



AGENDA

Council Meeting

4:00 PM - Thursday, February 24, 2022
Municipal Office

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MINUTES

Council Meeting

4:00 PM - Thursday, February 10, 2022
Municipal Office-Hybrid

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, February 10, 2022, at 4:00 PM, in the Municipal Office-Hybrid, 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, Parks and Recreation Supervisor Kevin Miller, Public Works Foreman Jerrett Hodgins, and Administrative Assistant Darlene Paolucci

Regrets:

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of January 27, 2022

RESOLUTION-2022-037

Deputy Mayor Frank Nemcek made a motion that the Minutes from the January 27, 2022 regular session of Council be approved as presented without any errors or omissions. Councillor Jamie Armstrong seconded the motion.

Carried

b) Special Council Meeting Minutes of February 3, 2022

RESOLUTION-2022-038

Councillor Wayne Deans made a motion that the Minutes from the February 3, 2022 special meeting of Council be approved as presented without any errors or omissions. Councillor Jeannette Douglas seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) Nick Larson and Sam Smith from OCWA attended Council and presented the 2022 Capital Plan, Rate Study and Water / Wastewater Asset Management Plan.

RESOLUTION-2022-039

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston approve and accept the capital plan and rate study as presented by OCWA. Councillor Jeannette Douglas seconded the motion.

Carried

6 CORRESPONDENCE

- a) Municipal and General Information

RESOLUTION-2022-040

Deputy Mayor Frank Nemcek made a motion that the municipal and general information be received and filed. Councillor Jamie Armstrong seconded the motion.

Carried

- b) Drainage Superintendents Association of Ontario - CN Rail and Drainage

RESOLUTION-2022-041

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston supports the request from AMO and the Drainage Superintendents Association of Ontario to request that CN Rail pay its costs as assessed under the Drainage Act as municipal governments across Ontario are experiencing significant issues with drainage maintenance work, construction of new drains, and the collection of assessed costs to Railways for the Drainage Act. It is our hope that CN Rail will comply with the Drainage Act so that municipalities and our taxpayers are not left carrying the costs of these works that should be borne by railways. Councillor Jamie Armstrong seconded the motion.

Carried

- c) Township of Adjala-Tosorontio - Funding Support for Infrastructure Projects

RESOLUTION-2022-042

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston supports the request from the Township of Adjala-Tosorontio to request that the Federal and Provincial Government provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements. Councillor Wayne Deans seconded the motion.

Carried

- d) Multi-Municipal Wind Turbine Working Group - Invitation to Join

RESOLUTION-2022-043

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston receive and file the request. Councillor Wayne Deans seconded the motion.

Carried

7 STAFF REPORTS

- a) **Clerk-Administrator's Report:** 2022 Municipal Election Update

RESOLUTION-2022-044

Councillor Jeannette Douglas made a motion that the 2022 Municipal Election Update report be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- b) **Clerk-Administrator's Report:** Amendments to the HR Policy

RESOLUTION-2022-045

Councillor Jamie Armstrong made a motion that the recommendations be tabled until the next Council meeting and that the Clerk-Administrator provide a comparative analysis of what other municipalities are doing. Councillor Jeannette Douglas seconded the motion.

Carried

- c) **Clerk-Administrator's Report:** Revisions to the Municipal Alcohol Policy

RESOLUTION-2022-046

Councillor Jamie Armstrong made a motion that the Municipal Alcohol Policy be amended to advise that all servers at AGCO licensed events held in municipal facilities must have Smart Serve Training as required by the Alcohol Gaming Commission of Ontario. Councillor Jeannette Douglas seconded the motion.

Carried

- d) **Treasurer's Report:** Accounts Payable Listing - January 2022

RESOLUTION-2022-047

Councillor Wayne Deans made a motion that Council receive and file the Accounts Payable Listing for January 2022. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- e) **Treasurer's Report:** 2022 Draft Budget Approval

RESOLUTION-2022-048

Councillor Jamie Armstrong made a motion that Council pass the 2022 Draft Budget as proposed, at the February 3, 2022 special budget meeting at a 2.11% tax rate increase and that Council resolve that once the budget is passed that if any other cost savings are realized or other funding sources found that these monies be placed back into reserves to replenish reserves for future capital replacements/improvements. Councillor Jeannette Douglas seconded the motion.

Carried

- f) **Drainage Superintendent's Report:** Logan & Ruth Drains

RESOLUTION-2022-049

Councillor Jeannette Douglas made a motion that Council holds the work for an additional year, instructs the Engineer to tender the works for 2021 construction, but assesses out all outstanding costs to date shown in the account. Councillor Jamie Armstrong seconded the motion.

Carried

- g) Drain Maintenance Request - Hustler Drain

RESOLUTION-2022-050

Councillor Jamie Armstrong made a motion that Council directs staff to forward the request to the Drainage Superintendent with the power to act. Councillor Wayne Deans seconded the motion.

Carried**8 BY-LAWS**

- a) **By-law 10 of 2022 - By-law to authorize Transfer Payment Agreement-MMP -3 (Occupational H & S Compliance System Implementation)**
(Copy available upon request)

RESOLUTION-2022-051

Councillor Jamie Armstrong made a motion that By-law 10 of 2022 be read a first, second and third time and finally passed this 10th day of February, 2022. Councillor Wayne Deans seconded the motion.

Carried

- b) **By-law 11 of 2022 - By-law to authorize Transfer Payment Agreement - MMP-3** (*Telecom Modernization*)
(Copy available upon request)

RESOLUTION-2022-052

Councillor Jeannette Douglas made a motion that By-law 11 of 2022 be read a first, second and third time and finally passed this 10th day of February, 2022. Councillor Wayne Deans seconded the motion.

Carried**9 NEW BUSINESS**

- a) Agreement with the Alvinston Optimist Club

The Clerk Administrator noted that she met with members of the Alvinston Optimist Club regarding the draft operation of the Community Pavilion and brought forward the suggested amendment to Council.

RESOLUTION-2022-053

Councillor Jamie Armstrong made a motion that Council direct the Mayor and Clerk Administrator to sign the operation of the pavilion agreement and forward to the Alvinston Optimist Club. Councillor Wayne Deans seconded the motion.

Carried

- b) Special Occasion Permit Letter

The Clerk Administrator informed Council that a request to declare the Alvinston Killer Bees an event of municipal significance was requested by the Alvinston Optimist Club. As this is not typical of previously declared events, the Clerk Administrator requested direction. The Mayor suggested approval for one time as it doesn't generally fit the criteria and the Clerk Administrator provide further guidance at the next meeting.

RESOLUTION-2022-054

Councillor Jamie Armstrong made a motion be it resolved that the Council of the Municipality of Brooke-Alvinston regards the Alvinston Killer Bees bar on February 12, 2022 to be an event of municipal significance to the community of Brooke-Alvinston and has no objections to the Alvinston Optimist Club obtaining a Special Occasion Permit to operate a refreshment area subject to the group notifying the Lambton OPP, Brooke Fire Rescue and Lambton EMS of the event. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) ROMA Conference

The Mayor submitted his written report from the findings on the ROMA conference he attended and the connections made.

10 CLOSED SESSION**11 RISE AND REPORT****12 BY-LAW CONFIRMING PROCEEDINGS**

a) Confirming By-law

RESOLUTION-2022-055

Councillor Jamie Armstrong made a motion that By-law 12 of 2022 be read a first, second and third time and finally passed this 10th day of February, 2022.
Councillor Jeannette Douglas seconded the motion.

Carried

13 ADJOURNMENT

Councillor Nemcek adjourned the meeting at 4:59 p.m.

Clerk-Administrator

Mayor

Council Meeting Date: Thursday, February 24, 2022



Name: Alvinston & Districts Optimist Club – Building Committee – Members: Andy Triest & Hannah Symington.

Council Topic for Discussion: The Alvinston Optimist Club Building Committee is attending council to discuss Phase 2 progress and moving forward together, through the accomplishment of drawings to firm up the project.

Speech to Council:

ANDY: The Alvinston Optimist Club recently held a regular meeting on the evening of Monday, February 7, 2022. At this meeting, it was discussed that the Club would like to move forward and have some forward traction with Phase 2 of the project that the Municipality and Club wishes to complete. It was reported by councillor Armstrong at our meeting that:

“The engineered drawings for the dressing room and canteen are complete, but there needs to be some adjustments to add in changes to the design. The space in between the washrooms and the dressing room (being turned into a formal bar) will redesign the hallway. The drawings will have to include a new hallway and revamped/larger front dressing rooms. It also needs to include a sprinkler system due to the age of the building to pass building code.” Also, of note from Jamie Armstrong was that “Sarnia Community Foundation looked at our request and they're worried that the project isn't far enough along for them to be interested in funding it. Once drawings are done and the project is moving forward, they will entertain taking us on in the future.” It is mainly for the above two reasons (drawings and getting an account with the Sarnia Community Foundation) that we are coming to council today.

HANNAH: In addition to the above, the Club feels that it is necessary to be prepared and shovel ready for potential future grants, and so completing the necessary engineered drawings as needed for this Municipality and Club project, is essential. Due to the information presented, and after much discussion at our meeting, the Club passed the following motion:

“Motion to give 50% of the cost to update the drawings for Phase 2 (with a maximum of \$15,000 from the Club) to move forward with grant applications and project progress.”

Our hope is that the Municipality of Brooke-Alvinston will show their commitment to this project, by joining forces with the Alvinston Optimist Club and the monetary commitment that we passed, to complete the necessary engineered drawings, to satisfy the Municipality's and Club's wishes for what Phase 2 will include.

Thank you for your time. If you have any questions, please do ask, and we will do our best to answer.

My Address

424 Victoria Street
Watford ON N0M 2S0

Mayor's office

3236 River Street, P.O. Box 28
Alvinston, Ontario N0N 1A0

Date

Feb. 1/22

Dear: Mr. Dave Ferguson

I am writing this letter to inform you about the gravel part of Lasalle Line.

There are a group of people with concerns and want Lasalle Line paved.

The gravel condition of Lasalle Line is unsafe for drivers and puts many motorists at risk.

The gravel on Lasalle Line is wrecking vehicles with stone chips and calcium.

Businesses products are getting damaged when going to job sites. The dust, mud or stone chips gets on the customer's delivery and can wreck it. On the part of Lasalle Line that connects to Sexton Road, there is a big wash board created on that hill that makes it very dangerous for vehicles travelling both ways.

If you paved Lasalle Line your gravel, calcium, grader and operating cost will go down.

I hope this letter will change our road condition and help our community.

Thank you for your time.

Blake

Sanders





THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

4591 Lambton Line, RR # 4, Dresden, ON N0P 1M0 www.dawneuphemia.ca
Tel: 519-692-5148 Fax: 519-692-5511 Email: clerk@dawneuphemia.on.ca

February 15, 2022

Brooke-Alvinston Council Members
3236 River Street
Alvinston, ON N0N 1A0

Council Members:

On behalf of the Council for the Township of Dawn-Euphemia, and long-standing partners of the Brooke-Alvinston Fire Services Agreement, I would like to express our disappointment with the intent of the Secretary of the Fire Committee as stated in the recent email dated February 2, 2022, regarding *"Comments from Fire Committee Meeting"* (attached).

The email states that the partners of the Fire Services Agreement (being the Township of Dawn-Euphemia and Southwest Middlesex), will be assessed out the **full cost** of \$119,280.93 for the bathroom renovations to the Alvinston Firehall **despite obtaining an \$85,000 grant** through the ICIP Covid Resilience Grant which offsets and reduces your actual cost of the renovations to \$34,280.93. This translates into a savings of approx. \$9,300 to the taxpayers of Dawn-Euphemia.

The comment that *"Brooke-Alvinston applied for the ICIP Covid Resilience Grant that partially pays for their share of the Firehall Improvements has nothing to do with the amount the other cost sharing municipalities are responsible for"* is disturbing, as it does not accurately reflect the reality of customary cost-sharing arrangements. The Township of Dawn Euphemia has had several cost-sharing agreements in the past, with municipalities including Chatham-Kent, Southwest Middlesex, Petrolia, Enniskillen and Oil Springs. Several of these joint projects were offset by grants, and this Township was forthright in sharing grant information and passing along the savings to our partners and vice versa. It is common practice and bottom line.... it is the right thing to do. Recently, Dawn-Euphemia participated in a cost-sharing arrangement with Brooke-Alvinston and Warwick with respect to the Normal Farm Practices Protection Board whereby each party paid 1/3 of the legal expenses. Brooke-Alvinston was awarded \$1,000 for costs that was equally distributed with between all parties. At the time the agreement was made there was *"no reference to sharing revenues"* but it was *"understood"* and would have been offensive to suggest otherwise.

Just because the project was significantly underestimated (based on the sole tender which exceeded the projected costs by almost \$35,000) it does not warrant this position to your benefit, and concluding that the \$85,000 grant obtained is for your share only.

The Township of Dawn-Euphemia has been a trusting partner of this fire agreement arrangement for over 60 years and have never felt the need to question the rationale or motivation of Brooke-Alvinston staff or council until now. Since this project and funding was approved by Brooke-Alvinston Council, then Dawn-Euphemia Council requests that you reconsider your position on the matter and reduce the costs being assessed to the partners, to the net cost of the renovations being \$34,280.93 (after grants and other monies received).

Sincerely,

A handwritten signature in cursive script that reads "Alan Broad".

Alan Broad
Mayor, Township of Dawn-Euphemia

**Attach: Email dated Feb 2/22 from J.Denkers, Clerk-Administrator Re: Comments from
Fire Committee Meeting**

cc. J.Denkers, Clerk-Administrator
Members of Brooke-Alvinston Council
Members of Dawn-Euphemia Council
Jill Bellchamber-Glazier, CAO, Southwest Middlesex
Martin Vink, Fire Board Committee Member

Donna Clermont, Dawn-Euphemia Clerk

From: Janet Denkers <jdenkers@brookealvinston.com>
Sent: February 2, 2022 11:51 AM
To: Mayor Alan Broad; martinvink@execulink.com; Jeannette Douglas (jdouglas48@brktel.on.ca); 'Jamie Armstrong'; Steve Knight
Cc: Dave Ferguson; Jill Bellchamber-glazier (jbellchamber-glazier@southwestmiddlesex.ca); Donna Clermont, Dawn-Euphemia Clerk
Subject: Comments from Fire Committee Meeting

Good Morning,

At the February, 1, 2022 Fire Committee meeting, Committee members Broad and Vink inquired why their respective portions of the tenders for the Firehall were at the full cost (\$119,280.93) and not the cost after the \$85,000 grant was applied (\$34,280.93). The Secretary Treasurer advised a response would be given after consultation with the Treasurer.

Response:

1. The cost sharing agreement for the Fire Area stipulates that each participating municipality is responsible to pay their share of the operating and capital expenditures. It makes no reference to sharing revenues – each municipality is responsible for their own source of funding whether it be reserves, taxation, grants, borrowing, donations, etc.
2. The fact that Brooke-Alvinston applied for the ICIP Covid Resilience Grant that partially pays for their share of the Firehall Improvements has nothing to do with the amount the other cost sharing municipalities are responsible for. Brooke-Alvinston could have applied for the grant to do any number of capital improvement projects.
3. Brooke-Alvinston is using the grant to cover their portion. If they did not have the grant and chose to borrow the funds or to take the funds from reserves for their share of the capital expenditures the other municipalities would still be responsible for their portions.
4. Brooke Alvinston Council approved the project with the costs allocated as presented in the email from Stephen Ikert dated December 16, 2021 and presented to the Fire Committee. The 2022 draft budget was formed accordingly.
5. The total budgeted costs for the project are \$119,280.92. Brooke-Alvinston is funding their majority of the project from the grant received. Southwest Middlesex and Dawn-Euphemia will be assessed their portions as per the fire agreement and may choose how they wish to fund their portions.

Kind Regards,

Janet Denkers, BA, Dipl. M.M.
 Clerk-Administrator
 Municipality of Brooke-Alvinston



MINUTES

Committee of Adjustment Meeting

9:00 AM - Tuesday, January 25, 2022

Virtual - Zoom Technology

The Committee of Adjustment of the [Municipality of Brooke-Alvinston] was called to order on Tuesday, January 25, 2022, at 9:00 AM, in the Virtual - Zoom Technology, with the following members present:

Council Present: Committee Member Nancy Faflak, Deputy Mayor Frank Nemcek, Committee Member Christa Sawyer, Committee Member Doug Smith, and Councillor Wayne Deans

Staff Present: Clerk Administrator Janet Denkers and Rob Nesbitt

Regrets:

1 CALL TO ORDER

The Chair called the meeting to order at 9 a.m..

Members of the public present for the meeting were: Frank Callipari (Agent for the applicant Monica Myrtle), Alynne Grover and Clare Borrowman

2 DISCLOSURE OF PECUNIARY INTEREST

The Chair asked that any pecuniary interests be declared at the appropriate time.

3 MINUTES

a) Meeting Minutes of October 12, 2021

RESOLUTION-2022-001

Committee Member Christa Sawyer made a motion that the Minutes of October 12, 2021 be approved as presented without errors or omissions. Councillor Wayne Deans seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

There was no Business Arising from the minutes

5 NEW BUSINESS

a) Application for Consent B001/22 -MYRTLE

Planner Rob Nesbitt noted the changes in the Planning Act and most notably the 2 year period for applications to be completed.

Mr. Nesbitt reviewed his submitted report and responded to questions from the Committee which included: lots size, laneway and parking and size of the proposed building.

The conditions for approval were:

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and property geo referenced

to the NAD83 UTM Zone 17 Coordinate System and also in a form suitable for registration;

2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;

3. That all conditions be fulfilled within two years of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within two years of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, **each applicant is responsible for ensuring that the Provisional Consent does not lapse.** If the Provisional Consent does lapse (meaning the deeds have not been stamped within two years of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*

4. That minor variances be obtained to recognize the reduced frontage and area of each of the proposed lots.

RESOLUTION-2022-002

Committee Member Doug Smith made a motion to approve consent application B001/2022 with the listed conditions. Committee Member Nancy Faflak seconded the motion.

Carried

b) Application for Consent B002/22 **-BUURMA-withdrawn**

The Committee thanked Doug Smith for his time on the Committee of Adjustment and wished him all the best in the future.

6 ADJOURNMENT

The Meeting was adjourned at 9:25 a.m..


Chair


Secretary Treasurer

**MUNICIPALITY OF BROOKE-ALVINSTON
COMMITTEE OF ADJUSTMENT - APPLICATION A-001/22**

DECISION OF COMMITTEE WITH REASONS

The Planning Act, R.S.O. 1990, Section 45

Re: Application for Monica Myrtle (Agent: Francesco Calipari), in respect of
8069 & 8073 Centre Street
Municipality of Brooke-Alvinston

We, the undersigned, concur in the following decision and reasons for decision of the Committee of Adjustment for the Municipality of Brooke-Alvinston made on February 15, 2022.

DECISION:

GRANTED - Relief to allow 3 lots used for semi-detached dwellings to have:

- i) Frontages of 19.1 metres (By-law requires 20m)
- ii) Areas of 582.55 m² (By-law requires 600m²)

REASONS:

In the opinion of the Committee:


- 1. The Variances are minor in nature;
- 2. The intent of the Official Plan is maintained;
- 3. The intent of the Zoning By-law is maintained; and
- 4. The Variances are desirable for the appropriate development or use of the land, building or structure.

Nancy Faflak Christa Sawyer Simon Lee Frank Nemcek Wayne Deans

*** **CERTIFICATION** ***

I, Janet Denkers, Secretary-Treasurer of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded therein.

Dated this 15th day of February, 2022.


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



BROOKE-ALVINSTON COMMITTEE OF ADJUSTMENT

PROVISIONAL CONSENT
 (Ont. Regulation 197/96)

DECISION

FILE NO. B-003 / 22

In the case of an application for consent from Alfred & Joan McRae made under Section 53 of the Planning Act, as it affects the property legally described as Conc.11 Part lot 1 & 2, in the Municipality of Brooke-Alvinston, in the County of Lambton as described in the application and shown on a sketch and municipally known as 6334 and 6336 Petrolia Line.

DECISION: GRANTED

CONDITIONS:

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and property geo referenced to the NAD83 UTM Zone 17 Coordinate System and also in a form suitable for registration;
2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;
3. That all conditions be fulfilled within two years of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within one year of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, **each applicant is responsible for ensuring that the Provisional Consent does not lapse.** If the Provisional Consent does lapse (meaning the deeds have not been stamped within one year of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*
4. That the applicant(s) enter into an agreement with the municipality for the apportionment of drainage assessments on the involved properties;
5. That the septic system location be included on the survey and a copy provided to the County of Lambton
6. That any new accesses to the property be approved by the County of Lambton
7. That the applicant undertake a site specific flood assessment via the SCRCA to determine the risk of flooding on the lot.

Members concurring in the above ruling:

Simon Lee Nancy Faflak Christa Sawyer Frank Nemcek Wayne Deans

*** CERTIFICATION ***

I, Janet Denkers, Secretary-Treasurer for this meeting of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded electronically herein which was brought before the Committee on February 15, 2022 with the Notice of Decision being mailed February 16, 2022

Janet Denkers, Secretary-Treasurer

MUNICIPALITY OF BROOKE-ALVINSTON
JANUARY, 2022

<u>PERMITS</u> <u>ISSUED</u>	<u>OWNER/CONTRACTOR</u>	<u>LOCATION</u>	<u>FEE</u>	<u>TYPE/ VALUE</u>
22-001	Kevin Jeffers, owner 7204 Harwick Dr, Mississauga, (construct foundation only for single Jan 13/2022 140-002-05100	3241 Elm St Plan 8, Pt Lot 10 Pt Lot 11, RP25R54577, Pt 3	1,500.00	Res/Con 150,000 2304 ¹²
22-002	Municipality of Brooke- Alvinston, 3236 River St Alvinston, (modifications to existing ballpark washroom for accessibility) Cont: TBD Jan 17/2022 120-210-05900	6482 Weidman Line Con 6, S Pt Lot 3	1,950.00	Com/Alt 15,000
22-003	Municipality of Brooke- Alvinston, 3236 River St Alvinston, (interior renovations to existing fire station) Cont: TBD, Jan 17/2022 140-002-03000	3267 Nauvoo Rd Con 6, Pt Lot 18	1,950.00	Ind/Alt 92,000



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
Petrolia, Ontario
N0N 1R0
Phone (519) 882-2490
Fax (519) 882-3335

Duncan McTavish
Administrator-Clerk/Treasurer
Mike Cumming
Road Superintendent

NOTICE OF DRAINAGE WORKS

THE DRAINAGE ACT, 1990, CHAPTER D 17, SECTION 41(1)

MUNICIPALITY OF THE TOWNSHIP OF ENNISKILLEN

DEAR SIR/MADAM:

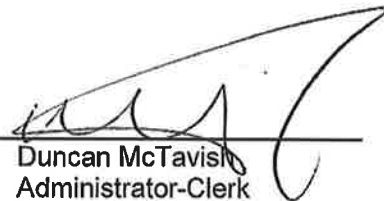
You are hereby notified that the Council of the Township of Enniskillen has **convened a meeting to consider the Perry Drainage report.**

The Council of the Township of Enniskillen will consider the report on **Monday, March 21, 2022 at 7:30 p.m.**

The meeting to consider the **Perry Drain** report will be held 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 Township of Enniskillen no later than Noon on Friday March 18th, 2022 to be provided with the contact information to participate in the meeting.

Dated this 16th day of February, 2022


Duncan McTavish
Administrator-Clerk
Twp. of Enniskillen

The Council of the initiating municipality at the meeting mentioned in section 41 shall consider the report, and where the drainage works is requested on petition, shall give an opportunity to any person who has signed the petition to withdraw from it by putting his withdrawal in writing, signing it and filing it with the Clerk, and shall also give those present owning lands within the area requiring drainage who have not signed the petition an opportunity to do so, and should any of the lands or roads owned by the municipality within the area requiring drainage as described in the petition be assessed, the Council may by resolution, authorize the head of the municipality to sign the petition for the municipality, and such signature counts as that of one person in favour of the petition. Section 42.

www.enniskillen.ca



LAMBTON GROUP POLICE SERVICES BOARD

MINUTES

December 15, 2021

Session # 6/2021

Date: Wednesday, December 15, 2021

Time: 3:00 p.m.

Place: Virtual Meeting

Present: **Murray Jackson, Chair (via conference call)**
 Leland Martin
 Steve Miller
 Shirley Durance

Dela Horley, Secretary

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

Regrets: **Doug Cook**

CALL TO ORDER

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

The Board was introduced to St. Sgt. Mike Moore – St. Sgt. Moore began working with Lambton OPP in 2017 from Elgin; he has worked in drugs, street crime, and in major crime in Lambton. The Board welcomed St. Sgt. Moore.

DECLARATION OF CONFLICT OF INTEREST

None declared.

ADOPTION OF PREVIOUS MINUTES

Moved by L. Martin, Seconded by S. Miller, THAT the minutes of Session 5/2021, October 20, 2021 be adopted as submitted.

Carried.

BUSINESS ARISING FROM MINUTES

There was no business arising.

DETACHMENT REPORT

Staff Sgt. Mike Moore gave the policing report:

- Homicide investigation continues in Corunna – first degree murder charge
- Unsolved homicide in Kettle Point from February 2021 – 6 arrests to date
- Infant death from November 2020 – parents charged with manslaughter and criminal negligence causing death; no trial date set as yet.
- 9 reported sex assaults resulting in 6 charges
- 11 sudden deaths – not suspicious
- 8 criminal harassment investigations, most of a domestic nature – no charges
- Stabbing at house party on Halloween – charges laid
- Increase in frauds throughout the county, mainly phone scams with seniors upwards of \$500K; money sent offshore.

Street Crimes –

- 27 occurrences – 25 charges
- Under Section 11 of the Controlled Drugs and Substances Act, a search warrant was executed in Kettle Point – 2 arrests, 21 charges, including drugs and weapons with an over-capacity magazine.
- Section 11 warrant executed on Walpole – arrests made.
- Assisted Essex County and Elgin-Middlesex with warranty entries and surveillance.
- 55 RIDE events (17 in Grand Bend for end of summer)
- 27 Impaired charges
- 487 property checks
- 29 media releases in September
- 27 media releases in October

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

Carried.

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

MEMBER'S REPORT

L. Martin reported that the Community Safety and Wellbeing Report was to be sent to the Solicitor General at this time. A question at the County level was how it would be paid for – initially approved \$50K for consultant with a funding request to the Solicitor General to fund the report. Counties/municipalities to cover cost of plan.

CORRESPONDENCE

- a) Financial Reports to October 2021 (*sent electronically*)
- b) Interest Report for September 2021 October 2021 (*sent electronically*)

Moved by S. Durance, seconded by L. Martin, THAT the correspondence as listed be accepted.

Carried.

ACCOUNTS

Accounts/Finance

a) Contract Policing – <i>January 2022</i>	\$ 747,202.00
b) Contract Policing – <i>February 2022</i>	\$ 747,202.00
c) Mine & Yours Cleaning (<i>Forest ESO – October 2021</i>)	\$ 2,542.50
d) Mine & Yours Cleaning (<i>Forest ESO – November 2021</i>)	\$ 2,542.50
e) Mine & Yours Cleaning (<i>Corunna – October 2021</i>)	\$ 2,763.03
f) Mine & Yours Cleaning (<i>Corunna – November 2021</i>)	\$ 2,203.50
g) Eastlink (<i>Forest ESO Office – September 2021</i>)	\$ 259.02
h) Eastlink (<i>Forest ESO Office – October 2021</i>)	\$ 270.10
i) Eastlink (<i>Forest ESO Office – November 2021</i>)	\$ 270.21
j) County of Lambton (<i>Cost Recovery Forest ESO Oct-Dec</i>)	\$ 2,700.00
k) OAPSB (<i>2022 Membership</i>)	\$ 3,447.59

MHEART Grant Invoices:

l) J. Aguilar - Staff	\$ 15,380.75
m) Urban Tactical (Boots)	\$ 171.76
n) Forever Furniture (<i>Petrolia Interview Room</i>)	\$ 6,445.00
o) Eventbrite (<i>“Celebrating Survivors”</i>)	\$ 46.48
p) Project 3 in 1 Officer Training – (<i>refreshments</i>)	\$ 275.58

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

Carried.

PUBLIC INPUT

None

OTHER BUSINESS

- a) Update on Corunna Policing Office - Chair M. Jackson has very little new information. A meeting with the contract Mayors has not materialized regarding the future of the Corunna Policing Office and Lambton Group Police Services Board funding. Warden Marriott has met with Minister Sherman and MPP McNaughton and they are working on the Board funding shortfall. Hopefully, funding comes through for this year. Perhaps the Board may be able to invoice the contract municipalities for the shortfall if no funding comes forward; the Board cannot continue to support the operation of the Corunna Policing Office without funding.

S. Miller stated that he hopes funding comes forward soon because closing the Corunna Policing Office should not be an option; he is disappointed with the lack of response from the contract Mayors.

L. Martin stated that there needs to be a policing office in Corunna; the area is highly populated.

M. Jackson stating that closing the Corunna Policing Office will put a huge strain on the Petrolia Office.

- b) Forest ESO – M. Jackson advised that cost recovery may be lifted – cleaning costs may be covered by the municipality, particularly during COVID.
- c) OAPSB – D. Horley advised that the OAPSB membership is up for renewal. Chair M. Jackson stated that the Board has utilized the OASPB's services/expertise many times over the past few years, and it will be particularly helpful with all of the changes to the Police Services Act and new Board composition.

Moved by L. Martin, S. Miller THAT the Lambton Group Police Services Board maintain its membership with the Ontario Association of Police Services Boards (OAPSB); AND FURTHER, that the annual membership fee be paid.

Carried.

- d) S. Durance asked the Chair if there were any new Board members for 2022. M. Jackson advised that there is no further information on the community member or the provincial representatives.
- e) L. Martin advised that his term as a Provincial Appointee to the Board expires in January 2022. He stated that it has been a wonderful opportunity to meet some great people and see some excellent policing. He advised that the MHEART Program has been very successful, and with the coordination of police and medical staff, all referrals brought to Bluewater Health are admitted for care with minimal wait times, rather than hours of police time.

- f) Board Members thanked M. Jackson and D. Horley for their years of service to the Board. The Chair stated that he will be staying on until the new Board Members are in place to aid in the transition.

The Board welcomed Mandi Pearson to the Secretary-Treasurer role. D. Horley will assist with this transition as long as required.

ADJOURNMENT

Moved by L. Martin, S. Miller THAT the October 20, 2021 meeting of the Lambton Group Police Services Board be adjourned.

Carried.

The meeting adjourned at 4:03 p.m.

Next meeting: Wednesday, February 16, 2022, or at the call of the Chair.

Murray Jackson, Chair

Dela Horley, Secretary

LAMBTON GROUP POLICE SERVICES BOARD

MEETING AGENDA

Location: Electronically via Zoom
[Click here](#) to access meeting
 Date: Wednesday, February 16, 2022
 Time: **3:00 pm**
 Session: **#1/2022**



LAMBTON GROUP
POLICE SERVICES
BOARD

1. Call to Order
2. Declaration of Conflict of Interest
3. 2022 Term Election
4. Minutes of Previous Meeting
 - a) Session 6, December 15, 2021
5. Business Arising from Minutes
6. Detachment Report
7. Member's Report
8. Correspondence
 - a) OAPSB - Amendments to the Police Record Checks Reform Act
 - b) OAPSB – Spring Conference
9. Accounts/Finance
10. Public Input
11. Other Business
 - a) 2022 Meeting Calendar
 - b) Update request from member municipalities re: returned policing contract
 - c) Update from Secretary on transition notifications

- d) Insp. Avery – recent topics of interest
 - Penetanguishene PSB and Southern Georgian Bay OPP published article in relation to recidivism
 - Article: Despite her fears, Sudbury sex assault victim goes to police (*The Timmins Daily Press*)
- e) Mr. Doug Cook – Forest ESO update
- f) Insp. Avery – Cleaning cost update
- g) Warden Marriott – Mayor’s group update
- h) Mr. Murray Jackson – update on the Community Safety & Wellbeing Plan
- i) 2021 COVID-19 relief funding for Municipal Government Operations

12. Adjournment

Next Regular Meeting: Wednesday, April 20, 2022 at 3:00 p.m.

The possibility of an in-person meeting will be determined closer to the meeting date.

Dear Community Partner,

We are inviting your organization, as a key ally, to support us in sharing an upcoming campaign so we may reach more youth/young adults with supports to quit vaping or smoking.

Beginning March 7, 2022, we will be targeting youth and young adults, and also adult allies of youth, with messaging on social media and posters/videos to promote the 'QUASH' app. This [evidence-based app and website](#) were recently developed by the Lung Foundation to support youth and young adults who want to track, reduce, or quit vaping and/or smoking. This is an important strategy to provide support since multiple studies confirm adolescents who use e-cigarettes are at least three times more likely to take up smoking than non-users.

The following are ways that you can assist us in its promotion:

1. Follow Lambton Public Health on [Facebook](#) or [Instagram](#) and share our **weekly posts on March 7 and 14** at 10:00 a.m. OR create your own social media posts using the Quash Assets found [here](#). **Note: Lambton Public Health will be providing an Enter to Win incentive for 3 weeks within our social media posts.**
2. Post QUASH posters in your facility in a visible location. There are two options:
 1. Print and post the QUASH posters or display videos (found in [Quash Assets](#)) in your facility.
 2. **Access our large (18" x 24") posters (we will deliver) and post them within your facility.** See [image of poster](#); note there's a limited number available.
3. Hand out QUASH app business cards to youth/young adults who are interested in learning more. We will deliver these to you (see attachment of image).

We appreciate your support in promoting this important resource for youth who vape or smoke in our community.

Please reply to this email with an indication of your support and any requests for posters or business cards by February 25th.

Many thanks,

Lisa Clark and Becky Wellington

Lisa Clark
 Health Promoter
 Lambton Public Health/ County of Lambton
 150 N. Christina St., 2nd floor
 Sarnia, ON N7T 8H3
Lisa.clark@county-lambton.on.ca
 519-383-8331 ext. 3129
www.lambtonpublichealth.ca





**THE CORPORATION
OF
THE TOWN OF HALTON HILLS**

Resolution No.: 2022-0020

Title: Dissolve Ontario Land Tribunal

Date: February 7, 2022

Moved by: Mayor R. Bonnette

Seconded by: Councillor C. Somerville

Item No. 15.2

WHEREAS Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

AND WHEREAS an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of the Town of Halton Hills community";

AND WHEREAS our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community;

AND WHEREAS our Official Plan is ultimately approved by the province;

AND WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of Town of Halton Hills Official Plan;

AND WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Halton Hills Official Plan;

AND WHEREAS municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the Town of Halton Hills;

AN WHEREAS the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in compliance with municipal Official Plans;

AND WHEREAS all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

AND WHEREAS Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;


AND WHEREAS towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings;

AND WHEREAS lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.



Mayor Rick Bonnette



February 9, 2022

The Honourable Doug Ford, Premier of Ontario
Via Email

Re: Dissolve Ontario Land Tribunal

Please be advised that Council for the Town of Halton Hills at its meeting of Monday, February 7, 2022, adopted the following Resolution:

Resolution No. 2022-0020

WHEREAS Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

AND WHEREAS an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of the Town of Halton Hills community";

AND WHEREAS our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community;

AND WHEREAS our Official Plan is ultimately approved by the province;

AND WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of Town of Halton Hills Official Plan;

AND WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Halton Hills Official Plan;

AND WHEREAS municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the Town of Halton Hills;

AND WHEREAS the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in compliance with municipal Official Plans;

1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2

Tel: 905-873-2600

Toll Free: 1-877-712-2205
haltonhills.ca

Fax: 905-873-2347



AND WHEREAS all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

AND WHEREAS Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;

AND WHEREAS towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings;

AND WHEREAS lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

CARRIED

Attached for your information is a copy of Resolution No. 2022-0020.

If you have any questions, please contact Valerie Petryniak, Town Clerk for the Town of Halton Hills at 905-873-2600 ext. 2331 or valeriep@haltonhills.ca.

Yours truly,

Melissa Lawr
Deputy Clerk – Legislation

1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2

Tel: 905-873-2600

Toll Free: 1-877-712-2205
haltonhills.ca

Fax: 905-873-2347



Clerks and Bylaw

February 18, 2022

SENT VIA E-MAIL TO:

Joanne Vanderheyden
 President of the Federation of Canadian Municipalities
info@fcm.ca

Dear President Vanderheyden,

Re: Year of the Garden Proclamation

On behalf of the Council of the Corporation of Norfolk County, please be advised that upon the recommendation of the Tourism and Economic Development Advisory Board, Council passed the following resolution at the February 15, 2021 Council meeting:

Resolution No. 13

Moved By: Councillor Martin

Seconded By: Councillor Huffman

WHEREAS Norfolk County is known as Ontario's Garden and has a rich agricultural and horticulture industry;

AND WHEREAS Communities in Bloom and "Fleurons du Québec" in collaboration with the Canadian Garden Council, invite all municipalities to celebrate the Year of the Garden 2022;

AND WHEREAS the Year of the Garden 2022 celebrates the Centennial of Canada's horticulture sector;

AND WHEREAS gardens and gardening contribute to the quality of life of our municipality, our climate action goals and create safe and healthy places where people can come together in the spirit of inclusivity and reconciliation;

AND WHEREAS the Year of the Garden 2022 will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and local horticultural businesses which contribute to garden culture and experience of our municipality;

AND WHEREAS gardens and gardening have helped us face the challenges of the COVID pandemic;

THEREFORE BE IT RESOLVED,

THAT Norfolk County hereby proclaim 2022 as the Year of the Garden in celebration of the contribution of gardens and gardening to the development of our country, our municipality and the lives of our citizens in terms of health, quality of life and environmental challenges;

AND THAT the Saturday before Father's Day, National Garden Day, June 18 in 2022, be recognize as Garden Day in Norfolk County as a legacy of Canada's Year of the Garden 2022;

AND THAT Norfolk County is committed to be a Garden Friendly County supporting the development of its garden culture and is proud to have history, heritage and diversity of gardens;

AND FURTHER THAT all municipalities across Canada be invited proclaim 2022 to be the Year of the Garden in their respective municipalities, and that a copy of this resolution be provided to the Federation of Canadian Municipalities, and for that purpose.

Further information regarding the Year of the Garden Proclamation can be found on the [Year of the Garden Website](#). If any municipality would like to partner with Norfolk County in proclaiming 2022 as the Year of the Garden a draft resolution is attached below.

Should you have any questions regarding this matter or should you require additional information, please contact Kevin Klingenberg, Deputy Clerk at 519-426-5870 x. 1261, or email: Clerks@norfolkcounty.ca

Sincerely,

Kevin Klingenberg
Deputy Clerk
Norfolk County

CC:

- Federation of Canadian Municipalities
- All Ontario municipalities
- Tourism and Economic Development Advisory Board

Presented on Municipal letterhead

Year of the Garden 2022 PROCLAMATION

- WHEREAS** the *Year of the Garden 2022* celebrates the Centennial of Canada's horticulture sector;
- WHEREAS** gardens and gardening contribute to the quality of life of our municipality and create safe and healthy places where people can come together;
- WHEREAS** the *Year of the Garden 2022* will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and local horticultural businesses which contribute to garden culture and the experience garden of our municipality;
- WHEREAS** gardens and gardening have helped us face the challenges of the COVID pandemic;
- WHEREAS** Communities in Bloom in collaboration with the Canadian Garden Council, invites all municipalities to celebrate the Year of the Garden;

NOW THEREFORE BE IT RESOLVED

- THAT** (add name of municipality) **HEREBY PROCLAIMS 2022 as the Year of the Garden** in celebration of the contribution of gardens and gardening to the development of our country, our municipality and the lives of our citizens in terms of health, quality of life and environmental challenges; and
- THAT** the **Saturday before Father's Day**, June 18 in 2022, be recognize as Garden Day in (add name of municipality) as a legacy of Canada's Year of the Garden 2022; and
- THAT** (insert name of Municipality) is committed to be a **Garden Friendly City** supporting the development of its garden culture and is proud to have:
- (name at least two city initiatives that support the garden culture of your city and the spirit of the Year of the Garden); and*
- THAT** all municipalities across Canada BE INVITED to proclaim 2022 to be the **Year of the Garden** in their respective municipalities, and that a copy of this resolution be provided to the FCM, and for that purpose.

DATED AT CITY HALL, (the xx day of (add month), 2021 or 2022

(insert Mayor's name), Mayor



Planning & Development Services Department
 789 Broadway Street, Box 3000
 Wyoming, ON N0N 1T0

Telephone: 519-845-0801
 Toll-free: 1-866-324-6912
 Fax: 519-845-3817

February 18, 2022

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

Attention: Janet Denkers, Clerk

Dear Madame:

Re: Amendment to Site Plan Agreement – Brooke Central School
 Municipality of Brooke-Alvinston

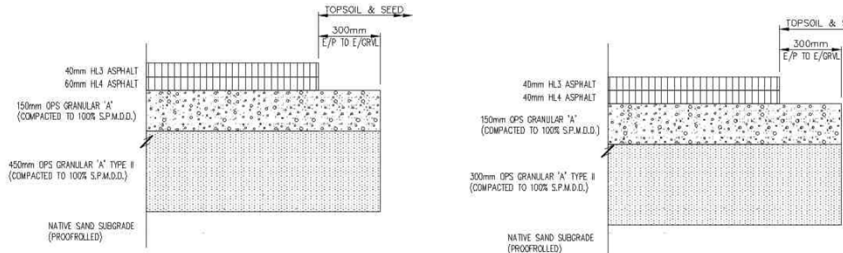
The Municipality and the Lambton Kent District School Board entered into a Site Plan Agreement in 2007 relating to the development at the Brooke Central School. The School Board is proposing a reconfiguration of the parking area and laneways located in front of the school. These changes will result in an increased number of parking spaces and a more orderly arrangement of spaces and the laneways. A 1.8 metre chain link fence is also proposed along the west, east and south lot lines. No other changes are proposed.

We have no concerns with the proposed changes to the subject property. Please find attached a site plan agreement amendment. This amendment will amend the 2007 Site Plan Agreement in regards to the fence, parking area and laneways only. All other matters addressed by the 2007 Site Plan Agreement remain in effect.

Sincerely,

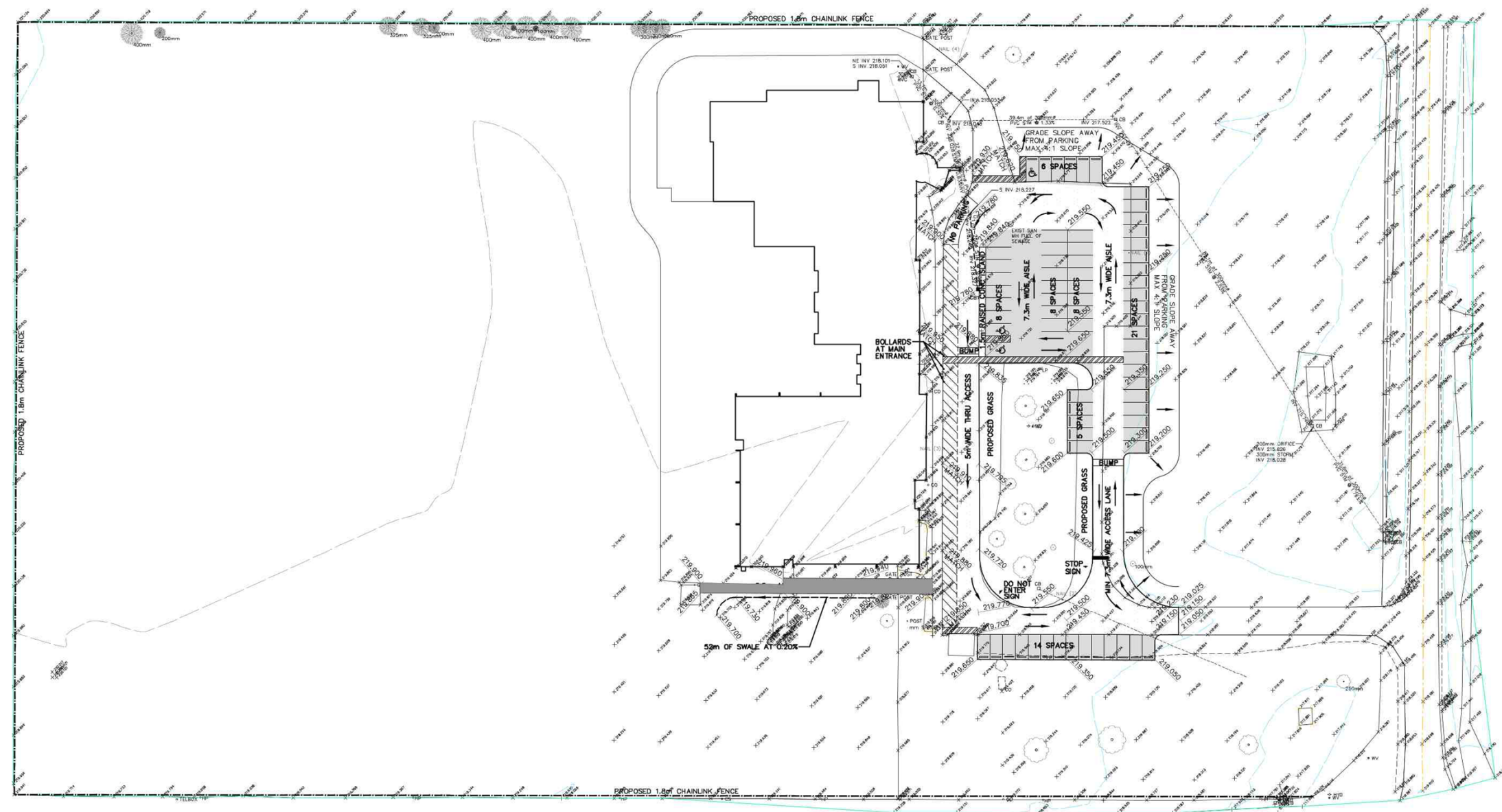
Rob Nesbitt, MCIP RPP
 Senior Planner

Schedule "B"



HEAVY DUTY ASPHALT (BUS ACCESS)
SCALE: N.T.S.
*TO BE CONFIRMED BY GEOTECHNICAL ENGINEER

LIGHT DUTY ASPHALT (PARKING)
SCALE: N.T.S.
*TO BE CONFIRMED BY GEOTECHNICAL ENGINEER



LEGEND

- EXISTING GENERAL SANITARY or STORM
- MANHOLE and CATCHBASIN
- WATERMAIN
- GASMAIN
- UNDERGROUND TELEPHONE
- UNDERGROUND HYDRO
- UNDERGROUND T.V. CABLE
- UTILITY POLES
- PROPOSED 1.8m HIGH GALVANIZED CHAIN LINK FENCE
- PLACE HEAVY DUTY HOT MIX ASPHALT
- PLACE LIGHT DUTY HOT MIX ASPHALT

NOTE

The locations of existing underground utilities are shown in an approximate way only and have not been independently verified by the owner or its representative. The contractor shall determine the exact location of all existing utilities before commencing work and agree to be fully responsible for any damages which might be occasioned by the contractor's failure to exactly locate and preserve any and all underground utilities.

BENCHMARK INFORMATION

BM ELEV. = 218.948
Located on Top of Spindle of Hydrant at the South West corner of Brooke Line and Nauvoo Road

BM ELEV. = 220.523
Located on Top of Spindle of Hydrant in the middle of the grassed island in front of the School Entrance

Design By: B.K. Checked By: G.C.B.

No.	DATE	REVISION
1.	01/22	For Review
2.	02/22	For Tender

BMROSS
engineering better communities

Goderich Mount Forest Samia

Burkhart Gilchrist Architects Inc.
Brook Central School - Site Improvements
Site Plan - Servicing and Grading

Contract No. 2022-04-217	Project No. 21187
Scale (24x36) 1:500	Drawing No. C2



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Blog Writer
Meeting: Council - 24 Feb 2022
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That Council approve allocating \$3,000 to Liana Russwurm to draft stories on Brooke-Alvinston and that the attached Memorandum of Understanding be approved

Background:

Alvinston Artist Liana Russwurm approached Administration in 2021 about her newly created blog - Stories from the Church. Liana was awarded some funds for this endeavour through the Lambton County Creative Grant program. Liana's focus is *"on some of the many interesting people who live and make Alvinston the amazing community that it is...as an Artist I hope to be able to look through my creative lens allowing me to weave together stories that are historical, amusing and interesting that people find engaging, shareable and bring to the forefront a little of what this community is."*

Comments:

After discussion, staff incorporated additional monies into the promotional line of the 2022 budget for Council consideration. Liana has been a respected and valued artist in the community and staff have no hesitation in recommending a partnership between the Municipality and Liana Russwurm for developing a blog writing of the community.

A draft Memorandum of understanding is attached for Council's review and approval.

Financial Considerations:

Council approved in the 2022 budget \$4,500 for marketing which includes a proposal for a blog writer; Staff are requesting \$3,000 to allocate for this purpose

ATTACHMENTS:

[Draft MOU - Liana](#)

Memorandum of Understanding

Between

Liana Russwurm

and

The Municipality of Brooke-Alvinston

This Memorandum of Understanding (MOU) sets for the terms and understanding between Liana Russwurm and the Municipality of Brooke-Alvinston to provide “Alvinston - Stories from the Church” a blog for the community.

Background

This Memorandum of Understanding is purposely done to capture the magnitude of stories in the Alvinston area by resident and blog writer Liana Russwurm and to bring these stories and history back alive through storytelling.

Purpose

This MOU will align the activities of Liana Russwurm with the payment schedule of the Municipality

The above goals will be accomplished by undertaking the following activities:

Liana will provide: at minimum, 1 monthly story /interview of the area’s history, the people, the events; photos in a respectful, entertaining and informative manner

The Municipality will be entitled to the first release of the blog / photos and will link it to their website accordingly

Reporting

A record of all blogs or posts will be supplied to the Municipality quarterly

Funding

The Municipality will provide \$750 to Liana Russwurm on the following dates provided all Alvinston related blogs are provided to the Municipality on a routine basis. The payments shall be:

March 1, 2022	-	\$750
June 1, 2022	-	\$750
Sept. 1, 2022	-	\$750
Dec. 1, 2022	-	\$750

Duration

This MOU is at-will and may be modified by mutual consent. This MOU shall become effective upon signature and will remain in effect until December. 31, 2022. Review of the MOU and costs will be reviewed annually and during the Municipal Council budget deliberations.

Contact Information

Liana Russwurm
3210 Church Street
Alvinston, ON N0N 1A)
Email: liana@lianarusswurm.com

Municipality of Brooke-Alvinston
3236 River Street
Alvinston, ON N0N 1Ao
C/O/ Administrator
Email: jdenkers@brookealvinston.com

(Liana Russwurm signature) Date:

(Janet Denkers signature) Date:
(Administrator, Municipality of Brooke-Alvinston)



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Amendments to the HR Policy - second report
Meeting: Council - 24 Feb 2022
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the HR Policy be amended to increase the annual work boot allowance to \$200; and that Council provide guidance on additional sick days for COVID-19 isolation or sickness.

Background:

At the February 10, 2022 regular session of Council, a request for a comparative of other municipalities was requested in regards to handling of COVID sick / isolation days. An analysis was further conducted on workboot allowances

Comments:

Work boot Allowance ranges from \$150 - up to \$300

In review of how COVID sick days are handled, the majority of local municipalities have utilized employee sick time, vacation time or lieu time in accommodating absences due to COVID - 19. In most attempts, work from home arrangements, special projects or isolated work was completed.

In 2022, we have had 3 full time and 2 part time employees test positive for COVID. The time used by these employees was from their sick bank or lieu or vacation time when work was not assigned to them or they could not isolate. Part Time employees received no payment.

There was no loss in pay for any FT employees in 2020 and 2021 who were required to isolate or who contracted COVID.

Financial Considerations:

The additional work boot allowance would account for approximately \$300.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2022 Rabies Clinic
Meeting: Council - 24 Feb 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That pending provincial regulations, the Brooke-Alvinston host a Rabies Clinic at the BAICCC in April 2022 pending veterinarian availability.

Background:

Pre pandemic, the Municipality hosted a rabies clinic in Brooke-Alvinston. Many residents and residents of surrounding areas took advantage of the clinic as it offered Rabies shots at low cost.

Comments:

The last Rabies Clinic was held in 2019 as the pandemic was the result of many cancelled events.

2022 marks the first year of the three year dog tag. If Council approved, staff can be available to issue and sell the dog tags to enhance the dog records in Brooke-Alvinston.

Local Veterinarians have been contacted and have expressed interest in participating in the clinic provided provincial regulations allow at that time.

The pavilion or pole shed could be utilized for the event and would be up to the discretion of the veterinarian as to which venue is used.

Financial Considerations:

The Municipality only hosts the clinic, the veterinarians receive payment for the rabies vaccinations. Staff can conduct informal dog enumeration and tag sales at the clinic.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Court of Revision Date
Meeting: Council - 24 Feb 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Court of Revision on the Bourne, Johnson, Johnson-Symington and Steadman Drain be held March 24, 2022

Background:

The Consideration meeting of the drains was held on January 24, 2022. The Consideration of the Drain Report discusses the work to be done on the drain; the Court of Revision discusses the amount of money assessed for the work to be done.

Comments:

The Engineer and Drainage Superintendent are available for the March 24, 2022 Council session for the Court of Revision.

Financial Considerations:

The Court of Revision hears appeals on assessments - the portion of the cost of a proposed drainage work to be collected, as taxes, from the landowner.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Designation of a Municipal Significant Event
Meeting: Council - 24 Feb 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That Council approve the draft Designation of Municipally Significant Events Policy and directs the Clerk to place on the following agenda for formal approval.

Background:

Community organizations are being informed through AGCO that in order to obtain a public special occasion permit, their event must be designated as municipally significant. It is expected that because of a change in the processes and requirements of the AGCO, more requests may come in.

The designation alerts the AGCO to the fact that the events are known to the Municipality and bear significant benefit to the community.

In the past, a resolution has been passed by Council to designate the following events as Municipally Significant:

- Inwood Firemen's Association Ball Tournament
- Canada Day
- Fall Fair
- Alvinston Pro Rodeo
- Tanner Redick Memorial Tournament
- Optimist Bar Host - Alvinston Killer Bees Game (Feb. 12)

Comments:

Other communities are experiencing the same issue and have been preparing policies to allow for the easy determination if an event is municipally significant. Attached is a draft policy for Council consideration

ATTACHMENTS:

[Designation of Municipally Significant Events Policy](#)

Designation of Municipally Significant Events Policy

PURPOSE

The purpose of this policy is intended to clarify and streamline the process for organizers of public events who wish to have the Municipality of Brooke-Alvinston designate their event as a “Municipally Significant Event” so that they may apply for a Special Occasion Permit under the Liquor License Act, R.S. 1990. C.L. 19, as amended, for the sale and service of alcohol at their public event.

SCOPE

This policy shall apply to public events organizers seeking designation of a public event as a “municipally significant event” for the purpose of applying to acquire a Special Occasion Permit under the Liquor License Act, R.S.O. 1990, c.L.19, as amended.

DEFINITIONS

For the purpose of this policy, the following definitions will apply:

Business Day – shall mean any Monday, Tuesday, Wednesday, Thursday or Friday excluding any of those days that fall on a statutory holiday

Municipally Significant Event – an exhibition, event or function open to the general public that is being held within the Municipality that is defined as:

- a) Has local, regional, national or international historical or cultural significance
- b) Builds awareness of diverse cultures; or
- c) Benefits the community at large

Public Event – shall mean an event that is open to the general public

Special Occasion Permit – are permits issued under the Alcohol and Gaming Commission of Ontario (AGCO) for the sale and/or service of beverage alcohol at special occasion / events. An SOP is required anytime alcohol is offered for sale or served anywhere other than in a licensed establishment or a private residence

PROCEDURE

Public Events must meet the following criteria to be considered by the Municipality of Brooke-Alvinston for designation as a municipally significant event:

- a) Falls within the definition of municipally significant event as defined in this policy
- b) Serve the public interest by upholding the by-laws and policies of the Municipality and any other applicable legislation
- c) Will host no less than 100 members of the general public

Each request will be brought forward for Council’s consideration and approval by resolution

Upon approval, the Clerk will issue a letter to the requester with a copy of the resolution. It is the requester’s responsibility to forward any necessary documentation to the AGCO



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Request for "Event of Municipal Significance" Letter
Meeting: Council - 24 Feb 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Optimist Club be granted the designation of the February 26th bar an event of municipal significance and that the Club be encouraged to contact the AGCO directly to determine a more suitable type of licensing.

Background:

A request has been received from the Alvinston Optimist to declare the bar they plan to operate at the Killer Bees hockey game an event of Municipal Significance. This is the second request.

Comments:

The Alcohol Gaming Commission of Ontario (AGCO) has provided the latitude to Council's to declare events of municipal significance.

Although this is becoming a common occurrence, Council needs to recognize that these designations should not be considered standard and should fit the criteria in order to be fair to other organizations.

Attendance at the Killer Bees games has been estimated at 100-150. There are two playoff games planned for the remainder of the season. It would be a suggestion to the Club to directly contact the AGCO to decipher a more appropriate type of licensing moving forward.

Financial Considerations:

None associated

ATTACHMENTS:

[Request letter](#)

Janet Denkers

From: john koolen <koolen.john1@gmail.com>
Sent: Monday, February 21, 2022 7:02 PM
To: Janet Denkers
Subject: Municipal Significance letter

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

I'm John Koolen with the Alvinston and Districts Optimist Club. I'm writing to you to get a municipal significance letter for a bar permit for the Killer Bees Game on Sat. Feb. 26th. I do need this letter to get a bar permit for the event for fundraising for our Optimist Club. As most of council knows that most of our funds goes towards community events, community organizations and general improvement of community facilities.

Thank you for your consideration in this matter.

CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx OF 2022

**Being a By-law to authorize the execution of an
Agreement between the Corporation of the Municipality of Brooke-Alvinston
And The Lambton Kent District School Board.**

WHEREAS the Corporation of the Municipality of Brooke-Alvinston has in effect an Official Plan for the Municipality of Brooke-Alvinston designating all the lands within the Municipality as a site plan control area:

AND WHEREAS the Corporation of the Municipality of Brooke-Alvinston has enacted a Site Plan control By-Law pursuant to the provisions of Section 41 of the Planning Act, RSO 1990;

AND WHEREAS the owner and Municipality entered into a Site Plan Agreement on the 26th day of July 2007 relating to the development of certain lands;

AND WHEREAS the Owner wishes to amend the said agreement to include a revised site plan;

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

1. That the Council of the Municipality of Brooke-Alvinston ratifies the site plan agreement amendment between the Corporation of the Municipality of Brooke-Alvinston and The Lambton Kent District School Board.
2. That the Mayor and Clerk-Administrator are authorized and directed to execute the site plan agreement amendment between the Corporation of the Municipality of Brooke-Alvinston and The Lambton Kent District School Board.
3. That the site plan agreement amendment shall form part of the By-law and be attached as Schedule “A” hereto.
4. This By-law shall come into force and take effect on the final passing thereof.

BY-LAW read a first, second and third time and finally passed this 24 day of February , 2022.

Mayor – Dave Ferguson

Clerk-Administrator – Janet Denkers

AMENDMENT TO SITE PLAN AGREEMENT

THIS AGREEMENT made in quintuplicate this day of , 2022.

BETWEEN: LAMBTON KENT DISTRICT SCHOOL BOARD HEREINAFTER CALLED THE "OWNER" OF THE FIRST PART

AND: THE CORPORATION OF THE
MUNICIPALITY OF BROOKE-
ALVINSTON

HEREINAFTER CALLED THE
"MUNICIPALITY" OF THE
SECOND PART

WHEREAS the Municipality has enacted a Site Plan Control By-law pursuant to the provisions of Section 41 of the Planning Act, 1990;

AND WHEREAS: Section 41 of the Planning Act requires the Owner to:

- a: submit development plans to the Municipality for approval under Section 41(4) of the Act,
- and b: authorizes the Municipality to require the Owner to enter into an agreement respecting the provision of the services and the approval of the plans and drawings under Section 41 (7) of the Act;

AND WHEREAS the owner and Municipality entered into a Site Plan Agreement on the 26th day of July 2007 relating to the development on the said lands;

AND WHEREAS the Owner wishes to amend the said agreement to include a revised site plan;

NOW THEREFORE THIS AGREEMENT WITNESSETH that the parties hereto agree as follows:

1. The attached Schedule "B", showing a revised parking lot layout and laneways, is hereby declared to replace the parking lot layout and laneways shown on "Schedule "B" to the Site Plan Agreement By-Law 36 of 2007, dated July 26th, 2007 and shall form part of that Agreement. A 1.8 metre tall chain link fence shown on the attached Schedule "B" shall also form part of the 2007 Site Plan Agreement.
2. That the Mayor and Clerk-Treasurer are authorized and directed to execute the amendment to the site plan agreement between the Corporation of the Municipality of Brooke-Alvinston and The Lambton Kent District School Board.
3. All other provisions of the Site Plan Agreement By-Law 36 of 2007 dated July 26th, 2007 shall remain in force and effect.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their signatures and Corporate Seals attested to by the hands of their proper offices, duly authorized in that behalf.

SEAL

The Corporation of the
Municipality of Brooke Alvinston

Mayor – Dave Ferguson

Clerk-Administrator – Janet Denkers

SEAL

Lambton Kent District
School Board

Owner

Schedule "B"