fund for projects, and programmes to benefit kids in the community and;

Whereas the Municipality of Brooke Alvinston has established a relationship with the Sarnia Community Foundation to manage donations to flow through projects separately from the Brooke Alvinston Community Fund and;

Whereas the Sarnia Community Foundation has systems and facility to deal with donors, a wide variety of charitable donations for short term projects and programmes through flow through arrangements and;

Whereas The Sarnia Community Foundation is by legislation able to “receive, maintain, manage, control and use donations for charitable purposes in Ontario” and;

The Sarnia Community Foundation (SCF) hereby enters into an agreement with the The Optimist Club of Alvinston Districts in order to receive, receipt and hold funds collected from donors for the purpose of ensuring the funding of Phase Two of the Arena Project.

The agreement is subject to the following conditions and provisos,

1. An initial donation of \*\*\*\*\* to establish the fund.
2. The assets given and any additions thereto shall be accounted for and designated by SCF as the Alvinston Arena Phase 2 Building Project Fund.
3. SCF will issue receipts valid for income tax purposes for all charitable donations to the Fund received by it. Receipts for tax purposes can only be issued for funds acquired after the date of this agreement. The Foundation reserves the right to accept only those gifts that are consistent with the Foundation’s gift acceptance policies and that are in compliance with the guidance provided by the Canada Revenue Agency for issuing a tax receipt.
4. The Municipality of Brooke Alvinston has been identified as the qualified donee for this project with the monies raised being given to the Municipality for purchase and installation of materials & supplies as well as contractor payments for the project.

5. SCF will appropriately memorialize the Fund in the SCF's annual report, other publications and on social media.
6. The monies coming to SCF will be held by SCF as non-permanent flow through dollars and disbursed to the qualified donee as the purchase of materials and the work progresses. A payment schedule will be developed with the qualified donee and the fundraising committee to ensure that the principal, less the administrative charges defined in clause 7 are spent on the project.
7. The Sarnia Community Foundation may charge for its expenses in administering this flow through fund and the disbursement process that results. That fee will be the standard fee for Flow Through Funds at the Foundation currently set at 1.5% plus any applicable bank charges related to donations and disbursement. Fees will be charged against the funds as they come into the Foundation.
8. Interest, if any, earned on the funds as they accumulate, will be held by the Sarnia Community Foundation. Investment of the assets will be restricted by the applicable SCF Investment policy. The SCF Board of Directors retains the final authority on the disposition of the interest.
9. Events organized by third parties for the benefit of the Fund and requiring tax receipting or banking services may be subject to the completion and approval of a third party fund raising agreement between SCF and the organizers. In all instances the organizers/sponsors of the fundraising event must obtain their own liability insurance to cover the event. A certificate of insurance will be required naming the foundation as a co-insured for the duration of the event.
  - a. The foundation should not be named on any applications for lottery or liquor licenses by a third party, unless it is a sanctioned foundation event.
  - b. If the event organizer wishes additional assistance from the foundation, the request should be made in writing and submitted to the Executive Director/CEO for review and consideration. Additional Administrative charges may apply.
  - c. All media requests regarding the foundation and its involvement must be communicated to the Foundation's Executive Director/CEO.
10. SCF must be acknowledged as a partner and be informed of any activity related to fund accumulation and development. The SCF logo, contact information and charitable number must be used on any material used in the process.
11. If the purpose described by the volunteer committee responsible for the project cannot be fulfilled for any reason, the board of the SCF in consultation with The Optimist Club of Alvington Districts, the qualified donee and any related parties, will arrange distribution for the nearest similar purpose keeping in mind the government requirement for reporting and the return of unused funds.

12. This agreement may be amended in the future in such respects as the Foundation and the Club, and the qualified donee may mutually agree by written amending agreement: or where the Board of the Foundation deems it necessary to amend any of the terms governing the Fund in order to carry out the purpose(s) of the Fund but is unable to obtain written agreement from the Club consenting to such amendments, provided that in no event shall any such agreement derogate from the following:
- The capital of the Fund and any additions to the fund shall be held managed in accordance with the Financial Management Policies of the Foundation in force from time to time;
  - The capital and investment earnings of the Fund shall only be used to support charitable activities or qualified donees (as defined by the Income Tax Act of Canada) whose activities are within the objectives of the Foundation.
13. The Fund shall be considered created on the date this executed agreement and the initial gift are received and accepted by the Sarnia Community Foundation.

The Sarnia Community Foundation is a registered charity under number 119227452RR0001 It operates as a public foundation as defined by the Canada Revenue Agency. We, as members of The Optimist Club of Alvinston Districts hereby give the Sarnia Community Foundation (SCF), the assets described in clause one to create the fund and accept the conditions thereof.

The Sarnia Community Foundation hereby accepts the gift and the conditions thereof.

Dated the \*\*\*th day of \*\*\*\*\*, 2022 and executed in the Municipality of Brooke Alvinston

Chair Sarnia Community Foundation

Alvinston Optimist

\_\_\_\_\_  
Signature

**Jane Anema**  
Executive Director SCF

\_\_\_\_\_  
Signature

Alvinston Optimist

\_\_\_\_\_  
Signature

**Janet Denkers**  
CAO Brook Alvinston (as per the direction of Council)

\_\_\_\_\_  
Signature