



AGENDA

Council Meeting

4:00 PM - Thursday, April 14, 2022
Municipal Office-Hybrid

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13. ADJOURNMENT



MINUTES

Council Meeting

4:00 PM - Thursday, March 24, 2022
Municipal Office-Hybrid

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, March 24, 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, Fire Chief Steve Knight, and Parks and Recreation Supervisor Kevin Miller

Regrets:

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any pecuniary interests be disclosed at the appropriate time.

3 MINUTES

a) Regular Council Meeting Minutes of March 10, 2022

RESOLUTION-2022-088

Councillor Jeannette Douglas made a motion that the regular session minutes of March 10, 2022 be approved as circulated without errors or omissions. Councillor Wayne Deans seconded the motion.

Carried

b) Special Council Meeting Minutes of March 17, 2022

Councillor Armstrong noted a spelling mistake and that Jim Mihalik and Les Douglas were in attendance at the meeting as Optimist members.

RESOLUTION-2022-089

Deputy Mayor Frank Nemcek made a motion that the Special Council meeting minutes of March 17, 2022 be approved as amended. Councillor Jamie Armstrong seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

Councillor Armstrong noted the picnic tables under the pavilion are in need of attention and that the Optimist Club would like to dedicate a day to wash, repair and stain the tables under the guidance of the Parks & Recreation Supervisor. Council had no objections to the offer of the Optimist Club.

Deputy Mayor Frank Nemcek stated that he spoke to others about the Manitoba Maple tree at the arena that Councillor Armstrong had concerns with and he is comfortable trimming it but not removing it.

5 DELEGATIONS & TIMED EVENTS

a) Court of Revision-Bourne Drain

Mayor Ferguson declared a conflict of interest as he is assessed on the drain and he did not participate in the hearing. Deputy Mayor Frank Nemcek assumed the Chair position.

Members of the public present for the hearing: Dave Ferguson, Don & Anne McGugan; there were no comments received on the drain

RESOLUTION-2022-090

Councillor Jeannette Douglas made a motion that the Court of Revision on the Bourne Drain be opened. Councillor Wayne Deans seconded the motion.

Carried

There was no discussion on the drain

RESOLUTION-2022-091

Councillor Jamie Armstrong made a motion that the assessments for the Bourne Drain be confirmed as presented in the Engineer's report dated Dec. 6, 2021 and that the Court be closed. Councillor Wayne Deans seconded the motion.

Carried

b) Court of Revision - Johnson Drain

Members of the public present for the hearing: M. Van Den Ouweland
Correspondence was received from Patrick Minten

RESOLUTION-2022-092

Deputy Mayor Frank Nemcek made a motion that the Court of Revision on the Johnson Drain be opened. Councillor Jeannette Douglas seconded the motion.

Carried

The Engineer noted that there was an error in the calculation of the assessments. The reduction to P. Minten would result in an increase to all other properties.

RESOLUTION-2022-093

Councillor Wayne Deans made a motion that the assessments be approved as revised on March 24, 2022 and that the Court be adjourned to reconvene at a later time. Councillor Jamie Armstrong seconded the motion.

Carried

c) Court of Revision - Johnson Symington Drain

There were no assessed owners present for the Court of Revision. There were no comments received on the assessments.

RESOLUTION-2022-094

Councillor Wayne Deans made a motion that the Court of Revision on the Johnson-Symington Drain be opened. Deputy Mayor Frank Nemcek seconded the motion.

Carried

The Engineer noted that Ms. Symington had requested the installation of a secondary culvert at the south end of the property under Section 78 of the Drainage Act.. She was advised that all costs associated with the second culvert would be her responsibility.

RESOLUTION-2022-095

Councillor Jeannette Douglas made a motion that the assessments for the Johnson-Symington Drain be confirmed as presented in the Engineer's report dated November 30, 2021 and that the Court be closed. Councillor Wayne Deans seconded the motion.

Carried

d) Court of Revision - Steadman No. 1 Drain

Assessed members present for the Court were Don & Anne McGugan
There were no comments received on the drain assessments

RESOLUTION-2022-096

Deputy Mayor Frank Nemcek made a motion that the Court of Revision for the Steadman Drain be opened. Councillor Jamie Armstrong seconded the motion.

Carried

e) The Engineer informed Council that tenders for the Steadman Drain would be closing the following week.

RESOLUTION-2022-097

Councillor Jamie Armstrong made a motion that the assessments for the Steadman Drain be confirmed as presented in the Engineer's report dated November 15, 2021. Councillor Jeannette Douglas seconded the motion.

Carried

6 CORRESPONDENCE

a) Municipal Correspondence

RESOLUTION-2022-098

Deputy Mayor Frank Nemcek made a motion that the municipal correspondence circulated in the March 24, 2022 agenda be received and filed. Councillor Wayne Deans seconded the motion.

Carried

b) Request from the Brooke-Alvinston Skating Club

RESOLUTION-2022-099

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston contribute \$50 to the printing of the carnival program. Councillor Jeannette Douglas seconded the motion.

Carried

c) Request from Autism Ontario

RESOLUTION-2022-100

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston support World Autism Day on April 2, 2022. Councillor Jeannette Douglas seconded the motion.

Carried

d) Request from the Township of Woolwich

RESOLUTION-2022-101

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston support the Township of Woolwich to petition the federal government to provide stable, reliable and predictable funding for mental health organizations in their 2022 budget. Councillor Wayne Deans seconded the motion.

Carried

- e) Request from NOMA

RESOLUTION-2022-102

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston support the request from NOMA for the expansion of NOSM to address the urgent need for physicians in Northern Ontario. Councillor Jamie Armstrong seconded the motion.

Carried

- f) Municipality of Mississippi Mills

RESOLUTION-2022-103

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston receive and file the motion from the Municipality of Mississippi Mills regarding a call for action from the provincial government to have current legislation and regulations surrounding municipal requirements to take over and maintain abandoned operating cemeteries. Deputy Mayor Frank Nemcek seconded the motion.

Carried

7 STAFF REPORTS

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

RESOLUTION-2022-104

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

Carried

- b) **Clerk Administrator's Report:** 2022 Queen's Jubilee Funding Announcement

RESOLUTION-2022-105

Councillor Jamie Armstrong made a motion that Administration work with the Alvinston Legion to provide improvements to the Cenotaph with funding from the Canadian Heritage in recognition of the 2022 Platinum Jubilee of Her Majesty Queen Elizabeth II. Councillor Jeannette Douglas seconded the motion.

Carried

- c) **Clerk Administrator's Report:** Canada Day 2022

RESOLUTION-2022-106

Councillor Jamie Armstrong made a motion that the Canada Day 2022 report be received and filed and that Council authorize the road closure of River Street from Railroad Street to Sydenham Street to accommodate the 2022 Car show planned for July 3, 2022 from 9 am to 4 pm. Councillor Jeannette Douglas seconded the motion.

Carried

- d) **Clerk Administrator's Report:** 2022 Large Item Event

RESOLUTION-2022-107

Councillor Jeannette Douglas made a motion that one municipal large item disposal event be held June 6-10, 2022 and that the large item disposal event procedure as outlined be approved. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- e) **Clerk Administrator's Report:** Census Profile - 2021 Brooke-Alvinston

RESOLUTION-2022-108

Councillor Jamie Armstrong made a motion that the 2021 Brooke-Alvinston Census profile be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- f) **Clerk Administrator's Report:** 2022 Municipal Election Recount Policy

RESOLUTION-2022-109

Councillor Jamie Armstrong made a motion that Council approve the 2022 Municipal Election Recount Policy, in addition to the provisions set out in the Municipal Elections Act: AND THAT the Clerk prepare the necessary By-Law for adoption by Council.

Councillor Wayne Deans seconded the motion.

Carried

- g) **Drainage Superintendent Report:** Bourne Drain Tender Opening

RESOLUTION-2022-110

Deputy Mayor Frank Nemcek made a motion that the contract for the Bourne Drain be awarded to JLH Excavating in the total amount of \$41,381.73 (including HST). Councillor Jamie Armstrong seconded the motion.

Carried

- h) **Drainage Superintendent Report:** Johnson Drain Tender Opening

RESOLUTION-2022-111

Councillor Jamie Armstrong made a motion that the Contract for the Johnson Drain be awarded to Bruce Poland and Sons in the total amount of \$31,927.35 (including HST) for both drainage works under Section 78 and 74. Councillor Jeannette Douglas seconded the motion.

Carried

- i) **Drainage Superintendent Report:** Johnson Symington Drain

RESOLUTION-2022-112

Councillor Wayne Deans made a motion that the contract for the Johnson-Symington Drain be awarded to Bruce Poland & SOs in the total amount of \$23,563.10 (including HST) Deputy Mayor Frank Nemcek seconded the motion.

Carried

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

RESOLUTION-2022-113

Councillor Jamie Armstrong made a motion that the drain maintenance request from Burt McKinley for maintenance work on the Dolbear McKinlay Drain be forwarded to the Drainage Superintendent with the power to act. Councillor Wayne Deans seconded the motion.

Carried

8 BY-LAWS

9 NEW BUSINESS

- a) **Update on proposed BAICCC renovations**

The Public Works Manager advised that in speaking with an Engineer what the cost estimates of installing a sprinkler system (if needed) would be

Councillor Deans inquired on the status of the Inwood Community Park washroom upgrades

Councillor Nemcek requested the 2023 budget consider blinds or window coverings for the upper hall of the BAICCC

- b) **Millpond - Request for Services**

RESOLUTION-2022-114

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston allow the lot owners of 8093 Millpond to service the lot and that the Municipality enter into an agreement prior to it being serviced. Councillor Wayne Deans seconded the motion.

Carried

- c) **Lambton OPP Police Service Board - Update**

The Mayor advised that communications are still ongoing with the Solicitor General

- d) **Notice of Motion: Mayor Ferguson** -(submitted March 15, 2022)
To have \$15,000 placed for consideration in the 2023 budget; this money for consideration is for potentially a one time payment towards the Optimist Arena Project

The Mayor stepped out of the Chair position and Deputy Mayor Frank Nemcek oversaw the vote.

RESOLUTION-2022-115

Mayor David Ferguson made a motion to have \$15,000 placed for consideration in the 2023 budget; this money for consideration is for potentially a one time payment towards the Optimist Arena Project. Councillor Jeannette Douglas seconded the motion.

DEFEATED. 2-3 (opposed: Deputy Mayor Frank Nemcek, Councillor Jamie Armstrong, and Councillor Wayne Deans).

- e) **Notice of Motion: Councillor Frank Nemcek** (submitted March 21, 2022)

That Council consider a cost sharing of 50/50 for Engineered plans for the Optimist Phase 2 project up to a maximum of \$15,000 of municipal funds being spent.

RESOLUTION-2022-116

Deputy Mayor Frank Nemcek made a motion that Council consider a cost sharing of 50/50 for Engineered plans for the Optimist Phase 2 project up to a maximum of \$15,000 of municipal funds being spent. Councillor Wayne Deans seconded the motion.

Carried 3-2 (opposed: Mayor David Ferguson and Councillor Jeannette Douglas).

Councillor Armstrong requested confirmation that the Public Works Manager would be the point person for contact with the Engineer and that the Optimist Club will not be requesting funds from Council after plans development and that the Optimist Club will be the fundraisers of the proposed project.

f) Equipment at the former MTO lot

The Public Works Manager advised that some tiling equipment of the County will be temporarily parked at the former MTO lot

g) Comments from Councillor Deans Re: Independent Newspaper article

In open session, Councillor Deans noted that in the recent Independent Newspaper article, the article failed to mention the monetary contribution of the Optimist Club to the developed plans of the proposed phase 2, and in his opinion, he did not agree with the Mayor's comments.

h) Proposed Tractor Pull

Councillor Armstrong noted the Fair Board is planning for a tractor pull on July 15, 2022

10 CLOSED SESSION

a) Personnel matters about an identifiable individual including employees

RESOLUTION-2022-117

Deputy Mayor Frank Nemcek made a motion that in accordance with Section 239(2) of the Municipal Act, Council move in camera to discuss personal matters about an identifiable individual including employees. Councillor Jeannette Douglas seconded the motion.

Carried

11 RISE AND REPORT

The Clerk Administrator provided the rise and report and noted that direction was given to approach a youth member for the Parks and Recreation Committee.

12 BY-LAW CONFIRMING PROCEEDINGS

a) Confirming By-law

RESOLUTION-2022-118

Councillor Wayne Deans made a motion That By-law 19 of 2022 be read a first, second and third time and finally passed this 24th day of March 2022. Councillor Jamie Armstrong seconded the motion.

Carried

13 ADJOURNMENT

Councillor Nemcek made a motion to adjourn the meeting at 5:15 p.m.

Clerk-Administrator

Mayor

SCHEDULE OF ASSESSMENT
Recommended for Court of Revision

To replace access culverts as required and provide for the replacement of access culverts in the future.

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total
Agricultural Land							
10	NW1/4 L10	17.69	40-023	1432234 Ontario Limited		104.00	104.00
	NE1/4 L10	15.39	40-024	K. McGugan		90.00	90.00
	Wpt.NW1/4 L11	11.34	40-022	B. & D. Watson	12,825.00	67.00	12,892.00
	Ept. L11	17.81	40-025	F. & M. Van Den Ouweland	12,825.00	1,186.00	14,011.00
	NW1/4 L12	12.12	40-026	K. Podolinsky		1,617.00	1,617.00
	NE1/4 L12	7.63	40-027	B. Podolinsky		1,018.00	1,018.00
	NWpt. L13	8.10	40-030	S. MacRae		1,081.00	1,081.00
	NEpt. L13	3.24	40-031	Sawyer Family Farms Ltd.		432.00	432.00
	W1/2 L14	0.81	40-032	D. MacRae		108.00	108.00
11	SE1/4 L12	8.74	40-064	G. & T. Sportel		1,166.00	1,166.00
	S3/4 L13	49.75(2.54)	40-067	E. & J. Foster		6,467.00	6,467.00
	W1/2 L14	40.08	40-068	Shea Farms Ltd.		5,347.00	5,347.00
	E1/2 L14	24.29	40-069	Shea Farms Ltd.		3,240.00	3,240.00
	L15	12.15	40-071	T. J. Straatman Enterprises Limited		1,621.00	1,621.00
12	W1/2 L14	10.12(8.71)	40-097	J. & S. Manders		770.00	770.00
	E1/2 L14	4.05(4.05)	40-098	P. & T. Minten		271.00	271.00
Numbers in brackets represents woodlots - assessed at half rate					Total Benefit	25,650.00	24,585.00
					Total Outlet	24,585.00	50,235.00
					Total - Agricultural	50,235.00	

Schedule of Assessment (cont'd)

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total
Non Agricultural Land							
10	pt.NW1/4 L10	0.53	40-02301	D. McIlmoyle-Duncan	124.00		124.00
	pt.NE1/4 L10	0.80	40-02401	C. Vegso & L. Smith	160.00		160.00
	pt.NW1/4 L12	0.43	40-02601	J. & T. Douglas	111.00		111.00
	pt.NE1/4 L12	0.47	40-02701	J. Phillips	116.00		116.00
11	pt.SE1/4 L12	0.67	40-06403	W. & K. Apps	143.00		143.00
	pt.SE1/4 L12	0.70	40-06402	C. & B. Andrews	147.00		147.00
	pt.S3/4 L13	0.86	40-06701	A. Foster	168.00		168.00
Total Benefit					0.00	969.00	969.00
Total Outlet					969.00		
Total - Non Agricultural						969.00	
Public Lands: Roads							
	Petrolia Line	2.02		County of Lambton	1,079.00		1,079.00
	Ebenezer Road	1.89		Municipality of Brooke Alvinston	608.00		608.00
Total Benefit					0.00	1,687.00	608.00
Total Outlet					1,687.00		
Total - Public Lands: Roads					1,687.00		
Total - Non Agricultural					969.00		
Total - Agricultural					50,235.00		
Total Assessment							\$52,891.00



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

March 21, 2022

Brooke-Alvinston Council
33236 River Street, P.O. Box 28
Alvinston, ON N0N 1A0

Re: Request for Delegation

Dear Members of Council:

The current Joint Fire Agreement between the Township of Dawn-Euphemia and Brooke-Alvinston, expires on December 31, ²⁰²³2022, in accordance with S.17(a) of the current agreement. Further any amendments to the agreement require at least thirty days (30) days prior to the next regularly scheduled meeting of the Fire Board.

Therefore, on behalf of Dawn-Euphemia Council, I request to attend as a delegation before Brooke-Alvinston Council to discuss moving forward with a "Fees for Service Fire Agreement" between our municipalities. Dawn-Euphemia currently has this arrangement with Chatham-Kent, which has worked very well for both parties in the past. I am attaching a "draft" copy of a proposed agreement and associated fee schedule, which is based on our current Fees for Service Agreement Chatham-Kent Fire.

Please advise Donna Clermont, Clerk for Dawn-Euphemia Township, as to a date and time to attend as a delegation to discuss the matter further.

Sincerely,

Mayor Broad
Township of Dawn-Euphemia

Attach: Draft Fees for Service Fire Agreement (6 pages)

cc. Brooke-Alvinston Council Members
Fire Chief, Steve Knight
Administrator-Clerk, Janet Denkers
D-E Fire Chief, Don Ewing
J. Bellchamber, CAO Southwest Middlesex
M. Vinck, Fire Board Member

THIS AGREEMENT made this day of , 2022

BETWEEN

THE CORPORATION OF THE MUNICIPALITY OF
BROOKE-ALVINSTON
Hereinafter called "Brooke-Alvinston"

OF THE FIRST PART

And

THE CORPORATION OF THE TOWNSHIP OF
DAWN-EUPHEMIA
Hereinafter called "Dawn-Euphemia"

OF THE SECOND PART

WHEREAS Brooke-Alvinston owns, operates and maintains a fire station, a fireservice and the required fire vehicles and equipment to provide fire and emergency services for its residents;

AND WHEREAS Dawn-Euphemia has requested Brooke-Alvinston to extend the fire service, for Automatic Aid, from Brooke-Fire Rescue to Dawn-Euphemia and those residents of Dawn-Euphemia as outlined in Appendix A (map) in order to provide this seamless enhancement fire service as aforesaid for the residents and property of Dawn-Euphemia;

AND WHEREAS Sections 19 and 20 of the Municipal Act 2001, S.O. 2001, Chapter 25 and amendments thereto, authorizes municipalities to enter into agreements with one or more municipalities to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS Section 2(1) (5) and Section 2 (1) (6) of the Fire Protection and Prevention Act, 1997 S.O. 1997, chapter 4 and amendments there to allows for municipalities to enter into an agreement to provide fire protection services to lands or premises that are situated outside the territorial limits of the municipality and to enter into an automatic aid agreement to provide the initial or supplemental response to fires, rescues and emergencies;

AND WHEREAS the parties wish to enter into this agreement to define the responsibilities and duties of each of the parties in respect to the extension of fire services as aforesaid by Brooke-Alvinston to Dawn-Euphemia;

NOW THEREFORE, in consideration of the premises, the mutual covenants herein after contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties hereto, the parties hereto agree as follows:

1. Brooke-Alvinston hereby agrees to the best of its ability to provide fire protection services from Brooke-Fire Rescue in providing initial response to structure fires, motor vehicle collisions, and medical emergencies (the "Services"), for the residents and ratepayers of Dawn-Euphemia. The Fire Chief of Brooke-Alvinston or designate may refuse to respond to such request for Services, if response personnel, apparatus or equipment are required in the Municipality of Brooke-Alvinston. The services are to be provided from and after the date of execution of this agreement, and it is agreed and understood that this agreement shall continue for a 3-year term, commencing January 1, 2023 to December 31, 2025. Unless terminated in accordance with the provisions of paragraph 8 herein, shall be automatically renewed each year for a further one-year term unless either party provides notice to the other on or before November 30th each year of its intention not to renew this agreement. Any monies to be paid by Dawn-Euphemia to Brooke-Alvinston pursuant to this agreement shall be paid quarterly.
2. Dawn-Euphemia agrees to pay to Brooke-Alvinston for every incident or call the amounts as laid out in Appendix B. Dawn-Euphemia must receive a copy of Brooke-Fire Rescue, incident report before any payment is issued.
 - (a) It is understood that the minimum response by Brooke-Alvinston is intended to be one pumper and the rescue unit for MVA and VSA calls, if the same are available. If it is determined that more vehicles are required, the cost will be adjusted as per responding vehicle.

- (b) Minimum billing will be for one hour and billed in increments of the next hour thereafter for any equipment requested to remain on scene by the Dawn-Euphemia officer in charge.
 - (c) If fire call is cancelled before any vehicle leaves the responding hall, no fee shall be charged.
 - (d) All false alarms will be reviewed by the Dawn-Euphemia Fire Chief at year-end.
 - (e) If the fire call is a "Mutual Aid Call" then the Lambton County Mutual Aid Agreement shall be followed.
 - (f) Fire Inspections, Prevention and Public Education are the responsibility of the Dawn-Euphemia Fire Department.
3. Further, in addition to the above-mentioned sums, Dawn-Euphemia agrees to pay for any additional fire service as required from Brooke-Alvinston for Dawn-Euphemia. The service referred to must be approved by a Dawn-Euphemia Fire Chief.
4. RELEASE AND INDEMNITY
- 4.1 No Claims: The Township of Dawn-Euphemia shall not be liable or responsible to any firefighter or other personnel employed by Brooke-Fire Rescue in the event of injury or damage to personal property suffered while responding to, attending at, or returning from the scene from providing Fire Services to the Township of Dawn-Euphemia.
- 4.2 No Claim: The Township of Dawn-Euphemia shall not be liable or responsible to the Municipality of Brooke-Alvinston in the event of damage to property occasioned while utilized in responding to, attending at, or returning from the scene from providing Fire Services to the Township of Dawn-Euphemia.
- 4.3 Indemnification: Each party to the agreement shall defend, indemnify and save harmless the other party, its elected officials, officers, employees, and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the their respective Fire Department, its directors, officers, employees, agents, or any of them, in connection with or in any way related to the delivery or performance of this Agreement. This indemnity shall be in addition to and not in lieu of any insurance to be provided by both parties in accordance with this agreement and shall survive this Agreement
- Each party to the agreement agrees to defend, indemnify and save harmless the other party from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever arising out of or related to either party to the agreement's status with WSIB. This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by both parties in accordance with this Agreement, and shall survive this Agreement.
5. Throughout the term of this Agreement, the Township of Dawn-Euphemia and the Municipality of Brooke-Alvinston shall each obtain and maintain third party general liability insurance covering all services provided and risks arising under this Agreement, in the amount of not less than TEN MILLION DOLLARS (\$10,000,000.00) respectively, and each party shall add the other party as an additional insured with respect to this Agreement. Each party will provide to the other, promptly upon request, satisfactory evidence of their respective insurance coverage as described.
6. Dawn-Euphemia shall provide to Brooke-Alvinston a current map of the response area at the commencement of this agreement and thereafter a further copy of each update and revision thereto, noting necessary firefighting information.

7. Subject to the provisions of paragraph 1 herein, this agreement shall remain in full force until either party provides written notice of termination at least 180 days prior to the desired date of termination. This agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment gives the other party a minimum of 30 days written notice of the proposed amendment.
8. Brooke-Alvinston and Dawn-Euphemia both agree that they will pass enabling by-laws in order to confirm the terms and conditions of this agreement to enable each municipality to enter into said agreement, thus binding the municipality to said agreement.
9. This agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.
10. The parties hereto agree that Brooke-Alvinston shall be regarded as an independent contractor providing the Services to Dawn-Euphemia and that accordingly all rights and responsibility for instruction, management and control of the employees of Brooke-Alvinston shall at all times remain with Brooke-Alvinston.
11. Any notice required to be given by either party to the other shall be sufficiently given and sent by facsimile transmission, delivered, mailed, emailed or puolated, to the other at:

The Corporation of the Municipality of Brooke-Alvinston
3236 River Street, P.O. Box 28
Alvinston, Ontario N0N 1A0

The Corporation of the Township of Dawn-Euphemia
4591 Lambton Line, R.R. #4,
Dresden, Ontario N0P 1M0

Any such notice shall be conclusively deemed to have been given and received at the time of its facsimile transmission or at the time of its delivery by one party to the address of the other. Either party may by notice in writing to the other designate another address to which notice if mailed more than 10 days after the giving of notice of change of address shall be addressed.

12. DISPUTE MECHANISM

If, during the term of this Agreement, a dispute or disagreement arises between the parties that cannot be resolved by the Fire Chief of each Department, the parties agree to participate in the following dispute resolution procedure:

- a) upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each Municipality's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolving any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
- b) if the CAOs fail to resolve the dispute within 15 days following the date of their meeting, then they shall each prepare a written report to their respective councils. The council of Brooke-Alvinston and the council of Dawn-Euphemia each agree to appoint one or two members to work with equal number of members of the other municipality to resolve the dispute or disagreement.
- c) all reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honoured in order that each of the parties may be fully advised of the other's position.
- d) in the event that the designated council representatives cannot resolve the dispute within 30 days of the first meeting between the parties, or within such other period of time as the parties may have agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with *The Arbitration Act* (Ontario), to a single arbitrator appointed jointly by the parties.

13. The provisions of this agreement shall not be assignable by either party without the prior written consent of the other party.
14. This agreement embodies the entire agreement of the parties with regard to the matters contained herein, and no other agreement shall be deemed to exist except as entered into in writing by both parties to this agreement.
15. This agreement shall be governed by and be construed solely in accordance with the laws of the Province of Ontario and the laws of Canada applicable thereto.
16. All references to currency amounts in this agreement shall be references to Canadian dollars.
17. If any part of this agreement is held or rendered invalid or illegal, the remainder of this agreement continues to apply.
18. All of the provisions and covenants contained in this agreement shall survive the expiry or other termination of this agreement.

IN WITNESS WHEREOF the parties hereto have affixed their respective corporate seals and attested by the hands of their respective officers, duly authorized in that regard, on the date first written above.

SIGNED, SEALED AND DELIVERED In the presence of

MUNICIPALITY OF BROOKE-ALVINSTON

MAYOR – DAVID FERGUSON

CLERK – JANET DENKERS

TOWNSHIP OF DAWN-EUPHEMIA

MAYOR- ALAN BROAD

CLERK – DONNA CLERMONT

The map shows a grid of streets in Cairo, Illinois. The streets are labeled with Roman numerals (I to XI) and Arabic numerals (1 to 25). Key streets include Main St, Broadway St, and various numbered streets. Landmarks such as the Cairo River, the Cairo Bridge, and the Cairo Hotel are marked. The map is titled "Cairo, Ill." at the top.

APPENDIX B

SCHEDULE OF FEES

1. For providing supplementary fire suppression services to the Township of Dawn-Euphemia:

Time	Pumper	Tanker	Rescue	Fire Pick-Up Truck	TOTAL
1 st hour of service	\$809.82	\$623.53	\$915.01	\$300.00	\$2,648.36

As follows for each additional hour or part thereof:

After 1 hour, up to and including 4 hours	\$356.34	\$303.86	\$327.72	\$140.00	\$1,127.92
After 4 hours	\$436.61	\$343.99	\$448.12	\$180.00	\$1,408.72

2. Changes to the fee schedule are subject to any cost-of-living increase. The cost-of-living increase (based on CPI for Ontario for October of any given year) will be adjusted annually on January 1st with notice given to the Township of Dawn Euphemia.



April 7, 2022

Dear Affected Landowner on the Ruth & Logan Drain:

A letter was sent to you March 4th noting the resolution of Council to delay work on the drain at the request of an affected landowner. Subsequent to that letter being sent, the landowner has requested to proceed. As such tenders have been sent out and will be returned April 27th.

If anyone has any concerns or questions, please contact the Drainage Superintendent by email david@dobbineng.com or by calling David Moores at 519-882-0032 ext. 203.

Kind Regards,


Janet Denkers
Clerk Administrator

c. David Moores, Drainage Superintendent



Canadian
Heritage

Patrimoine
canadien

March 28, 2022

Janet A Denkers
Clerk Administrator
CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON
3236 River Street
Alvinston, Ontario
N0N 1A0

Title: Brooke-Alvinston Celebrates Canada Day 2022

Dear Janet Denkers:

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$5,250 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2022-2023 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may be in contact with you in the near future to review the terms and conditions related to this funding. As you may already know, the Government of Canada is committed to promoting workplaces free from harassment, abuse and discrimination. I would like to seize this opportunity to remind you of your responsibility to provide a work environment where harassment, abuse and discrimination are not tolerated.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Seema Jethelal
Regional Director General
Ontario Region

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



March 31, 2022

Your Worship David Ferguson
Municipality of Brooke-Alvinston
P.O. Box 28, 3236 River Street
Alvinston, ON N0N1A0

Dear Mayor David Ferguson:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

Emergency Management Ontario (EMO) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and have determined that your municipality was compliant with the EMCPA in 2021.

The safety of all our citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. We congratulate you on your municipality's efforts in achieving compliance in 2021. I look forward to continuing to work with you to support your continued compliance on an ongoing basis.

If you have any questions or concerns about this letter, please contact our Emergency Management Field Officer assigned to your Sector; their contact information is below.

Name: Christopher Pape
Email: Christopher.Pape@ontario.ca
Phone: 519-854-6595

Sincerely,

Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management

cc: Steve Knight - CEMC
Christopher Pape - Field Officer - St.Clair Sector



The Boundaries Act

(R.S.O. 1990, CHAPTER B.10)

NOTICE OF APPLICATION

TAKE NOTICE that an application has been made by Minten Organic Dairy Farms Inc., the registered owner of lands designated as PIN 43357-0070 (LT), being Part of Lot 29, Concession 9, geographic Township of Brooke, Municipality of Brooke-Alvinston, County of Lambton **for the purpose of confirming, under the *Boundaries Act*, the true location on the ground of the limit or boundary between the lands** designated as PIN 43357-0070 (LT) and PIN 43357-0072 (LT) as shown on the draft application Plan of Survey by T. Martin Nisbet, O.L.S., dated March 31, 2021.

AND FURTHER TAKE NOTICE that a copy of the draft Plan of Survey, dated March 31, 2021 prepared by T. Martin Nisbet, O.L.S. and submitted in support of the application is enclosed and illustrates by a heavy line the limit under application.

AND FURTHER TAKE NOTICE that any person desiring to object to the confirmation of the boundary as shown on the draft plan, is required to deliver to me **on or before Monday, May 2, 2022**, a written statement setting out the nature and grounds of the objection. The statement of objection must be supported by copies of all plans, field notes and documents on which the objector relies.

AND FURTHER TAKE NOTICE that any person desiring to be kept informed of the progress of the application is required to deliver to me **on or before Monday, May 2, 2022**, a written statement setting out the nature and grounds of their request.

AND FURTHER TAKE NOTICE that the procedures under the *Boundaries Act* are followed in order to confirm the location of the boundary under application. Claims of title such as interests in land that others may have by virtue of a pre-existing length of possession or use of the property are outside the jurisdiction of the *Boundaries Act*. Claims of such nature would be appropriately dealt with under the *Land Titles Act* applications.

AND FURTHER TAKE NOTICE that if no objections are received, I may confirm and certify the location of the boundary, as shown on the draft Plan of Survey and supported by the survey report, without convening a hearing, and without providing any further notice.

DATED at my office in the
20 Dundas Street W., 4th Floor
Toronto, Ontario, M5G 2C2
March 30, 2022

A handwritten signature in cursive script that reads "Andrea Tieman".

Andrea E. Tieman, B.Sc., O.L.S.
Deputy Director of Titles

File: B-1264

For any enquiries contact: Andrea Tieman, Assistant Examiner of Surveys
Phone: 416-728-3681, email: andrea.tieman@ontario.ca

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales

Office of the Minister

Bureau du ministre

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



April 8, 2022

Janet Denkers
Clerk-Administrator
Municipality of Brooke-Alvinston
jdenkers@brookealvinston.com

Dear Ms. Denkers,

The Canadian Food Inspection Agency (CFIA) has confirmed cases of highly pathogenic avian influenza (H5N1) in Ontario.

While the CFIA leads the disease response for highly pathogenic avian influenza, and has imposed permitting requirements in defined areas of the province, I am writing to inform you and your constituents that Ontario is taking action to help limit the spread of the virus in the province.

On the advice and recommendation of the Chief Veterinarian for Ontario, I have issued a Minister's Order under the *Animal Health Act, 2009*, for the purpose of limiting the commingling of birds from different locations in Ontario, in order to reduce the likelihood of disease transmission in domestic birds by limiting direct contact.

Effective April 9, 2022, this Order temporarily prohibits events where birds commingle, such as bird shows, bird sales and swaps, portions of fairs where birds are exhibited, sport and educational displays where birds are brought from multiple locations, vaccination gatherings for birds from multiple locations, and prohibits the movement of birds to those events. Temporarily reducing direct contact between birds from different locations will limit the spread of avian influenza and protect flock health. This Order will expire on May 9, 2022, but may be extended if required.

This Order builds on the government's actions to limit the spread of avian influenza, including increasing surveillance and testing capacity and providing education and resources for all those along the poultry supply chain. As well, the Ontario government has expanded mental health supports for farmers and their families.



Foodland
ONTARIO

ONTARIO
Terre nourricière

Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

- 2 -

I also continue to encourage your constituents to further enhance their biosecurity measures.

If your municipality permits backyard flocks, I strongly encourage you to share these essential resources with them. Additionally, I am asking you to take a proactive approach in limiting public events that involve the commingling of birds.

Avian influenza subtype H5N1 has been identified in Ontario, and eight other provinces, including Nova Scotia, and Alberta, as well as numerous US states. Avian influenza is not a threat to food safety but impacts domesticated and wild birds. Ontario poultry and eggs are safe to eat when, as always, proper handling and cooking takes place. People working with poultry should take additional precautions and are strongly encouraged to follow all public health guidelines and maintain strict biosecurity.

I understand that temporarily stopping participation in these activities is disappointing news for many Ontario farmers, bird owners and hobbyists. By pausing these activities in the short term, I firmly believe we will help protect the poultry industry for the long term.

For more information on the Minister's Order, please visit [NEWSROOM](#) and [OMAFRA's Avian Influenza webpage](#).

The Ontario Ministry of Agriculture, Food and Rural Affairs continues to monitor this quickly developing situation and may implement further measures as part of the response to this disease.

I appreciate your cooperation as we continue to work together to enhance biosecurity and reduce the spread of avian influenza.

Sincerely,



Lisa M. Thompson

Minister of Agriculture, Food and Rural Affairs

Resources:

- [OMAFRA Avian Influenza Website](#)
- [CFIA Avian Biosecurity – Protect Poultry, Prevent Disease](#)
- [Checklist to Implementing an Effective Biosecurity Plan](#)
- [Suggested Solutions for Farmers – Deterring Migratory Birds](#)
- [Biosecurity Recommendations for Small Flock Poultry Owners](#)
- [How to prevent and detect disease in backyard flocks and pet birds](#)
- [Biosecurity for Small Poultry Flocks During High Risk Periods for Avian Influenza](#)
- [Mental health resources for farmers](#)

Good afternoon,

The Honourable Kinga Surma, Minister of Infrastructure, has recently notified your Head of Council about recent high speed internet announcements.

These announcements relate to a [news release](#) and [backgrounder](#) from July 29, 2021, where Ontario and Canada announced their partnership to co-fund up to 58 high-speed internet projects across the province. The combined investment of \$1.2 billion would reach as many as 280,000 underserved homes and businesses.

At the time of last year's announcement, we included the communities that would benefit and the number of homes and businesses that would receive access. Since then, we've made progress on firming up the project details with Canada and the lead applicants. The Ministry is now able to share additional information about these projects, including announcing the internet service providers that are leading the projects and the total funding commitment for each project.

We are notifying you about these additional announcements because one or more of the projects will occur within your municipality, providing access to high-speed internet for homes and businesses that are currently underserved. Please see the news release ([English/French](#)) and the backgrounder ([English/French](#)) for the projects that will benefit your and other municipalities within your region.

The internet service providers will need to continue (or shortly begin) working with municipalities to obtain necessary permits and approvals to proceed with projects. To that end, we also continue our work with Infrastructure Ontario to support municipalities that may need to meet their obligations under the *Building Broadband Faster Act, 2021 (BBFA)*, including creating the Technical Assistance Team. Additionally, on March 7, 2022, the government introduced the *Getting Ontario Connected Act, 2022*, which includes proposed amendments to the BBFA that would set clear timelines and expectations for other sectors to support these efforts.

In addition, the reverse auction which will provide high-speed internet access to even more homes and businesses has closed, and Infrastructure Ontario is currently evaluating the results. This, along with the announcements noted above for the previously committed projects, are intended to bring high-speed internet access to every community by the end of 2025.

Please contact broadband@ontario.ca if you have any questions about these projects.

Sincerely,

Jill

Jill Vienneau
Assistant Deputy Minister
Broadband Strategy Division
Ministry of Infrastructure



April 6, 2022

Re: Proposed Alvinston Santa Claus Parade Sat. Dec. 10, 2022 from 6:30-7:30 pm

Brooke-Alvinston Mayor, Councilors & Fire Chief

At the April 4th Optimist meeting it was voted to host the annual Santa Claus Parade in reverse once again. The last two years have allowed our Club to host the Santa Claus Parade, regardless of pandemic restrictions. The committee would like to book some larger performers, but in order to secure them, we must commit in April/May. In 2021 it was easier to book acts, as many events were canceled due to pandemic restrictions.

We would also like to have the township endorsement of the plan in order to apply for the spring funding intake at Enbridge Gas among others that may be available.

We are requesting that the current council allow us permission to host a reverse Santa Claus Parade with one way traffic this year (it was two way traffic for the past two years).

If we chose to have horse and carriage rides again we have to have one way traffic in order for them to return – one lane for vehicles the other for horse & carriage/ hay wagons. All floats/acts/ bands will be placed once again on one side of the road.

We are also requesting the presence of fire trucks at key locations and at the arena as well.

Please see layout of proposed arena parking lot and map of vehicle traffic route.

We are also asking for permission to be able to use side by side and or ATV's on select town streets once again.

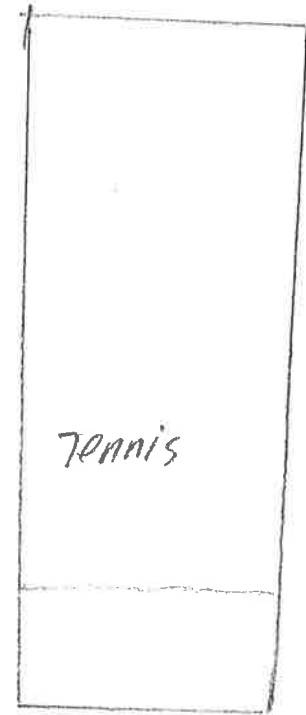
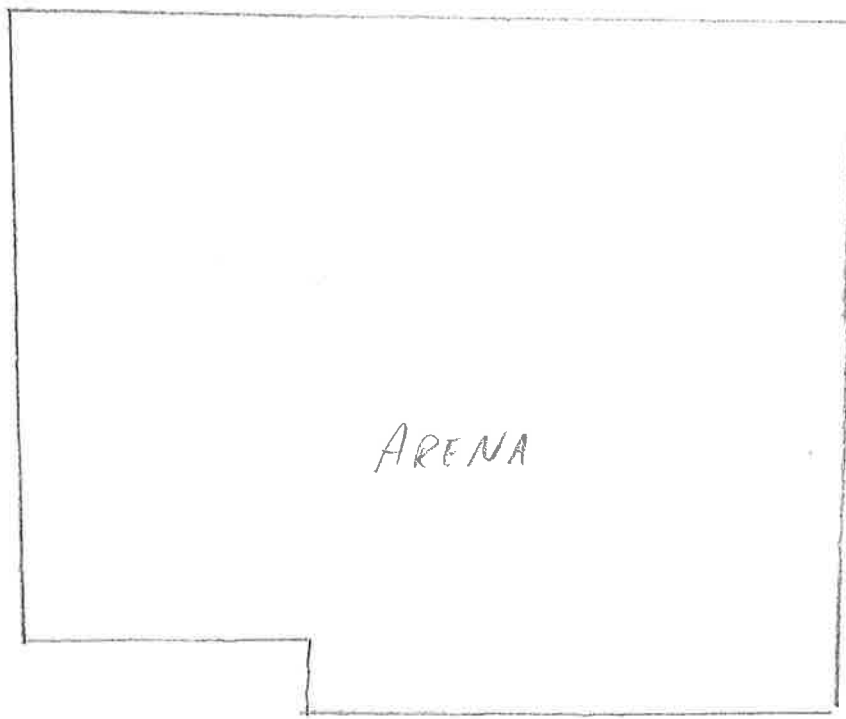
We are open to other recommendations and requests.

Yours in Optimism,

Chad Hayter – Alvinston & Districts Optimist Club
519-490-5393



Santa Parade 6:30 - 7:30 pm
SAT. Dec. 10

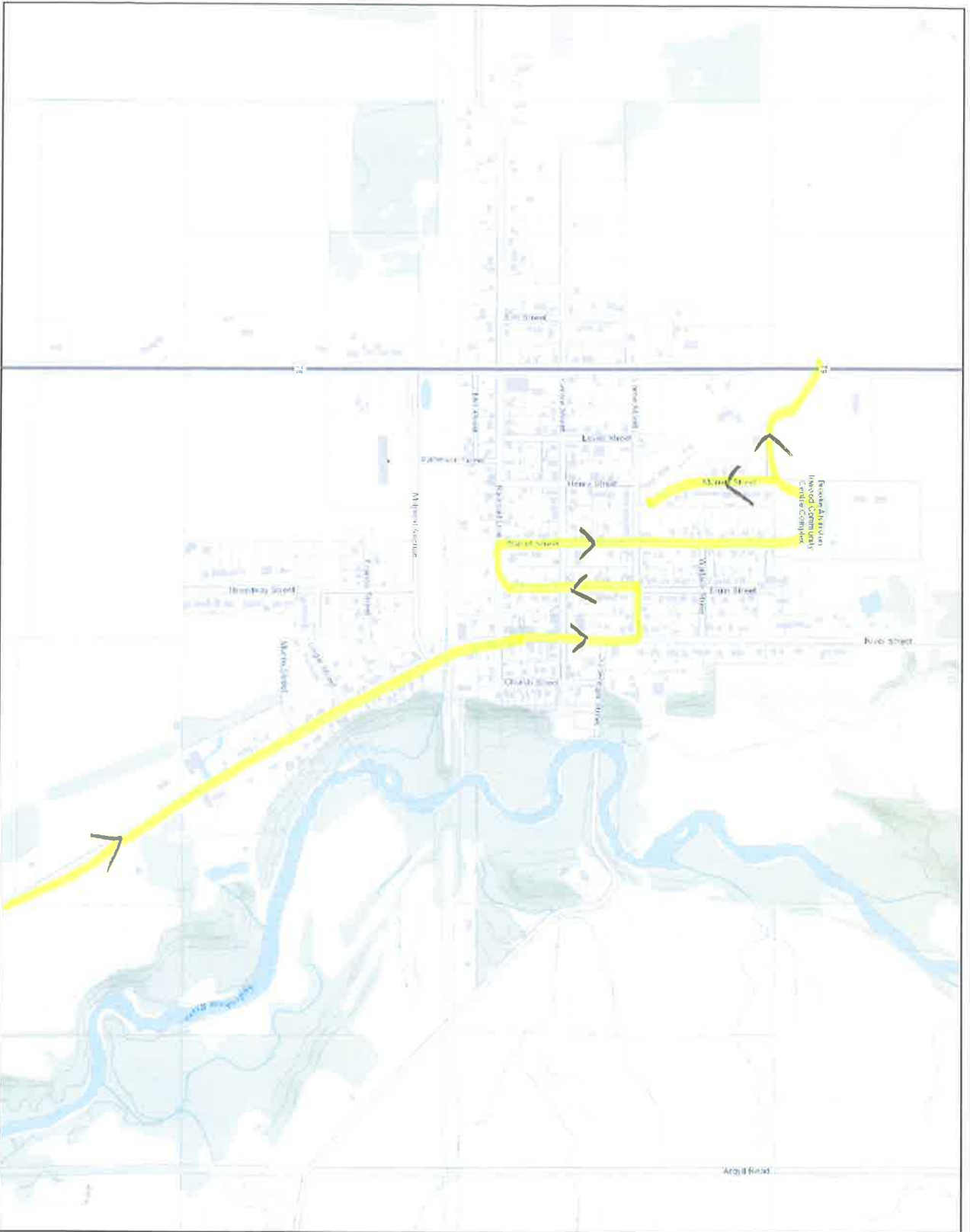


Projector
Screen

CANDY

SANTA FLOAT

Lambton County GIS



Legend

Assessment Parcels

Location



Notes

County of Lambton
789 Broadway St.
Wyoming, ON N0N 1T0
www.lambtongis.ca

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Brooke-Alvinston Arts & Activity Group
C/o Kathryn Shailer
3314 River Street
Alvinston, ON

April 11, 2022

Brooke-Alvinston Mayor and Council
3236 River Street
Alvinston, ON
c/o Janet Denkers, Clerk-Administrator
jdenkers@brookealvinston.com

Re: 2022 Alvinston Arts & Music Festival Plans

Dear Mayor and Council,

I'm writing on behalf of the Brooke-Alvinston Arts & Activity Group to let you know our plans for the Arts & Music Festival this summer. We'd like to request permission to use the Community Park on June 12, July 10, and August 14 and that the grounds fee be waived. We are looking at three scaled down events (three afternoons instead of one full day) on the second Sunday of each month, that will be confined to the Community Park and include 1-2 bands playing in the gazebo, children's crafts/activities in the big white tent we purchased in 2019 (in collaboration with Lambton County Library), and possibly a few vendor tables. Each event will take place from 1:00 pm to 4:00 pm and be free to the public.

Please let me know if you have any questions or concerns about these plans.

Sincerely,



Kathryn Shailer
Treasurer, BAAAG



Dear friends,

We are reaching out on behalf of the Planning Committee for the **2022 International Women's Day Celebration** hosted by the Sexual Assault Survivors' Center Sarnia-Lambton.

This exciting event will take place on **Saturday, May 28** at the Fox & Hound Canine Retreat located in beautiful Bright's Grove, featuring inspiring guest speakers and honouring some amazing women in our very own community.

We are seeking sponsorships from community partners like you, who are committed to help make this inaugural event a huge success, while raising awareness about sexual assault, human trafficking and supporting our life-saving programs right here in Sarnia-Lambton.

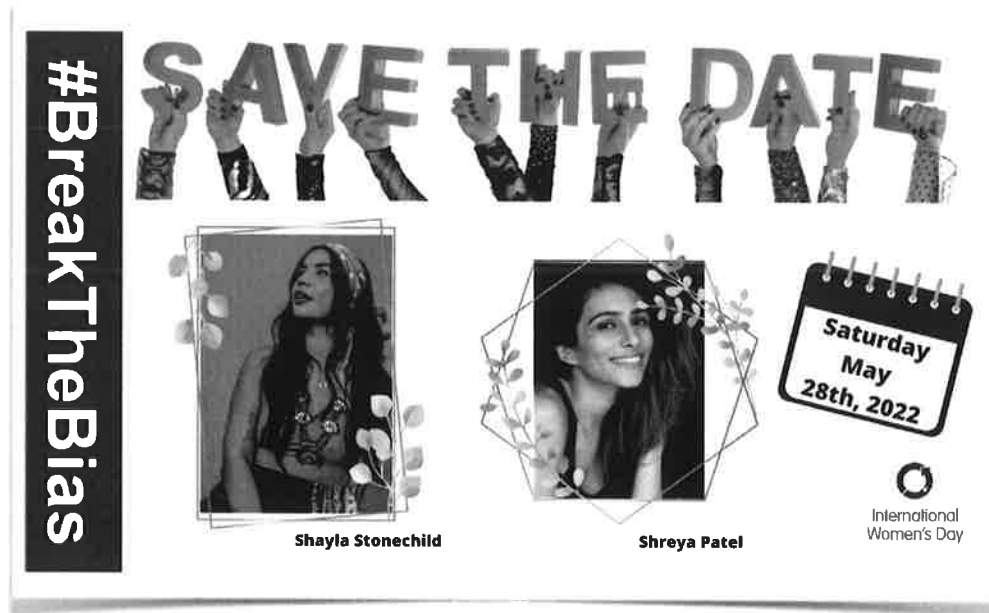
Please see the attached list of sponsorship opportunities and let us know if you'd like to be a part of this amazing event.

For more information, please call 519-337-3154, or email: info@sascsl.ca

Sincerely,

The Coordinating Committee

SASCSL International Women's Day Celebration 2022





Sponsorship Opportunities

\$5,000	Banner Display Radio Time Social Media Recognition Shout-out from Emcee at the event Reserved Table for 8
\$2,500	Banner Display Social Media Recognition Shout-out from Emcee at the event 6 Event Tickets
\$1,000	Social Media Recognition Shout-out from Emcee at the event 4 Event Tickets
\$500	Social Media Recognition 2 Event Tickets



Dear friends,

We are reaching out on behalf of the Coordinating Committee for the **2022 International Women's Day Celebration** hosted by the Sexual Assault Survivors' Center Sarnia-Lambton. This exciting event will take place on **Saturday, May 28** at the Fox & Hound Canine Retreat located in beautiful Bright's Grove, featuring inspiring guest speakers and honouring some amazing women in our very own community.

As we prepare our VIP 'Swag Bags,' we are seeking donations from local businesses and makers to help make this inaugural event a huge success, while raising awareness about sexual assault, human trafficking and supporting our life-saving programs right here in Sarnia-Lambton.

We're looking to fill 30 bags with local goods for our attendees, as well as gift baskets for our two presenters, Shreya Patel and Shayla Stonechild. In return for your contribution, you'll receive recognition in our social media posts and at the event.

We appreciate your consideration of this request, and are happy to answer any questions you may have. For more information, please call 519-337-3154, or email: office@sascsl.ca

Sincerely,

The Coordinating Committee

SASCSL International Women's Day Celebration 2022





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

Resolution No.:

Title: **New Gravel Extraction Licensing applications**

Date: February 7, 2022

Moved by: **Mayor R. Bonnette**

Seconded by: **Councillor J. Fogal**

Item No.

WHEREAS Ontario currently has over 5000 licenced pits and quarries located throughout the province that are able to meet the expected near term needs of Ontario's construction industry;

AND WHEREAS applications continue to be submitted without a definitive determination if there is a need for additional supply;

AND WHEREAS gravel pits and quarries are destructive of natural environments and habitats;

AND WHEREAS pits and quarries have negative social impacts on host communities in terms of noise, air pollution, and truck traffic;

AND WHEREAS the urgent need to reduce greenhouse gas emissions in order to combat climate change has brought awareness to the very high carbon footprint associated with the production of concrete and asphalt which are major end-users of aggregates;

AND WHEREAS there is an obligation to consult with First Nations peoples regarding the impacts of quarries on treaty lands and a responsibility to address those impacts;

NOW THEREFORE BE IT RESOLVED THAT the Ontario government be requested to impose an immediate temporary moratorium on all new gravel

mining applications pending a broad consultation process including with First Nations, affected communities, independent experts and scientists to chart a new path forward for gravel mining in Ontario which:

- Proposes criteria and processes for determining the need for new gravel licences;
- Recommends updated policies and restrictions for gravel mining below the water table to reflect current groundwater sciences;
- Develops new guidelines for reprocessing in order to ensure sustainable aggregate supplies;
- Recommends a fair levy for gravel mining that includes compensation for the full environmental and infrastructure maintenance costs to the local community of extraction and distribution of aggregate;
- Provides greater weight to the input by local municipalities to lessen the social impacts from mining operation and trucking through their communities;
- Proposes revisions to application procedures which fully honour First Nations' treaty rights;

AND FURTHER THAT a copy of this resolution be sent to the Honourable Doug Ford Premier of Ontario, the leaders of all Provincial Parties, Minister of Natural Resources and Forestry, the Honourable Ted Arnott MPP, AMO, Small Urban GTHA Mayors, Town of Milton, Town of Oakville, City of Burlington and Region of Halton.

Mayor Rick Bonnette

To: Mayor and Council
From: Reform Gravel Mining Coalition (RGMC)
Re: Correcting Ontario Stone, Sand and Gravel Association (OSSGA) Misinformation
Date: March 21, 2022

The Reform Gravel Mining Coalition recently became aware of a letter sent to Municipalities across Ontario regarding our organization and activities. We are disappointed that an organization such as the Ontario Stone, Sand and Gravel Association would stoop to name calling and fear mongering and we want to take this opportunity to set the record straight.

The March 18, 2022 memo misrepresents the statements of the RGMC. See comparison below between OSSGA claims and RGMC statements (Table 1). The OSSGA also makes claims about aggregate supply and demand that are questionable as they are not based on publicly available authoritative information. The OSSGA also omits information which would provide the reader a more comprehensive understanding of the issue – for example the contribution of the cement industry to the climate crisis. These are also itemized below (Table 2).

A primary purpose of proposing a moratorium, a temporary pause, on new gravel mining approvals is to conduct an independent third-party study of aggregate reserves. This independent study is an urgent priority as there is a finite amount of gravel reserves in Ontario, and gravel is a vital resource which needs to be carefully managed.

OSSGA member James Dick Construction Ltd. is proud of their “300-year resource management plan” indicating that they “consider long-term planning essential for long-term growth — except that in its case the planning horizon stretches three centuries into the future.”¹ It is difficult to reconcile the recurring claims that Ontario is running out of gravel when members of the industry make such statements.

Concerns around gravel mining have been raised for decades. Citizens demand to be protected. Municipalities’ ability to manage this environmentally and socially intrusive industry are increasingly hampered and reduced. We understand that the industry is concerned. Change can be frightening. But we invite municipalities to support the resolution for a moratorium, a temporary pause, on all new gravel mining approvals in Ontario. Let’s stop making the situation worse by continuing to issue new approvals. It is time to chart a new path forward.

Please contact the Reform Gravel Mining Coalition at campaign@reformgravelmining.ca for more information

¹ <https://canada.constructconnect.com/dcn/news/economic/2019/09/aggregate-supplier-plans-300-years-ahead>

Table 1: Corrections to OSSGA Misinformation

OSSGA Claim	RGMC Statement
<i>The industry digs out 13 times more gravel every year than it uses</i>	The provincial government has authorized the gravel mining industry to extract thirteen times more gravel each year than is required to meet average annual consumption. ²
<i>The aggregate industry takes up to 4.6 billion litres of precious water every day.</i>	The provincial government has approved up to 4.6 billion litres of water for daily consumption by the gravel mining industry. ³
<i>The aggregate industry destroys 5,000 acres of land a year.</i>	Gravel mining consumes an average of 5,000 acres of land in Ontario each year. An average of 5,000 acres of land is licensed each year for gravel mining in Ontario. ⁴

Table 2: Gravel Mining in Ontario/ OSSGA Claims vs. Facts

OSSGA Claims	FACTS
It is estimated that the industry has roughly a 10-year supply of aggregate licensed to extract.	This statement is not supported by publicly available data. RGMC's review of NDMNRF (Ministry) data, and The Ontario Aggregate Resources Corporation (TOARC) annual reports does not provide evidence to support the assertion that there are only 10 years of close to market reserves. The OSSGA fact is based on "industry estimates". RGMC cites TOARC data ⁵ .
The Golder/MHBC Supply Demand Study estimated the "amount of 'high' quality reserves is approximately 1.47 billion tonnes"	The OSSGA fails to cite the Golder/MHBC Supply Demand Study reference to the "high degree of uncertainty with this estimate" and the study authors' warning that "the results should not be taken as a very realistic indication of what resource may actually be proven and made available from these licenced sites". ⁶ The reality is that no one knows the true state of aggregate reserves in Ontario.

² Total of maximum extraction limits from the Ministry of NDMNRF Aggregate License and Permit System (ALPS)

³ MOECP Permits To Take Water Database total of active permits issued for Pits and Quarries Dewatering and Aggregate Washing

⁴ <https://toarc.com/production-statistics/>

⁵ <https://toarc.com/production-statistics/>

⁶ Golder MHBC Supply and Demand Study Executive Summary 2016

OSSGA Claims	FACTS
Ontario will require nearly 4 billion tonnes of aggregate over the next 20 years to meet the needs of citizens and the additional 5.3 million people that will call Ontario home. That is estimated to be 192 million tonnes of aggregate per year.	<p>In the last 20 years average gravel consumption has decreased while the population of Ontario grew by 3 million people in that same period.</p> <ul style="list-style-type: none"> • The average annual consumption of gravel from 2001 – 2010 was 168 MT per year. • From 2011 – 2020 it was 157 MT / year.⁷ • Ontario's population increased from 12M to 15M an increase of (25%) in the last 20 years.
It currently takes an average of 10 years to apply for and receive a new license.	There is no publicly available data to support this claim. The application process for new gravel mining approvals has a two-year time limit on it. Additional delays are often a result of decisions and choices made by the applicants.
The aggregate industry is not a significant contributor of GHG emissions	The cement industry produces 8% of global carbon emissions, as a country it would be the third largest global emitter of CO ₂ . Aggregate is the feedstock to cement production.
<p>With respect to the amount of new land that is excavated every year – the average for the past 10 years as reported in The Ontario Aggregate Resources Corporation annual production report is approximately 2600 acres per year.</p> <p>An average of 2000 acres per year is rehabilitated for a total net new disturbed area of 600 acres.</p>	<p>The publicly available data on excavation over the long term does not support this claim. TOARC data indicates that the acres under licence for gravel extraction have increased from 221,000 acres in 1998 to 333,000 acres in 2020, an increase of 112,000 acres or almost 5,000 acres per year.⁸</p> <p>TOARC data indicates the total disturbed area has increased from 50,000 acres in 1998 to 83,000 in 2020, an increase of 33,000 acres or 67%.⁹ The acres scarred by gravel mining in Ontario is increasing each year, rehabilitation is not keeping up.</p>

⁷ <https://toarc.com/production-statistics/>

⁸ <https://toarc.com/production-statistics/>

⁹ <https://toarc.com/production-statistics/>

A MORATORIUM ON ALL NEW GRAVEL MINING APPROVALS TODAY

—a step towards a sustainable tomorrow

ISSUES

- ❶ Gravel mining permanently changes the existing natural environment and causes numerous negative impacts to surrounding communities. It is not a benign activity.
- ❷ The gravel mining industry provides the raw materials for cement production, highway construction and urban sprawl. These activities are significant contributors to greenhouse gas emissions in Ontario.
- ❸ Ontario's current application process for gravel mining:
 - Allows uncontrolled proliferation of gravel sites across Ontario
 - Favours corporations and places an unfair burden on municipalities and local communities forced to advocate for the protection of the natural environment and built communities
 - Does not fulfill the requirements for free, prior and informed consent of Indigenous Nations as guaranteed in the Canadian constitution

POLICY PROPOSAL

- ❶ Impose an immediate moratorium on all new gravel mining approvals (including interim orders and site plan amendments for mining below the water table or that increase licensed tonnages).
- ❷ Create an independent panel to conduct broad consultations involving Indigenous Nations, municipalities, affected communities, industry, and independent experts and scientists.
- ❸ Chart a new path forward for gravel mining which:
 - Prevents greater climate chaos
 - Protects groundwater and farmland
 - Increases the weight of local perspectives in land use planning
 - Ensures long term supplies of a finite resource
 - Honours treaties and obligations with Indigenous Nations as prescribed in the Canadian Constitution

IMPACT OF A MORATORIUM

A moratorium on new approvals of gravel mining sites in Ontario will:

- ❶ Provide an opportunity to **update gravel mining industry policies** and regulations to reflect current societal expectations and meet the national and international requirements of addressing climate change.
- ❷ **Respond to the urgent requests** from thousands of Ontario residents (predominantly rural) struggling with the threats to their families, homes and communities from gravel mining.
- ❸ **NOT impact** the current supply of gravel required to meet Ontario's needs.
- ❹ **NOT impact** the rights existing gravel mining operators have to continue their existing operations as they do today.
- ❺ **NOT impact** current employment in the gravel mining industry.

FOUR FACTS ON GRAVEL MINING IN ONTARIO

FACT #1

The provincial government has authorized the gravel mining industry to extract thirteen times more gravel each year than is required to meet average annual consumption.

- On average 157.4 million tonnes of gravel was extracted annually over the past 10 years in Ontario.^{1,2}
- 2.05 billion tonnes of gravel extraction are allowed each year from the 5000-plus licensed gravel mining sites in Ontario. (Note: 800-plus sites, (approximately 15%) are permitted to extract unlimited tonnages each year. These amounts are in addition to the 2.05 billion tonnes mentioned above.)

FACT #2

Gravel mining consumes an average of 5,000 acres of land in Ontario each year.

- Licenses for gravel extraction have increased from 183,000 acres in 1992 to 333,000 acres in 2020³, an increase of almost 150,000 acres or 5,000 acres per year over the past three decades. That's a land area equivalent to two proposed Melancthon mega-quarries each year.⁴

FACT #3

The gravel mining industry doesn't pay its fair share, for example municipal property taxes.

- Municipalities challenge preferential property tax treatment given to gravel mining sites.
- Disputes continue between Ontario Municipalities and the gravel industry over property taxes.
- Examples:
 - Wellington County asserts that "other sectors, mainly residential and small business, are subsidizing the aggregate industry's artificially low valuations".
 - In Puslinch Township "single family homes in Puslinch pay more taxes than 100-acre active (gravel) sites".⁵

FACT #4

The gravel mining industry supplies sand, stone and gravel for cement production, highway construction and urban sprawl, which make significant contributions to greenhouse gas emissions in Ontario.

- The cement industry produces 8% of global carbon emissions, as a country it would be the third largest global emitter of CO₂.⁶
- Transportation has become the biggest source of GHG emissions in Ontario.⁷

RECOMMENDED AREAS OF CONSULTATION AND INQUIRY

- Determine the total amount of licensed supply in Ontario's 5000-plus pits and quarries.
- Propose criteria and processes for determining and demonstrating the need for new gravel mining sites.
- Define limits on 'virgin' aggregate extraction, and set targets for aggregate reprocessing in order to ensure sustainable management of the finite gravel resources in Ontario.
- Propose revisions to application procedures which fully honour Indigenous Nations' treaty rights.
- Recommend updated policies and restrictions for gravel mining below the water table to reflect current groundwater sciences.
- Propose methods which increase the weight given to municipal and community perspectives in gravel mining decisions.
- Recommend approaches to ensure that gravel mining sites are not allowed to transform themselves in significant ways after initial approval. This would include changes to progressive or final rehabilitation plans.
- Recommend a fair levy for gravel mining that includes compensation for the full social and environmental costs of its extraction.
- Recommend approaches to gravel mining oversight to ensure full compliance with all regulations and license conditions.

1. Aggregate Resources Statistics in Ontario, Production Statistics annual reports, The Ontario Aggregate Resources Corporation (TOARC)

2. Active aggregate sites and related maximum tonnage

3. Aggregate Resources Statistics in Ontario, Production Statistics annual reports, The Ontario Aggregate Resources Corporation (TOARC)

4. <https://www.inthehills.ca/2011/06/melancthon-mega-quarry-by-the-numbers>

5. Presentation, Ken DeHart, Wellington County Treasurer May 30th 2021 Gravel Watch Ontario

6. <https://www.carbonbrief.org/qa-why-cement-emissions-matter-for-climate-change>

7. Why Are Ontario's GHG emissions going up instead of Down? Environmental Defence, April 21, 2020



Community Services

Legislative Services

March 29, 2022
File #120203

The Right Honourable Justin Trudeau
Prime Minister
House of Commons
Ottawa, ON K1A 0A6
Justin.trudeau@parl.gc.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

Honourable and Dear Sirs:

Re: Climate Change Action

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of March 28, 2022 passed the following resolution:

Whereas extreme weather events have become more frequent and intense with rising sea levels, prolonged droughts, food shortage and daily extinction of animal and plant species; and

Whereas leading climate scientists have issued a "code red for humanity" warning that changes necessary to keep warming below 1.5 degrees celsius will be our last chance to avoid the most dangerous impact of climate chaos; and

Whereas Climate Change is now an emergency; and

Whereas Canada is the only G7 country whose emissions have increased since the Paris Agreement was signed; and

Whereas the Government of Canada is working with the provinces and territories to implement the Pan-Canadian Framework on Clean Growth and Climate which includes emissions reduction targets, investing in infrastructure, development of new Building Codes that increase building and infrastructure resiliency, addressing the effects of Climate Change on the health of Canadians; supporting regions that are vulnerable to Climate Change; and working to ensure the long-term health and resilience of our ecosystems and natural environment are protected; and

Whereas the Government of Canada's plan falls short on timelines for effective changes; and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6
Office Hours 8:30 a.m. to 4:30 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

Whereas Municipalities have the ability to influence change to 50 per cent of emissions within Canada; and

Whereas the Town of Fort Erie has not incorporated Climate Change into its Official Plan; and

Whereas Report No. CAO-17-2020 authored by Bev Bradnam, Manager, Strategic Initiatives was received at the Council-in-Committee Meeting held on October 5, 2020, for information purposes, regarding Climate Change contained action items; and

Whereas the land within our community and its infrastructure is finite;

Now therefore be it resolved,

That: Council declares a Climate Change Emergency; and further

That: The Town of Fort Erie take Climate Change Action and that staff be directed to provide a report to Council outlining the resources required to create and implement a Climate Change Adaptation Plan, including but not limited to human resources, policies and policy changes and financial resources; and further

That: The Town of Fort Erie establish an Advisory Climate Change Adaptation Team and a Climate Change Plan that includes external and internal stakeholders including the Indigenous Community, business, service and manufacturing sectors and members of the community; and further

That: The Town of Fort Erie join Brock University's "Niagara Adapts"; and further

That: Climate Change be strongly considered as a main pillar in the 2022 - 2025 strategy plan; and further

That: The Town of Fort Erie request staff to:

1. Submit a report to Council on the incorporation of new standards that will prevent clear cutting forests for new developments;
2. Consider broadening the scope of Building Codes to include the use of new, greener technologies, as opposed to fossil fuel systems; and
3. Review the ability to attract condominium and apartment builds in available open spaces, or the demolition of existing buildings in the Town's downtown and surrounding core areas; and further

.../3

The Right Honourable Justin Trudeau
The Honourable Doug Ford

Page three

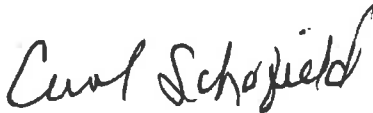
That: The Town of Fort Erie send a letter to the Right Honourable Prime Minister Justin Trudeau, the Honourable Doug Ford, Premier of Ontario, and the Honourable Steven Guilbeault, Minister of Environment and Climate Change, to tighten their timelines for Climate Change Plans to be reflective of the urgency it demands for immediate and meaningful action; and further

That: A copy of this resolution be circulated to all Members of Parliament, all Members of Provincial Parliament and all Ontario Municipalities, and request that those municipalities that do not have plans in place to step up and put resolutions of their own in place to effect positive change and implement an affirmative Climate Change Action Plan.

Research sources:

1. This Changes Everything written by Naomi Klein published in 2014 by Vintage Canada a division of Random House Canada
2. Climate Change written by Robert Henson, published in 2008 by Rough Guides Ltd
3. David Suzuki Foundation. Site: <https://davidsuzuki.org/>
4. Government of Canada: Canada's Climate Plan. Site: <https://www.canada.ca/en/services/environment/weather/climatechange/climate-plan.html>

Yours very truly,



Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk
cschofield@forterie.ca
CS:dlk

c.c. The Honourable Steven Guilbeault, Minister of Environment and Climate Change Steven.Guilbeault@parl.gc.ca
All Members of Parliament
All Members of Provincial Parliament
Ontario Municipalities

Clarington

If this information is required in an alternate format, please contact the Accessibility Co-ordinator at 905-623-3379 ext. 2131

April 5, 2022

To All Ontario Municipalities:

Re: Correspondence Regarding the Municipality of Clarington's Comprehensive Zoning By-law Review Project, Zone Clarington

File Number: PG.25.06

At a meeting held on April 4, 2022, the Council of the Municipality of Clarington approved the following Resolution #PD-037-22:

That the correspondence arising from the following Resolution, #C-398-21, passed on December 13, 2021, be forwarded directly to all municipalities in Ontario.

"Whereas rural property owners and farmers in Clarington and across the Province are affected by the natural heritage system mapping;

And Whereas the mapping of natural heritage systems conflicts between the Greenbelt Natural Heritage System, Conservation Authority mapping, official plan mapping, and zoning bylaw mapping;

And Whereas the over-reach of natural heritage system mapping often results in environmental protection designations which are not justified, and are not protecting natural heritage features, and which negatively affects thousands of rural property owners and farmers;

And Whereas municipalities which are engaged in official plan updates and zoning bylaw updates have no clear direction on natural heritage systems mapping from the Province;

April 5, 2022

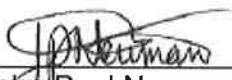
Page 2

And Whereas a thorough investigation into the designated natural heritage systems by the provincial ministries are desperately needed immediately to ensure appropriate mapping is done and the designations are indeed accurate;

Now therefore be it resolved that:

1. The Provincial Government be requested to issue a cease and desist order on all updates to Natural Heritage System designations in official plans and zoning bylaws, thereby pausing the updates until a review of same by the province can be completed.
2. Clarington not proceed further with any revisions to its natural heritage system in its zoning bylaw pending the provincial review.
3. A copy of this resolution be forwarded to:
 - a) The Minister of Municipal Affairs and Housing;
 - b) The Minister of the Environment, Parks and Conservation;
 - c) All Durham MPP's;
 - d) The Region of Durham and all Durham municipalities; and
 - e) AMO for distribution to all rural municipalities."

Yours truly,



John Paul Newman
Deputy Clerk

JPN/lp

- c: R. Windle, Director of Planning and Development Services
A. Burke, Senior Planner



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

March 31, 2022

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

Re: Hustler Drain

Three (3) sealed tenders for the Hustler Drain were received and opened on March 31, 2022 at the Municipality of Brooke-Alvinston Municipal Office.

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

- | | |
|-------------------------|-------------|
| • JLH Excavating | \$23,696.10 |
| • Bruce Poland and Sons | \$28,853.14 |
| • HE Construction | \$30,877.25 |

Based on this review, the bid from JLH Excavating in the amount of \$23,696.10 (including HST) for the drainage work is the lowest price tendered and meets all of the requirements stipulated in tender documents. This tender price is 6% higher than the Drainage Superintendent's estimate of \$19,812.50 (including HST).

We trust this meets your requirements at this time; however, should you have any questions regarding this information, please feel free to call.

Regards,

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

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



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

April 5, 2022

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

Re: Steadman Drain No.1

Four (4) sealed tenders for the Steadman Drain No.1 were received and opened on March 31, 2022 at the Municipality of Brooke-Alvinston Municipal Office.

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

- | | |
|--------------------------|--------------|
| • Robinson Farm Drainage | \$222,280.04 |
| • AG Hayter | \$233,554.05 |
| • HE Construction | \$235,667.32 |
| • VanBree Drainage | \$245,015.08 |

Based on this review, the bid from Robinson Farm Drainage in the amount of \$222,280.04 (including HST) for the drainage work is the lowest price tendered and meets all of the requirements stipulated in tender documents. This tender price is 26% higher than the engineer's estimate of \$176,709.40 (including HST). R. Dobbin Engineering recommends awarding the drainage works to Robinson Farm Drainage.

We trust this meets your requirements at this time; however, should you have any questions regarding this information, please feel free to call.

Regards,

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

David Moores
 Project Manager, R. Dobbin Engineering Inc.



MUNICIPALITY OF BROOKE-ALVINSTON

DRAINAGE SUPERINTENDENT STAFF REPORT

To: Brooke-Alvinston Mayor, Clerk, and Council

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

RE: Drainage Superintendent Report

Date: April 2022

New Drainage Requests:

1. Bourne Drain
 - Section 74
 - Location: Lot 5, Concession 10
 - Landowner: Jeff & Ken Campbell
 - Add gravel to culvert

Recommendation: Council accept the request and add this work to the current Bourne Drain work and have JLH Excavating to complete this work based on time and material rates while onsite.

2. Johnston-Symington Drain
 - Section 78
 - Location: Forest Road – Lot 1, Concession 14 / Gore Concession
 - Landowner: Hanna Symington
 - Requested a secondary culvert to be installed at the south end of the property. This will be 100% cost to the property. Therefore, culvert to be installed as part of the Johnston-Symington work. Culvert to be sized according to the drain and be a private culvert until incorporated under a new engineer's report. A letter to be added to the file.

Recommendation: Council accept the request and add this work to the current Johnston-Symington work and have Bruce Poland and Sons complete this work using the unit rates within the tender.

3. Cook Drain

- Section 74
- Location: Forest Road south of Courtright Line
- Landowner: Bud Kelly
- Repair Auxiliary tile in bottom of ditch

Recommendation: Council accept the request and have KT Excavating and Tom Parks Tile Cleaning to complete this work based on time and material rates.

Tender Awards:

1. Hustler Drain

- Section 74 Maintenance
- Location: Lots 7-8, Concession 3
- Landowner: Dan Zimmerman
- Work: Brushing and bottom cleanout
- Status:
 - All Drain Approvals Received
 - Tender closed March 31, 2022

Recommendations: Council to award the tender to JLH Excavating in the amount of \$23,696.10 including HST.

2. Steadman Drain No.1

- Section 4 Petition
- Location: Lots 7-8, Concession 3
- Landowner: Dan Zimmerman
- Work: New tile drain
- Status:
 - All Drain Approvals Received
 - Tender closed March 31, 2022

Recommendations: Council to award the tender to Robinson Farm Drainage in the amount of \$222,280.04 including HST.

Work to be Tender

Cook Drain

- Location: East of Forest Road & down through Enniskillen to its outlet
- Landowner: Bud Kelly
- Work: Brushing, bottom cleanout, and levelling
- Status:
 - Onsite Meeting was held on August 24, 2021
 - Currently out for tender

Contractor – Bruce Poland and Sons:

Totten Drain

- Section 74 Maintenance Request
- Location: Lots 10-12, Concession 8
- Landowner: Dave McKellar / Ray McGugan
- Work: Brushed, bottom cleanout, culvert replacements
- Status:
 - Culvert Replacements completed
 - Brushing and bottom cleanout still to be completed in summer 2022

14th Concession Drain

- Location: Lots 1-6, Concession 14
- Landowner: Tom Shea / Doug Thrower
- Work: Brushing, bottom cleanout, and culvert replacement
- Status:
 - Brushing and bottom cleanout are complete
 - Culvert replacement completed
 - Levelling to be completed spring/summer 2022

McNeil Drain

- Location: Lot 14/15, Concession 7
- Landowner: Adam McKellar
- Work: Brushing, bottom cleanout, erosion protection, tile repairs and tile cleaning
- Status:
 - Drain approvals received
 - Tender closed October 7, 2021
 - Council to award the project to Bruce Poland and Sons
 - Work to be completed spring/summer 2022

Edgar Drain No.1 / Edgar Drain Branch

- Location: Between Hardy Creek Road and Churchill Line
- Landowner: Steve Saunders
- Work: Brushing, cleanout, and culvert replacement
- Status:
 - Drain approvals received
 - Tender closed on April 15, 2021
 - Council awarded the project to Bruce Poland and Sons
 - Brushing, bottom cleanout and culvert replacement completed
 - Levelling to be completed spring 2022

Benner Duffy Drain

- Location: Lots 17-18, Concession 5
- Landowner: Dave McKellar
- Work: Brushing and bottom cleanout
- Status:
 - Drain approvals received
 - Tender closed on May 20, 2021
 - Council awarded the project to Bruce Poland and Sons
 - Brushing and bottom cleanout completed
 - Levelling to be completed spring 2022

MacDougall Drain

- Location: Lots 7-9, Concession 5
- Landowner: Doug MacDougall
- Work: Brushing and bottom cleanout
- Status:
 - Drain approvals received
 - Tender closed on June 3, 2021
 - Council awarded the project to Bruce Poland and Sons
 - Brushing and bottom cleanout completed
 - Levelling to be completed spring 2022

4-5 Concession Road Drain

- Location: Lots 7-9, Concession 5
- Landowner: Doug MacDougall
- Work: Brushing and bottom cleanout
- Status:
 - Drain approvals received
 - Tender closed on June 3, 2021
 - Council awarded the project to Bruce Poland and Sons
 - Brushing and bottom cleanout completed
 - Levelling to be completed spring 2022

McNally Drain / Munro Drain

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

- Levelling and culvert repair to be completed spring 2022

Contractor – JLH Excavating:

Smith Drain

- Location: Lot 13, Concession 6
- Landowner: Ben Opthuf
- Work: Brushing, bottom cleanout, and culvert replacement
- Status:
 - Council awarded the project to JLH Excavating
 - Culvert work completed
 - Brushing and bottom cleanout completed
 - Levelling to be completed in Spring 2022

Contractor – GM Construction:

Government Drain No.1

- Location: Along Inwood Road between Courtright Line and Campbell Line
- Landowner: Council request via the Orange Drain No.1
- Work: Brushing and bottom cleanout
- Status:
 - Onsite Meeting was held on July 13, 2021
 - Drain approvals received
 - Tender closed December 2, 2021
 - 80% of the cleanout is completed
 - All brushing completed
 - Levelling to be completed fall 2022 after crops

Kelly Drain

- Location: East of Inwood Road
- Landowner: Bud Kelly
- Work: Brushing and bottom cleanout
- Status:
 - Onsite Meeting was held on August 24, 2021
 - Drain approvals received
 - Tender closed December 2, 2021
 - Brushing and bottom cleanout completed
 - Levelling to be completed fall 2022 after crops
 - Erosion control to be completed with Bud Kelly when dry enough to get back there

Orange Drain No.2

- Location: East of Inwood Road
- Landowner: Dave Munro
- Work: Brushing and bottom cleanout
- Status:
 - Onsite Meeting was held on November 2, 2021
 - Drain approvals received
 - Tender closed December 2, 2021
 - Brushing and bottom cleanout completed
 - Levelling to be completed fall 2022 after crops

DRAINAGE REPORTS STATUS

Steadman Drain No.1

- Section 4 Report – Roger Buurma
 - Drain enclosure
 - Currently with the SCRCA for review
 - Additional Onsite Meeting was held on November 17, 2020
- Section 4 Petition – Don McGugan
 - A private tile drain to be made a municipal drain and improved in Lot 16, Concession 9, west side of Nauvoo Road
- Conservation Authority approved the proposal
- Permit applications submitted to SCRCA and Fisheries and Oceans Canada
- All drain approvals have been received
- Report was filed with the Municipality
- Meeting to Consider – February 3, 2022
- Court of Revision – March 24, 2022
- Tender closed March 31, 2022
- Tender award recommendation above to Robinson Farm Drainage

Hasting Drain

- Section 78 Report
- Request to realign or enclose channel in W1/2 Lot 23, Concession 12
- Preliminary report and profiles complete
- Proposal sent to SCRCA
- SCRCA approved the project
- Permit application submitted to SCRCA

Bourne Drain

- Section 78 Report
- Culvert replacement
- Report submitted to the municipality
- Meeting to Consider – February 3, 2022
- Court of Revision – March 24, 2022
- Tender closed March 15, 2022
- Council Awarded project to JLH Excavating

Johnson Drain

- Section 78 Report
- Culvert Replacement
- Culvert had to be replaced under an Emergency Designation Sec.124
 - This work was completed by JLH Excavating
- Report submitted to the municipality
- Meeting to Consider – February 3, 2022
- Tender closed on March 15, 2022
- Court of Revision – March 24, 2022
- 2nd Court of Revision – April 14, 2022
- Council Awarded project to Bruce Poland and Sons

Logan Drain Branches 2-6

- Section 78 Report
- Tile drain replacement project
- Court of Revision – May 27, 2021
- Landowner requested work be completed in 2022/2023
- Tender Closes April 28, 2022

Ruth Drain

- Section 78 Report
- Tile drain replacement
- Court of Revision – May 27, 2021
- Landowner requested work be completed in 2022/2023
- Tender Closes April 28, 2022

Edgar Podolinsky Drain

- Section 4 Report
- Report in progress

Edgar Drain Branch

- Section 78 Report
- Drain enclosure
- Onsite Meeting was held on November 26, 2020
- Report in progress

McEachren Drain

- Section 78 Report
- Emergency culvert work under Section 124 of the Drainage Act
- Culvert work completed
- Onsite Meeting was held on November 17, 2020
- Additional work was discussed in having all culverts inspected for replacement and the drain requires brushing and bottom cleanout
- New drain profile required
- Report is almost complete and should be submitted to the municipality soon

Thompson Drain

- Section 78 Report
- Culvert Replacement on Hardy Creek Road
- Onsite Meeting held on November 17, 2020
- New profile for drain along Hardy Creek Road as a cleanout / brushing was asked at the Onsite Meeting
- Survey completed
- Report submitted to the municipality
- Currently awaiting a Meeting to Consider

Campbell Leitch Drain

- Section 78 Report
- Low-level crossing replacement
- New low-level crossing in Adelaide Metcalf section of the drain
- Onsite Meeting held on November 26, 2020
- Survey completed
- Report submitted to the municipality
- Currently awaiting a Meeting to Consider

Johnston-Symington Drain

- Section 78 Improvement Request
- Location: Lot 1, Concession 14 & Gore Concession
- Request received from Ms. Jo-Anne Symington to replace an access culvert
- Council accepted the request under section 78 and appointed R. Dobbin Engineering
- Culvert was replaced under an Emergency Designation Sec. 124 by Bruce Poland and Sons
- Onsite meeting held on June 22, 2021
- Additional work to include a new profile for cleanout and culvert replacement
- Report submitted to the municipality
- Meeting to Consider – February 3, 2022

- Tender closed on March 15, 2022
- Court of Revision – March 24, 2022
- Council awarded the tender to Bruce Poland and Sons
- Additional culvert request received – see above approvals

Benner Duffy Drain

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

6-7 Sideroad Drain / Government No.1 Drain

- Section 78 Improvement
- At the site meeting for maintenance of the Government No.1 Drain landowners requested that the Government Drain No.1 be extended to a sufficient outlet east of Sutorville Road
- The area was inspected by the Drainage Superintendent and some landowners that were in attendance. The drain east of Sutorville requires brushing, bottom cleanout and bank stabilization
- As both the 6-7 Sideroad Drain and the Government Drain No.1 ends at Sutorville Rd and Campbell Line, in order to complete the necessary work, the drain needs to be extended downstream as far as require to obtain sufficient outlet
- Council accepted the request under Section 78 and appointed R. Dobbin Engineering
- Onsite meeting was held on September 27, 2021
- Surveying in progress

Parker Lucas Drain & Acton Drain

- Section 4 Petition
- Location: At Little Ireland Road
- Petition received from Shea Farms Limited
- Council accepted the request under section 4 and appointed R. Dobbin Engineering
- Onsite meeting was held on September 27, 2021
- Drainage area to be surveyed when crops come off and proposals for possible solutions to be presented to the affected landowners through a Scoping Report

MacDougall Drain

- Section 78 Improvement Request
- Location: Lot 7, Concession 5
- Carl Martin has requested a culvert replacement
- Current drainage report does not contain information to deal with culverts, therefore a new report is required
- The culvert has failed and needs to be replaced under emergency designation
- Emergency designation was received and the culvert was replaced by Bruce Poland and Sons
- Onsite meeting – February 15, 2022
- Report to be submitted soon to the municipality

Smith Drain

- Section 78 Maintenance Request
- Brad Podolinsky requested a culvert replacement. He requested the culvert to be relocated to the east side of the farm and to be 20m long instead of the standard 10m crossing.
- The existing culvert has failed and is no longer passable with farming equipment
- A letter will be sent to the Minister of Agricultural, Food and Rural Affairs for emergency approval to replace the culvert under Section 124 of the Drainage Act, prior to the engineer's report being completed
- Due to the location of this culvert access is required now while the ground is frozen in order to get materials back to the work site
- Bruce Poland is currently in the area completing culvert work on the Totten Drain and I request that we use this contractor to get the work done right away
- Ministry approval received and culvert was replaced
- Onsite Meeting – March 29, 2022
- Report to be submitted soon to the municipality

For Information:

Work on the following projects is completed:

1. **14th Concession Drain** – culvert replacement for Doug Thrower completed by Bruce Poland and Sons.
2. **Smith Drain South** – culvert replacement for Brad Podolinsky completed by Bruce Poland and Sons.
3. **3-4 Sideroad Drain** – bank stabilization along Inwood Road completed by Bruce Poland and Sons.
4. **Zavitz-Campbell Drain** – catchbasin replacements completed by GM Construction.
5. **McNeil Douglass Drain** – tile repairs completed by KT Excavating.
6. **Cowen Drain** – outlet replacement to the Kennedy Drain completed by KT Excavating.
7. **Dolbear McKellar Drain** – tile repairs completed by KT Excavating.
8. **Lamb Drain** – tile repairs completed by KT Excavating.



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



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

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

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

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

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

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

The following work is required:

ditch cleaned out

Property Description: Lot _____ Concession _____ Roll Number _____

911 address 6482 Weidman Line

Dated at the Municipality of Brooke-Alvinston this 7 day of April, 2022.

RANDY HILLS

Name-please print

Name-please print

Randy Hills

Signature

Signature

Telephone# 519-878-3005

Home

Cell

Email address: rhills@brookealvinston.com

Additional Comments if any:



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



I hereby give notice that the DAVID CAMPBELL Drain is out of repair and request that:

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

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

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

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

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

The following work is required:

Remove excess dirt put back to grade
for appropriate free board

Property Description: Lot _____ Concession _____ Roll Number _____

911 address NE CORNER OAK SPRINGS & FOREST

Dated at the Municipality of Brooke-Alvinston this 29 day of MARCH, 2022

DAVID MUNRO

Name-please print

Name-please print

Signature

Signature

Telephone#

Home

Cell

Email address: _____

Additional Comments if any:

E-MAILED
03/30/22
David Moores



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Warwick Fire Agreement Renewal
Meeting: Council - 14 Apr 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Clerk Administrator and Mayor be authorized to sign the authorizing by-law between the Municipality and the Township of Warwick.

Background:

The current Fire Agreement between the Municipality and the Township of Warwick expired in 2021. The two municipalities have held the agreement in good faith until a revision could be prepared. The current agreement provides fire protection, prevention and rescue from Warwick Township to specific properties in the Municipality (being lots 1-29 inclusive, Con. 14 including the Gore).

Comments:

The Fire Chiefs of the two Municipalities have discussed and have no objections to the renewal of the agreement. The relationship and arrangement has been a positive one and shows a due diligence in protection of the north boundary of Brooke-Alvinston.

The tanker that is stationed in the Watford Hall is a 2012. It's replacement year would be 2037. This agreement would be in place for 2022, 2023 and 2024.

Financial Considerations:

The 2019-2021 agreement showed an increase based on the Cost of Living allowance and the Municipality paid \$1,990 each year. The COLA for 2021 was 3.4 % which would result in an additional \$68 added to the agreement to be \$2,058 in 2022. The year 2023 and 2024 would be adjusted as the rate is released

Relationship to Strategic Plan:

None associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Requests from the Brooke-Alvinston Ag Society -Pro Rodeo
Meeting: Council - 14 Apr 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston declares the Alvinston Pro Rodeo being held June 17-19, 2022 as an event of municipal significance and acknowledges that the Brooke-Alvinston Agricultural Society will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex / Pavilion / Grounds at 3310 Walnut Street; and that

The Council of the Municipality of Brooke-Alvinston waive section 3.9 of By-law 37 of 2021 to allow noise to extend to 2 a.m. during the 2022 Alvinston Pro Rodeo.

And that the Brooke-Alvinston Ag Society be allowed to use an off road vehicle on the BAICCC grounds during the Alvinston Pro Rodeo event only.

Background:

The Brooke-Alvinston Ag Society will be hosting the Pro Rodeo June 17-19, 2022 on the BAICCC grounds. A special occasion permit is required for the event. The rodeo has routinely been declared an event of municipal significance due to the nature of the event. It also fits the criteria recently adopted by Council in declaring an event to be municipally significant as it:

- a. Falls within the definition of a municipally significant event
- b. Serves 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

Criteria of the Municipal Significant Event Policy to issue a Special Occasion Permit is met with the Alvinston Pro Rodeo.

Comments:

Should Council approve the requests, notification of the SOP and the waiver of section 3.9 of By-law 37 of 2021 should be forwarded to: Brooke Fire Rescue, Lambton EMS and Lambton OPP. The Ag Society should notify residents in the area as a courtesy.

Financial Considerations:

There are no financial considerations associated with this report.

ATTACHMENTS:

[2022 Pro Rodeo request letter](#)

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

Attention: Janet Denkers

The Brooke & Alvinston Agricultural Society would request the possibility of the Municipal council to declare the Alvinston Pro Rodeo a **Public Event**. This declaration is for the purpose of obtaining a Special Occasion Event under the Alcohol and Gaming Commission of Ontario. The Pro Rodeo will be running for three days and will be operating an outdoor refreshment area on June 17, 18, & 19, 2022 at the Brooke Alvinston Inwood Community Centre grounds. A Public Event covers an **event of municipal significance and is designated by municipal council as an event of municipal significance** which runs for more than one day. It is for this reason that we ask this request.

We also request, the extension of the Municipal Noise By-law on Friday June 17 until 2 am and Saturday June 18 until 2am. This will accommodate the refreshment area and concerts taking place on these days.

We also request permission for the use of ATVs and golf carts on the Brooke Alvinston Inwood Community Centre grounds during the Rodeo weekend, to be used for the transportation of physically challenged individuals to have access to the event and for maintenance of the ground

Thank you

Mark McLean

Mark McLean
 Brooke & Alvinston Ag. Soc.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Proposed Development(s) in Brooke-Alvinston
Meeting: Council - 14 Apr 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the report titled Proposed Development in Brooke-Alvinston be received and filed

Background:

This report is provided to Council as a general update and awareness of proposed development(s) in Brooke-Alvinston.

Comments:

In recent months, Administration have met with County Planners in addition to proposed purchasers and Engineers who are interested in new development in the Alvinston area. The next few months are proposed to be busy as plans and proposals are brought forward for various approval processes in conjunction with the County of Lambton.

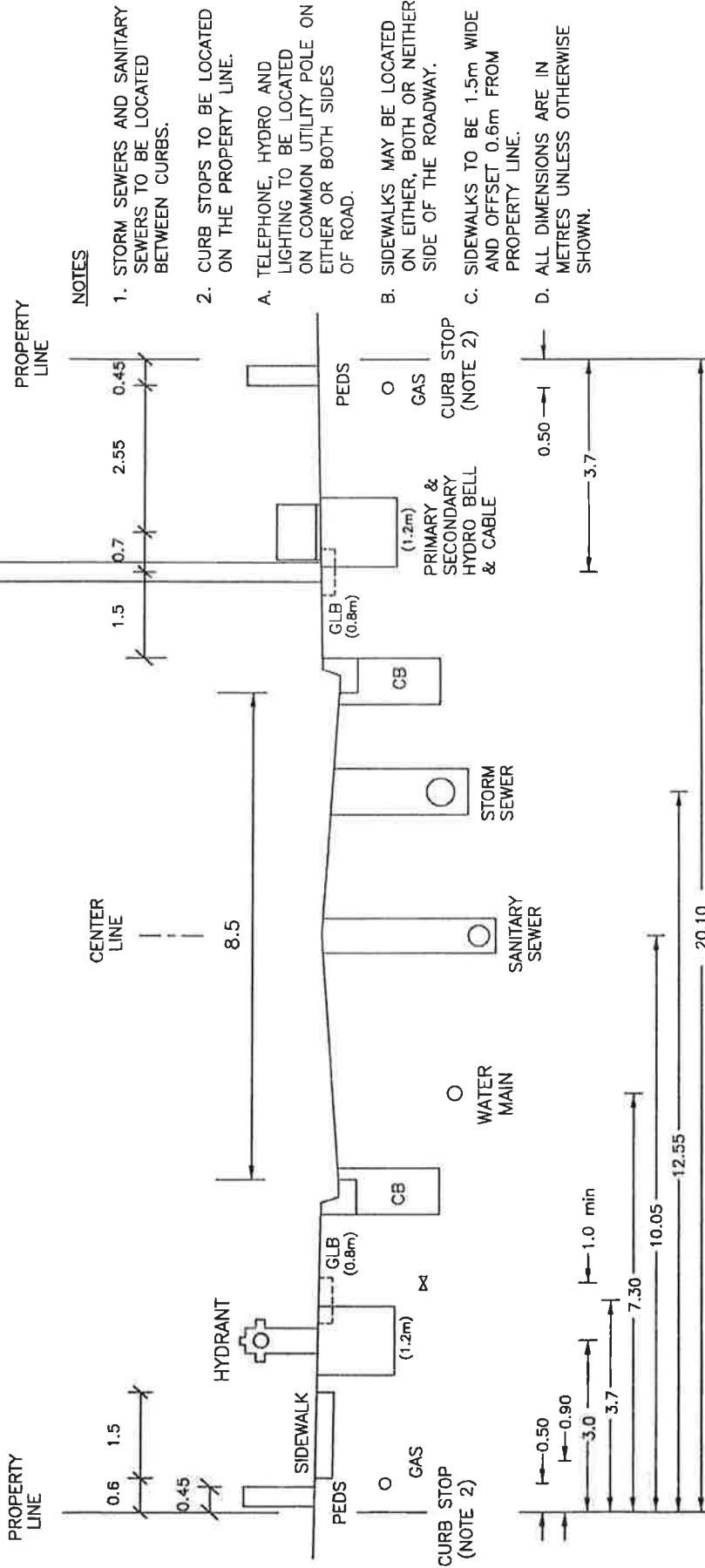
Administration is in consultation with MIG Engineering on service reviews on the proposed projects in the area. MIG Engineering was instrumental in the service design delivery in Brooke-Alvinston. As recommended, design standards and standard specifications have been aligned with other local municipalities in Lambton and we have obtained these standards from the City of Sarnia (attached), MOE Design Guidelines and the Ontario Provincial Standards as general guidelines.

All proposed development(s) are still in preliminary stages of consultation and staff will attempt to provide updates as new development occurs.

The County of Lambton Planning Department and some area municipalities, in addition to MIG Engineering are providing strong support as we navigate these new proposed opportunities.

ATTACHMENTS:

[2020-Standard-specification-drawings-div-5.0 \(10\)](#)



NOTES

1. STORM SEWERS AND SANITARY SEWERS TO BE LOCATED BETWEEN CURBS.
2. CURB STOPS TO BE LOCATED ON THE PROPERTY LINE.
- A. TELEPHONE, HYDRO AND LIGHTING TO BE LOCATED ON COMMON UTILITY POLE ON EITHER OR BOTH SIDES OF ROAD.
- B. SIDEWALKS MAY BE LOCATED ON EITHER, BOTH OR NEITHER SIDE OF THE ROADWAY.
- C. SIDEWALKS TO BE 1.5m WIDE AND OFFSET 0.6m FROM PROPERTY LINE.
- D. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE SHOWN.

NEW SUBDIVISIONS:

DESCRIPTIONS	CURB STOPS	GAS	HYDRO OR JOINT HYDRO TELEPHONE	HYDRANTS	POLES	GLB	WATER MAIN
DISTANCE TO CENTRE LINE OF UTILITY FROM PROPERTY LINE	0.0	0.5	3.0	3.0	3.7	3.7	7.3
MINIMUM DEPTH OF COVER	1.8	1.0	0.9	N/A	N/A	N/A	1.8

REV.#	VARIOUS REVISIONS	08/16
REV.5	REVISED FOR 2016 SPEC.	01/16
REV.4	REVISED FOR 2014 SPEC.	01/14
REV.#	DESCRIPTION	DATE

CITY OF SARNIA

UTILITY LOCATION
LOCAL ROAD
20m ROAD ALLOWANCE

APPROVED BY:	BK.
DRAWN BY: J.Roberts	SCALE: N.T.S.
CHK' BY:	DATE: 12/97
DWG.No. 114A-F	



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Joint Audit Compliance Committee
Meeting: Council - 14 Apr 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the By-law presented to authorize a Joint Audit Compliance Committee be approved

Background:

A compliance audit is an audit of a candidate's or registered third party's election campaign finances and their compliance with the provisions of the *Municipal Elections Act, 1996* related to election campaign finances.

The *Municipal Elections Act, 1996* as amended requires that every municipality form an Election Compliance Audit Committee on or before October 1 of an election year for the purposes of Section 88.33.

Lambton County municipalities have formed one Joint Compliance Audit Committee to address all compliance audit applications within the County of Lambton. Each municipal Clerk will be the contact for questions and applications within their municipality. When a municipality is in receipt of an application for a compliance audit, the Clerk of the host municipality shall contact the Committee Members and arrange for the Members to hear the audit request.

The Joint Compliance Audit Committee will have three members and does not include employees or officers of the municipality or local board, members of the council or local board, or any persons who are candidates in the election for which the committee is established. The Committee has the same term of office as the council (for the 2022 municipal election, the term of office is November 15, 2022 - November 14, 2026).

Comments:

The powers and functions of the Committee are set out in the *Municipal Elections Act, 1996*. The Committee will:

- Consider compliance audit applications received and decide whether each application should be granted or rejected. Timeline: within 30 days after receiving the application (s. 88.33(7)).
- If the application is granted, appoint an Auditor to conduct a compliance audit of the candidate's election campaign finances.
- Receive the auditor's report (s. 88.33(13)).
- Consider the auditor's report and decide whether legal proceedings should be commenced or make a finding whether there were reasonable grounds for the application. Timeline: within 30 days of receipt of the auditor's report (s. 88.33(17)).

Financial Considerations:

As outlined in the by-law, a filing fee of \$300 is required for each application. The Municipality shares in the \$200 retainer fee of the Committee members.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Special Meeting of Council
Meeting: Council - 14 Apr 2022
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That a Special Meeting of Council be arranged for May 19, 2022 at 4 pm for the consideration of three Drain reports and to hold a public meeting for a rezoning application.

Background:

An application has been submitted for rezoning on lands in south Alvinston. In addition, three draft reports for Drainage works have also been received.

Comments:

The rezoning application involves a large portion of the south Alvinston area residents being notified of the public hearing. The Planner is available to attend a public meeting on May 19th.

The draft drainage reports involve participation from other municipalities in considering the work to be done on the drains. The Drainage Engineer is available to attend a meeting on May 19th.

The applications and reports are significant in size and considered too large to be added to a regular Council meeting.

By holding the meeting on May 19, 2022 there are no delays in moving the reports and proposals forward.

Financial Considerations:

None associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Potential of Early Ice - BAICCC
Meeting: Council - 14 Apr 2022
Department: Parks and Recreation
Staff Contact: Kevin Miller, Parks and Recreation Supervisor

Recommendation:

That the Council of the Municipality of Brooke-Alvinston direct Administration to discuss options with the Brooke-Alvinston Watford Fall Fair Board to exempt the ice surface only from the agreement for use during the Fall Fair to allow for early ice installation at the BAICCC.

Background:

The Fair is proposed to be Sept. 30-October 2, 2022 with the Ag Society utilizing the BAICCC and grounds the week prior (September 25-October 2)

In 2021/2022, Warwick Township requested Brooke-Alvinston to install ice early as their facility was under construction. The request was forwarded to the Fair Board and with COVID protocols in place and the general fair activities altered, the Board had no objections to ice being installed early.

Comments:

The Municipality and Fair Board have an agreement whereby the Fair Board is given full use of the BAICCC and grounds for 10 days while they prepare for the Fall Fair. During this time, there are generally no outside bookings in the facility however there have been exceptions granted to allow some events with the permission of the Fair Board. On the final day of the fair when the exhibitions are removed from the ice surface area, compressors are turned on and the process of making ice begins. The ice is generally ready within one week. Ice would ideally be ready for October 9, 2022.

Users have requested the ice be installed early in Brooke-Alvinston for the 2022 / 2023 season. The date requested was August 22, 2022. Early installation does not affect operations of the BAICCC as the facility is open throughout the summer months with roller hockey, ball hockey and pickle ball.

Should Council support this initiative, a letter of request will be sent to the Fair Board for their consideration. It is acknowledged that the Fair Board is anticipating a full operational fair weekend similar to pre pandemic fairs and if their decision does not support this request, it is completely understood. The Boards accommodations last year were appreciated by all users.

Financial Considerations:

The approximate cost to install ice is: \$8,940; the cost to remove ice is \$1,400. The approximate cost to operate ice daily is \$540 which includes hydro, water, labour, chemical and gas expenses.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Seismic Testing
Meeting: Council - 14 Apr 2022
Department: Public Works
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That Council approve entering into an agreement with ELS and Company for seismic testing on Inwood Road from Churchill to Petrolia Line at a rate of \$100 / km.

Background:

The Municipality has entered into agreements for Seismic testing on Cameron Road in 2012 with Ontario General Energy and in 2015 with West Bay Exploration Company. There were no issues with either company nor was any damage done to the roadways.

Comments:

The attached correspondence outlines the work to be done and the costs the company is requesting Council to consider.

Seismic testing is an investigative method used to explore and characterize the composition of the soil strata below the ground surface. The test involves the application of a sound pulse to the ground and the measurement of the velocity and amplitude of the resulting vibration as it travels through the lower soil layers.

Financial Considerations:

Previous agreements provided for \$310.68 / km and a deposit of \$5,000. In reviewing agreements with others including the County of Lambton, \$100 /km is a suitable rate and accounts for the limited damage anticipated to the roadways.

ATTACHMENTS:

[Brooke letter to brooke council](#)
[Brooke Road Use Agreement Seismic Testing](#)



6 April, 2022

David Ferguson, Mayor
Members of Council
Municipality of Brooke-Alvinston
3236 River Street, Alvinston, Ontario

Dear Mr Mayor and Council,

Attached please find a copy of your Road Works Agreement as revised by myself. You will note that the firm that I am representing is asking for special dispensation as to the fees your office is proposing to charge for seismic testing and for a surety bond. I will detail below why we ask you to spare us these additional costs.

The company that I am representing in this venture is ALPX Energy Canada, ULC. They are a small company that is searching for Oil and Gas in Southwestern Ontario. The company and I both have very experienced people on staff. I have worked in the oil business for over 35 years as has the principal of ALPX. We are both Canadian. We work in Ontario because we think that we can be successful here and as a result of that success several of your local farmers may be able to share in that wealth. We need to spend as little money initially in order to pay for more expensive cross country seismic down the road in order to locate hydrocarbon deposits. The more cross country tests we do the greater potential of putting wells on your farmers properties.



This is the testing vehicle with the weight drop behind.

This company has your best interests in mind. This year they created a seismic testing system that consists of a tractor with low compression tires with a weight drop system attached to the back. It is a small, compact operation using wireless geophones that will be placed in the ditch of the road. Our testing will do no damage to the road surface nor to the shoulder. There will be no evidence that we were there. If something unforeseen should happen I assure you that we would rectify it immediately.



Please note the small plate at the bottom of the weight drop.

This method of Vibration Testing is so low key that farmers love it. The tractor travels on the shoulder of the road stopping every 50 feet. The weight drop system lowers a small 1.5 foot by 1.5 foot plate until it makes contact with the ground. Once secure and flat the weight is raised within the unit and is dropped onto the plate. Any weight landing on the ground is disbursed across the surface of the ground. Once that is done 5 times the tractor raises the weight drop plate and advances 50 feet to the location of the next test. This system is low impact, fast, and addresses landowners concerns.



The wireless geophone is slightly bigger than a bar of soap.

To restate, we are experienced Canadian oil workers with the corporate philosophy of running low compression equipment that will not damage the surface of farmers fields or the shoulder of a roadway. We cannot damage the subsurface in any way as we do not penetrate the surface. Unlike previous seismic testing where drills were used along with blasting caps and large damage deposits were required in case of lasting damage that might need to be repaired, our system causes no concern about the surface or subsurface of the ground.

It is for that reason that we ask you to reduce our per kilometer fee to \$100.00 per km and our surety bond to \$1000.00. That way we can run more tests to help locate more drilling locations. These are the same amounts that we have agreed to in a Letter Agreement for a



test on Petrolia Line, which is being submitted for signatures tomorrow with Lambton County Council. They agree that since we are working hard to prevent damages that we should pay less deposit and fees. If you would like to see this letter of agreement I can forward it to you.

The company doing the actual work for ALPX Energy Canada ULC. is Roilty Geophysical Inc., 517 Richmond St., Unit 1804, London, Ontario N6A 0E3. The principals name is Tyler Choinard, 519-281-6508. All documents will be put in his name. The insurance of \$5 million dollars is held by this company.

Thank You.

Yours very truly,
ELS and Company Inc.

C. Bruce Elliott
President

THIS AGREEMENT made in triplicate this 10th day of April , 2022.

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON,
(hereinafter called "the Corporation")

OF THE FIRST PART

- and -

Roilty Geophysical Inc.
(Hereinafter called "the Applicant")

OF THE SECOND PART

WITNESSETH that the Corporation and the Applicant in consideration of the fulfillment of their respective promises and obligations herein set forth, covenant and agree with each other as follows:

That the Applicant, its successors and assigns, be and is hereby authorized to carry out seismic explorations within the rights-of-way of roads under the jurisdiction of the Municipality of Brooke-Alvinston upon the following terms and conditions, namely:

- (a) That all seismic explorations be carried out through the application of sound pulse and related, similar technology.
- (b) That before undertaking such seismic explorations within the jurisdiction of the Corporation's rights of way, the Applicant shall file with the Road Authority of the Corporation an application containing:
 - (i). a written plan and map prepared to scale showing the proposed location of the exploration and distance, in linear kilometres, to be explored; and,
 - (ii). complete information on the proposed method of carrying out the exploration(s); and,
 - (iii). complete information on the proposed plan, method, costs and schedule for restoring all areas disturbed by the Applicant's exploration work and related works and activities.

The Road Authority of the Corporation, will consider the proposed plans, methods and information, and will, in his or her sole and exclusive discretion, approve or deny the Application and communicate his or her decision within ten (10) business days (excluding, for greater certainty, Saturdays, Sundays and public holidays) of the date he or she received the Applicant's application and will so notify the Applicant accordingly.

- (c) That the Applicant, its successors and assigns, will carry out the said seismic explorations in such manner as to preserve the current condition of all affected roads and lands and cause a minimum of inconvenience to traffic, and minimize interference with public property.

- (d) That the Applicant will upon completion of the seismic exploration process restore the affected lands, roads and property to their original state and, without limiting the generality of the foregoing, fill in and restore the surfaces thereof to the same condition as that in which it was found prior to the commencement of the work and remove all equipment and rubbish, all to the satisfaction to the Road Authority of the Corporation, or such other person as may be appointed by the Corporation.
- (e) That the seismic explorations will be carried out without blocking or damaging tile or open drains, and that should such damage become evident, either during or subsequent to the carrying out of the seismic explorations the Applicant will make all repairs required to return the drains to their conditions previous to the time of damage.
- (f) That except in the case of emergency, at least twenty-four (24) hours notice shall be given to the Road Authority of the Corporation of the undertaking of any work hereby authorized.
- (g) That a non-refundable fee of \$100.00 / km be paid to the Corporation along with a deposit of \$1000.00 payable in cash or certified cheque to the Corporation by the Applicant, as surety that the provisions of this agreement will be carried out. The deposit will be retained by the Corporation for one year from the date the Road Authority has certified in writing that the Applicant has complied with all of its responsibilities and obligations hereunder with respect to its exploration.
- (h) That the Applicant, its successors and assigns, will protect, indemnify and save harmless the Corporation of the Municipality of Brooke-Alvinston, its officers, directors and employees from all claims, demands, loss, costs, damages, and expense which the said Corporation, its officers, directors and employees or its successors may at any time or times hereafter sustain or be liable for in consequence of the authorization hereby granted.
- (i) That the Applicant shall ensure that a current certificate of insurance, naming the Corporation of the Municipality of Brooke-Alvinston as an additional insured party, is maintained on file with the Corporation with a minimum \$5,000,000 general liability insurance coverage.
- (j) That the rights, powers and privileges granted to the Applicant by this Agreement may not be assigned, without the written approval of the Road Authority of the Corporation.
- (k) That the Applicant ensures all construction traffic follows procedures and policies as described in Book 7 of the Ontario Traffic Manual
- (l) That the applicant shall pay for any additional maintenance as may be required due to the testing at the discretion of the Road Authority
- (m) That this Agreement shall have a term of five (5) years commencing on the date this Agreement was entered into as evidenced above.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals by the day and year first above written, or caused their corporate seals to be affixed, attested by the signature of their proper officers, as the case may be.

SIGNED, SEALED
AND DELIVERED IN
THE PRESENCE OF

THE CORPORATION OF THE
MUNICIPALITY OF BROOKE-ALVINSTON
)
)
)
)
)

MAYOR
)
)
)

CLERK-ADMINISTRATOR
)
)
)

Tyler Choinard, President
I have the authority to bind the Company
)
)
)

WITNESS



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2022 Road Race
Meeting: Council - 14 Apr 2022
Department: Public Works
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That the Council of the Municipality of Brooke-Alvinston has no objections to the temporary road closure of Nauvoo Road between Alvinston and Watford and the temporary closure of Churchill Line from Donnelly Road to Nauvoo Road on Monday, May 23, 2022 for the Watford-Alvinston Optimist Road Race and that Churchill Line to Ebenezer Road be used as the detour route during the road race.

Background:

The Alvinston -Watford Road Race is an annual event and is happening again in 2022

Comments:

The Road Race Committee will look after the closures and re-openings as in previous years. Arrangements will be made to have the facility open for use of washrooms.

Financial Considerations:

None associated

ATTACHMENTS:

[township of brooke alvinston letter road race](#)

Watford – Alvinston Road Race
 c/o Mikayla Verberne
 P.O. Box 362
 Watford, ON
 N0M 2S0

March 13, 2022

Township of Brooke Alvinston
 3236 River St
 Alvinston, ON
 N0N 1A0
 info@brookealvinston.com

Dear Mayor Dave Ferguson

The time of year is once again fast approaching as we are preparing for the 63rd running of the annual Watford-Alvinston Road Race. The race is scheduled for Monday May 23, 2022 at 8:30 am. **NOTE OUR NEW EARLIER START TIME.** The chairperson for this year's race is Mikayla Verberne.

Due to road safety concerns of all runners and organizers of this event, the Committee is once again requesting approvals for temporary road closure of the main routes. This involves Nauvoo road between Watford and Alvinston, and Churchill Road from Donnelly to Nauvoo and White Pines Rd. From Lasalle line to Churchill Line. Since the main race route will be closed, we are also requesting that approvals be granted to use back roads (see attached map) as a detour route. In the past a plan to hand out the detour map attached and to have very effective detour signage proved to work well to avoid traffic confusion. Along with our request for the closure, we plan to have the alternative routes fully marked with the necessary signs and staff at road closures.

In addition to notifying the Township of Brooke-Alvinston, we will be notifying the local EMS Ambulance Service, the OPP, local fire departments, the County of Lambton, and also Warwick Township. This will ensure both an effective closure and, most importantly, the safety of all involved. We would also like to make a request that the Arena be open that day from 7:00 am to 9:00 am so that the runners may use the washrooms. Your consideration in this matter is greatly appreciated.

We would appreciate to hear your response as soon as possible to assist in the planning of this year's event. You (or a delegate) are invited to address the runners at the start-line in Alvinston and at the award ceremony at the Watford arena at 10:30 to bring greetings. Please contact Mikayla Verberne at

519-402-2993 should you have any further questions and to confirm receipt of this letter.

At this time we would sincerely like to thank you for your help and support these last 60 years. The Watford Alvinston Road Race could not have continued throughout the years to the success it is today without your contributions and community leadership support.

With sincere thanks,

Mikayla Verberne

Watford-Alvinston Road Race Committee 2022



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Appointment of Engineer - Phase 2 Optimist Project
Meeting: Council - 14 Apr 2022
Department: Council
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That the Council of the Municipality of Brooke-Alvinston appoint Spriet Engineering for the architectural / engineering services and waives the requirements for a competitive process in favour of a negotiated process for the Municipality for the reason that the Public Works Manager has worked with Spriet Engineering in the past and Spriet was the original firm appointed in the construction of the BAICCC.

Background:

At the March 25, 2022 regular session of Council, the following motion was passed.

That Council consider a cost sharing of 50/50 for Engineered plans for the Optimist Phase 2 project up to a maximum of \$15,000 of municipal funds being spent.

Comments:

The PARC Committee has been consulted with the proposal and requests for members to discuss the proposal with their respective organizations was made. An architectural / engineering firm should be appointed in order that the motion move forward for action.

Financial Considerations:

The Municipal contribution is up to \$15,000 with a 50/50 split with the Alvinston Optimist Club.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Brooke Fire Rescue - Quarterly Report
Meeting: Council - 14 Apr 2022
Department: Fire Department
Staff Contact: Steve Knight, Fire Chief

Recommendation:

That the quarterly report be received and filed.

Background:

This report covers activities of Brooke Fire Rescue from January to April, 2022

Comments:

1) EMERGENCY RESPONSES: Jan. 27-April 8, 2022 (8 responses total)

(see attached chart for more information)

Alarm -1

Medical -1

Mutual Aid-1

MVC-2

Fire-3 (Vehicle-1, Structure-1, Electrical-1)

Response Locations

Dawn-Euphemia-1

Brooke-Alvinston-6

Warwick-1

2) TRAINING

Ongoing BFR Training

i) in station training returned to pre-COVID delivery in March

ii) Attendance is increasing as a result

iii) Focus remains on PPE, firefighting fundamentals as the pathways to certification are revealed in the pending Certification legislation

Specialty Training

Canadian Red Cross Professional Responder -First Responder

-BFR members Tori Shaw and Chris Knight attended and obtained Professional Responder Instructor certification

-10 members attended their recertification at the First Responder Level

Officer Development Course

-10 members attended Day 1 of the Incident Management Systems course delivered by Lambton College

Incident Safety Officer Course

-Training / Safety Officer Paul Mahovlich attended the Incident Safety Officer Certification course through the Ontario Fire College regional Training Centre

Firefighter Certification

The certification process has advanced past the consultation phase, changes from the public consultation were completed and the OFMEM anticipates the legislation will pass before this sitting of the Ontario legislature ends

3) Personnel

Roster is unchanged; BFR status is 30 firefighters, PT Fire Chief, 3 auxiliary, 1 student

4) Building Renovations

Construction on the washroom portion of the project has been completed with the remainder of the project to begin in late April / early May

5) Fire Prevention and Public Education

FPR Officer Rachel Bryans attended the quarterly Lambton County Fire Prevention meeting in Sarnia

6) Pumper 3 Replacement Committee

Committee has met for the 5th and final time and have specifications ready for tender
Tender to let in the next week with anticipated delivery in Spring 2023

7) Equipment

Remaining 4SCBA's have been converted from 2.2 to 4.5 capacity
PPE inspections completed and inventory updated

8) COVID-19

Operational precautions (gloves and masks) remain in place for medical calls
Fully staffed, all firefighters are asked to continually self monitor

9) Inspection

Attended a post fire inspection of property on Cairo Road with Dawn-Euphemia; Deputy Chief to view clean up from hoarder conditions that were a hazard to firefighters at the response to the address in March

10) Emergency Preparedness Week in the Municipality

Activities for Emergency Preparedness Week are still in the planning stage

11) **Administration**

Overall review of all Fire Service Agreements have started. The Township of Warwick recently approved their agreement renewal and discussion with Oil Springs Fire Department about potential improvements to the Enniskillen agreement have started; all agreements will be reviewed and any potential issues or changes to the agreements will be addressed.

Financial Considerations:

None associated; all purchases through budgeted funds.

ATTACHMENTS:

[Call Details](#)

date	call number	address	type of response	fire area	former dept sub area	time of day	number of responders	chute time	response time	distance from fire hall (km)*	total response time
feb 18	2022-12	4825 Salem Rd	mutual aid - watford (water)	B A	B A	06:01	5	3:39	16:00	13 min (17 km)	19:39
feb 20	2022-13	3884 Nauvoo Rd	MVC	B A	B A	17:04	16	4:29	1:18	3 min (4.3 km)	5:47
mar 3	2022-14	4396 Nauvoo Rd	CO alarm	B A	B A	22:24	7	3:52	8:28	6 min (8 km)	12:20
mar 6	2022-15	1601 cairo rd	structure fire	DE	DE	8:28	14	5:12	8:07	9 min (13.1 km)	13:19
mar 16	2022-16	7906 Railroad Line	medical	BA	alvinston	18:20	17	2:55	1:33	2 min (1 km)	4:28
mar 19	2022-17	Courtright Ln + Forest Rd	truck fire	BA	BA	21:36	12	5:58	5:50	9 min (14.1 km)	11:48
mar 20	2022-18	3107 Broadway St	electrical fire	BA	alvinston	18:44	17	3:58	1:52	3 min (1.6 kn)	5:50
mar 21	2022-19	24277 Dundonald Rd	MVC	SWM	alvinston	11:28	10	4:29	5:52	7 min (9.9 km)	10:21



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Emergency Preparedness Week - 2022
Meeting: Council - 14 Apr 2022
Department: Emergency Management
Staff Contact: Steve Knight, Fire Chief

Recommendation:

That May 1-7, 2022 be declared Emergency Preparedness Week in the Municipality.

Background:

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

Comments:

The majority of the 2020 to 2021 years have seen the COVID 19 global pandemic have an unprecedented impact on Canadians. Although early 2022 lifted restrictions, the impact is still in the midst.

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

Financial Considerations:

None associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - March 2022
Meeting: Council - 14 Apr 2022
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Accounts Payable Listing for March 2022.

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 -March 2022](#)

2022.02.28 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

04-11-22

8:34AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 03-01-22 to 03-31-22 Paid Invoices Cheque Date 03-01-22 to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	002034 CAM-RON INSURANCE BROKERS	128380 EQUIPMENT INSURANCE CREDIT	03-02-22	03-02-22	-20.52
01-0000-0020	002034 CAM-RON INSURANCE BROKERS	128381 AUTO INSURANCE CREDIT	03-02-22	03-02-22	-3,780.00
Account Total					-3,800.52
01-0000-0498	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	1,362.96
01-0000-0498	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2022 SUNLIFE BENEFITS	03-01-22	03-01-22	3.82
Account Total					1,366.78
01-0000-2250	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	MAR2022 1ST QUARTER LEVY	03-21-22	03-21-22	2,545.74
01-0000-2250	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	MAR2022 1ST QUARTER LEVY	03-21-22	03-21-22	4,115.95
01-0000-2250	000277 CONSEIL SCOLAIRE VIAMONDE	MAR2022 1ST QUARTER INSTALMENT	03-21-22	03-21-22	134.09
01-0000-2250	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	MAR2022 1ST QUARTER INSTALLMENT	03-21-22	03-21-22	559.19
Account Total					7,354.97
01-0000-2271	002478 BRUCE POLAND & SONS TRUCKING INC.	693 MOFFATT LUCAS DRAIN BRANCH H/B	03-24-22	03-24-22	1,167.84
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	FEB2022 DEDUCTIONS	03-03-22	03-03-22	21,024.32
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	FEB2022 WSIB PREMIUM	03-03-22	03-03-22	3,203.02
01-0000-2292	000370 MINISTER OF FINANCE -EHT	FEB2022 EMPLOYER HEALTH TAX	03-03-22	03-03-22	1,454.69
Account Total					4,657.71
01-0000-2293	000087 BMO NESBITT BURNS	FEB2022 EMPLOYEE RSP	03-03-22	03-03-22	1,637.64
01-0000-2426	000018 CLOVER MART	0032 FOOD BANK PURCHASES	03-17-22	03-17-22	191.60
01-0000-2426	002996 NANCY FAFLAK	FOOD-0321 FOODBANK PURCHASES	03-02-22	03-02-22	158.50
01-0000-2426	002133 BROOKE CENTRAL SCHOOL	MAR2022 SCHOOL SNACK PROGRAM	03-03-22	03-03-22	525.42
01-0000-2426	002800 KIM LEE	MAR2022 FOOD BANK PURCHASES	03-03-22	03-03-22	88.51

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0000-2426	000185 DON MCGUGAN	MAR2022 FOOD BANK PURCHASES	03-07-22	03-07-22	887.90
Account Total					1,851.93
Department Total					35,260.67

LICENCES, PERMITS, RENTS

01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	-425.00
Department Total					-425.00

GOVERNANCE

01-0240-7303	002598 DAVID FERGUSON	MAR2022 PHONE	03-17-22	03-17-22	30.00
01-0240-7399	002882 LIANA RUSSWURM	MAR2022 BLOG WRITING	03-02-22	03-02-22	750.00
01-0240-7399	002641 WATFORD OPTIMISTS	MAR2022 ROAD RACE SPONSORSHIP	03-17-22	03-17-22	150.00
Account Total					900.00
Department Total					930.00

COUNCIL SUPPORT

01-0241-7116	000370 MINISTER OF FINANCE -EHT	L0482909120 EMPLOYER HEALTH TAX-2017 PYMT	03-10-22	03-10-22	179.91
01-0241-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2022 SUNLIFE BENEFITS	03-01-22	03-01-22	1,093.27
01-0241-7301	002867 MINISTER OF FINANCE- OFFICE OF REGISTERED PROFESSIONALS	MAR2022 MARRIAGE LICENCES	03-17-22	03-17-22	480.00
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	71.43
Department Total					1,824.61

CORPORATE MANAGEMENT

01-0250-7116	000370 MINISTER OF FINANCE -EHT	L0482909120 EMPLOYER HEALTH TAX-2017 PYMT	03-10-22	03-10-22	179.91
01-0250-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2022 SUNLIFE BENEFITS	03-01-22	03-01-22	1,490.29
01-0250-7150	000279 BMO BANK OF MONTREAL	0502677-2203 DRAINAGE COURSE	03-10-22	03-10-22	361.60
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2203 OFFICE SUPPLIES	03-10-22	03-10-22	51.46

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7301	000165 MANLEY'S BASICS	1117845 OFFICE SUPPLIES	03-02-22	03-02-22	7.23
01-0250-7301	000165 MANLEY'S BASICS	1118217 OFFICE SUPPLIES	03-07-22	03-07-22	167.66
01-0250-7301	000165 MANLEY'S BASICS	1118606 OFFICE SUPPLIES	03-10-22	03-10-22	34.47
01-0250-7301	003052 CHERYL BEAUGRAND	MAR2022 OFFICE SUPPLIES	03-04-22	03-04-22	18.07
01-0250-7301	000018 CLOVER MART	MAR2022 OFFICE SUPPLIES	03-24-22	03-24-22	2.69
Account Total					281.58
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	57.83
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	247.89
Account Total					305.72
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR318474 COPIER MAINTENANCE	03-03-22	03-03-22	206.97
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	077256 WATER/SEWER	03-03-22	03-03-22	165.24
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	19370 SONIC WALL-FIREWALL	03-04-22	03-04-22	2,787.69
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	19399 IT SUPPORT	03-10-22	03-10-22	279.34
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	19436 IT LICENCE & SUPPORT	03-17-22	03-17-22	518.33
Account Total					3,585.36
01-0250-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	43,072.56
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	98721 MATS	03-10-22	03-10-22	38.98
01-0250-7350	003052 CHERYL BEAUGRAND	MAR2022 TRAVEL	03-04-22	03-04-22	18.40
01-0250-7399	000279 BMO BANK OF MONTREAL	0502677-2203 FUNERAL DONATIONS	03-10-22	03-10-22	102.00
01-0250-7405	003353 BETTY MCKELLAR	FEB2022 CLEANING	03-04-22	03-04-22	187.50
Department Total					49,996.11

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Invoice Entry Date 03-01-22 to 03-31-22 Paid Invoices Cheque Date 03-01-22 to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
FIRE STATION - ALVINSTON					
01-0411-7125	000163 STEVE KNIGHT	03-2022 WORK BOOTS	03-17-22	03-17-22	153.67
01-0411-7150	002912 CANADIAN RED CROSS- ATTENTION ACCOUNT	CRC-F-083284 ANNUAL TRAINING PARTNER FEE	03-17-22	03-17-22	250.00
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	57.58
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	60.66
Account Total					118.24
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	077166 WATER/SEWER	03-03-22	03-03-22	165.24
01-0411-7309	003076 DOWLER KARN	1363849 PROPANE	03-10-22	03-10-22	497.52
01-0411-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	14,570.88
01-0411-7340	003364 R & C CLEANING	FEB-2022 FIREHALL CLEANING	03-07-22	03-07-22	120.00
01-0411-7345	000136 PODOLINSKY EQUIPMENT LTD	274433 EQUIPMENT-FLUIDS	03-02-22	03-02-22	58.50
01-0411-7351	000163 STEVE KNIGHT	MAR2022 MEALS	03-02-22	03-02-22	87.86
01-0411-7360	000279 BMO BANK OF MONTREAL	0502677-2203 AED PADS	03-10-22	03-10-22	385.84
01-0411-7372	002340 FLEET READY LTD.	16876 UNIT 4 COMPRESSOR	03-07-22	03-07-22	1,033.96
01-0411-7460	002057 RECEIVER GENERAL FOR CANADA	20220028424 RADIO LICENCE RENEWAL	03-07-22	03-07-22	1,291.85
01-0411-7460	002223 COUNTY OF LAMBTON	35771 FIRE RADIO LICENCE	03-17-22	03-17-22	377.69
01-0411-7460	002223 COUNTY OF LAMBTON	35784 QUARTERLY TOWER LEASE/OPERATING	03-17-22	03-17-22	1,769.71
Account Total					3,439.25
Department Total					20,880.96

FIRE DEPARTMENT - WATFORD

01-0413-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	2,121.00
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Invoice Entry Date 03-01-22 to 03-31-22 Paid Invoices Cheque Date 03-01-22 to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total					2,121.00
POLICE					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2260 MONTHLY POLICING	03-04-22	03-04-22	31,838.00
Department Total					31,838.00
PROTECTIVE INSPECTION & CONTROL					
01-0440-7470	002223 COUNTY OF LAMBTON	35862 BUILDING PERMIT INSPECTIONS	03-21-22	03-21-22	2,697.50
01-0440-7470	002223 COUNTY OF LAMBTON	35862 BUILDING PERMIT INSPECTIONS	03-21-22	03-21-22	167.58
Account Total					2,865.08
01-0440-7472	000175 VICKI KYLE	MAR2022 ANIMAL CONTROL SERVICES	03-03-22	03-03-22	885.72
01-0440-7473	002225 KETCHUM MANUFACTURING INC	431116 DOG TAGS	03-02-22	03-02-22	231.36
01-0440-7475	002223 COUNTY OF LAMBTON	35863 PROPERTY STANDARDS CHARGES	03-21-22	03-21-22	682.50
01-0440-7475	002223 COUNTY OF LAMBTON	35863 PROPERTY STANDARDS CHARGES	03-21-22	03-21-22	72.96
Account Total					755.46
Department Total					4,737.62
RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0409519-0676-3 BIN RENTAL	03-02-22	03-02-22	143.17
Department Total					143.17
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0322 HYDRO	03-10-22	03-10-22	20.90
Department Total					20.90
OVERHEAD					
01-0560-7116	000370 MINISTER OF FINANCE -EHT	L0482909120 EMPLOYER HEALTH TAX-2017 PYMT	03-10-22	03-10-22	359.83
01-0560-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANAD	MAR2022 SUNLIFE BENEFITS	03-01-22	03-01-22	2,342.10
01-0560-7125	000279 BMO BANK OF MONTREAL	0502677-2203 WORKER CLOTHING	03-10-22	03-10-22	3,861.28

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01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	98719 COVERALLS	03-10-22	03-10-22	126.28
Account Total					3,987.56
01-0560-7301	000018 CLOVER MART	MAR22 OFFICE SUPPLIES	03-24-22	03-24-22	89.79
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	123.98
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	120.27
Account Total					244.25
01-0560-7304	003136 NAPA GLENCOE	130-496990 WRENCH SET,OIL DRY,WW FLUID	03-10-22	03-10-22	180.87
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	361670 HANDLE, LINKS	03-28-22	03-28-22	38.15
01-0560-7304	000168 WATFORD AUTO PARTS	5329-237417 HEAT GUN, ROD	03-10-22	03-10-22	193.44
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	69625 ROPE	03-28-22	03-28-22	13.19
01-0560-7304	000069 TOROMONT INDUSTRIES LTD	PS071393100 GLASS DOOR	03-10-22	03-10-22	1,286.92
01-0560-7304	000069 TOROMONT INDUSTRIES LTD	PS071394339 GLASS DOOR	03-10-22	03-10-22	-1,388.62
Account Total					323.95
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	077347 WATER	03-03-22	03-03-22	94.86
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0322 HYDRO	03-17-22	03-17-22	520.39
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0222 HYDRO	03-08-22	03-08-22	251.75
Account Total					867.00
01-0560-7310	000131 BEARCOM CANADA CORP	5338539 GPS	03-03-22	03-03-22	274.59
01-0560-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	71,709.74
01-0560-7320	002057 RECEIVER GENERAL FOR CANADA	20220029626 RADIO LICENCE RENEWAL	03-10-22	03-10-22	334.52
01-0560-7320	000031 LAMBTON CTY. ROAD SUPERVISORS ASSOC.	MAR2022 ROAD SUPERVISORS MEMBERSHIP	03-03-22	03-03-22	270.00
Account Total					604.52

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Invoice Entry Date 03-01-22 to 03-31-22 Paid Invoices Cheque Date 03-01-22 to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	149126 FLUSH VALVE	03-28-22	03-28-22	15.24
01-0560-7398	000074 MACKENZIE OIL LIMITED	803047 FUEL	03-02-22	03-02-22	2,555.10
01-0560-7398	000074 MACKENZIE OIL LIMITED	803048 FUEL	03-02-22	03-02-22	741.95
01-0560-7398	000074 MACKENZIE OIL LIMITED	803387 FUEL	03-02-22	03-02-22	1,608.62
Account Total					4,905.67
01-0560-7405	003353 BETTY MCKELLAR	FEB2022 CLEANING	03-04-22	03-04-22	187.50
Department Total					85,911.74
06 STERLING PSD					
01-0601-7372	002008 VIKING CIVES	2705287 AIR VALVE	03-10-22	03-10-22	196.13
01-0601-7372	002008 VIKING CIVES	2706344 VALVE	03-10-22	03-10-22	195.98
01-0601-7372	002008 VIKING CIVES	2706555 VALVE	03-10-22	03-10-22	485.50
01-0601-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	32422 VALVE	03-03-22	03-03-22	79.04
01-0601-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	32444 PTO REPAIR	03-10-22	03-10-22	403.67
Account Total					1,360.32
Department Total					1,360.32
11 INTERNATIONAL					
01-0603-7372	003136 NAPA GLENCOE	130-495787 FILTERS	03-02-22	03-02-22	91.79
01-0603-7372	000070 RANDY'S MOTOR VEHICLE REPAIR	32432 FAN CLUTCH	03-10-22	03-10-22	3,201.48
Account Total					3,293.27
Department Total					3,293.27
18 WESTERN STAR					
01-0604-7372	003136 NAPA GLENCOE	130-495787 FILTERS	03-02-22	03-02-22	52.03
Department Total					52.03
97 CAT GRADER					
01-0610-7372	000139 JOHN O'NEIL WELDING	30145 STEEL	03-03-22	03-03-22	88.92

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Invoice Entry Date 03-01-22 to 03-31-22 Paid Invoices Cheque Date 03-01-22 to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0610-7372	000194 VALLEY BLADES LIMITED	SV058417 BLADES	03-28-22	03-28-22	2,056.60
Account Total					2,145.52
Department Total					2,145.52
21 - CAT 150-15AWD GRADER					
01-0611-7372	000069 TOROMONT INDUSTRIES LTD	PS071392596 WINDOW	03-10-22	03-10-22	1,012.93
01-0611-7372	000069 TOROMONT INDUSTRIES LTD	PS071393452 WINDOW	03-10-22	03-10-22	-1,012.93
01-0611-7372	000069 TOROMONT INDUSTRIES LTD	WO070844120 WINDOW REPAIR	03-28-22	03-28-22	1,893.03
Account Total					1,893.03
Department Total					1,893.03
17 FORD 4X4 Diesel					
01-0620-7372	003136 NAPA GLENCOE	130-495787 FILTERS	03-02-22	03-02-22	23.32
Department Total					23.32
19 FORD 4x4 PICKUP					
01-0622-7372	003136 NAPA GLENCOE	130-495787 FILTERS	03-02-22	03-02-22	7.54
Department Total					7.54
CAT BACKHOE					
01-0631-7372	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT57273 RINGS, PINS	03-03-22	03-03-22	76.08
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071396083 FILTERS	03-28-22	03-28-22	99.67
Account Total					175.75
Department Total					175.75
SMALL ENGINE EQUIPMENT					
01-0634-7372	000136 PODOLINSKY EQUIPMENT LTD	276909 BROOM HEAD	03-28-22	03-28-22	519.79
Department Total					519.79
PACKER & ROLLER					
01-0636-7372	000068 KAL TIRE	873112742 TIRE	03-03-22	03-03-22	277.23
Department Total					277.23
TRAILER					

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Invoice Entry Date 03-01-22 to 03-31-22 Paid Invoices Cheque Date 03-01-22 to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0638-7372	000068 KAL TIRE	873113411 TIRE REPAIR	03-28-22	03-28-22	48.93
Department Total					48.93
SAND AND SALT					
01-0671-7401	000264 COMPASS MINERALS CANADA CORP.	958811 HIGHWAY COARSE SALT	03-10-22	03-10-22	3,783.75
Department Total					3,783.75
STREET LIGHTING - ALVINSTON					
01-0751-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000395666 ELECTRICITY CHARGES	03-17-22	03-17-22	103.99
01-0751-7345	002991 BLUEWATER POWER SERVICES CORP	90060330 ESA- LIGHTS	03-02-22	03-02-22	381.60
Department Total					485.59
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0322 HYDRO	03-10-22	03-10-22	557.07
Department Total					557.07
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	149.28
01-0810-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	7,923.96
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000230669 SLUDGE REMOVAL	03-10-22	03-10-22	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000230787 SLUDGE REMOVAL	03-03-22	03-03-22	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000231408 SLUDGE REMOVAL	03-28-22	03-28-22	437.31
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	93305393 ALUMINUM SULPHATE	03-28-22	03-28-22	1,678.04
Account Total					2,989.97
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000019975 OPERATIONS CONTRACT	03-10-22	03-10-22	9,354.39
Department Total					20,417.60
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	49.76

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0811-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	1,656.72
Department Total					1,706.48
WATERWORKS SYSTEM					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	49.76
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-0222 HYDRO	03-02-22	03-02-22	104.58
01-0830-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	10,707.12
01-0830-7432	002353 ITRON CANADA INC.	47938 ITRON FCS SOFTWARE LICENCE	03-02-22	03-02-22	1,164.60
01-0830-7432	002353 ITRON CANADA INC.	47956 MAINTENANCE	03-03-22	03-03-22	998.93
01-0830-7432	002353 ITRON CANADA INC.	47976 ITRON RADIO MAINTENANCE	03-03-22	03-03-22	225.75
Account Total					2,389.28
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000019975 OPERATIONS CONTRACT	03-10-22	03-10-22	8,337.11
Department Total					21,587.85
WASTE COLLECTION					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	26183 GARBAGE COLLECTION	03-07-22	03-07-22	6,603.68
Department Total					6,603.68
ALVINSTON COMMUNITY CENTRE					
01-1635-7116	000370 MINISTER OF FINANCE -EHT	L0482909120 EMPLOYER HEALTH TAX-2017 PYMT	03-10-22	03-10-22	179.91
01-1635-7117	002302 SUN LIFE ASSURANCE COMPANY OF CANADA	MAR2022 SUNLIFE BENEFITS	03-01-22	03-01-22	1,285.56
01-1635-7125	000279 BMO BANK OF MONTREAL	0502677-2203 WORKER CLOTHING	03-10-22	03-10-22	4,223.80
01-1635-7125	000279 BMO BANK OF MONTREAL	0502677-2203 MASKS	03-10-22	03-10-22	29.97
01-1635-7125	000036 VIVIAN UNIFORM RENTAL LTD.	98845 UNIFORMS	03-10-22	03-10-22	198.88
Account Total					4,452.65
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	80.98

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0322 PHONE & INTERNET SERVICE	03-03-22	03-03-22	131.48
Account Total					212.46
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF 077328	WATER/SEWER	03-03-22	03-03-22	1,053.02
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF 077329	WATER/SEWER	03-03-22	03-03-22	833.16
Account Total					1,886.18
01-1635-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	55,964.47
01-1635-7340	002214 GERBER ELECTRIC LTD	00025984 URINAL FLUSH	03-28-22	03-28-22	398.89
01-1635-7340	002214 GERBER ELECTRIC LTD	00026001 FLUSHER	03-28-22	03-28-22	178.54
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	151007 GLUE	03-28-22	03-28-22	47.43
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	170232 HANDLES	03-28-22	03-28-22	49.09
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	171583 TOWELS & SOAP	03-28-22	03-28-22	87.00
01-1635-7340	000167 BLACK & MCDONALD LIMITED	43-1262237 BRINE LEAK	03-10-22	03-10-22	5,598.25
01-1635-7340	000168 WATFORD AUTO PARTS	5329-238242 BELTS	03-28-22	03-28-22	46.47
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	567008 CLEANER DISPENSER	03-28-22	03-28-22	866.89
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	567056 CLEANER	03-28-22	03-28-22	189.20
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	70551 PAINT, VALVE, PLUGS	03-28-22	03-28-22	199.58
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	9096 DUMPSTER	03-10-22	03-10-22	247.76
Account Total					7,909.10
01-1635-7372	000048 WATFORD HOME HARDWARE / CARIS HARDV	171730 TOWELS & BITS	03-28-22	03-28-22	478.98
01-1635-7372	000167 BLACK & MCDONALD LIMITED	43-1283512 COMPRESSOR REPAIR	03-28-22	03-28-22	7,361.61
01-1635-7372	000362 STATE CHEMICAL LTD	902356470 URINAL MAT AND CHEMICAL	03-10-22	03-10-22	958.24
01-1635-7372	000177 NELLA CUTLERY	IN2418428 ICE RESURFACING BLADE SHARPEN	03-03-22	03-03-22	67.80
Account Total					8,866.63

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7383	002841 KERN WATER SYSTEMS INC.	144833 ICE	03-28-22	03-28-22	122.00
01-1635-7384	000048 WATFORD HOME HARDWARE / CARIS HARDV	171583 TOWELS & SOAP	03-28-22	03-28-22	129.94
Department Total					81,008.90
INWOOD COMMUNITY CENTER					
01-1639-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	1,696.91
Department Total					1,696.91
ALVINSTON LIBRARY					
01-1641-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	077262 WATER/SEWER	03-03-22	03-03-22	165.24
01-1641-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	1,987.74
Department Total					2,152.98
INWOOD LIBRARY					
01-1642-7315	002034 CAM-RON INSURANCE BROKERS	128374-79 INSURANCE RENEWAL	03-02-22	03-02-22	761.94
Department Total					761.94
PLANNING & ZONING					
01-1810-7430	000020 MIG ENGINEERING (2011) LTD	0034344 ENGINEER	03-28-22	03-28-22	747.08
01-1810-7430	002223 COUNTY OF LAMBTON	MAR2022 DURHAM ZONING APPLICATION	03-17-22	03-17-22	425.00
Account Total					1,172.08
Department Total					1,172.08
AGRICULTURE & REFORESTATION					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	36.22 DRAINAGE SUPERINTENDENT	03-17-22	03-17-22	1,060.22
Department Total					1,060.22
TILE DRAINAGE					
01-1850-7210	000279 BMO BANK OF MONTREAL	0502677-2203 TILE LOAN-2018-03	03-10-22	03-10-22	1,092.19
01-1850-7710	000279 BMO BANK OF MONTREAL	0502677-2203 TILE LOAN-2018-03	03-10-22	03-10-22	2,168.64
Department Total					3,260.83

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	35653 1ST QUARTER LEVY	03-21-22	03-21-22	444,707.00
Department Total					444,707.00
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	MAR2022 1ST QUARTER LEVY	03-21-22	03-21-22	209,256.00
Department Total					209,256.00
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	MAR2022 1ST QUARTER INSTALMENT	03-21-22	03-21-22	1,489.00
Department Total					1,489.00
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	MAR2022 1ST QUARTER LEVY	03-21-22	03-21-22	52,498.00
Department Total					52,498.00
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	MAR2022 1ST QUARTER INSTALLMENT	03-21-22	03-21-22	6,790.00
Department Total					6,790.00
ADMINISTRATION					
20-0250-8050	003437 4S CONSULTING SERVICES INC.	4220331 SAFETY TRAINING & MGMT SYSTEM	03-17-22	03-17-22	9,379.00
Department Total					9,379.00
BROOKE FIRE - ALVINSTON STATION					
20-0411-8002	000021 M & L SUPPLY	011532 REPLACEMENT SCBA'S	03-28-22	03-28-22	7,910.00
20-0411-8040	000173 J.D. RENOVATIONS / JASON DENKERS	MAR2022 FIREHALL RENOVATIONS	03-21-22	03-21-22	16,759.79
Department Total					24,669.79
GIS MAPPING & ASSET MGMT					
20-0505-7401	000020 MIG ENGINEERING (2011) LTD	0034317 INFO FOR G/S	03-10-22	03-10-22	2,468.98
20-0505-7401	003420 PSD CITYWIDE INC.	16536 AM & GIS IMPLEMENTATION	03-04-22	03-04-22	2,440.80
Account Total					4,909.78
Department Total					4,909.78

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MUNICIPAL DRAINS - CONSTRUCTION					
20-2800-7341	000113 R DOBBIN ENGINEERING INC	34.22 THOMPSON DRAIN NORTH & SOUTH	03-10-22	03-10-22	7,691.91
Department Total					7,691.91
MUNICIPAL DRAINS - MAINTENANCE					
20-2900-7401	003361 GM CONSTRUCTION	650 ORANGE, KELLY, & GOV'T DRAINS	03-07-22	03-07-22	24,267.19
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	704 3-4 SIDEROAD DRAIN	03-24-22	03-24-22	14,819.95
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	708 9-10 SIDEROAD & TOTTEN DRAIN	03-25-22	03-25-22	6,951.92
20-2900-7401	002823 KT EXCAVATING	INV-0221 MCNEIL-DOUGLAS DRAIN	03-10-22	03-10-22	744.96
Account Total					46,784.02
Department Total					46,784.02
Total Paid Invoices					1,197,466.89
Total Unpaid Invoices					0.00
Total Invoices					1,197,466.89

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
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Department Summary

01-0000	ASSETS & LIABILITIES	35,260.67
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	930.00
01-0241	COUNCIL SUPPORT	1,824.61
01-0250	CORPORATE MANAGEMENT	49,996.11
01-0411	FIRE STATION - ALVINSTON	20,880.96
01-0413	FIRE DEPARTMENT - WATFORD	2,121.00
01-0420	POLICE	31,838.00
01-0440	PROTECTIVE INSPECTION & CONTROL	4,737.62
01-0549	RT&M - LITTER/GARBAGE PICKUP	143.17
01-0551	RT&M - INTERSECTION LIGHTING	20.90
01-0560	OVERHEAD	85,911.74
01-0601	06 STERLING PSD	1,360.32
01-0603	11 INTERNATIONAL	3,293.27
01-0604	18 WESTERN STAR	52.03
01-0610	97 CAT GRADER	2,145.52
01-0611	21 - CAT 150-15AWD GRADER	1,893.03
01-0620	17 FORD 4X4 Diesel	23.32
01-0622	19 FORD 4x4 PICKUP	7.54
01-0631	CAT BACKHOE	175.75
01-0634	SMALL ENGINE EQUIPMENT	519.79
01-0636	PACKER & ROLLER	277.23
01-0638	TRAILER	48.93
01-0671	SAND AND SALT	3,783.75
01-0751	STREET LIGHTING - ALVINSTON	485.59
01-0752	STREET LIGHTING - INWOOD	557.07
01-0810	SANITARY SEWER SYSTEM	20,417.60
01-0811	INWOOD SEWER SYSTEM	1,706.48
01-0830	WATERWORKS SYSTEM	21,587.85
01-0840	WASTE COLLECTION	6,603.68
01-1635	ALVINSTON COMMUNITY CENTRE	81,008.90
01-1639	INWOOD COMMUNITY CENTER	1,696.91
01-1641	ALVINSTON LIBRARY	2,152.98
01-1642	INWOOD LIBRARY	761.94
01-1810	PLANNING & ZONING	1,172.08
01-1840	AGRICULTURE & REFORESTATION	1,060.22
01-1850	TILE DRAINAGE	3,260.83
01-9400	COUNTY OF LAMBTON TAXATION	444,707.00
01-9500	EDUCATION ENGLISH PUBLIC	209,256.00
01-9510	EDUCATION FRENCH PUBLIC	1,489.00
01-9520	EDUCATION ENGLISH SEPARATE	52,498.00
01-9530	EDUCATION FRENCH SEPARATE	6,790.00

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to 03-31-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
		20-0250 ADMINISTRATION			9,379.00
		20-0411 BROOKE FIRE - ALVINSTON STATION			24,669.79
		20-0505 GIS MAPPING & ASSET MGMT			4,909.78
		20-2800 MUNICIPAL DRAINS - CONSTRUCTION			7,691.91
		20-2900 MUNICIPAL DRAINS - MAINTENANCE			46,784.02
				Report Total	1,197,466.89

**THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON
BY-LAW NUMBER xx OF 2022**

BEING A RATING BY-LAW FOR MUNICIPAL DRAIN MAINTENANCE

WHEREAS maintenance work has been undertaken on various municipal drains in the Municipality of Brooke-Alvinston in 2021;

AND WHEREAS the cost of the work is to be assessed to property owners based on the appropriate drainage report;

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

(a) That the appropriate schedules of assessment be used to assess and collect the maintenance costs for the:

4-5 Concession Drain	Edgar Drain No 1	Moffatt Lucas Drain No 2
6-7 Concession Drain	Edgar Kelly Drain	Munro Drain
6-7 Concession Road Drain	Edgar Podolinsky Drain	Orange Drain No 1
8-9 Concession Drain	Government Drain No 1	Orange Drain No 2
9-10 Sideroad Drain	Houston Drain	Parker Lucas Drain
10-11 Concession Drain	Hume Thorne Drain	Pray Drain
12-13 Sideroad Drain	Kelly Drain	Ross Drain
12th Concession Drain	Kelly Drain Branch No 1	Sisson Parker Drain
12th Concession Outlet Drain	Kelly Drain Branch No 2	Smith Drain
12th Concession Road Drain	Kelly Drain Extension	Tait McKinley Drain
15-16 Sideroad Drain	Lamb Drain Branch	Tait Swartz Drain
Benner Duffy Drain	MacDougal Drain	Thompson Drain
Brooke-Enniskillen-Dawn TL Drain	McGill Drain Extension	Van Damme Drain
Brooke-Euphemia TL Drain	McIntyre Weed Drain	Ward Drain
Bryan Johnson Drain	McKinley Drain	Watson Drain
Buurma Drain	McLachlan Drain	Weidman Drain North
Cameron Drain	McNabb Drain	Weidman Drain South
Campbell Leitch Drain	McNally Drain	White Drain
Crang Drain	McNeil Douglas Drain	Zavitz Campbell Drain
David Campbell Drain	McNeil Drain	Zimmerman Drain
Dolbear Gray Drain	McVicar Drain	
Dolbear MacKellar Drain	Moffat Lucas Branch Drain	

(b) That this by-law comes into full force and effect upon third reading.

By-law read a first, second and third time and finally passed this 14th day of April, 2022.

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER 21 OF 2022

Bing a By-law to adopt the 2022 Election Recount Policy

WHEREAS Sub-section 56(5) of the Municipal Elections Act, 1996, as amended, (the Act) states that, before May 1 in the year of a regular election, municipalities may pass a by-law with respect to the circumstances in which the Clerk shall hold a recount

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

1. That the attached policy in respect to the Municipal 2022 Election Recount Policy be adopted
2. That attachment 1 forms part of this By-law
3. 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 14 DAY OF APRIL, 2022.

David Ferguson, Mayor

Janet Denkers, Clerk Administrator

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER xx OF 2022

Being a by-law to authorize a fire agreement between the Corporation of the Township of Warwick and the Corporation of the Municipality of Brooke-Alvinston

WHEREAS Section 8 of the *Municipal Act*, 2001, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

AND WHEREAS Section 9 of the *Municipal Act*, 2001, provides that Sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and, (b) enhance their ability to respond to municipal issues;

AND WHEREAS section 20(1) of the *Municipal Act*, S.O. 2001, c. 25, provides that a municipality may enter into an agreement with one or more municipalities to provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

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

1. That the Mayor and Administrator/Clerk be authorized to execute and affix the Corporate Seal on behalf of the Corporation to an agreement between the Municipality of Brooke-Alvinston and the Township of Warwick, a copy of such agreement being hereto attached and marked as Schedule "A" to this By-law.
2. That By-law 14 of 2019 is hereby repealed.
3. That this By-law shall come into full force and effect as of January 1, 2022.

By-law read a first, second and third time and finally passed this 14 day of April 2022.

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator

Schedule ‘ A’ to By-law xx of 2022

AGREEMENT MADE this xxth day of xxxx, 2022.

BETWEEN: THE CORPORATION OF THE TOWNSHIP OF WARWICK

And

THE CORPORATION OF THE MUNICIPALITY OF
BROOKE-ALVINSTON

WHEREAS Section 20 of The Municipal Act, 2001 S.O. 2001 c.25, provided that Municipalities may enter into agreements to provide for their joint benefit any service which all of them have the power to provide within their own boundaries;

AND WHEREAS Section 2 of the Act permits Municipalities to provide the services that the Municipalities consider necessary;

AND WHEREAS Municipalities are responsible for the provision of fire safety, fire prevention and fire protection services pursuant to the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4;

NOW THEREFORE in consideration of the covenants and terms and conditions contained herein, the parties agree as follows:

1. Coverage Area

1.1. The Township of Warwick will provide fire protection, prevention and all emergency calls, as hereinafter described, to the following lands and buildings and the structures erected thereon in the Municipality of Brooke-Alvinston, as per Schedule ‘A’ of this agreement.

1.2. More particularly, the areas for service are described as being :

1.2.1. Lots 1 to 29, inclusive in the 14th Concession including the gore, in the Municipality of Brooke-Alvinston, and

2. Level of Service

2.1. The protection and rescue to be furnished by Township of Warwick will be that it will dispatch the fire equipment as defined in this agreement and Fire Services outlined in Schedule ‘B’; and further will provide as many volunteer firemen as circumstances permit, as promptly as possible, to all calls in respect of fires and first response calls which take place in the aforementioned coverage area.

2.2. It is understood and agreed between the parties hereto that the Township of Warwick, will provide protection to each municipality as per by-law agreement.

3. Equipment and Supplies

3.1. The Township of Warwick shall supply a fire pumper equipped with at least a tank that holds 500 gallon a minute pump and suitable auxiliary equipment to fight rural fires and will maintain the said equipment in good mechanical condition.

3.2. The Municipality of Brooke-Alvinston shall provide Township of Warwick, with a tank truck with a minimum of 1,500 gallons of water capacity, equipped with a two-way radio, siren, red flashers, and portable pump. In addition, the Municipality of Brooke-Alvinston shall repair and maintain the aforesaid truck in operational condition to provide the said services.

- 3.3. The Watford Fire Station shall house equipment outlined in 3.2 and clean the said equipment as deemed necessary.
- 3.4. It is understood that the said tank truck, in 3.2 may be employed in the Township of Warwick, as well as servicing the Municipality of Brooke-Alvinston's service area, as set out in clause 1.1.
- 3.5. The Township of Warwick, shall supply a rescue van for the purposes of carrying firefighting equipment. The dispatch of said rescue van will be at the complete discretion of Watford Station's Fire Chief, as to its necessity.
- 3.6. It is understood and agreed between the parties that the Municipality of Brooke-Alvinston shall have equity in the said tank truck, in subsection 3.2 but no equity in the other firefighting equipment of the Township of Warwick Fire and Rescue.
- 3.7. Should the Municipality of Brooke-Alvinston choose to end the provision of the pumper outlined in section 3.2, advance notice of 1 year is required to the Corporation of the Township of Warwick so that adequate equipment replacement plans can be formed.

4. Insurance

- 4.1. The Municipality of Brooke-Alvinston shall provide proof of adequate insurance coverage for their equipment as well as the operation of said equipment by the Township of Warwick Fire Rescue – Watford Station.

5. Payment

- 5.1. The Municipality of Brooke-Alvinston agrees to an annual payment of \$2,058 to the Corporation of the Township of Warwick for services rendered commencing in the first calendar year of 2022.
- 5.2. The annual payment shall be increased annually based on the CPI and Inflation Rates for Ontario.
- 5.3. The annual payment shall be paid to The Township of Warwick no later than March 31st annually every year of this contract.

6. Disclaimer

- 6.1. The Corporation of the Township of Warwick and/or the members of the Watford Station shall not be held responsible for the failure of Township of Warwick Fire and Rescue to respond to a fire call for any reason, including an act of God, strikes, riots, etc., or to provide fire protection as described in this agreement.

7. Term

- 7.1. This agreement shall come into force on the 1st day of January, 2022; and shall continue in force for a period of three (3) years from such date being December 31st, 2024.
- 7.2. At the end of the said period, this agreement may be renewed upon such terms as the parties may then agree, provided that either party may give the other party 90 days notice of termination of the agreement. Such notice of termination to be in writing and to be sent by registered mail.
- 7.3. In the event that the Municipality of Brooke-Alvinston cannot provide said equipment in operational order for the Township of Warwick Fire and Rescue – Watford Station to use in fire protection, this contract shall be null and void and the Township of Warwick shall not be liable for service delivery.

7.4. Upon the execution of this agreement, any existing agreements between the parties with respect to fire protection shall forthwith become null and void.

IN WITNESS WHEREOF each of the parties hereto has affixed its Corporate Seal by the hands of its proper officers.

SIGNED, SEALED AND EXECUTED:

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

Mayor

Clerk –Administrator

THE CORPORATION OF THE TOWNSHIP OF WARWICK

Mayor

Clerk/Administrator

Schedule A

Core services provided as part of agreement:

- a) Basic firefighting
- b) Structural firefighting including rescue
- c) Vehicle firefighting
- d) Grass, brush, firefighting
- e) Automatic aid
- f) Mutual aid
- g) Basic medical assist
- h) Advanced medical assist with defibrillation
- i) Vehicle accidents
- j) Vehicle extraction
- k) Transportation incidents involving vehicles
- l) Public assistance
- m) Ambulance assistance
- n) Police assistance
- o) Community emergency plan participations
- p) Farm machinery extrication, excluding confined spaces
- q) Role as Assistant to Fire Marshal

NOTE: The Fire Chief or Incident Commander may perform activities not listed above to save life or protect property.

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON
BY-LAW NUMBER xx OF 2022

Being a by-law to Establish and Administer a Joint Compliance Audit Committee and Repeal By-Law 6 of 2018

WHEREAS S.88.37 of the Municipal Elections Act, 1996, as amended, requires that Councils appoint, before October 1 of an election year, a Compliance Audit Committee;

AND WHEREAS the Councils of the Townships of Dawn-Euphemia, Enniskillen, St. Clair and Warwick, the City of Sarnia, the Municipalities of Brooke-Alvinston and Lambton Shores, the Towns of Petrolia and Plympton-Wyoming, and the Villages of Oil Springs and Point Edward deem it advisable and expedient to establish a Joint Compliance Audit Committee;

AND WHEREAS Section 391(1) of the Municipal Act, 2001, as amended from time to time, authorizes the council of a municipality to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

Now therefore the Council of the Municipality of Brooke-Alvinston enacts as follows:

1. That a Joint Compliance Audit Committee, with full delegation of the permitted authority be established under the provisions of the Municipal Elections Act, 1996, as amended.
2. That the “Terms of Reference” attached as Schedule “A” be adopted.
3. A filing fee of \$300 is required for each application for a compliance audit, which fee may be refunded, on the recommendation of the Joint Compliance Audit Committee, and at the discretion of the host municipality, should the application be granted.
4. That By-Law 6 of 2018 and all other By-Laws or resolutions inconsistent with the provision of this By-Law, are hereby repealed.
5. This By-Law shall come into force and take effect on the final passing thereof.

By-Law Read a First, Second and Third time this 14 day of April, 2022

David Ferguson
Mayor

Janet Denkers
Clerk-Administrator

SCHEDULE “A”

Joint Compliance Audit Committee Terms of Reference

MANDATE

The Committee is required to act in accordance with the powers and obligations set out in the Municipal Elections Act, 1996, as amended (MEA). The Committee will be required to:

- consider a compliance audit application received from an elector that a candidate or a registered third party has contravened provisions of the MEA relating to election campaign finances and determine whether it should be granted or rejected;
- if the application is granted, the committee shall appoint an auditor to conduct a compliance audit;
- receive the auditor’s report;
- consider the auditor’s report and if the report concludes that the candidate or registered third party appear to have contravened a provision of the MEA relating to election campaign finances, the committee may commence legal proceedings against the candidate or third party for the apparent contravention; and,
- consider the report(s) of the clerk identifying each contributor to a candidate for office on a council or a registered third party who appears to have contravened any of the contribution limits under section 88.9 or 88.13 of the MEA and decide whether to commence a legal proceeding against a contributor for an apparent contravention.

COMPOSITION

The committee shall be composed of three (3) voting members. Up to two (2) alternate members shall be appointed.

Alternate members will be called upon by the Clerk of the host municipality in the event that one of the three (3) voting members is unable to serve and/or attend meetings during the period of appointment, or if a member resigns from the Committee or is disqualified. Alternate members assume all of the rights and privileges of a voting member, if called upon. Alternate members will be called upon to serve on a rotating basis in alphabetical order of last name. All Committee Members must agree in writing that they will not work for or provide advice to any candidate running for municipal office within the member municipalities.

Preference will be given to applicants with experience as, but not limited to, accountants, lawyers and /or auditors. To avoid any potential conflict of interest, applicants with accounting or auditing backgrounds must agree in writing that they will not offer their services to any municipal election candidates.

Members of Council, employees or officers of the municipality or local board, any persons who are registered third parties in the municipality in the election for which the committee is established or any persons who are candidates in the election for which the Committee is established are not eligible to be appointed to the Committee, pursuant to clause 88.37(2) of the MEA. Further, an individual shall be deemed ineligible to be a member of the Committee if they prepare the financial statements of any candidate running for office on Municipal Council during the term for which the Committee has been established.

TERM

The term of the Committee is from November 15, 2022, to November 14, 2026.

MEETINGS

The Committee shall meet on an as needed basis at the call of the Clerk of the host municipality.

Meetings of the Committee shall be open to the public, however, deliberations of the Committee may be held in private in pursuant to subsections 88.33(5.1), 88.34(9.1) and 88.36(6.1) of the Act.

Notice of meetings shall be provided as outlined in the Rules of Procedure established by the Clerk of the host municipality.

Meetings may be held in full or in part via electronic means (including, but not limited to, audio teleconference, video teleconference, or via means of the internet), and with or without in person attendance.

Meeting format shall be determined by the Clerk of the host municipality.

REMUNERATION AND FUNDING

Committee members will receive a \$200 retainer for the four-year term (includes compensation for review of any background materials).

Committee members will be paid a per meeting remuneration of \$250 and the mileage rate as set for Lambton County. The host municipality requiring the services of the Committee shall be responsible for per meeting remuneration and mileage rates.

STAFF SUPPORT

The Clerk of the host municipality shall establish administrative practices and procedures for the Committee and shall carry out any other duties required under the MEA to implement the Committee's decisions.

Staff from the host municipality shall provide administrative support to the committee.

APPOINTMENT PROCESS

Applicants will be requested to submit a summary outlining their qualifications and experience. Municipal Clerks of the member municipalities shall review applications and make collective recommendations to fill vacancies. Recommended applicants will be forwarded to each respective Council for appointment.

Rules of Procedure for the Compliance Audit Committee and Clerk

1. Authority

- i) Subsection 88.37(6) of the Municipal Elections Act, 1996, as amended (MEA) provides that the clerk of the municipality or the secretary of the local board, as the case may be, shall establish administrative practices and procedures for the committee.
- ii) These Rules are thereby established pursuant to subsection 88.37(6) of the Act, by the Clerk of the host municipality to ensure that the Joint Compliance Audit Committee may fulfill its duties and responsibilities in accordance with the MEA.

2. Rules of Procedure

The rules outlined herein shall guide the host Clerks and the Committee Members in the administration and running of all meetings of the Committee.

3. Matters Not Dealt With in the Rules of Procedure

If these rules do not provide for a matter of procedure that arises during a meeting, the practice shall be determined by the Chair and the Chair may do whatever is necessary and permitted by law to enable the Committee to effectively and completely adjudicate on the matter before it.

4. Meetings

- i) The Committee shall meet on an as needed basis at the request of the Clerk of the host municipality.
- ii) Meetings may be held in full or in part via electronic means (including, but not limited to, audio teleconference, video teleconference, or via means of the internet), and with or without in person attendance.
- iii) Meetings with in-person attendance shall be held at the municipal office of the host municipality or such other location, as the host Clerk deems appropriate.
- iv) Meeting format shall be determined by the Clerk of the host municipality.
- v) Committee meetings shall commence at a time and date to be set by the Clerk of the host municipality and shall be adjourned on a vote of the Committee.
- vi) Three Committee Members are required at each meeting of the Committee and shall constitute quorum.
- vii) Meetings of the Committee shall be open to the public, however, deliberations of the Committee may be held in private in pursuant to subsections 88.33(5.1), 88.34(9.1) and 88.36(6.1) of the Act.
- viii) Where the Committee desires to deliberate in closed session, they shall do so only by resolution.
- ix) Upon rising from closed session, the Chair shall report on any procedural resolutions passed in closed session.
- x) Committee members shall disclose a pecuniary interest in accordance with the Municipal Conflict of Interest Act, 1990 to the Clerk of the host municipality and absent themselves from meetings for the duration of

the consideration of the Application, discussion, and voting with respect to the matter.

- xi) The Applicant, Candidate, Registered Third Party, Contributor, and where applicable, their Agents shall be given an opportunity to address the Committee. Any auditor appointed by the Committee shall be given the opportunity to address the Committee.
- xii) Addresses to the Committee shall be no more than ten minutes in length.

5. Committee Chair

- i) At its first meeting the Committee, the Clerk of the host municipality shall call the meeting to order, and the first order of business after disclosures of conflict of interest shall be to elect one of its members as Chair for the term of the Councils that appointed the Members and until a successor is appointed. When the Chair of the Committee is absent through illness or otherwise, the Committee may appoint another member as Acting Chair. While presiding, the Acting Chair shall have all the powers of the Chair.
- ii) If the Chair of the Committee resigns as a member of the Committee or resigns as the Chair of the Committee, the Committee shall appoint another member as Chair for the balance of the term of the Councils and until a successor is appointed.
- iii) The Chair is the liaison between the Members and the Clerks of the respective host municipalities on matters of policy and process.
- iv) The Chair shall enforce the observance of order and decorum among the Committee Members and the public at all meetings.

6. Delegation by Clerk

The Clerk of the host municipality may delegate administrative responsibilities to a Deputy Clerk.

7. Agenda

Before each meeting the Secretary shall provide an agenda to each member of the Committee. The agenda shall include:

- i) a copy of the Application;
- ii) a copy of any written submissions made by the Applicant, Candidate, Registered Third Party, or Auditor, where applicable;
- iii) a copy of any reports by the Clerk regarding over contributions to a Candidate or Registered Third Party, where applicable; and
- iv) any written submissions made by the Contributor.

A copy of the agenda shall be published on the City's website.

8. Committee Procedures

Order of Business

The Order of Business for the agenda shall be as follows:

- i) Meeting Called to Order
- ii) Disclosures of Conflict of Interest
- iii) Appoint a Chair (if required)
- iv) Adoption of Minutes
- v) Items for Discussion
- vi) Delegation – Auditor (where applicable)
- vii) Delegation – Applicant or Agent
- viii) Delegation – Candidate, Registered Third Party, Contributor, or Agent
- ix) Committee Deliberation
- x) Adjournment

Consideration of Application or Clerks Contribution Report in Entirety

Where the agenda includes consideration of more than one Application or Clerks Contribution Report, each Application or Report shall be dealt with by the Committee in its entirety before consideration of the next Application or Report.

Preliminary Motions

Following the Call to Order and before considering the substance of agenda items, the Committee members may make preliminary motions, including motions to change the order of business or to defer an agenda item, with respect to any business properly before the Committee.

Questions to Delegation

The Committee may, through the Chair, ask questions of the Applicant, Candidate, Registered Third Party, Contributor or, where applicable, their Agents and any other delegation addressing the Committee under these Rules

9. Lack of a Full Committee

If a full Committee (three Members) is not present thirty minutes after the time fixed for a meeting of the Committee, or the resumption of a meeting after adjournment, or should a Member at a meeting be lost for a period of thirty consecutive minutes, the meeting may stand adjourned until the next meeting time scheduled by the Clerk.

10. Rules of Debate

Order of Speaking

When two or more Members wish to speak, the Chair shall designate who first requested to speak as the Member who speaks first.

Speaking

A Member may ask a question only:

- i) of a Member who has already spoken on the matter under discussion;
- ii) of the Chair;
- iii) of an official of the host municipality; and
- iv) of any other person addressing the Committee.

A Member may ask a question only for the purpose of obtaining information relating to the matter then under discussion.

Voting

Every Member present at a meeting of the Committee when a question is put forward shall vote on the question, unless prohibited by statute, in which case the fact of the prohibition shall be recorded in the minutes of the meeting.

The matter put to a vote shall be in the form of a motion addressing the matter then under consideration.

In the case of a tie-vote, the motion or question shall be deemed to have been lost.

Motions

All motions must be introduced by a mover and a seconder before the Chair may put the question or motion on the floor for consideration.

Any Member may propose a motion on the matter then under consideration which the Clerk of the host municipality shall record in writing.

If there is more than one motion, with respect to a matter, the Clerk of the host municipality shall record all motions in writing and read the various motions to the Committee Members prior to the vote being taken.

After a motion is properly moved and seconded it shall be deemed to be in the possession of the Committee but may be withdrawn by the mover at any time before the vote.

11. Notice

Notice of meeting to Applicant, Candidate, Registered Third Party

Where an Application will be considered at a meeting of the Committee, the Clerk of the host municipality shall provide notice and a copy of the Application to the Applicant and Candidate or Registered Third Party by email or mail indicating:

- i) The purpose, location and time of the meeting;
- ii) The fact that if either party fails to attend the meeting, the Committee may proceed in the party's absence without further notice; and
- iii) The ability for the Applicant and the Candidate or Registered Third Party to provide written submissions to be included in the meeting agenda within the timeframe established by the Clerk of the host municipality.

Notice of meeting to Contributor

Where the Clerks Contribution Report will be considered at a meeting of the Committee, the Clerk of the host municipality shall provide notice and a copy of the Report to the Contributor and the applicable Candidate or Registered Third Party by email or mail indicating:

- i) The purpose, location and time of the meeting;
- ii) The fact that if either party fails to attend the meeting, the Committee may proceed in the party's absence without further notice; and
- iii) The ability for the Contributor and the applicable Candidate or Registered Third Party to provide written submissions to be included in the meeting agenda within the timeframe established by the clerk of the host municipality.

Notice of meeting – Auditor's Report

Where the purpose of the meeting is to consider an auditor's report prepared in respect of an Application previously considered, notice of this meeting shall be provided to the Auditor, Applicant, and Candidate or Registered Third Party.

Notice of meeting to the Public

Public notice of a Committee meeting shall be provided on the host municipality's website at least five (5) days prior to the meeting by posting the agenda, any Applications, Clerks Contribution Reports, and subject to the Municipal Freedom of Information and Protection of Privacy Act, 1990 and Municipal Act, 2001, any relevant documentation.

Redacted versions of written submissions included with an agenda may be published to the City's website at the Clerk of the host municipality's discretion and subject to the Municipal Freedom of Information and Protection of Privacy Act, 1990, provided the Committee, the Applicant, and the Candidate or Registered Third Party are provided with the submission as originally submitted.

12. Committee Decisions

A. Applications

- i) Within thirty (30) days of receipt of the Application by the Committee, the Committee will decide whether to grant or reject the Application.
- ii) The Committee's decision to grant or reject the Application will include brief written reasons for the decision and shall be forwarded by the Clerk of the host municipality to the Candidate or Registered Third Party, the Clerk, and the Applicant.
- iii) If the Committee decides to grant the Application, it shall, by resolution, appoint an auditor licensed under the Public Accounting Act, 2004, to conduct a compliance audit of the Candidate's or Registered Third Party's campaign finances.
- iv) At the request of the Committee, the Clerk of the host municipality may assist the Committee in locating and contacting available auditors to undertake the audit.
- v) Within thirty (30) days of receipt of an auditor's report by the Committee, if the report concludes that the Candidate or Registered Third Party appears to have contravened a provision of the Act relating to campaign finances, the Committee shall decide whether to commence a legal proceeding against the Candidate or Registered Third Party for the apparent contravention.
- vi) The decision of the Committee following consideration of the Auditor's report, shall be made in writing, including brief written reasons for the decision, and shall be forwarded by the Clerk of the host municipality to the Candidate or Registered Third Party and the Applicant.

B. Clerk's Reports

- i) Within thirty (30) days of receipt of the Clerk's Contribution Report by the Committee, the Committee will decide whether to commence a legal proceeding against a Contributor for an apparent contravention.
- ii) The decision of the Committee to commence a legal proceeding against a Contributor shall include brief written reasons and shall be forwarded by the Clerk of the host municipality to the Contributor.

13. Grant Exceptions from Procedures

Subject to the timelines and requirements set out in the Act, the Committee may waive any rule of procedure in this Schedule, as it considers appropriate to ensure that the real questions in issue are determined in a just manner.

14. Minutes

- i) The Clerk of the host municipality shall prepare minutes of the meeting of the Committee and shall provide Members with a copy of the minutes, as soon as the minutes are available.

- ii) The Committee Members shall review and sign the minutes, to confirm that the minutes reflect the Committee's actions.
- iii) The Committee Minutes will be posted on the host municipality's website, where possible.

APPLICATION FOR A COMPLIANCE AUDIT

I am entitled under the *Municipal Elections Act, 1996*, as amended (MEA), to vote for members of the Municipality of Brooke Alvinston Council.

☐ Yes ☐ No

Name of Municipality:	Municipality of Brooke-Alvinston
Your Name:	
Mailing Address:	
Postal Code:	
Telephone:	
E-mail Address (optional):	

I am applying for an election compliance audit of the election campaign finances of:

Candidate Name: _____

Office:
☐ Councillor or
☐ Mayor

Registered Third Party Name: _____

Please explain the reason that you believe that the candidate or registered third party named above has contravened the *Municipal Elections Act, 1996* relating to municipal election campaign finances.

Section/Provision of <i>MEA</i>	Comments

Please add any other information that you feel is relevant.