



AGENDA

Council Meeting

4:00 PM - Thursday, October 13, 2022
Municipal Office

	Page
1. CALL TO ORDER	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. MINUTES	
3.1. Regular Council Meeting Minutes of September 22, 2022 Council - 22 Sep 2022 - Minutes - Pdf	3 - 6
4. BUSINESS ARISING FROM THE MINUTES	
5. DELEGATIONS & TIMED EVENTS	
5.1. Consideration of the Hastings Drain Hastings Drain Report	7 - 46
6. CORRESPONDENCE	
6.1. Municipal Information 2023 Annual Billing Letter for Municipalities Brooke-Alvinston OPP Billing Statement Municipal Information - October 13, 2022	47 - 98
6.2. Requiring Action Requiring Action - October 13, 2022	99 - 101
7. STAFF REPORTS	
7.1. <u>Drainage Superintendent's Report:</u> Cherry Creek Drain Petition Petition	102 - 103
7.2. <u>Drainage Superintendent's Report:</u> Stewart Douglas Drain Tender Stewart Douglass Drain Tender Summary	104
7.3. <u>Drainage Superintendent's Report:</u> Courtright Line Drain Tender Courtright Drain Tender Summary	105
7.4. <u>Drainage Superintendent's Report:</u> Cook Drain Tender Cook Drain Tender Summary	106
7.5. <u>Parks & Recreation Manager's Report:</u> Access to the Dog Park Access to the Dog Park - Pdf	107 - 108
7.6. <u>Public Works Manager's Report:</u> MTO Roof Tender MTO Roof Tender - Pdf	109

- 7.7. **Clerk Administrator's Report:** Amendments to the HR Policy
- 7.8. **Treasurer's Report:** Year-to-Date (to September 30) Budget to Actual Comparisons 110 - 116
[Year-to-Date \(to September 30\) Budget to Actual Comparisons - Pdf](#)
- 7.9. **Treasurer's Report:** Accounts Payable Listing - September 2022 117 - 131
[Accounts Payable Listing - September 2022 - Pdf](#)
- 7.10. **Treasurer's Report:** Employee Group Insurance Plan 132
[Employee Group Insurance Plan - Pdf](#)
- 7.11. Proposed Amendment to Enniskillen Fire Agreement 133
[Proposed Amendment to Enniskillen Fire Agreement - Pdf](#)

8. BY-LAWS

- 8.1. By-law 56 of 2022 - Provisional Reading - Hastings Drain

9. NEW BUSINESS

- 9.1. Proposed Picnic Table Donation
- 9.2. Council Meetings
- 9.3. 2022 Appreciation Event(s)

10. CLOSED SESSION

- 10.1. Section 239(2)
(b) Personal matters about an identifiable individual including municipal or local board employees

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



MINUTES

Council Meeting

4:00 PM - Thursday, September 22, 2022
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, September 22, 2022, at 4:00 PM, in the Municipal Office, with the following members present:

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

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Public Works Manager Randy Hills, Fire Chief Steve Knight, Public Works Lead Hand Jamie Butler, and Engineer Ray Dobbin

Regrets:

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of September 8, 2022

RESOLUTION-2022-333

Councillor Wayne Deans made a motion that the regular Council meeting minutes of September 8, 2022 be approved as presented without error or omissions. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

5 DELEGATIONS & TIMED EVENTS

a) Consideration of the Edgar Drain Branch report

Assessed owners present for the drain were: Tony Van Aert

RESOLUTION-2022-334

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston consider the Edgar Drain Branch Report. Councillor Jamie Armstrong seconded the motion.

Carried

RESOLUTION-2022-335

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston adopt the report on the Edgar Drain Branch as presented. Deputy Mayor Frank Nemcek seconded the motion.

Carried

6 CORRESPONDENCE

a) Municipal Information

RESOLUTION-2022-336

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

Carried

b) Correspondence Requiring Action

RESOLUTION-2022-337

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston support the September 6, 2022 resolution from the Municipality of Brighton that changes be made to the Healthcare Connect System for Members of the Canadian Armed Forces. Councillor Jamie Armstrong seconded the motion.

Carried

7 STAFF REPORTS

a) Clerk Administrator's Report: Zoning - Inwood Library

RESOLUTION-2022-338

Councillor Wayne Deans made a motion that Council receive and file the Clerk Administrator's report regarding the zoning at the Inwood Library as it relates to the proposal for a community garden. Councillor Jamie Armstrong seconded the motion.

Carried

b) Clerk Administrator's Report: Seniors Advisory Committee Recruitment

RESOLUTION-2022-339

Councillor Jamie Armstrong made a motion that the Municipality advertise for the recruitment of a senior representative from the Municipality to serve on the Seniors Advisory Committee and that a candidate be selected by Council at the December 8, 2022 meeting of Council. Councillor Jeannette Douglas seconded the motion.

Carried

c) Clerk Administrator's Report: Licensing a portion of the arena stands - Hayter Memorial Hockey Tournament

RESOLUTION-2022-340

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston allow alcohol to be served in the stands at the 2022 Hayter Memorial Hockey Tournament games provided all comments / suggestions listed be observed. Councillor Jamie Armstrong seconded the motion.

Carried

d) Fire Chief's Report: Brooke Fire Rescue Five Year Strategic Plan

RESOLUTION-2022-341

Deputy Mayor Frank Nemcek made a motion that the report titled Progress Report - Brooke Fire Rescue Fire Year Strategic Plan be received and filed for information. Councillor Jeannette Douglas seconded the motion.

Carried

8 BY-LAWS

- a) By-law 54 of 2022 First & Second Reading of the Edgard Drain Branch By-law

RESOLUTION-2022-342

Councillor Jamie Armstrong made a motion that By-law 54 of 2022 be read a first and second time. Councillor Jeannette Douglas seconded the motion.

Carried

9 NEW BUSINESS

- a) Letter from Liana Russwurm Re: Dog Park

RESOLUTION-2022-343

Councillor Wayne Deans made a motion that the Parks & Recreation Manager prepare a report for the next Council meeting which comments on options for entry to the Dog Park. Councillor Jamie Armstrong seconded the motion.

Carried

- b) Alvinston Killer Bee's Municipal Game Sponsorship

RESOLUTION-2022-344

Councillor Wayne Deans made a motion that the Municipality sponsor the October 29th Alvinston Killer Bees home game and October 30th public skate. Councillor Jamie Armstrong seconded the motion.

Carried

- c) Alvinston Killer Bees Screen Request

The Parks & Recreation Manager advised that the Alvinston Killer Bees requested to mount a 27 ft screen in the Alvinston Arena.

RESOLUTION-2022-345

Councillor Wayne Deans made a motion that the Parks & Recreation Manager prepare a report for Council to address advertising and alternate locations. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) Picnic Table

That Ag Society requested permission to place a memorial picnic table at the BAICCC grounds.

RESOLUTION-2022-346

Councillor Wayne Deans made a motion that the Parks & Recreation Manager prepare a report for Council consideration on the placement of an additional picnic table. Councillor Jeannette Douglas seconded the motion.

Carried

- e) Official Plan Survey

The Clerk Administrator noted that a survey requesting feedback on the Official Plan is on the website

10 CLOSED SESSION

- a) Section 239(2)
 (b) Personal matters about an identifiable individual, including municipal or local board employees

RESOLUTION-2022-347

Deputy Mayor Frank Nemcek made a motion that Council enter the closed session portion of the meeting. Councillor Jeannette Douglas seconded the motion.

Carried

11 RISE AND REPORT

The Clerk Administrator noted that a closed session was held to discuss personal matters about an identifiable individual including employees.

She noted that Andy Pavey submitted his resignation effective immediately (Sept. 13th) and that Greg Thornicroft accepted a 6 month seasonal contract with the Municipality.

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2022-348

Councillor Jamie Armstrong made a motion that By-law 55 of 2022 be read a first, second and third time and finally passed this 22nd day of September, 2022. Councillor Jeannette Douglas seconded the motion.

Carried

13 ADJOURNMENT

Councillor Armstrong made a motion to adjourn the meeting at 4:45 p.m..

Clerk-Administrator

Mayor



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 Petrolia, Ontario, N0N 1R0
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 www.dobbineng.com

September 9, 2022

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

Gentlemen;

Re: Hastings Drain

In accordance with your instructions, I have undertaken an examination of the Hastings Drain with regards to improving the existing drainage works in the W1/2 lot 23, concession 12 in the Municipality of Brooke-Alvinston. The course of the work has been chained with elevations taken at stations of 30 metres or part thereof.

Authorization under the Drainage Act

This is an Engineers Report that has been prepared under Section 78 of the Drainage Act as per the request of an affected owner.

Under section 78 of the Drainage Act, Council may undertake and complete the maintenance or repair of any drainage works constructed under a bylaw passed under this Act or its predecessor. Section 78 is to be used where it is considered expedient to change the course of the drainage works, or to make a new outlet for the whole or any part of the drainage works, or to construct a tile drain under the bed of the whole or any part of the drainage works as ancillary thereto, or to construct, reconstruct or extend embankments, walls, dykes, dams, reservoirs, bridges, pumping stations, or other protective works as ancillary to the drainage works, or to otherwise improve, extend to an outlet or alter the drainage works or to cover the whole or any part of it, or to consolidate two or more drainage works.

Description of Existing Drainage

The Hastings Drain consists of both a closed drain and open channel. The closed drain extends from a point approx. 335 metres north of the south limit of the N1/2 lot 22, concession 13 generally south through the S1/2 Lot 22 to the northside of LaSalle Line. It consists of 600 mm and 250 mm dia. tile.

-2-

The open channel provides outlet for the closed portion of the drainage works on the side of LaSalle Line and extends west for approx. 96 metres. It crosses to the south side of LaSalle Line, thence generally south into the W1/2 lot 23 and E1/4 lot 22, concession 12 for a distance of approx. 734 metres where it ends as a municipal drainage works. At this point it continues as an open channel downstream eventually outletting to Browns Creek in the E1/2 lot 23, concession 12.

The Hastings Drain was last improved under an engineer's report dated September 10, 2014. At this time, a portion of the drainage works in the S1/2 lot 22, concession 13 was reconstructed as a covered drain and the open channel was realigned in the E1/4 Lot 22, Concession 12.

The Hastings Drain was last improved previous to 2014 under an engineer's report dated March 25, 1965. At this time, a portion of the drainage works in the N1/2 lot 22, concession 13 was reconstructed as a covered drain, the open channel was deepened and improved downstream and a portion of the open channel was relocated north of LaSalle Line.

Drain Classification

The Hastings Drain is classified as a class "F" drain throughout its length and downstream to its outlet to Browns Creek in the E1/2 lot 23, concession 12 according to the Ontario Ministry of Agriculture, Food and Rural Affairs Agricultural Information Atlas.

Class "F" drains are intermittent or ephemeral (dry for more than two consecutive months). Authorization is not required if work is done in the dry.

Onsite Meeting

An onsite meeting was held on January 29, 2019. A request has been made by the owner of the W1/2 Lot 23, Concession 12 to realign the existing channel to the west property limit and reconstruct it as a covered drain.

Discussion

The owner has requested that the drain be realigned along the west boundary of the property which is approx. 30 metres west of the existing crossing. There was the option of extending a tile west from the road crossing along the south side of LaSalle Line to the

-3-

proposed covered drain. The second option was to move the road crossing west in line with the proposed covered drain. The existing road culvert was examined and was found to be corroded with holes through the steel at the north end. Since the road culvert is currently in poor shape and will require replacement in the near future, it is recommended that a new road crossing be constructed in line with the proposed covered drain. The road ditch can be regraded to drain to the proposed covered drain.

Recommendations

It is therefore recommended that the following work be carried out:

1. A closed drain shall be constructed along the west limit of the W1/2 Lot 23, Concession 12 connecting the existing channel on the north side of LaSalle Line to the existing channel located approx. 240 metres south of LaSalle Line.
2. The existing open channel in the W1/2 Lot 23, Concession 12 from the north side of LaSalle Line downstream to the outlet of the proposed covered drain shall be abandoned as part of the drainage works and backfilled.
3. The existing channel along the north side of LaSalle Line from the proposed road crossing west shall be regraded to drain to the proposed road crossing.

Design

The proposed tile drain shall be designed to accommodate a drainage coefficient of 12mm/24hours for subsurface drainage and an additional 25mm/24hours for surface water entering the system via the catchbasins and upstream channel for a total of 37 mm per 24 hours. This is generally acceptable for lands used for cash crops with provision for surface water. Tile design criteria include an assumed minimum tile depth of 750 mm plus diameter of tile and a minimum freeboard of 300mm at outlet.

Estimate of Cost

It is recommended that the work be carried out in accordance with the accompanying Specification of Work and Profile that forms part of this Report. There has been prepared an Estimate of Cost in the amount of \$98,235.00 including engineering. A Plan has been prepared showing the location of the work and the approximate drainage area.

-4-

Assessment

Lands, roads, buildings, utilities, or other structures that are increased in value or are more easily maintained as a result of the construction, improvement, maintenance, or repair of a drainage works may be assessed for benefit. (Section 22)

Lands and roads that use a drainage works as an outlet, or for which, when the drainage works is constructed or improved, an improved outlet is provided either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, watercourse, may be assessed for outlet assessment. The assessment for outlet is based on the volume and rate of flow of the water artificially caused to flow into the drainage works. (Section 23)

The Engineer may assess for special benefit any lands for which special benefits have been provided by the drainage works. (Section 24)

A Schedule of Assessment for the lands and roads affected by the work and therefore liable for the cost thereof will be prepared as per the Drainage Act. Also, assessments may be made against any public utility or road authority, as per section 26 of the Drainage Act, for any increased cost for the removal or relocation of any of its facilities and plant that may be necessitated by the construction or maintenance of the drainage works. Items to be assessed under section 26 shall be tendered separately with the actual cost plus a portion of the engineering (25% of the cost).

The cost of any approvals, permits or any extra work, beyond that specified in this report that is required by any utility, conservation authority, government ministry or organization (federal or provincial), or road authority shall be assessed to that organization requiring the permit, approval, or extra work.

The estimated cost of the drainage works has been assessed in the following manner:

1. A portion of the cost (50%) of an equivalent access culvert has been assessed to the upstream properties and the equivalent amount of agricultural grant has been applied.
2. The cost of constructing the covered drain was assessed as a benefit assessment to the W1/2 Lot 23, Concession 12.

-5-

3. The backfill of the existing channel and the reconnection of the subsurface drains in the S1/2 lot 22, concession 13 have been assessed as a special benefit assessment to the property on which the work is to take place.

The work outlined in item no. 3 may be undertaken by the Owner. In this case the special benefit assessment shall be deleted from the Schedule of Assessment.

Each property owner is eligible for one crossing on each municipal drain which is eligible for agricultural grant. In lieu of a crossing, the owner has requested the covered drain. Therefore, the equivalent cost of a crossing has been included for the calculation of the equivalent agricultural grant.

Allowances

Under section 29 of the Drainage Act, the Engineer in his report shall estimate and allow in money to the Owner of any land that it is necessary to use for the construction or improvement of a drainage works or for the disposal of material removed from drainage works. This shall be considered an allowance for right of way.

Under section 30 of the Drainage Act, the Engineer shall determine the amount to be paid to persons entitled thereto for damage, if any, to ornamental trees, lawns, fences, land and crops occasioned by the disposal of material removed from a drainage works. This shall be considered an allowance for damages.

Allowances have been made, where appropriate, as per section 29 of the Drainage Act for right of way, and as per section 30 of the Drainage Act for damages to lands and crops. Allowances for right of way are based on a land value of \$20,000.00 per hectare (\$8,000.00 per acre). Allowances for crop loss are based on \$1,500.00 per hectare for the first year and \$750.00 for the second year (\$2,250.00 per hectare total).

Access and Working Area

Access to the work site in the W1/2 lot 23, concession 12 shall be from LaSalle Line and along the drainage works. The access shall be restricted to a width of 6 metres. Access along other routes must be approved in writing by the owners.

The working area in the W1/2 lot 23, concession 12 for the construction of the proposed covered drain shall be restricted to a width of 30 metres along the length of the drainage works extending east from the west property limit.

-6-

Agricultural Grant

Enclosures of open channels are not eligible for agricultural subsidy under current ADIP policies. Realignments of open channels are eligible for agricultural subsidy under current ADIP policies. Therefore, the closed drain portion of the work is not eligible for agricultural grant.

Each property is eligible for one access culvert over each municipal drainage works which is eligible for agricultural grant.

Restrictions

No trees and shrubs shall be planted nor shall permanent structures be erected within 15 metres of either side of the proposed drain without prior written permission of Council.

Attention is drawn to sections 80 and 82 of the Drainage Act, which refer to the removal of obstructions in a drain and damage caused to a drain.

Existing Private Drainage

All existing subsurface drainage encountered during installation of the tile drain shall be reconnected to the proposed drainage works. Owners shall be responsible to mark all subsurface drains from his property.

Maintenance

Upon completion of the work, the covered drain and the open channel will be maintained as per the applicable Schedules of Maintenance enclosed with this report unless otherwise altered under provisions of the Drainage Act.

All of the above is submitted for your consideration.

Yours truly,



Ray Dobbin, P. Eng.
R. Dobbin Engineering Inc.



Hastings Drain
Municipality of Brooke-Alvinston
September 9, 2022

ALLOWANCES

Allowances have been made as per section 30 of the Drainage Act for damages to lands and crops.

Conc.	Lot or pt. Lot	Roll No.	Owner	Section 30
12	W1/2 L23	50-069	C. Schouten	<u>1,071.00</u>
Total Allowances				\$1,071.00

Hastings Drain
Municipality of Brooke-Alvinston
September 9, 2022

Estimate of Cost

To construct a covered drain in in the W1/2 lot 23, concession 12 and abandon the existing channel.

Allowances:	1,071.00
Supply:	
675 mm dia. concrete tile (209 m)	17,759.00
750 mm dia. HDPE outlet pipe c/w rodent grate	1,500.00
750 mm dia. HDPE for road crossing (25 m)	5,625.00
600 mm dia. HDPE overflow pipe (20 m)	2,900.00
300 mm dia. PE smooth wall pipe (6 m)	204.00
CB (900 x 1200) c/w grate (1 ea.)	1,800.00
Rip rap and filter fabric	1,000.00
Concrete blocks (6 each)	720.00
Granular:	
drainage stone	1,100.00
granular "B" (75 t)	1,500.00
granular "A" (60 t)	1,500.00
Tile Connection Material	1,000.00
200 mm dia. PE tubing (732 m)	6,588.00
200 mm dia. hickenbottom (1 each)	150.00
Install:	
Concrete tile	7,525.00
Outlet works	1,860.00
CB	885.00
Road Crossing	4,720.00
Tile Mains	6,800.00
Hickenbottom	250.00
Connect ex. Tile drains (17 ea)	1,020.00
Strip and Spread Topsoil	1,750.00
Backfill existing channel (W1/2 L23)	3,000.00
Road Restoration	1,000.00
Brushing	500.00
Silt Fence	350.00
Regrade channel	2,360.00
Miscellaneous	<u>3,015.00</u>
Sub Total	79,452.00
Engineering	15,078.00
Administration	<u>3,705.00</u>
Estimate of Cost	\$98,235.00

SCHEDULE OF ASSESSMENT

To construct a covered drain in in the W1/2 lot 23, concession 12 and abandon the existing channel.

Conc.	Lot or Part	Affect. Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total
Agricultural Land								
Gore	pt. L22	3.34*	50-130	E. Greer			90.00	90.00
13	N1/2 L22	38.50	50-096	VDN Farms Ltd.			1,543.00	1,543.00
	pt.S1/2 L22	3.20	50-097	E. Hoogerbrugge			173.00	173.00
	pt.S1/2 L22	30.40(4.39)	50-098	VDN Farms Ltd.			1,527.00	1,527.00
	W1/2 L23	24.30	50-099	T. Foster			1,316.00	1,316.00
12	W1/2 L23		50-069	C. Schouten	25,565.00	57,428.00		82,993.00
				Total Special Benefit	25,565.00	57,428.00	4,649.00	87,642.00
				Total Benefit	57,428.00			
				Total Outlet	4,649.00			
				Total Agricultural Lands	87,642.00			
Non Agricultural Land								
12	pt.W1/2E1/2 L22	0.70	50-06701	G. & O. Rops			60.00	60.00
				Total Benefit		0.00	60.00	60.00
				Total Outlet		60.00		
				Total Agricultural Lands		60.00		

Schedule of Assessment (cont'd)

2 of 2

Conc.	Lot or Part	Affect. Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total
Public Lands: Roads								
	LaSalle Line	1.34		Mun. of Brooke-Alvinston		10,112.00	291.00	10,403.00
	White Pine Road	0.80		Mun. of Brooke-Alvinston			130.00	130.00
				Total Benefit		10,112.00	421.00	130.00
				Total Outlet		421.00		
				Total Public Lands: Roads		10,533.00		
				Total Non Agricultural Land		60.00		
				Total Agricultural		87,642.00		
				Total Assessment		\$98,235.00		

* surface water only, number in brackets represents bush area assessed a 1/2 rate

Hastings Drain
Municipality of Brooke-Alvinston
September 9, 2022

SCHEDULE OF MAINTENANCE No. 1

Maintain the covered drain in the S1/2 lot 22, concession 13.

Conc.	Lot or Part	Affect. Hect.	Roll No.	Owner	Benefit	Outlet	Total
Agricultural Land							
Gore pt. L22		3.34*	50-130	E. Greer		71.00	71.00
13 N1/2 L22		38.50	50-096	VDN Farms Ltd.		1,210.00	1,210.00
pt.S1/2 L22		3.20	50-097	E. Hoogerbrugge		136.00	136.00
pt.S1/2 L22		30.40	50-098	VDN Farms Ltd.	3,350.00		3,350.00
W1/2 L23		3.81	50-099	T. Foster		162.00	162.00
					<u>3,350.00</u>		
						1,579.00	4,929.00
* surface water only					<u>1,579.00</u>		
Total Agricultural Lands					4,929.00		
Public Lands: Roads							
White Pine Road		0.80		Mun. of Brooke-Alvinston		71.00	71.00
					<u>0.00</u>		
						71.00	71.00
					<u>71.00</u>		
Total Public Lands: Roads					71.00		
Total Agricultural					<u>4,929.00</u>		
Total Assessment					\$5,000.00		

Hastings Drain
Municipality of Brooke-Alvinston
September 9, 2022

SCHEDULE OF MAINTENANCE No. 2

Maintain the covered drain and channel upstream of LaSalle Line in Concession 13.

Conc.	Lot or Part	Affect. Hect.	Roll No.	Owner	Benefit	Outlet	Total
Agricultural Land							
Gore pt. L22		3.34*	50-130	E. Greer		164.00	164.00
13 N1/2 L22		38.50	50-096	VDN Farms Ltd.	670.00		670.00
				Total Benefit	670.00	164.00	834.00
				Total Outlet	164.00		
* surface water only				Total Agricultural Lands	834.00		
Public Lands: Roads							
White Pine Road		0.80		Mun. of Brooke-Alvinston		166.00	166.00
				Total Benefit	0.00	166.00	166.00
				Total Outlet	166.00		
				Total Public Lands: Roads	166.00		
				Total Agricultural	834.00		
				Total Assessment	\$1,000.00		

SCHEDULE OF MAINTENANCE No. 3

Maintain the open channel downstream from covered drain in Lot 23.

Conc.	Lot or Part	Affect. Hect.	Roll No.	Owner	Benefit	Outlet	Total
Agricultural Land							
Gore	pt. L22	3.34*	50-130	E. Greer		16.00	16.00
13	N1/2 L22	38.50	50-096	VDN Farms Ltd.		368.00	368.00
	pt.S1/2 L22	3.20	50-097	E. Hoogerbrugge		31.00	31.00
	pt.S1/2 L22	30.40(4.68)	50-098	VDN Farms Ltd.	115.00	274.00	389.00
	W1/2 L23	24.30	50-099	T. Foster	115.00	232.00	347.00
12	W1/2 L22	1.21	50-066	E. Hoogerbrugge		12.00	12.00
	W1/2E1/2 L22	2.94	50-067	T. Rops		28.00	28.00
	E1/4 L22	6.07	50-068	T. & J. Rops	321.00	50.00	371.00
	W1/2 L23		50-069	C. Schouten	642.00		642.00
Total Benefit					1,193.00	1,011.00	2,204.00
Total Outlet					1,011.00		
Total Agricultural Lands					2,204.00		
Non Agricultural Land							
12	pt.W1/2E1/2 L22	0.70	50-06701	D. Manders		9.00	9.00
Total Benefit					0.00	9.00	9.00
Total Outlet					9.00		
Total Non Agricultural Lands					9.00		

Schedule of Maintenance No. 3 (cont'd)

2 of 2

Conc.	Lot or Part	Affect. Hect.	Roll No.	Owner	Benefit	Outlet	Total
Public Utility							
Hydro One					15.00		
Total Benefit					15.00	0.00	0.00
Total Outlet					0.00		
Total Public Utility					15.00		
Public Lands: Roads							
LaSalle Line		1.43		Mun. of Brooke-Alvinston	482.00	47.00	529.00
White Pine Road		0.80		Mun. of Brooke-Alvinston		20.00	20.00
Total Benefit					482.00	67.00	549.00
Total Outlet					67.00		
Total Public Lands: Roads					549.00		
Total Public Utility					15.00		
Total Non Agricultural					9.00		
Total Agricultural					2,204.00		
Total Assessment					\$2,777.00		

* surface water only, number in brackets represents bush area assessed a 1/2 rate

Hastings Drain
Municipality of Brooke-Alvinston
September 9, 2022

SPECIFICATION OF WORK

1. Scope of Work

The work to be included in this specification includes the installation of approx. 209 metres of 675 mm dia. concrete tile drain, one catchbasin, outlet works, road crossing and related work on the Hastings Drain in the W1/2 Lot 23, Concession 12 in the Municipality of Brooke-Alvinston.

2. General

Each tenderer must inspect the site prior to submitting his tender and satisfy himself by personal examination as to the local conditions that may be encountered during this project. He shall make allowance in his tender for any difficulties which he may encounter. Quantities or any information supplied by the Engineer is not guaranteed and is for reference only.

All work and materials shall be to the satisfaction of the Drainage Superintendent who may vary these specifications as to minor details but in no way decrease the proposed capacity of the drain.

The Contractor shall be responsible for the notification of all utilities and pipeline companies prior to the start of construction.

3. Plans and Specifications

These specifications shall apply and be part of the contract along with the General Specifications for Closed Drains and the General Specifications for Open Drains. This specification of work shall take precedence over all plans and general conditions pertaining to the contract. The Contractor shall provide all labour, equipment, and supervision necessary to complete the work as shown in the plans and described in these specifications. Any work not described in these specifications shall be completed according to the Ontario Provincial Standard Specifications and Standard Drawings.

Any reference to the owner contained in these contract documents shall refer to the Municipality of Brooke-Alvinston or the engineer authorized by the Municipality to act on its behalf.

-2-

4. Strip and Stockpile Topsoil

The topsoil shall be stripped along the length of the proposed tile drain and windrowed. The material shall be spread to its original depth after completion of construction.

5. Installation of Tile

The Contractor shall supply, install, and backfill the specified sizes of tile and pipe to the depths and grades as shown on the drawings and as follows:

Hastings Drain:

0+025 to 0+234 - 675 mm dia. concrete tile

Concrete tile shall conform to ASTM C412, extra quality tile. Tile shall have a circular interior and exterior shape.

It is intended that the proposed tile drain be located generally 6 metres east of the west property limit.

The trenching and laying of the tile shall be done by wheel machine, except in areas of soil instability, unless approved by the Engineer. All tile joints shall be wrapped with a minimum 300 mm width of Mirafi P150 (or approved equal) filter fabric. The filter fabric shall be overlapped by 450 mm at the top of the tile. The tile shall be laid in straight lines or on smooth gradual curves with a minimum radius or 25 metres. Where approved by the Engineer (or specified) the tile may be laid in tighter curves by sawcutting joints. The maximum deflection of one tile joint shall be 22 degrees. Turns of greater than 22 degrees shall require the use of manufactured bends (PE smooth wall).

Laser control shall be used to ensure proper grades. The grades calculated on the Profile are to the invert of the tile and pipe with allowances to be made by the Contractor for the wall thickness of the tile and pipe. The depths shown and figured are from ground level to the invert of the pipe along the line of the proposed drain. Should an error appear in the figured depth at any station or stations, the grade shall be made to correspond with that shown on the Profile without extra charge.

A wheel trencher shall be used to excavate the trench to allow for a round bottom. Prior to backfilling, the tile shall be covered manually to a depth of approx. 100 mm over the pipe to ensure that the tile and pipe are not displaced by large clumps of earth. The

-3-

trench shall be backfilled with excavated material free of stones, broken tile or other deleterious material. All stones larger than 100 mm in diameter, evident immediately after construction, shall be picked up by the Contractor and disposed offsite. The owners are responsible for stones after that. The material shall be left windrowed over the trench to allow for settlement.

Access for the construction of the tile drain shall be along the length of the proposed tile drain from LaSalle Line.

If the land level must be lowered in order to carry out trenching operations, then it is up to the Contractor to determine if it is necessary and include any extra cost involved. He shall first strip the topsoil to its full depth and stockpile it along one side of the working width and then grade the area to allow the trenching to be carried out. All excavated material shall be windrowed on the side opposite the trench that the topsoil is stockpiled. After trenching and backfilling operations are complete, the topsoil shall be spread to its original depth.

All areas disturbed by construction, except the material windrowed over the trench, shall be left in a condition suitable for cultivation. Final levelling or the removal of excess material shall be the responsibility of the property owner.

The Contractor shall not operate any trenching or backfill equipment, delivery trucks or equipment, pickup trucks or other vehicles along or over the trench during or after construction. The Contractor shall be responsible for any damage caused by any equipment or vehicles operated over the trench. If the Contractor must cross the trench, he will do so in one area.

The landowners are also warned not to operate farm equipment over the trench or along the length of the trench in order to protect the tile.

6. Catchbasins

The catchbasins and junction box shall be installed to the elevations and in the locations shown on the drawings as follows:

Structure	Sta.	Type	Inlet Elev.	Outlet Invert	Inlet
DICB	0+025	900 mm x 1200 mm c/w birdcage grate	226.20	225.14	225.14

-4-

The catchbasin shall be 900 mm x 1200 mm with a 2:1 slope top. The catchbasin shall be made with the top section separate from the base sections in order to allow riser sections to be installed or removed as necessary (i.e. the base section shall not extend for more than 150 mm above the top of the highest opening in the base section). The wall thickness of all structures shall be 115 mm and each shall have a 300 mm sump. Birdcage grates shall be manufactured with bar spacings no larger than 65 mm.

The catchbasin shall be set at the final elevations as directed by the Drainage Superintendent. The catchbasin shall be set on a layer of pea stone or drainage stone. The pea stone or drainage stone shall be extended up to the springline of the inlet and outlet pipe connections.

The tile/pipe at the connection to the catchbasins and junction boxes shall be concreted on both the inside and outside prior to back filling. Any pipe or tile shall not protrude more than 50 mm inside the wall.

7. Road Crossing

The road crossing under LaSalle Line shall consist of 25 metres of 750 mm diameter HDPE pipe with smooth wall interior (320 kPa).

The proposed road crossing shall be located generally 6 metres east of the west property limit. The pipe shall be installed to the elevations and grade as shown on the drawings. The bottom of the excavation shall be excavated to the required depth with any over excavation backfilled with granular material or drainage stone. When the pipe has been installed to the proper grade and depth, the excavation shall be backfilled with granular or drainage stone from the bottom of the excavation to the springline of the pipe. Care shall be taken to ensure that the backfill on either side of the culvert does not differ by more than 300 mm so that the pipe is not displaced.

The pipe shall be backfilled from the springline to within 200 mm of finished grade with granular "B" material under the travel portion of the road allowance plus 1 metre on each side (minimum width of 8.5 metres). The top 200 mm shall be backfilled with compacted granular "A" material to finished grade. All other areas may be backfilled with clean excavated material approved by the Drainage Superintendent.

All backfill shall be free from deleterious material. All granular bedding material shall be mechanically compacted to 95% modified standard proctor density. All backfill material

-5-

above the springline shall be mechanically compacted using appropriate compaction equipment.

The south end shall connect to DICB#1. The north end (inlet) shall receive erosion protection.

The backfill of the excavation shall include the installation of an overflow pipe. The overflow pipe shall consist of 20 metres of 600 mm dia. HDPE smooth wall pipe (320 kPa). It shall be set to the elevations and grade as shown on the drawings.

Erosion protection made up of rip rap and filter fabric shall be installed on the channel side slope from the bottom of the channel to the top of the bank and for a distance of 1.0 metre on either side of the outlet pipes. Rip rap shall be made up of 150 mm to 300 mm quarry stone or approved equal. The area to receive the rip rap shall first be graded to allow the placement of the rip rap to a depth of 300 mm below finished grade. After grading, a layer of filter fabric (Terrafix 270R or approved equal) is to be placed with any joints overlapped a minimum of 600 mm. Rip rap shall then be placed with the smaller pieces placed in the gaps and voids to give it a uniform appearance.

8. Remove Existing Road Crossing

The existing road culvert located east of the proposed road crossing shall be removed with all excess material disposed offsite by the Contractor. The excavation shall be backfilled from the bottom to within 200 mm of finished grade with granular "B" material under the travel portion of the road allowance plus 1 metre on each side (minimum width of 8.5 metres). The top 200 mm shall be backfilled with compacted granular "A" material to finished grade. All other areas may be backfilled with clean excavated material approved by the Drainage Superintendent.

9. Outlet Works

The outlet pipe at approx. sta. 0+240 shall consist of 6 metres of 750 mm dia. PE smooth wall pipe (320 kPa) with a manufactured rodent rotating grate.

An outlet structure to diffuse the energy of the water from the closed drain shall be constructed as per the attached drawings. It shall consist of two 600 mm x 600 mm x 1200 mm and two 600 mm x 600 mm x 2400 mm concrete blocks placed over filter fabric (Terrafix 270R or approved equal).

-6-

Erosion protection made up of rip rap and filter fabric shall be installed on the channel side slope from the bottom of the channel to the top of the bank and for a distance of 1.0 metre on either side of the outlet pipes. Rip rap shall be made up of 100 mm to 250 mm quarry stone or approved equal. The area to receive the rip rap shall first be graded to allow the placement of the rip rap to a depth of 300 mm below finished grade. After grading, a layer of filter fabric (Terrafix 270R or approved equal) is to be placed with any joints overlapped a minimum of 600 mm. Rip rap shall then be placed with the smaller pieces placed in the gaps and voids to give it a uniform appearance.

10. Restoration

After the completion of construction, the road surface treatment shall be restored to original condition and to the satisfaction of the Road Superintendent. All areas within the road allowance disturbed by construction shall be graded and hydro seeded. This includes the area of the proposed road crossing and the area where the existing road crossing is removed.

11. Backfill of Existing Channel

Prior to backfill being placed in the channel, any topsoil shall be stripped. This shall include any excavated material removed during cleanout of the existing channel. The existing channel is to be backfilled using previously excavated material from the channel banks. Any extra material required to backfill the channel shall be supplied by the Owner. The material shall be placed to match the existing ground level. The backfill shall be compacted using the tracks of the equipment carrying out the backfill operation. The stockpiled topsoil shall be placed over the backfill to finished grade. **The material will be allowed to settle forming a saucer shaped depression to direct surface water to the downstream channel.**

12. Brushing and Tree Removal

All trees and brush including stumps shall be removed within the W1/2 Lot 23, Concession 12 from the west property limit to 20 metres east of the property limit. This includes one tree of the north side of LaSalle Line and one tree on the south side of LaSalle Line. The removal of these two trees shall include the stump. All material is to be disposed offsite by the Contractor.

For future maintenance, smaller brush, trees and branches may be removed using a mechanical grinder mounted on an excavator. It is recommended that, if necessary,

-7-

appropriate spray be applied to the stumps, brush, and after-growth in late spring/summer for two years following construction to maintain control.

13. Regrade Existing Channel

The section of existing channel on the north side of LaSalle Line shall be regraded to slope from the existing road crossing west to the proposed road crossing. The elevation shall match the existing road ditch east of the existing road crossing.

Excess material from the proposed construction shall be used as backfill. The material shall be compacted using the tracks/wheels of the equipment carrying out the backfill operation. The north bank is to be maintained and the south bank shall be sloped 2:1.

14. Subsurface Drainage

A 200 mm dia. header main shall be constructed on both sides of the existing channel in order to intercept the existing subsurface drains. The tile mains are to be installed with a wheel machine or drainage plow. The 2 header mains shall be connected on the south side of LaSalle Line. A 200 mm x 200 mm tee and 200 mm hickenbottom shall be installed on the south side of LaSalle Line.

For subsurface drains 100 mm and 150 mm, the upstream end of the subsurface drain shall be connected to the tile drain at a 45 degree angle. A suitable length of equivalent sized PE agricultural tubing shall be used to connect the drains. Manufactured fittings shall connect the PE tile to the existing drain and to the concrete tile. Header main connections shall outlet to the existing channel at approx. sta. 0+246.

The above connections shall be carefully backfilled to ensure there is adequate support under the pipe and large clumps of clay do not displace the tile. It is recommended that drainage stone be used under the connections at the tile drain.

15. Silt Fence

The Contractor shall maintain a dry working area during construction. The Contractor shall install a silt fence downstream of the work area. The silt fence shall consist of filter fabric or manufactured silt fence supported with posts (OPSD 219.110). The silt fence shall remain in place until construction is complete. Any sediment that has collected upstream of the silt fence shall be removed prior to the removal of the silt fence.

-8-

16. Work Carried Out by Owner

The work outlined in item no. 10 (Backfill Existing Channel) and no. 13 (Subsurface Drainage) may be carried out by the Owner. In such case, the special benefit assessment shall be deleted from the Schedule of Assessment.

17. Benchmarks

The benchmarks are based on geodetic elevations. Elevations are available at the culvert locations shown on the profile drawings. Where these elevations are on existing structures to be replaced, they shall be moved prior to the removal of the culverts.

18. Environmental Considerations

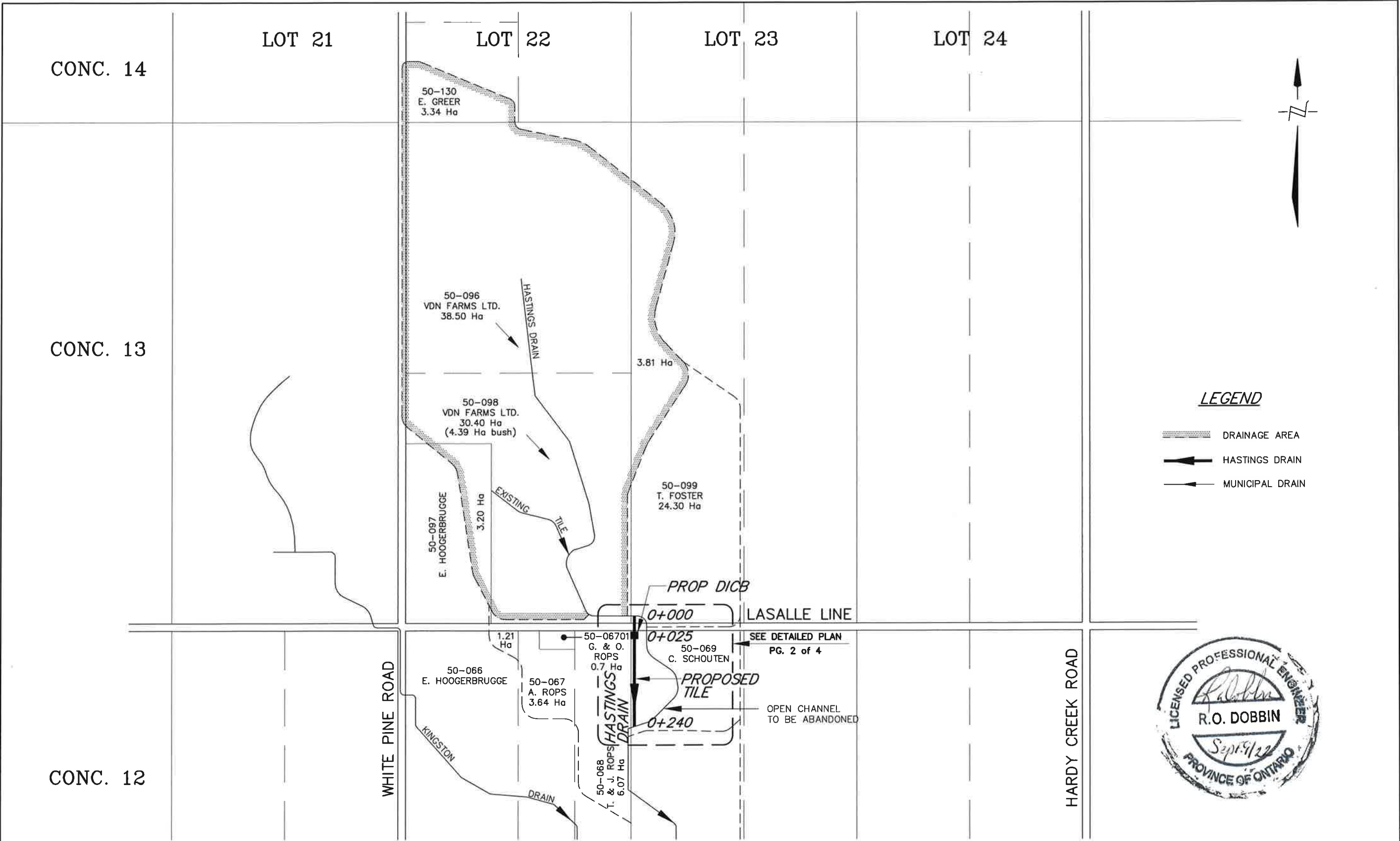
The Contractor shall take care to adhere to the following considerations:

- All excavated and stockpiled material shall be placed a minimum of 1.5 metres from the top of the bank of the open channel or excavation. Material shall not be placed in surface water runs or open inlets that enter the channel.
- All granular and erosion control materials shall be stockpiled a minimum of 3.0 metres from the top of the bank. Material shall not be placed in surface water runs or open inlets that enter the channel.
- All activities, including maintenance procedures, shall be controlled to prevent the entry of petroleum products, debris, rubble, concrete, or other deleterious substances into the water. Vehicle and equipment refuelling and maintenance shall be conducted away from the channel, any surface water runs, or open inlets. All waste materials shall be stockpiled well back from the top of the bank and all surface water runs and open inlets that enter the drain.
- All construction within the open channel shall be carried out during periods of low flow. Silt fence shall be installed in the existing channel downstream of the proposed tile drain outlet and the new channel for the duration of the construction.
- A 1 metre buffer strip shall be established along both banks of the new channel.

-9-

19. Miscellaneous

The Contractor shall remove any cross fences necessary to carry out construction operations. Upon completion of the work, the fences shall be reconstructed using existing materials.



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

DRAWING NAME:
Hastings Drain Plan

PROJECT No.
2018-981

APPROVED	NO.	REVISIONS	DATE	BY
R. DOBBIN				
CHECKED	1	FINAL REPORT	SEPT. 09, 2022	CS
R. DOBBIN				
DRAWN				
C. SAUNDERS				

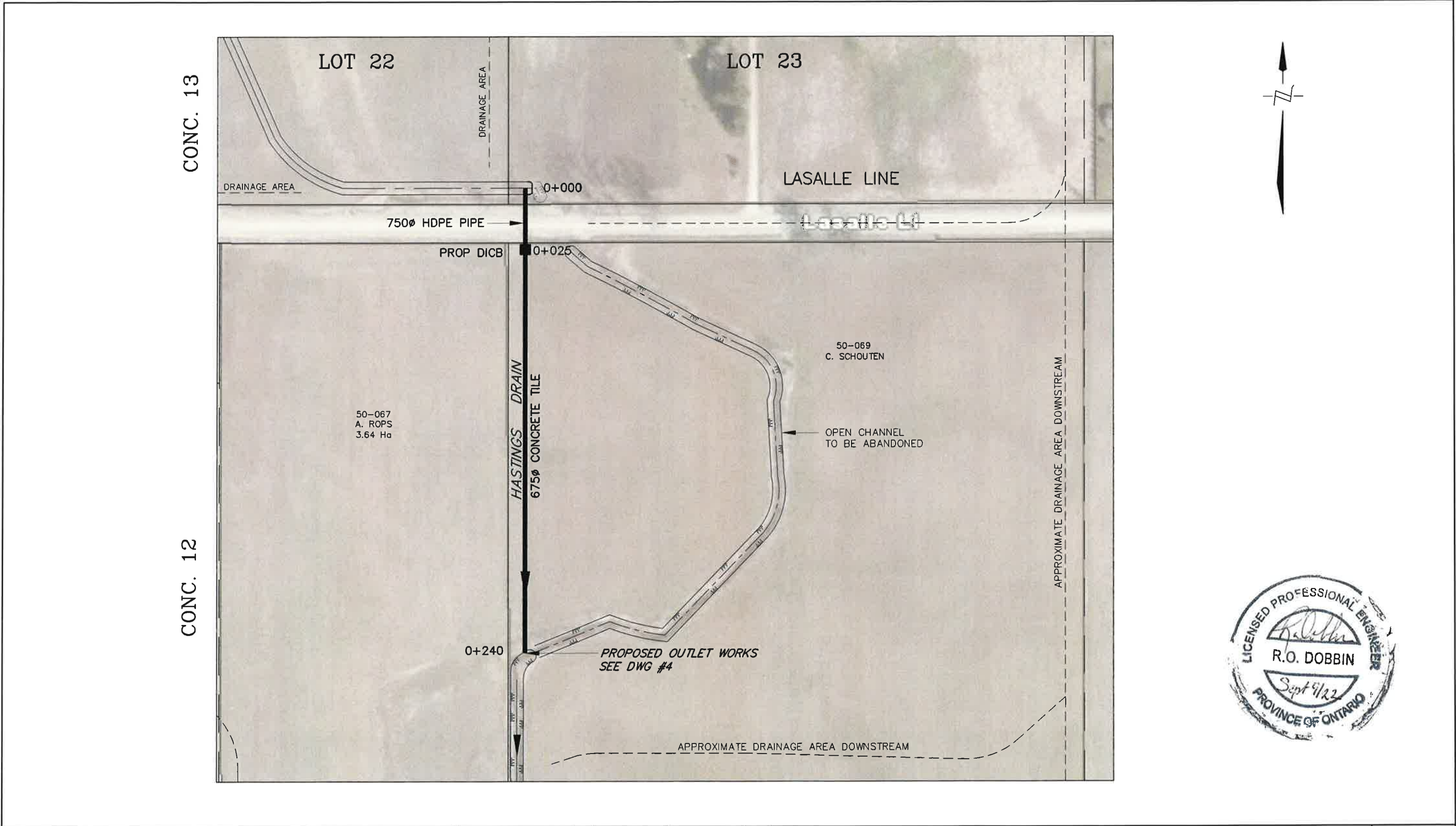
SCALE: 1:10,000
0 100 200 300m


MUNICIPALITY of BROOKE-ALVINSTON

HASTINGS DRAIN PLAN

1
OF 4







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

DRAWING NAME:
Hastings Drain Detail Plan

PROJECT No.
2018-981

APPROVED R. DOBBIN	NO.	REVISIONS	DATE	BY
CHECKED R. DOBBIN	1	FINAL REPORT	SEPT. 09, 2022	CS
DRAWN C. SAUNDERS	SCALE 1:2000 0 10 20 30 40m			

MUNICIPALITY of BROOKE-ALVINSTON

HASTINGS DRAIN
DETAIL PLAN

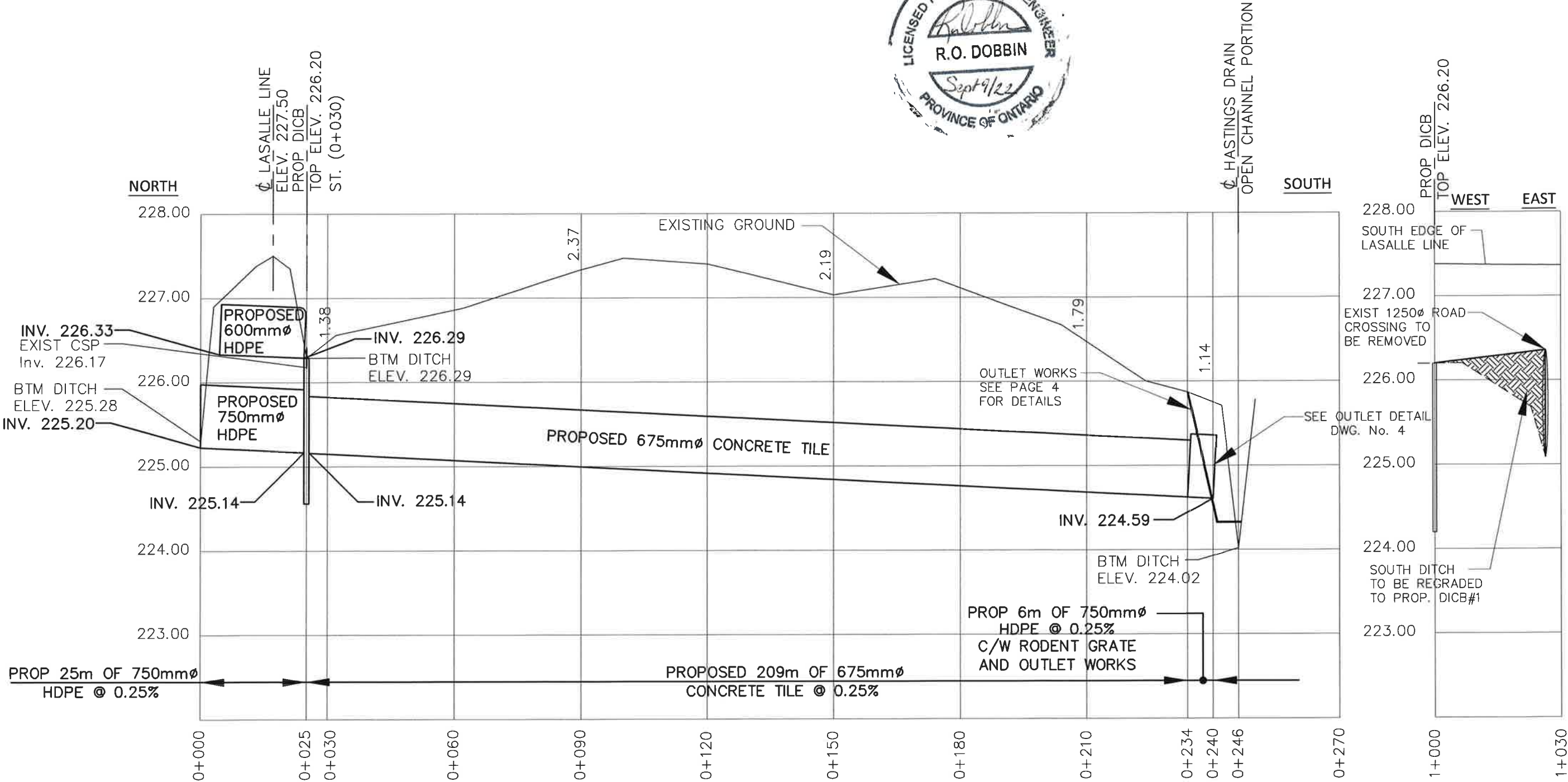
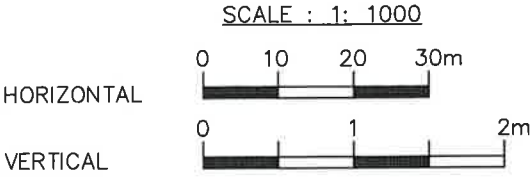
2
OF 4

Last Updated: August 26, 2022

GENERAL NOTES

1. EXISTING BENCHMARK, ELEV. 226.100
TOP OF 600mmø HDPE PIPE +/- 70m
WEST OF PROPOSED CROSSING.

2. NUMBERS ARE DEPTH FROM EXISTING
GROUND TO INVERT OF CONCRETE TILE.
3. BEGINNING AT STATION 1+000. RE GRADE EXISTING
SOUTH SIDE ROAD DITCH FROM LOCATION OF
EXISTING ROAD CROSSING (TO BE REMOVED) TO
PROPOSED DITCH INLET CATCH BASIN.



DRAWING NAME:
Hastings Drain Profile

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

PROJECT No.
2018-981

APPROVED R. DOBBIN	NO.	REVISIONS	DATE	BY
CHECKED R. DOBBIN	1	FINAL REPORT	SEPT. 09, 2022	CS
DRAWN C. SAUNDERS				

MUNICIPALITY of BROOKE ALVINSTON

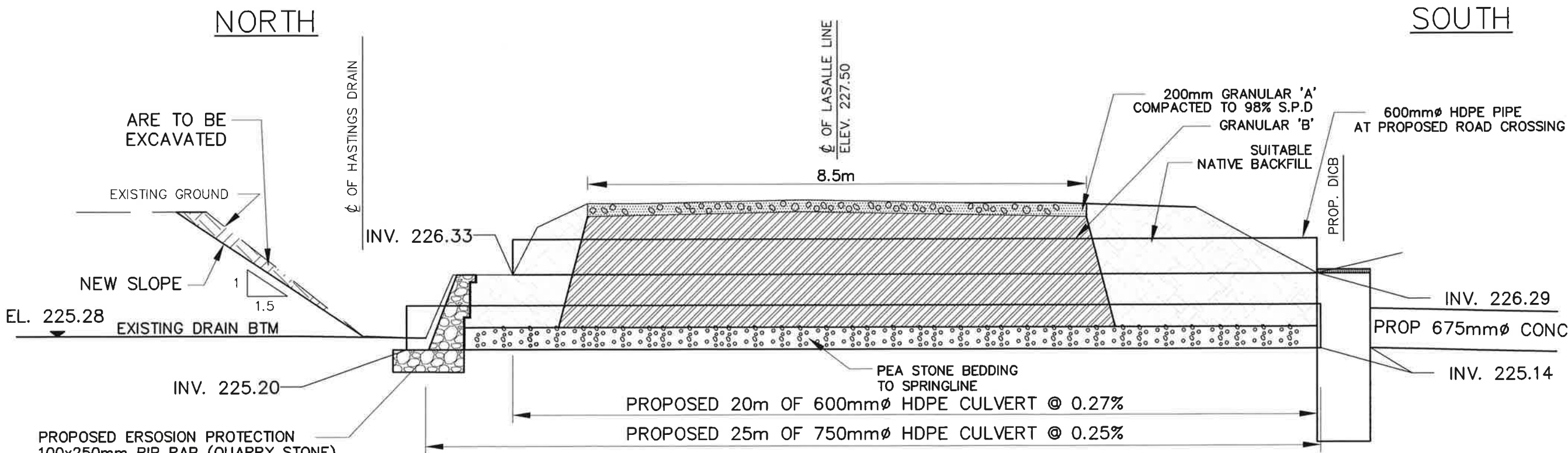
HASTINGS DRAIN

PROFILE

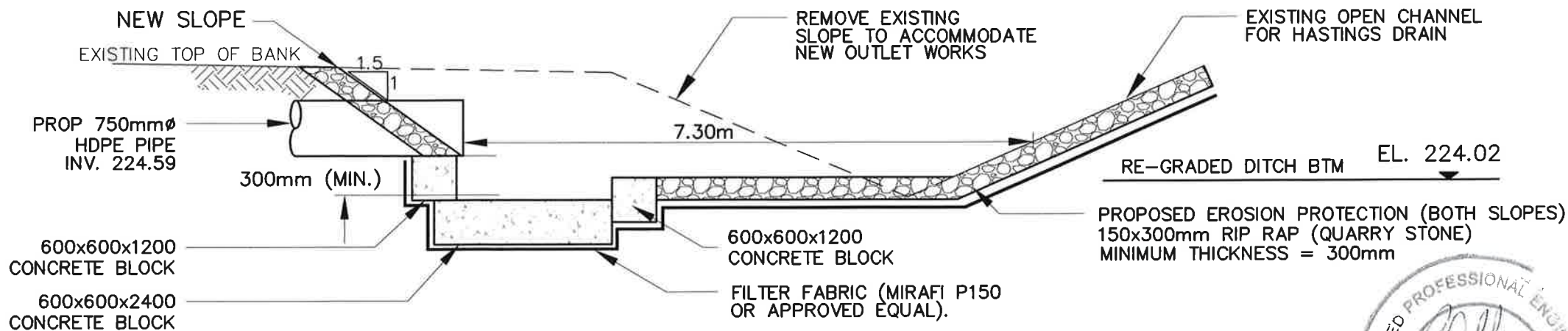
3
OF 4

Last Updated: September 09, 2022





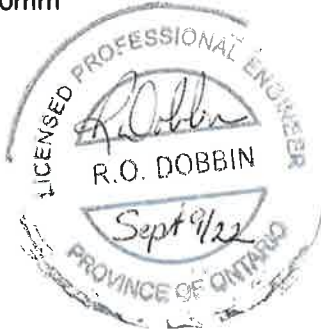
PROPOSED LASALLE LINE ROAD CROSSING
NTS



OUTLET DETAIL—HASTINGS DRAIN
NTS

BENCHMARK No.1 ELEV. 226.100
TOP OF 600mm HDPE PIPE
+/- 70m WEST OF PROPOSED
NEW CROSSING.

NOTES:
1. NATIVE BACKFILL TO BE REPLACED WITH
GRANULAR 'B' IF FOUND UNSUITABLE AT
DIRECTION OF DRAINAGE SUPERINTENDENT.

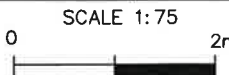


DRAWING NAME:
Hastings Drain Details

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

PROJECT No.
2018-981

APPROVED	NO.	REVISIONS	DATE	BY
R. DOBBIN				
CHECKED	1	FINAL REPORT	SEPT. 09, 2022	CS
R. DOBBIN				
DRAWN				
C. SAUNDERS				



MUNICIPALITY of BROOKE ALVINSTON
HASTINGS DRAIN
DETAILS

4
OF 4

ENCLOSURE

Hastings Drain
Municipality of Brooke-Alvinston
September 9, 2022

ESTIMATED NET ASSESSMENT

Conc.	Lot or Part	Roll No.	Owner	Total	equiv. culvert	Less Grant	Less Allow.	Net Assess.
Agricultural Land								
Gore	pt. L22	50-130	E. Greer	90.00	159.00	53.00		37.00
13	N1/2 L22	50-096	VDN Farms Ltd.	1,543.00	2,708.00	902.67		640.33
	pt.S1/2 L22	50-097	E. Hoogerbrugge	173.00	304.00	101.33		71.67
	pt.S1/2 L22	50-098	VDN Farms Ltd.	1,527.00	2,679.00	893.00		634.00
	W1/2 L23	50-099	T. Foster	1,316.00	2,309.00	769.67		546.33
12	W1/2 L23	50-069	C. Schouten	82,993.00	9,000.00	3,000.00	1,071.00	78,922.00
Non Agricultural Land								
12	pt.W1/2E1/2 L22	50-06701	D. Manders	60.00	105.00			60.00
Public Lands: Roads								
LaSalle Line			Mun. of Brooke-Alvinston	10,403.00	509.00			10,403.00
White Pine Road			Mun. of Brooke-Alvinston	130.00	228.00			130.00
Total				\$98,235.00	\$18,001.00	\$5,719.67	\$1,071.00	\$91,444.33

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-20

September 29, 2022

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2023 Annual Billing Statement package.

This year's billing package includes a statement for the 2021 year-end reconciliation. The final cost adjustment calculated as a result of the 2021 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2023 calendar year.

The current OPPA uniform and civilian collective agreements expire on December 31, 2022. The estimated salary rates incorporated in the 2023 municipal policing annual statements are set to reduce the risk of municipalities potentially incurring larger reconciliation adjustments. A 1% general salary rate increase has been estimated.

The final reconciliation of the 2023 annual costs will be included in the 2025 Annual Billing Statement.

For more detailed information on the 2023 Annual Billing Statement package please refer to the resource material available on opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An email invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement, please email OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander, Municipal Policing Bureau

OPP 2023 Annual Billing Statement**Brooke-Alvinston M****Estimated costs for the period January 1 to December 31, 2023**Please refer to www.opp.ca for 2023 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,043		
	Commercial and Industrial	62		
	Total Properties	1,105	165.66	183,056
Calls for Service	(see summaries)			
	Total all municipalities	178,576,909		
	Municipal portion	0.0880%	142.25	157,189
Overtime	(see notes)		12.19	13,468
Contract Enhancements	(see summary)		9.47	10,460
Prisoner Transportation	(per property cost)		1.17	1,293
Accommodation/Cleaning Services	(per property cost)		4.87	5,381
Total 2023 Estimated Cost			335.61	370,847

OPP 2023 Annual Billing Statement

Brooke-Alvinston M

Estimated costs for the period January 1 to December 31, 2023

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2023 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.5 % Base Services and 49.5 % Calls for Service. The total 2023 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$165.66 estimated for 2023. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2018, 2019, 2020 and 2021 has been analyzed and averaged to estimate the 2023 costs. The costs incorporate the estimated 2023 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2023 hours and salary rates and included in the 2025 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2023 costs have been estimated based on the 2021 activity levels. These costs will be reconciled to the actual cost of service required in 2023.

There was no information available about the status of 2023 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) Year-end Adjustment - The 2021 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2023 Estimated Base Services and Calls for Service Cost Summary
Estimated Costs for the period January 1, 2023 to December 31, 2023

Salaries and Benefits	Positions	Base	Total Base Services and Calls for Service		Base Services		Calls for Service	
			FTE	%	\$/FTE	\$	\$	\$
Uniform Members	Note 1							
Inspector	25.64	100.0	168,322			4,315,781	4,315,781	-
Staff Sergeant-Detachment Commander	9.73	100.0	150,818			1,467,464	1,467,464	-
Staff Sergeant	35.10	100.0	140,922			4,946,367	4,946,367	-
Sergeant	220.08	50.5	126,129			27,758,391	14,029,289	13,729,102
Constable	1,623.19	50.5	107,709			174,832,740	88,363,674	86,469,066
Part-Time Constable	11.74	50.5	86,136			1,011,235	510,785	500,449
Total Uniform Salaries	1,925.48					214,331,978	113,633,360	100,698,618
Statutory Holiday Payout			4,764			9,116,603	4,773,719	4,342,884
Shift Premiums			1,111			2,061,210	1,041,767	1,019,444
Uniform Benefits - Inspector			28.23%			1,218,345	1,218,345	-
Uniform Benefits - Full-Time Salaries			31.57%			65,982,867	34,350,305	31,632,562
Uniform Benefits - Part-Time Salaries			15.55%			157,247	79,427	77,820
Total Uniform Salaries & Benefits						292,868,250	155,096,922	137,771,327
Detachment Civilian Members	Note 1							
Detachment Administrative Clerk	171.79	50.5	67,806			11,648,405	5,887,601	5,760,804
Detachment Operations Clerk	1.86	50.5	64,114			119,253	60,268	58,985
Detachment Clerk - Typist	0.32	50.5	58,491			18,717	9,359	9,359
Court Officer - Administration	22.43	50.5	69,141			1,550,836	784,060	766,775
Crimestoppers Co-ordinator	0.80	50.5	64,554			51,643	25,822	25,822
Total Detachment Civilian Salaries	197.20					13,388,854	6,767,109	6,621,744
Civilian Benefits - Full-Time Salaries			32.15%			4,304,516	2,175,626	2,128,891
Total Detachment Civilian Salaries & Benefits						17,693,370	8,942,735	8,750,635
Support Costs - Salaries and Benefits	Note 2							
Communication Operators			6,698			12,896,865	6,751,718	6,145,147
Prisoner Guards			2,074			3,993,446	2,090,633	1,902,812
Operational Support			5,604			10,790,390	5,648,944	5,141,446
RHQ Municipal Support			2,713			5,223,827	2,734,758	2,489,069
Telephone Support			131			252,238	132,051	120,187
Office Automation Support			680			1,309,326	685,454	623,873
Mobile and Portable Radio Support			250			484,305	253,488	230,818
Total Support Staff Salaries and Benefits Costs						34,950,397	18,297,046	16,653,352
Total Salaries & Benefits						345,512,017	182,336,703	163,175,314
Other Direct Operating Expenses	Note 2							
Communication Centre			147			283,046	148,179	134,867
Operational Support			991			1,908,151	998,948	909,203
RHQ Municipal Support			122			234,909	122,978	111,930
Telephone			1,496			2,880,518	1,507,998	1,372,520
Mobile Radio Equipment Repairs & Maintenance			56			108,484	56,781	51,703
Office Automation - Uniform			2,282			4,393,945	2,300,302	2,093,644
Office Automation - Civilian			1,490			293,828	148,508	145,320
Vehicle Usage			8,999			17,327,395	9,071,172	8,256,223
Detachment Supplies & Equipment			406			781,745	409,256	372,489
Uniform & Equipment			2,105			4,077,848	2,134,365	1,943,483
Uniform & Equipment - Court Officer			921			20,658	10,444	10,214
Total Other Direct Operating Expenses						32,310,526	16,908,931	15,401,595
Total 2023 Municipal Base Services and Calls for Service Cost						\$ 377,822,543	\$ 199,245,634	\$ 178,576,909
Total OPP-Policed Municipal Properties							1,202,724	
Base Services Cost per Property							\$ 165.66	

OPP 2023 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2023 to December 31, 2023

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2018 through 2021. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 88.91 FTEs with a cost of \$15,713,060 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2023 salaries were estimated based on the 2022 rates set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.0% for 2023 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2022-23). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.5% Base Services : 49.5% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2022 Municipal Policing Cost-Recovery Formula.

OPP 2023 Calls for Service Billing Summary

Brooke-Alvinston M

Estimated costs for the period January 1 to December 31, 2023

Calls for Service Billing Workgroups	Calls for Service Count					2023 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2023 Estimated Calls for Service Cost
	2018	2019	2020	2021	Four Year Average				
					A	B	C = A * B		
Note 1	Note 2					Note 3	Note 4		
Drug Possession	1	1	2	1	1	7.1	9	0.0005%	885
Drugs	0	1	1	0	1	68.0	34	0.0019%	3,391
Operational	169	153	109	138	142	3.8	541	0.0302%	53,916
Operational 2	45	91	28	44	52	1.4	73	0.0041%	7,261
Other Criminal Code Violations	3	3	6	12	6	7.5	45	0.0025%	4,488
Property Crime Violations	64	61	42	58	56	6.4	360	0.0201%	35,907
Statutes & Acts	20	19	15	31	21	3.4	72	0.0040%	7,206
Traffic	70	88	62	79	75	3.7	277	0.0154%	27,586
Violent Criminal Code	13	10	6	13	11	15.8	166	0.0093%	16,547
Total	385	427	271	376	365		1,576	0.0880%	\$157,189
Provincial Totals	Note 5	401,534	441,088	364,415	373,300	395,084	1,790,383	100.0%	\$178,576,909

Notes to Calls for Service Billing Summary

- 1) Other criminal code violations related to occurrences considered largely administrative in nature, regarding attendance to a courthouse, have been removed from our list of billable occurrences, effective the 2023 billing year.
- 2) Displayed without decimal places, exact numbers used in calculations
- 3) Displayed to four decimal places, nine decimal places used in calculations
- 4) Total costs rounded to zero decimals
- 5) Provincial Totals exclude data for dissolutions and post-2019 municipal police force amalgamations

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OPP 2023 Calls for Service Details
Brooke-Alvinston M
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Grand Total	385	427	271	376	364.75
Drug Possession	1	1	2	1	1.25
Drug Related Occurrence	0	1	0	1	0.50
Possession - Cannabis	1	0	0	0	0.25
Possession – Opioid (other than heroin)	0	0	1	0	0.25
Possession - Other Controlled Drugs and Substances Act	0	0	1	0	0.25
Drugs	0	1	1	0	0.50
Trafficking - Cocaine	0	0	1	0	0.25
Trafficking - Heroin	0	1	0	0	0.25
Operational	169	153	109	138	142.25
Accident - non-MVC - Commercial	0	1	0	0	0.25
Accident - non-MVC - Master Code	1	0	2	3	1.50
Accident - non-MVC - Residential	0	0	0	1	0.25
Alarm - Others	2	2	0	0	1.00
Animal - Bite	0	2	0	1	0.75
Animal - Dog Owners Liability Act	1	1	2	1	1.25
Animal - Injured	3	2	6	0	2.75
Animal - Master Code	2	0	0	1	0.75
Animal - Other	6	1	0	2	2.25
Animal - Rabid	1	0	0	0	0.25
Animal - Stray	1	0	0	1	0.50
Assist Fire Department	0	1	0	1	0.50
Assist Public	13	12	5	22	13.00
By-Law - Master Code	0	0	1	0	0.25
Distressed / Overdue Motorist	2	0	2	0	1.00
Domestic Disturbance	20	17	11	9	14.25
False Alarm - Warning Issued	0	1	0	0	0.25
Family Dispute	14	17	7	13	12.75
Fire - Building	4	7	1	1	3.25
Fire - Master Code	1	0	0	0	0.25
Fire - Other	1	0	0	1	0.50
Fire - Vehicle	2	2	2	0	1.50
Found - License Plate	0	1	0	0	0.25
Found - Machinery & Tools	1	0	0	0	0.25
Found - Others	0	2	0	1	0.75
Found - Personal Accessories	0	0	0	1	0.25
Found - Radio, TV, Sound-Reprod. Equip.	0	1	0	0	0.25
Found Property - Master Code	0	1	1	4	1.50
Insecure Condition - Building	0	1	0	0	0.25
Insecure Condition - Master Code	0	0	2	0	0.50
Lost - Domestic Appliances	1	0	0	0	0.25
Lost - Gun	0	2	0	0	0.50
Lost - License Plate	0	0	1	0	0.25
Lost - Others	0	2	0	0	0.50
Lost - Sporting Goods, Hobby Equip.	0	0	1	0	0.25

OPP 2023 Calls for Service Details
Brooke-Alvinston M
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Lost - Vehicle Accessories	0	0	1	0	0.25
Lost Property - Master Code	0	0	1	2	0.75
Medical Assistance - Other	3	1	0	0	1.00
Missing Person - Master Code	0	0	1	0	0.25
Missing Person 12 & older	3	2	1	0	1.50
Missing Person Located 12 & older	1	0	1	0	0.50
Missing Person Located Under 12	0	1	0	0	0.25
Neighbour Dispute	7	11	4	4	6.50
Noise By-Law	0	0	0	2	0.50
Noise Complaint - Animal	0	0	0	1	0.25
Noise Complaint - Master Code	0	0	8	6	3.50
Noise Complaint - Others	1	1	0	0	0.50
Noise Complaint - Residence	4	2	0	0	1.50
Noise Complaint - Vehicle	1	0	0	0	0.25
Other Municipal By-Laws	2	1	1	0	1.00
Phone - Master Code	2	0	0	0	0.50
Phone - Nuisance - No Charges Laid	3	3	2	1	2.25
Phone - Other - No Charges Laid	2	1	0	0	0.75
Phone - Threatening - No Charges Laid	0	0	1	0	0.25
Sudden Death - Accidental	1	1	0	0	0.50
Sudden Death - Natural Causes	4	2	3	6	3.75
Sudden Death - Others	2	1	1	0	1.00
Suspicious Package	1	0	0	0	0.25
Suspicious Person	18	14	10	20	15.50
Suspicious vehicle	26	27	21	20	23.50
Trouble with Youth	6	3	1	3	3.25
Unwanted Persons	4	4	3	4	3.75
Vehicle Recovered - All Terrain Vehicles	0	0	0	1	0.25
Vehicle Recovered - Automobile	1	0	1	0	0.50
Vehicle Recovered - Master Code	0	0	1	3	1.00
Vehicle Recovered - Other	0	1	2	0	0.75
Vehicle Recovered - Trucks	1	1	1	1	1.00
Sudden Death - Apparent Overdose/Overdose	0	0	0	1	0.25
Operational 2	45	91	28	44	52.00
911 call - Dropped Cell	4	25	3	7	9.75
911 call / 911 hang up	24	38	11	18	22.75
911 hang up - Pocket Dial	1	7	1	0	2.25
False Alarm - Accidental Trip	2	2	0	0	1.00
False Alarm - Cancelled	4	2	0	0	1.50
False Alarm - Malfunction	1	4	0	0	1.25
False Alarm - Others	2	10	7	10	7.25
False Holdup Alarm - Accidental Trip	1	0	0	0	0.25
Keep the Peace	6	3	6	9	6.00
Other Criminal Code Violations	3	3	6	12	6.00
Bail Violations - Fail To Comply	1	0	3	4	2.00

OPP 2023 Calls for Service Details
Brooke-Alvinston M
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Bail Violations - Others	0	1	0	1	0.50
Breach of Probation	0	1	0	2	0.75
Child Pornography - Possess child pornography	0	0	0	1	0.25
Counterfeit Money - Others	1	0	0	0	0.25
Disturb the Peace	0	1	1	2	1.00
Offensive Weapons - Other Weapons Offences	1	0	1	0	0.50
Offensive Weapons - Possession of Weapons	0	0	0	2	0.50
Possess Firearm while prohibited	0	0	1	0	0.25
Property Crime Violations	64	61	42	58	56.25
Break & Enter	14	16	10	13	13.25
Break & Enter - Firearms	1	0	0	0	0.25
Fraud - False Pretence Under \$5,000	0	0	0	2	0.50
Fraud - Forgery & Uttering	0	0	1	0	0.25
Fraud - Fraud through mails	3	0	1	0	1.00
Fraud - Master Code	2	0	1	0	0.75
Fraud - Money/property/security Over \$5,000	0	0	0	1	0.25
Fraud - Money/property/security Under \$5,000	4	2	1	0	1.75
Fraud - Other	1	1	5	6	3.25
Fraud - Steal/Forge/Poss./Use Credit Card	0	0	0	1	0.25
Identity Fraud	0	0	1	0	0.25
Identity Theft	0	0	0	1	0.25
Interfere with lawful use, enjoyment of property	0	0	0	1	0.25
Mischief - Master Code	10	3	3	5	5.25
Mischief Graffiti - Non-Gang Related	0	0	0	1	0.25
Personation with Intent (fraud)	1	1	0	0	0.50
Possession of Stolen Goods over \$5,000	1	0	1	0	0.50
Possession of Stolen Goods under \$5,000	2	0	0	0	0.50
Property Damage	4	0	0	3	1.75
Theft from Motor Vehicles Over \$5,000	0	0	1	0	0.25
Theft from Motor Vehicles Under \$5,000	2	13	5	2	5.50
Theft of - All Terrain Vehicles	3	4	1	1	2.25
Theft of - Automobile	0	0	1	0	0.25
Theft of - Motorcycles	0	1	0	0	0.25
Theft of - Other Motor Vehicles	1	1	0	0	0.50
Theft of - Trucks	4	1	0	0	1.25
Theft of Motor Vehicle	0	3	1	8	3.00
Theft Over \$5,000 - Farm Equipment	1	0	1	0	0.50
Theft Over \$5,000 - Mail	0	0	1	0	0.25
Theft Over \$5,000 - Other Theft	1	0	0	0	0.25
Theft Over \$5,000 - Trailers	0	1	0	2	0.75
Theft Under \$5,000 - Building	1	2	0	0	0.75
Theft Under \$5,000 - Construction Site	1	0	0	0	0.25
Theft Under \$5,000 - Farm Equipment	1	0	0	0	0.25
Theft Under \$5,000 - Master Code	0	0	2	3	1.25
Theft Under \$5,000 - Other Theft	3	10	4	8	6.25

OPP 2023 Calls for Service Details
Brooke-Alvinston M
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Theft Under \$5,000 - Persons	0	1	1	0	0.50
Theft Under \$5,000 - Trailers	3	0	0	0	0.75
Theft Under \$5,000 Shoplifting	0	1	0	0	0.25
Statutes & Acts	20	19	15	31	21.25
Custody Dispute	0	1	0	0	0.25
Family Law Act - Custody/Access order	0	0	0	1	0.25
Landlord / Tenant	9	4	3	8	6.00
Mental Health Act	1	4	5	11	5.25
Mental Health Act - Attempt Suicide	1	0	1	0	0.50
Mental Health Act - Placed on Form	2	1	0	1	1.00
Mental Health Act - Threat of Suicide	4	3	0	2	2.25
Mental Health Act - Voluntary Transport	0	0	1	3	1.00
Trespass To Property Act	3	6	5	4	4.50
Mental Health Act - Apprehension	0	0	0	1	0.25
Traffic	70	88	62	79	74.75
MVC - Fatal (Motor Vehicle Collision)	0	1	1	0	0.50
MVC - Others (Motor Vehicle Collision)	0	1	0	2	0.75
MVC - Personal Injury (Motor Vehicle Collision)	6	4	2	3	3.75
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	3	1	0	1.25
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	20	17	9	10	14.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	43	62	46	62	53.25
MVC (Motor Vehicle Collision) - Master Code	0	0	3	2	1.25
Violent Criminal Code	13	10	6	13	10.50
Assault - Level 1	7	4	1	6	4.50
Assault With Weapon or Causing Bodily Harm - Level 2	2	2	1	1	1.50
Criminal Harassment	4	2	1	2	2.25
Indecent / Harassing Communications	0	1	0	0	0.25
Robbery - Master Code	0	0	0	1	0.25
Sexual Assault	0	0	1	0	0.25
Sexual Interference	0	0	0	1	0.25
Utter Threats - Master Code	0	0	0	1	0.25
Utter Threats to Person	0	1	2	1	1.00

OPP 2021 Reconciled Year-End Summary**Brooke-Alvinston M****Reconciled cost for the period January 1 to December 31, 2021**

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,051		
	Commercial and Industrial	61		
	Total Properties	<u>1,112</u>	179.62	199,736
Calls for Service				
	Total all municipalities	170,324,197		
	Municipal portion	0.1006%	154.05	171,309
Overtime			16.45	18,288
Contract Enhancements	(see summary)		9.61	10,688
Prisoner Transportation	(per property cost)		1.18	1,312
Accommodation/Cleaning Services	(per property cost)		<u>4.75</u>	<u>5,282</u>
Total 2021 Reconciled Costs			<u>365.66</u>	<u>406,615</u>

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OPP 2023 Annual Billing Statement**Lambton Group****Estimated costs for the period January 1 to December 31, 2023**Please refer to www.opp.ca for 2023 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	25,420		
	Commercial and Industrial	1,280		
	Total Properties	<u>26,700</u>	165.66	4,423,175
Calls for Service	(see summaries)			
	Total all municipalities	178,576,909		
	Municipal portion	2.0265%	135.54	3,618,832
Overtime	(see notes)		16.89	451,094
Contract Enhancements	(see summary)		9.47	252,746
Prisoner Transportation	(per property cost)		1.17	31,239
Accommodation/Cleaning Services	(per property cost)		<u>3.62</u>	<u>96,772</u>
Total 2023 Estimated Cost			<u>332.35</u>	8,873,858
2021 Year-End Adjustment	(see summary)			382,982
Grand Total Billing for 2023				<u>9,256,840</u>
2023 Monthly Billing Amount				771,403

OPP 2023 Calls for Service Billing Summary

Lambton Group

Estimated costs for the period January 1 to December 31, 2023

Calls for Service Billing Workgroups	Calls for Service Count					2023 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2023 Estimated Calls for Service Cost
	2018	2019	2020	2021	Four Year Average				
					A	B	C = A * B		
Note 1					Note 2		Note 3		Note 4
Drug Possession	86	43	61	47	59	7.1	421	0.0235%	41,959
Drugs	15	28	21	15	20	68.0	1,343	0.0750%	133,954
Operational	3,938	3,907	3,571	3,791	3,802	3.8	14,447	0.8069%	1,440,942
Operational 2	1,806	2,931	1,020	1,092	1,712	1.4	2,397	0.1339%	239,097
Other Criminal Code Violations	183	196	179	182	185	7.5	1,388	0.0775%	138,392
Property Crime Violations	1,106	1,161	968	951	1,047	6.4	6,698	0.3741%	668,034
Statutes & Acts	591	556	596	492	559	3.4	1,900	0.1061%	189,485
Traffic	732	870	694	756	763	3.7	2,823	0.1577%	281,582
Violent Criminal Code	306	304	289	333	308	15.8	4,866	0.2718%	485,386
Total	8,763	9,996	7,399	7,659	8,454		36,282	2.0265%	\$3,618,832
Provincial Totals	Note 5	401,534	441,088	364,415	373,300	395,084	1,790,383	100.0%	\$178,576,909

Notes to Calls for Service Billing Summary

- 1) Other criminal code violations related to occurrences considered largely administrative in nature, regarding attendance to a courthouse, have been removed from our list of billable occurrences, effective the 2023 billing year.
- 2) Displayed without decimal places, exact numbers used in calculations
- 3) Displayed to four decimal places, nine decimal places used in calculations
- 4) Total costs rounded to zero decimals
- 5) Provincial Totals exclude data for dissolutions and post-2019 municipal police force amalgamations

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OPP 2023 Calls for Service Details

Lambton Group

For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Grand Total	8,763	9,996	7,399	7,659	8,454.25
Drug Possession	86	43	61	47	59.25
DRUG Operation - Master Code	0	1	0	0	0.25
Drug Related Occurrence	45	19	37	24	31.25
Poss of illicit over 30g dried cannabis (or equiv) adult	0	0	0	1	0.25
Possession - Cannabis	25	0	0	0	6.25
Possession - Cocaine	6	3	2	4	3.75
Possession - Methamphetamine (Crystal Meth)	5	10	12	8	8.75
Possession – Opioid (other than heroin)	1	1	5	3	2.50
Possession - Other Controlled Drugs and Substances Act	4	8	5	7	6.00
Possession of > 5g dried cannabis (or equiv) youth	0	1	0	0	0.25
Drugs	15	28	21	15	19.75
Cultivate/Propagate/Harvest cannabis by adult	0	1	2	0	0.75
Drug Operation - Commercial Grow Indoor	0	1	0	1	0.50
Drug Operation - Residential Grow Indoor	0	3	0	2	1.25
Drug Operation - Residential Grow Outdoor	1	0	1	0	0.50
Import / Export - Methamphetamines (Crystal Meth)	1	0	0	0	0.25
Other Cannabis Act	0	1	0	0	0.25
Possession of cannabis for purpose of selling	0	1	1	0	0.50
Production - Other Controlled Drugs & Substances	0	1	1	0	0.50
Trafficking - Cannabis	1	0	0	0	0.25
Trafficking - Cocaine	3	2	10	4	4.75
Trafficking - Heroin	2	3	0	0	1.25
Trafficking - Methamphetamine (Crystal Meth)	0	0	1	0	0.25
Trafficking – Opioid (other than heroin)	0	2	4	1	1.75
Trafficking - Other Controlled Drugs and Substances Act	7	13	1	7	7.00
Operational	3,938	3,907	3,571	3,791	3,801.75
Accident - non-MVC - Commercial	4	1	0	0	1.25
Accident - non-MVC - Construction Site	1	1	0	1	0.75
Accident - non-MVC - Industrial	9	7	0	0	4.00
Accident - non-MVC - Master Code	3	0	10	15	7.00
Accident - Non-MVC - Others	4	3	0	0	1.75
Accident - non-MVC - Public Property	0	2	1	0	0.75
Accident - non-MVC - Residential	1	2	3	1	1.75
Alarm - Holdup	0	1	0	0	0.25
Alarm - Master Code	4	6	1	0	2.75
Alarm - Others	46	22	1	3	18.00
Animal - Bear Complaint	0	0	0	4	1.00
Animal - Bite	16	20	11	14	15.25
Animal - Dog Owners Liability Act	10	11	19	15	13.75
Animal - Injured	42	36	76	47	50.25
Animal - Left in Vehicle	17	10	14	7	12.00
Animal - Master Code	15	5	13	21	13.50
Animal - Other	130	86	23	22	65.25
Animal - Rabid	26	5	1	3	8.75

OPP 2023 Calls for Service Details
Lambton Group
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Animal - Stray	27	46	75	57	51.25
Assist Fire Department	13	14	17	9	13.25
Assist Public	375	303	152	491	330.25
Bomb Threat	1	0	0	0	0.25
By-Law - Master Code	3	3	12	12	7.50
Compassionate Message	11	1	1	0	3.25
Distressed / Overdue Motorist	16	7	10	11	11.00
Dogs By-Law	1	1	3	4	2.25
Domestic Disturbance	346	327	385	361	354.75
False Alarm - Warning Issued	0	2	0	0	0.50
False Fire Alarm - Building	3	1	0	0	1.00
False Fire Alarm - Other	5	0	0	1	1.50
Family Dispute	277	328	335	306	311.50
Fire - Building	30	44	23	27	31.00
Fire - Master Code	2	0	0	2	1.00
Fire - Other	27	22	22	15	21.50
Fire - Vehicle	13	16	25	9	15.75
Firearms (Discharge) By-Law	7	1	0	3	2.75
Fireworks By-Law	1	0	5	3	2.25
Found - Bicycles	10	18	1	0	7.25
Found - Computer, parts & accessories	1	2	0	0	0.75
Found - Gun	2	3	3	0	2.00
Found - Household Property	13	9	8	3	8.25
Found - Jewellery	3	1	1	1	1.50
Found - License Plate	7	13	1	1	5.50
Found - Machinery & Tools	2	3	0	0	1.25
Found - Musical Instruments	1	0	0	0	0.25
Found - Others	39	53	15	4	27.75
Found - Personal Accessories	50	34	9	6	24.75
Found - Photographic Equipment	0	1	0	0	0.25
Found - Radio, TV, Sound-Reprod. Equip.	3	9	9	2	5.75
Found - Sporting Goods, Hobby Equip.	2	1	0	2	1.25
Found - Vehicle Accessories	5	2	0	0	1.75
Found Property - Master Code	83	102	151	196	133.00
Homeless Person	2	0	0	0	0.50
Insecure Condition - Building	26	13	3	1	10.75
Insecure Condition - Master Code	1	11	13	15	10.00
Insecure Condition - Others	3	1	0	0	1.00
Insecure Condition - Vehicle	3	0	0	0	0.75
Loitering By-Law	0	1	2	0	0.75
Lost - Accessible Parking Permit	0	1	1	0	0.50
Lost - Bicycles	1	1	0	0	0.50
Lost - Computer, parts & accessories	2	0	0	1	0.75
Lost - Domestic Appliances	1	0	0	0	0.25
Lost - Gun	0	2	0	0	0.50

OPP 2023 Calls for Service Details
Lambton Group
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Lost - Household Property	7	1	4	4	4.00
Lost - Jewellery	1	2	1	1	1.25
Lost - License Plate	42	14	8	10	18.50
Lost - Others	37	26	8	2	18.25
Lost - Personal Accessories	37	22	14	17	22.50
Lost - Photographic Equipment	0	1	0	0	0.25
Lost - Radio, TV, Sound-Reprod. Equip.	5	2	4	1	3.00
Lost - Sporting Goods, Hobby Equip.	1	2	1	1	1.25
Lost - Vehicle Accessories	5	4	4	3	4.00
Lost Property - Master Code	51	52	80	69	63.00
Lotteries By-Law	0	0	1	0	0.25
Medical Assistance - Master Code	2	3	0	1	1.50
Medical Assistance - Other	32	7	0	0	9.75
Missing Person - Master Code	0	1	2	3	1.50
Missing Person 12 & older	32	37	20	11	25.00
Missing Person Located 12 & older	37	45	43	31	39.00
Missing Person Located Under 12	5	10	3	16	8.50
Missing Person under 12	9	5	10	2	6.50
Neighbour Dispute	177	219	241	279	229.00
Noise By-Law	9	7	9	7	8.00
Noise Complaint - Animal	8	20	10	26	16.00
Noise Complaint - Business	12	2	11	1	6.50
Noise Complaint - Master Code	8	94	243	224	142.25
Noise Complaint - Others	15	26	12	6	14.75
Noise Complaint - Residence	84	124	14	14	59.00
Noise Complaint - Vehicle	6	6	3	0	3.75
Other Municipal By-Laws	48	53	37	38	44.00
Phone - Master Code	23	10	12	15	15.00
Phone - Nuisance - No Charges Laid	57	45	39	37	44.50
Phone - Obscene - No Charges Laid	1	1	1	0	0.75
Phone - Other - No Charges Laid	55	40	13	12	30.00
Phone - Text-related incident	7	1	0	1	2.25
Phone - Threatening - No Charges Laid	5	1	2	4	3.00
Protest - Demonstration	1	2	1	1	1.25
Smoking By-Law	1	1	2	2	1.50
Sudden Death - Accidental	5	3	1	0	2.25
Sudden Death - Drowning	0	0	1	1	0.50
Sudden Death - Master Code	2	2	2	0	1.50
Sudden Death - Natural Causes	39	47	42	46	43.50
Sudden Death - Others	6	10	10	4	7.50
Sudden Death - Suicide	5	2	8	3	4.50
Suspicious Package	7	4	5	3	4.75
Suspicious Person	455	446	466	439	451.50
Suspicious Substance / Odour	4	0	0	2	1.50
Suspicious vehicle	476	390	361	358	396.25

OPP 2023 Calls for Service Details
Lambton Group
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Traffic By-Law	18	12	8	8	11.50
Trouble with Youth	186	281	205	190	215.50
Unwanted Persons	111	141	108	141	125.25
Vehicle Recovered - All Terrain Vehicles	5	3	1	3	3.00
Vehicle Recovered - Automobile	23	30	17	17	21.75
Vehicle Recovered - Master Code	3	3	2	9	4.25
Vehicle Recovered - Motorcycles	6	2	1	2	2.75
Vehicle Recovered - Other	4	5	5	7	5.25
Vehicle Recovered - Snow Vehicles	0	2	0	0	0.50
Vehicle Recovered - Trucks	17	17	14	15	15.75
Overdose/Suspected Overdose -Opioid Related	0	6	4	2	3.00
Sudden Death - Apparent Overdose/Overdose	0	0	2	6	2.00
Operational 2	1,806	2,931	1,020	1,092	1,712.25
911 call - Dropped Cell	110	840	112	106	292.00
911 call / 911 hang up	857	1,054	238	268	604.25
911 hang up - Pocket Dial	114	345	1	5	116.25
False Alarm - Accidental Trip	109	71	0	0	45.00
False Alarm - Cancelled	131	93	2	0	56.50
False Alarm - Malfunction	117	65	0	0	45.50
False Alarm - Others	192	281	424	435	333.00
False Holdup Alarm - Accidental Trip	3	12	26	43	21.00
False Holdup Alarm - Malfunction	5	0	0	0	1.25
Keep the Peace	167	170	217	235	197.25
Police Unit Emergency Alarm	1	0	0	0	0.25
Other Criminal Code Violations	183	196	179	182	185.00
Animals - Cruelty	1	1	0	1	0.75
Animals - Keeping wild animals	0	1	1	1	0.75
Animals - Kill or injure	3	0	1	0	1.00
Animals - Others	0	1	0	1	0.50
Bail Violations - Fail To Comply	62	59	55	68	61.00
Bail Violations - Master Code	4	2	2	2	2.50
Bail Violations - Others	8	11	16	7	10.50
Bail Violations - Recognizance	2	0	1	1	1.00
Breach of Probation	20	28	15	24	21.75
Breach of Probation - In relation to children	1	0	2	0	0.75
Child Pornography - Master Code	0	0	1	1	0.50
Child Pornography - Possess child pornography	1	0	2	1	1.00
Child Pornography - Print/publish child pornography	0	1	1	0	0.50
Common nuisance	0	0	0	1	0.25
Contraband Tobacco	1	0	0	1	0.50
Counterfeit Money - Master Code	0	1	0	2	0.75
Counterfeit Money - Others	1	6	1	1	2.25
Disobey court order / Misconduct executing process	2	0	4	2	2.00
Disturb the Peace	23	40	27	33	30.75
Indecent acts - exposure to person under 14	0	1	0	1	0.50

OPP 2023 Calls for Service Details
Lambton Group
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Indecent acts - Master Code	5	2	1	1	2.25
Indecent acts - Other	1	1	6	1	2.25
Municipal Influence or Corruption (fraud)	0	1	0	0	0.25
Obstruct Justice / Fabricate Evidence	2	0	0	0	0.50
Obstruct Public Peace Officer	6	1	5	4	4.00
Offensive Weapons - Careless use of firearms	0	1	3	2	1.50
Offensive Weapons - Carry concealed	0	1	0	0	0.25
Offensive Weapons - Explosives	0	0	0	1	0.25
Offensive Weapons - In Vehicle	0	0	1	2	0.75
Offensive Weapons - Other Offensive Weapons	2	2	2	4	2.50
Offensive Weapons - Other Weapons Offences	2	4	4	3	3.25
Offensive Weapons - Possession of Weapons	7	9	7	7	7.50
Offensive Weapons - Prohibited	0	4	1	0	1.25
Offensive Weapons - Restricted	1	0	1	1	0.75
Personate Peace Officer	0	1	1	0	0.50
Possess Firearm while prohibited	2	2	1	0	1.25
Possession of Burglary Tools	1	3	1	2	1.75
Possession Of Counterfeit Money	0	2	2	0	1.00
Prostitution - Communicate to provide sexual services	0	0	0	1	0.25
Public Mischief - mislead peace officer	7	1	4	1	3.25
Public Morals	6	1	2	1	2.50
Trespass at Night	6	3	5	2	4.00
Utter Threats to damage property	1	2	2	1	1.50
Utter Threats to Property / Animals	2	0	0	0	0.50
Offences Against the Rights of Property (Part IX CC)	2	1	0	0	0.75
Offences Against the Person and Reputation (Part VIII CC)	0	1	0	0	0.25
All Other Criminal Code (includes Part XII.1 CC)	1	1	1	0	0.75
Property Crime Violations	1,106	1,161	968	951	1,046.50
Arson - Auto	0	0	1	0	0.25
Arson - Building	0	0	1	0	0.25
Arson - Master Code	0	0	0	1	0.25
Arson - Others	1	0	1	0	0.50
Break & Enter	219	225	141	119	176.00
Break & Enter - Firearms	10	5	2	1	4.50
False Pretence - Other	0	1	0	0	0.25
Fraud - Account closed	0	0	0	1	0.25
Fraud - False Pretence Over \$5,000	0	1	0	0	0.25
Fraud - False Pretence Under \$5,000	4	5	6	11	6.50
Fraud - Forgery & Uttering	2	2	3	9	4.00
Fraud - Fraud through mails	12	2	8	8	7.50
Fraud - Master Code	13	14	27	30	21.00
Fraud - Money/property/security Over \$5,000	12	12	10	27	15.25
Fraud - Money/property/security Under \$5,000	40	48	34	40	40.50
Fraud - Other	66	53	69	87	68.75
Fraud - Steal/Forge/Poss./Use Credit Card	11	12	6	12	10.25

OPP 2023 Calls for Service Details
Lambton Group
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Fraud - Transportation	0	1	1	0	0.50
Fraud - Welfare benefits	1	1	0	0	0.50
Identity Fraud	5	3	11	1	5.00
Identity Theft	0	1	0	2	0.75
Interfere with lawful use, enjoyment of property	0	3	4	6	3.25
Mischief - Master Code	153	153	175	153	158.50
Mischief Graffiti - Gang Related	1	0	1	0	0.50
Mischief Graffiti - Non-Gang Related	5	9	7	8	7.25
Mischief with Data	1	1	0	1	0.75
Personation with Intent (fraud)	6	7	3	1	4.25
Possession of Stolen Goods over \$5,000	7	6	5	8	6.50
Possession of Stolen Goods under \$5,000	13	5	7	3	7.00
Property Damage	53	40	26	22	35.25
Theft from Motor Vehicles Over \$5,000	1	1	1	2	1.25
Theft from Motor Vehicles Under \$5,000	106	142	69	40	89.25
Theft of - All Terrain Vehicles	23	14	13	10	15.00
Theft of - Automobile	17	9	8	10	11.00
Theft of - Construction Vehicles	0	0	2	1	0.75
Theft of - Farm Vehicles	1	1	4	1	1.75
Theft of - Motorcycles	9	6	2	2	4.75
Theft of - Other Motor Vehicles	6	3	7	2	4.50
Theft of - Snow Vehicles	3	1	1	0	1.25
Theft of - Trucks	25	20	6	5	14.00
Theft of Motor Vehicle	14	42	31	70	39.25
Theft Over \$5,000 - Construction Site	3	1	2	2	2.00
Theft Over \$5,000 - Bicycles	0	0	1	0	0.25
Theft Over \$5,000 - Boat (Vessel)	1	1	1	5	2.00
Theft Over \$5,000 - Boat Motor	0	0	0	1	0.25
Theft Over \$5,000 - Building	1	0	0	0	0.25
Theft Over \$5,000 - Farm Agricultural Produce	1	0	0	0	0.25
Theft Over \$5,000 - Farm Equipment	1	3	4	1	2.25
Theft Over \$5,000 - Mail	2	2	2	0	1.50
Theft Over \$5,000 - Master Code	1	0	4	5	2.50
Theft Over \$5,000 - Mine Equipment/Property	0	0	0	1	0.25
Theft Over \$5,000 - Other Theft	5	9	3	6	5.75
Theft Over \$5,000 - Trailers	3	1	3	7	3.50
Theft Under \$5,000 - Bicycles	13	25	22	7	16.75
Theft Under \$5,000 - Boat (Vessel)	1	6	1	3	2.75
Theft Under \$5,000 - Boat Motor	1	2	3	0	1.50
Theft Under \$5,000 - Building	8	3	1	0	3.00
Theft Under \$5,000 - Construction Site	6	9	6	2	5.75
Theft Under \$5,000 - Farm Agricultural Livestock	1	0	0	0	0.25
Theft Under \$5,000 - Farm Agricultural Produce	0	0	0	1	0.25
Theft Under \$5,000 - Farm Equipment	1	6	4	3	3.50
Theft Under \$5,000 - Gasoline Drive-off	44	58	58	43	50.75

OPP 2023 Calls for Service Details

Lambton Group

For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Theft Under \$5,000 - Master Code	24	24	31	49	32.00
Theft Under \$5,000 - Other Theft	93	120	87	95	98.75
Theft Under \$5,000 - Persons	5	5	7	3	5.00
Theft Under \$5,000 - Trailers	11	8	8	2	7.25
Theft Under \$5,000 Shoplifting	36	25	17	18	24.00
Trafficking in Stolen Goods over \$5,000	0	1	0	1	0.50
Unlawful in a dwelling house	3	1	6	2	3.00
Willful act / Omission likely to cause mischief	1	2	4	0	1.75
Statutes & Acts	591	556	596	492	558.75
Children's Law Reform Act - Custody order	0	0	0	1	0.25
Custody Dispute	6	7	8	3	6.00
Family Law Act - Custody/Access order	4	2	0	3	2.25
Family Law Act - Master Code	1	1	0	1	0.75
Family Law Act - Order for possession of matrimonial home	0	1	0	0	0.25
Family Law Act - Other	3	1	0	0	1.00
Landlord / Tenant	96	85	96	67	86.00
Mental Health Act	131	185	176	158	162.50
Mental Health Act - Attempt Suicide	26	17	22	15	20.00
Mental Health Act - No contact with Police	15	6	10	10	10.25
Mental Health Act - Placed on Form	41	26	18	14	24.75
Mental Health Act - Threat of Suicide	113	89	65	62	82.25
Mental Health Act - Voluntary Transport	29	29	29	21	27.00
Trespass To Property Act	124	106	166	109	126.25
Youth Criminal Justice Act (YCJA)	2	1	0	0	0.75
Mental Health Act - Apprehension	0	0	6	28	8.50
Traffic	732	870	694	756	763.00
MVC - Fatal (Motor Vehicle Collision)	6	6	7	3	5.50
MVC - Others (Motor Vehicle Collision)	12	5	10	5	8.00
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	0	1	0	1	0.50
MVC - Personal Injury (Motor Vehicle Collision)	43	52	51	52	49.50
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	32	39	29	21	30.25
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	294	290	179	173	234.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	336	467	399	470	418.00
MVC (Motor Vehicle Collision) - Master Code	8	9	19	31	16.75
Road Rage	1	1	0	0	0.50
Violent Criminal Code	306	304	289	333	308.00
Aggravated Assault - Level 3	2	2	0	2	1.50
Arson - Disregard for Human Life	0	0	1	0	0.25
Assault - Level 1	134	123	104	128	122.25
Assault Peace Officer	3	4	3	3	3.25
Assault Peace Officer with weapon OR cause bodily harm	2	0	0	0	0.50
Assault With Weapon or Causing Bodily Harm - Level 2	27	25	19	30	25.25
Criminal Harassment	33	42	43	49	41.75
Criminal Harassment - Offender Unknown	3	3	0	2	2.00
Criminal Negligence - Bodily Harm	0	1	0	0	0.25

OPP 2023 Calls for Service Details
Lambton Group
For the calendar years 2018 to 2021

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2018	2019	2020	2021	
Criminal Negligence Causing Death	0	1	0	0	0.25
Extortion	3	0	0	1	1.00
Forcible confinement	1	4	1	1	1.75
Indecent / Harassing Communications	4	6	11	5	6.50
Invitation to Sexual Touching	0	2	0	0	0.50
Mischief - Cause Danger to Life	1	0	0	0	0.25
Murder 1st Degree	0	0	1	0	0.25
Murder 2nd Degree	1	1	1	0	0.75
Non-Consensual Distribution of Intimate Images	3	0	2	2	1.75
Other Assaults / Admin Noxious thing	0	0	1	1	0.50
Pointing a Firearm	1	0	1	0	0.50
Robbery - Master Code	3	2	0	2	1.75
Robbery - Other	0	2	0	1	0.75
Robbery - With Threat of Violence	2	4	1	0	1.75
Sexual Assault	37	22	38	41	34.50
Sexual Exploitation	1	2	1	0	1.00
Sexual Interference	1	7	6	4	4.50
Unlawfully Causing Bodily Harm	0	0	0	1	0.25
Using firearm (or imitation) in commission of offence	0	1	0	0	0.25
Utter Threats - Master Code	6	13	10	17	11.50
Utter Threats to Person	36	37	44	42	39.75
Utter Threats to Person - Police Officer	1	0	0	1	0.50
Voyeurism	1	0	1	0	0.50

OPP 2023 Estimated Contract Enhancement Cost Summary**Lambton Group**

Estimated cost for the period January 1 to December 31, 2023

2022 Cost Recovery Formula**Salaries and Benefits**

		Positions	\$/FTE	\$ Total
Uniform Members	Note 1			
Staff Sergeant		1.00	140,922	140,922
Total Uniform Salaries		1.00		140,922
Statutory Holiday Payout			4,764	4,764
Uniform Benefits - Full-Time Salaries.		31.57%		44,489
Total Uniform Salaries & Benefits				190,175
Support Costs - Salaries and Benefits				
Communication Operators			6,698	6,698
Prisoner Guards			2,074	2,074
Operational Support			5,604	5,604
RHQ Municipal Support			2,713	2,713
Telephone Support			131	131
Office Automation Support			680	680
Mobile and Portable Radio Support			250	250
Total Support Staff Salaries and Benefits Costs				18,150
Total Salaries & Benefits				208,325
Other Direct Operating Expenses				
Communication Centre			147	147
Operational Support			991	991
RHQ Municipal Support			122	122
Telephone			1,496	1,496
Mobile Radio Equipment Repairs & Maintenance			56	56
Office Automation - Uniform			2,282	2,282
Vehicle Usage			8,999	8,999
Detachment Supplies & Equipment			406	406
Uniform & Equipment			2,105	2,105
Administrative Vehicle	Note 2		7,916	23,747
Additional Municipally Leased Desktop Computer.	Note 3		370	4,070
Total Other Direct Operating Expenses				44,421
Total 2023 Estimated Enhancement Cost				\$ 252,746
Total OPP-Policed Properties				26,700
Cost Per Property				\$ 9.47

OPP 2023 Estimated Contract Enhancement Cost Summary**Lambton Group**

Estimated cost for the period January 1 to December 31, 2023

Notes:

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2023 salaries were estimated based on the 2022 rates set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.0% for 2023 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2022-23). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation. Effective 2023, the reconciliation for hours of service provided will be based on the updated availability factor of 1,381 hours per year.
- 2) Three (3) Administrative vehicles are included in this costing at a current annual cost of \$7,916 per vehicle.
- 3) Additional Municipally Leased Computers includes eleven (11) desktop computers which were previously under a separate agreement with the OPP IT Section, at the current Cost-Recovery Formula rate of \$370 each.
- 4) Costs are allocated to contract members based on property counts. See table below:

Municipality	Property Count	%	Enhancement cost
Brooke-Alvinston M	1,105	4.14%	10,460
Dawn-Euphemia Tp	935	3.50%	8,851
Enniskillen Tp	1,174	4.40%	11,113
Lambton Shores M	8,165	30.58%	77,291
Oil Springs V	330	1.24%	3,124
Petrolia T	2,708	10.14%	25,634
Plympton-Wyoming T	3,844	14.40%	36,388
St. Clair Tp	6,829	25.58%	64,644
Warwick Tp	1,610	6.03%	15,241
Total	26,700	100.00%	252,746

OPP 2021 Reconciled Year-End Summary**Lambton Group**

Reconciled cost for the period January 1 to December 31, 2021

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	25,034		
	Commercial and Industrial	<u>1,287</u>		
	Total Properties	<u><u>26,321</u></u>	179.62	4,727,738
Calls for Service				
	Total all municipalities	170,324,197		
	Municipal portion	2.0470%	132.46	3,486,461
Overtime			24.16	635,825
Contract Enhancements	(see summary)		9.61	252,979
Prisoner Transportation	(per property cost)		1.18	31,059
Accommodation/Cleaning Services	(per property cost)		<u>3.53</u>	<u>93,038</u>
Total 2021 Reconciled Costs			<u><u>350.56</u></u>	<u><u>9,227,100</u></u>
2021 Billed Amount				<u><u>8,844,118</u></u>
2021 Year-End-Adjustment				<u><u>382,982</u></u>

Note

The Year-End Adjustment above is included as an adjustment on the 2023 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2023.

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OPP 2021 Reconciled Contract Enhancement Cost Summary**Lambton Group**

Reconciled cost for the period January 1 to December 31, 2021

2020 Cost Recovery Formula

Salaries and Benefits

	Positions	\$/FTE	Total \$
Uniform Members	Note 1		
Staff Sergeant	1.00	136,731	136,731
Total Uniform Salaries	1.00		136,731
Statutory Holiday Payout		4,609	4,609
Uniform Benefits - Full-Time Salaries		31.51%	43,084
Total Uniform Salaries & Benefits			184,423
Support Costs - Salaries and Benefits			
Communication Operators		6,940	6,940
Prisoner Guards		1,853	1,853
Operational Support		5,129	5,129
RHQ Municipal Support		2,647	2,647
Telephone Support		120	120
Office Automation Support		673	673
Mobile and Portable Radio Support		264	264
Total Support Staff Salaries and Benefits Costs			17,626
Total Salaries & Benefits			202,049
Other Direct Operating Expenses			
Communication Centre		165	165
Operational Support		742	742
RHQ Municipal Support		148	148
Telephone		1,456	1,456
Mobile Radio Equipment Repairs & Maintenance		39	39
Office Automation - Uniform		2,603	2,603
Vehicle Usage		8,294	8,294
Detachment Supplies & Equipment		502	502
Uniform & Equipment		2,102	2,102
Administrative Vehicle	Note 2	7,534	22,603
Additional Municipally Leased Desktop Computer.	Note 3	1,116	12,276
Total Other Direct Operating Expenses			50,930
Total 2021 Reconciled Enhancement Cost			\$ 252,979

OPP 2021 Reconciled Contract Enhancement Cost Summary**Lambton Group****Reconciled cost for the period January 1 to December 31, 2021****Notes:**

- 1) Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2021 salaries incorporate the January 1, 2021 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (1.00% in January 2021 and 0.97% in July 2021 for Uniform and 1.00% for Civilian). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2021-2022).
- 2) Three Administrative vehicle is included in this costing at a current annual cost of \$7,534 per vehicle.
- 3) Additional Municipally Leased Computers includes eleven (11) desktop computer which was previously under a separate agreement with the OPP IT Section, at the current Cost-Recovery Formula rate of \$1,116 each.
- 4) The enhancement contractual hours were met for this period.
- 5) Costs are allocated to contract members based on property counts. See table below:

Municipality	Property Count	%	Enhancement cost
Brooke-Alvinston M	1,123	4.29%	10,856
Dawn-Euphemia Tp	940	3.59%	9,087
Enniskillen Tp	1,183	4.52%	11,436
Lambton Shores M	7,966	30.44%	77,005
Oil Springs V	326	1.25%	3,151
Petrolia T	2,627	10.04%	25,395
Plympton-Wyoming T	3,697	14.13%	35,738
St. Clair Tp	6,700	25.60%	64,767
Warwick Tp	1,608	6.14%	15,544
Total	26,170	100.00%	252,979

3236 River St. P.O. Box 28
Alvinston, ON N0N 1A0

Phone: 519.898.2173
Fax: 519.898.5653



September 28, 2022

NOTICE OF COURT OF REVISION Edgar Drain Branch

Please be advised that the Brooke-Alvinston Council has set aside
Thursday, October 27th, 2022 at 4:00 p.m.
for the Court of Revision for the Edgar Drain Branch

A copy of the Engineer's report was mailed to you on September 6th, 2022. A first and second reading of By-law 54 of 2022 was done on September 22, 2022, at the meeting to consider the report. A copy is available upon request.

The Court of Revision is set in order that any owner of land who has assessment complaints can appeal to the Court of Revision. Any appeal should be in writing to the undersigned, in advance of the Court of Revision.

Janet Denkers
Clerk Administrator

Ministry of the Environment,
Conservation and Parks

1094 London Road
Sarnia, ON N7S 1P1
Tel.: 519 336-4030
Fax: 519 336-4280

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

1094 chemin London
Sarnia, ON N7S 1P1
Tél.: 519 336-4030
Télec.: 519 336-4280



September 19, 2022

Ms. Janet Denkers, Clerk-Administrator
The Corporation of the Municipality of Brooke-Alvinston
3236 River Street, P.O. Box 28,
Alvinston, ON N0N 1A0

Dear Ms. Denkers,

Re: Alvinston Distribution System – August 16, 2022 Inspection Report


The enclosed report outlines compliance with Ministry legislation, policies and guidelines for the unannounced inspection that was conducted at the Alvinston Distribution System on August 9, 2022 and August 16, 2022. The report is based on conditions encountered at the time of inspection and subsequent follow-up for the review period July 15, 2021 – July 16, 2022. Please review the report for detailed inspection findings and any required actions.

Please note that due to a change in IT systems, the Inspection Rating Report (IRR) cannot be generated at the same time as the inspection report. The IRR will be sent separately and prior to any public release (typically within 1-2 month of the completion of the inspection).

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

Should you have any questions or concerns, please give me a call at (519) 383-3787 or email to dwayne.reid@ontario.ca.

Sincerely,



Dwayne Reid, Water Inspector
Sarnia District Office
Ministry of the Environment, Conservation, and Parks

cc:

Randy Hills, Public Works Manager, The Corporation of the Municipality of Brooke-Alvinston
Terri-Lynn Thomson, Process and Compliance Technician, OCWA

Sam Smith, Sr. Operations Manager, OCWA

Dr. Sudit Ranade, Lambton County Acting Medical Officer of Health

Chad Ikert, Manager, Health Protection, Lambton Public Health

Lori Lucas, Supervisor, Health Protection, Lambton Public Health

Theresa Warren, Public Health Inspector, Lambton Public Health

Marc Bechard, Water Compliance Supervisor, Ministry of the Environment, Conservation and Parks

St. Clair Region Conservation Authority: Stclair@scrca.on.ca



ALVINSTON DISTRIBUTION SYSTEM
3188 CHURCH ST, BROOKE-ALVINSTON, ON, N0N 1A0
Inspection Report

System Number: 260040170
Entity: CORPORATION OF THE
MUNICIPALITY OF BROOKE-
ALVINSTON
ONTARIO CLEAN WATER
AGENCY
Inspection Start Date: 07/20/2022
Inspection End Date: 09/19/2022
Inspected By: Dwayne Reid
Badge #: 1421

Ministry of the Environment,
Conservation and Parks

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

A handwritten signature in black ink, appearing to be "D. R. L.", written over a horizontal line.

(signature)

We want to hear from you. How was my service? You can provide feedback at
1-888-745-8888 or [Ontario.ca/inspectionfeedback](https://ontario.ca/inspectionfeedback)

NON-COMPLIANCE/NON-CONFORMANCE ITEMS

The following item(s) have been identified as non-compliance/non-conformance, based on a "No" response captured for a legislative or best management practice (BMP) question (s), respectively.

Question Group: Other Inspection Findings

Question ID	MRDW1025001	Question Type	Legislative
Question: Were all parts of the drinking water system that came in contact with drinking water (added, modified, replaced or extended) disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Legislative Requirement SDWA 31 (1);			
Observation/Corrective Action(s) All parts of the drinking water system were not disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit. On June 21, 2022 a 1" service line was installed by live tapping a 10" watermain. According to the information provided, the service line was not flushed and no chlorine residual was taken before it was placed into service. Section 1.6 of the 2020 Watermain Disinfection Procedure states "For Service Pipes of diameter less than 100mm, Operating Authorities shall ensure that sanitary conditions are maintained during installation/repair, and that Flushing is conducted before they are placed into service." Flushing is defined in the 2020 Watermain Disinfection Procedure as flowing water through a section of watermain/appurtenances and out of the system until the water appears visibly free from discoloration and particulates with an Acceptable Disinfectant Concentration. Section 1.4 of the 2020 Watermain Disinfection Procedure states "Section 2 of this procedure for Category 1 watermain breaks shall apply to the installation, replacement, repair of Appurtenances and/or fittings. Section 2.2.5 of the 2020 Watermain Disinfection Procedure states "Flushing shall be conducted following repairs by creating a temporary dead end downstream of the watermain break through valve operation, and Flushing through the location of the repair to a discharge point. Flushed water may be discharged from a hydrant, plumbing or Appurtenances. Where there is no discharge point to allow for Flushing, the Operating Authority shall tap the watermain on the downstream side of the watermain break and discharge from that point. Flushing shall continue until the discharged water is visibly free from discoloration and particulates, and an Acceptable Disinfectant Concentration has			

been restored; whereupon the system can be returned to normal service, defined as having all valves returned to normal operating position."

Section 2.3 of the Drinking Water Works Permit requires that the 2020 Watermain Disinfection Procedure was to be used during the inspection review period.

The Operating Authority indicated that they have revised their service tapping/repair/installation form to ensure flushing is conducted and an acceptable disinfectant residual is obtained. The revised form should also include all information required to be documented by Section 3.2 of the 2020 Watermain Disinfection Procedure.

On or before October 14, 2022, the Operating Authority is required to provide written confirmation that all operators have been trained on the requirements of the 2020 Watermain Disinfection Procedure.

The new watermain for bypassing the clearwell and high lift pumps was installed in March, 2022. Information provided indicated that disinfection was conducted and documented as required. The Operating Authority received a draft copy of acceptable microbiological results prior to placing the watermain into service.

The Operating Authority confirmed there were no watermain repairs during the review period. There were several watermain taps for service lines that were disinfected in accordance with the 2020 Watermain Disinfection Procedure that included flushing and obtaining an acceptable chlorine residual prior to putting the line back in service.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	MRDW1001001	Question Type	Information
Question:			
What was the scope of this inspection?			
Legislative Requirement	Not Applicable		
Observation			
<p>The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.</p>			
<p>This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.</p>			
<p>This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.</p>			
<p>The Alvinston Distribution System serves approximately 1,000 residents in and around the community of Alvinston. The distribution system receives water from the Lambton Area Water Supply System, which draws its supply of water from Lake Huron. Water enters the distribution system through a meter chamber located at the corner of Old Walnut Road and Churchill Line, and is conveyed to the Alvinston Pumping Station located at 3188 Church Street via a 250mm watermain.</p>			
<p>The Rechlorination Station is used to fill the Alvinston Standpipe located at 3294 Henry Street via a 200mm watermain. The 1,544 m3 standpipe provides elevated storage for maintaining pressure in the watermains supplying the community. The Rechlorination Station is equipped with a chlorine feed pump for boosting the level of secondary disinfection as necessary. One analyser continuously monitors the chlorine residual exiting the Rechlorination Station. A second analyser is used to monitor chlorine residual entering the Rechlorination Station only when chlorine addition is taking place. A third analyser is located on a pipe used to both fill and discharge from the Standpipe. The distribution</p>			

system includes approximately 22 kilometers of watermains, 70 hydrants, 60 valves, and 9 air release chambers.

The inspection review period for this inspection was from July 15, 2021 - July 16, 2022. The unannounced portion of the inspection was conducted on August 9, 2022 and included free chlorine residual monitoring. On August 16, 2022 the remainder of the inspection was conducted at the Re-chlorination Station and Standpipe.

Question ID	MRDW1000001	Question Type	Information
Question: Does this drinking water system provide primary disinfection?			
Legislative Requirement	Not Applicable		
Observation This Drinking Water System provides for only secondary disinfection and distribution of water. Primary disinfection is undertaken by another regulated Drinking Water System which provides treated water to this Drinking Water System. This drinking water system receives its water from Lambton Area Water Supply System (LAWSS). Primary disinfection is conducted at the LAWSS facility.			

Question ID	MRDW1018001	Question Type	Legislative
Question:			
Has the owner ensured that all equipment is installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Legislative Requirement	SDWA 31 (1);		
Observation			
The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.			
On March 3, 2022 the Operating Authority completed a bypass around the clearwell and high lift pumps at the Alvinston Pumping Station/Rechlorination Facility. The chlorine addition line and chlorine analysers were relocated to the bypass line. The sodium hypochlorite metering pump was rated significantly higher (30L/hr, 500mL/minute) than the 3.31 L/hr rating listed in the Drinking Water Works Permit (DWWP). No chlorine addition was occurring at the time of the inspection.			
The Operating Authority completed a Form 2 and submitted a Director's Notification form to the Ministry for the changes made.			

In discussion with the Ministry's Client Services and Permissions Branch, it was determined that additional information is required to be included in the Form 2 for the chlorine metering pump replacement and whether or not the bypass of the clearwell is permanent. It is recommended that a copy of the work order (or other similar records) be included with the Form 2 for the work completed.

The Director's Notification should be accompanied by a marked up copy of the system description table from Schedule A of the DWWP for the Alvinston Pumping Station/Rechlorination Facility specifying which parts of the description should be altered.

On or before October 7, 2022, please provide the additional information specified above by email to MDWLP@ontario.ca or to: Director, Part V, Safe Drinking Water Act, 2002; 40 St. Clair Avenue West, Floor 2, Toronto, Ontario, M4V 1M2.

Question ID	MRDW1021001	Question Type	Legislative
Question:			
Is the owner/operating authority able to demonstrate that, when required during the inspection period, Form 2 documents were prepared in accordance with their Drinking Water Works Permit?			
Legislative Requirement	SDWA 31 (1);		
Observation			
The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.			
The Operating Authority provided a completed Form 2 for the bypass of the clearwell and high lift pumps at the Alvinston Pumping Station/Rechlorination Facility. As previously noted, the Ministry is requesting additional information be provided for the Form 2 and associated Director's Notification.			

Question ID	MRDW1025001	Question Type	Legislative
Question:			
Were all parts of the drinking water system that came in contact with drinking water (added, modified, replaced or extended) disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Legislative Requirement	SDWA 31 (1);		
Observation			
All parts of the drinking water system were not disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit.			

On June 21, 2022 a 1" service line was installed by live tapping a 10" watermain. According to the information provided, the service line was not flushed and no chlorine residual was taken before it was placed into service.

Section 1.6 of the 2020 Watermain Disinfection Procedure states "For Service Pipes of diameter less than 100mm, Operating Authorities shall ensure that sanitary conditions are maintained during installation/repair, and that Flushing is conducted before they are placed into service." Flushing is defined in the 2020 Watermain Disinfection Procedure as flowing water through a section of watermain/appurtenances and out of the system until the water appears visibly free from discoloration and particulates with an Acceptable Disinfectant Concentration.

Section 1.4 of the 2020 Watermain Disinfection Procedure states "Section 2 of this procedure for Category 1 watermain breaks shall apply to the installation, replacement, repair of Appurtenances and/or fittings.

Section 2.2.5 of the 2020 Watermain Disinfection Procedure states "Flushing shall be conducted following repairs by creating a temporary dead end downstream of the watermain break through valve operation, and Flushing through the location of the repair to a discharge point. Flushed water may be discharged from a hydrant, plumbing or Appurtenances. Where there is no discharge point to allow for Flushing, the Operating Authority shall tap the watermain on the downstream side of the watermain break and discharge from that point. Flushing shall continue until the discharged water is visibly free from discoloration and particulates, and an Acceptable Disinfectant Concentration has been restored; whereupon the system can be returned to normal service, defined as having all valves returned to normal operating position."

Section 2.3 of the Drinking Water Works Permit requires that the 2020 Watermain Disinfection Procedure was to be used during the inspection review period.

The Operating Authority indicated that they have revised their service tapping/repair/installation form to ensure flushing is conducted and an acceptable disinfectant residual is obtained. The revised form should also include all information required to be documented by Section 3.2 of the 2020 Watermain Disinfection Procedure.

On or before October 14, 2022, the Operating Authority is required to provided written confirmation that all operators have been trained on the requirements of the 2020 Watermain Disinfection Procedure.

The new watermain for bypassing the clearwell and high lift pumps was installed in March, 2022. Information provided indicated that disinfection was conducted and documented as required. The Operating Authority received a draft copy of acceptable microbiological results prior to placing the watermain into service.

The Operating Authority confirmed there were no watermain repairs during the review period. There were several watermain taps for service lines that were disinfected in

accordance with the 2020 Watermain Disinfection Procedure that included flushing and obtaining an acceptable chlorine residual prior to putting the line back in service.

Question ID	MRDW1024001	Question Type	Legislative
Question: Do records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated as required?			
Legislative Requirement SDWA O. Reg. 170/03 1-2 (2);			
Observation Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined. Weekly free chlorine residual monitoring results were reviewed. All results were greater than 0.05 mg/L which indicates adequate disinfection residual within the distribution system. Unannounced free chlorine residual monitoring was conducted by the Ministry on August 9, 2022. The results were as follows: Brooke-Alvinston Township Office - 0.72 mg/L; Arena - 0.69 mg/L. During the inspection on August 16, 2022, the free chlorine residual was 0.73 mg/L at the Rechlorination Station and 0.66 mg/L at the Standpipe.			

Question ID	MRDW1033001	Question Type	Legislative
Question: Is the secondary disinfectant residual measured as required for the large municipal residential distribution system?			
Legislative Requirement SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);			
Observation The secondary disinfectant residual was measured as required for the large municipal residential distribution system. Free chlorine residual samples were taken and analysed two days each week separated by at least 48 hours. Three samples were taken on one day and four samples were taken on			

the other day.

Question ID	MRDW1099001	Question Type	Information
Question: Do records show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03)?			
Legislative Requirement	Not Applicable		
Observation Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03).			

Question ID	MRDW1081001	Question Type	Legislative
Question: For LMR systems, are all microbiological water quality monitoring requirements for distribution samples being met?			
Legislative Requirement	SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);		
Observation All microbiological water quality monitoring requirements prescribed by legislation for distribution samples in a large municipal residential system were being met. According to the information provided microbiological samples are taken at 3 locations in the distribution system each week and analysed for E. coli and total coliforms. Approximately 1/3 of the samples are also analysed for heterotrophic plate count. The monitoring conducted met the requirements of section 10-2 of Schedule 10 of O. Reg. 170/03.			

Question ID	MRDW1096001	Question Type	Legislative
Question: Do records confirm that chlorine residual tests are being conducted at the same time and at the same location that microbiological samples are obtained?			

Legislative Requirement	SDWA O. Reg. 170/03 6-3 (1);
Observation	
Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.	

Question ID	MRDW1086001	Question Type	Legislative
Question:			
Are all haloacetic acid water quality monitoring requirements prescribed by legislation conducted within the required frequency and at the required location?			
Legislative Requirement	SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);		
Observation			
All haloacetic acid water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.			
The Operating Authority indicated that previous sampling had shown the highest concentrations of haloacetic acids and trihalomethanes occur at the same location in the distribution system where the samples were taken. Quarterly monitoring was conducted as required on July 5, 2021, October 4, 2021, January 4, 2022, April 4, 2022.			

Question ID	MRDW1087001	Question Type	Legislative
Question:			
Have all trihalomethane water quality monitoring requirements prescribed by legislation been conducted within the required frequency and at the required location?			
Legislative Requirement	SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);		
Observation			
All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.			
The Operating Authority indicated that previous sampling had shown the highest concentrations of haloacetic acids and trihalomethanes occur at the same location in the distribution system where the samples were taken. Quarterly monitoring was conducted as			

required on July 5, 2021, October 4, 2021, January 4, 2022, April 4, 2022.

Question ID	MRDW1113000	Question Type	Legislative
Question: Have all changes to the system registration information been provided to the Ministry within ten (10) days of the change?			
Legislative Requirement	SDWA O. Reg. 170/03 10.1 (3);		
Observation All changes to the system registration information were provided within ten (10) days of the change.			

Question ID	MRDW1059000	Question Type	Legislative
Question: Do the operations and maintenance manuals contain plans, drawings and process descriptions sufficient for the safe and efficient operation of the system?			
Legislative Requirement	SDWA O. Reg. 128/04 28;		
Observation The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system. Hard copy distribution system drawings were made available during the inspection that had hydrant and valve locations. The Operating Authority also indicated that the municipality has copies of detailed distribution system drawings and are in the process of digitizing the drawings.			

Question ID	MRDW1060000	Question Type	Legislative
Question: Do the operations and maintenance manuals meet the requirements of the DWWP and MDWL issued under Part V of the SDWA?			
Legislative Requirement	SDWA 31 (1);		
Observation The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.			

Operations Manual and Standard Operating Procedures were provided by the Operating Authority. Several had been recently updated to reflect the recent changes to the system (bypass of the clearwell and highlift pumps). Operations staff indicated during the inspection that addition of chlorine to the bypass line now occurs only when necessary and is started and stopped manually. Chlorine addition had only been necessary on a couple of occasions since making the changes in March, 2022. The Operating Authority indicated that they are in the process of amending the Alvinston High-Low Chlorine Residuals procedure once they determine how the chlorine residuals have been affected by the bypass of the clearwell and also whether or not the chlorine addition will be automated or continue to be operated manually. Additional details regarding chlorine addition are to be included in the updated procedure.

Question ID	MRDW1061001	Question Type	Legislative
Question: Are logbooks properly maintained and contain the required information?			
Legislative Requirement	SDWA O. Reg. 128/04 27 (1); SDWA O. Reg. 128/04 27 (2); SDWA O. Reg. 128/04 27 (3); SDWA O. Reg. 128/04 27 (4); SDWA O. Reg. 128/04 27 (5); SDWA O. Reg. 128/04 27 (6); SDWA O. Reg. 128/04 27 (7);		
Observation Logbooks were properly maintained and contained the required information. The Operating Authority uses an electronic logbook that contained the required information.			

Question ID	MRDW1062001	Question Type	Legislative
Question: Do records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment is being done by a certified operator, water quality analyst, or person who meets the requirements of O. Reg. 170/03 7-5?			
Legislative Requirement	SDWA O. Reg. 170/03 7-5;		
Observation Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5. According to the chlorine residual logs, all residual monitoring was conducted by certified operators.			

Question ID	MRDW1071000	Question Type	BMP
Question: Has the owner provided security measures to protect components of the drinking water system?			
Legislative Requirement	Not Applicable		
Observation			
<p>The owner had provided security measures to protect components of the drinking water system.</p> <p>Access to the Rechlorination Station and Standpipe is restricted by fencing and locked gates and doors. Operators attend the locations daily during the week and also after hours and weekends when responding to alarms.</p> <p>When asked about cybersecurity for the distribution system, the Operating Authority indicated that operational monitoring is connected to a stand alone datalogger which is not connected to the internet.</p> <p>The Operating Authority indicated there were no security or vandalism issues since the last inspection.</p>			

Question ID	MRDW1073001	Question Type	Legislative
Question: Has the overall responsible operator been designated for all subsystems which comprise the drinking water system?			
Legislative Requirement	SDWA O. Reg. 128/04 23 (1);		
Observation			
<p>The overall responsible operator had been designated for each subsystem.</p> <p>The operators who were designated ORO had the appropriate class of certification for the system and were identified in the logbook.</p>			

Question ID	MRDW1074001	Question Type	Legislative
Question: Have operators-in-charge been designated for all subsystems for which comprise the drinking water system?			

Legislative Requirement	SDWA O. Reg. 128/04 25 (1);
Observation	
Operators-in-charge had been designated for all subsystems which comprise the drinking water system.	
The operators that were designated OIC were identified in the logbook.	

Question ID	MRDW1075001	Question Type	Legislative
Question: Do all operators possess the required certification?			
Legislative Requirement	SDWA O. Reg. 128/04 22;		
Observation All operators possessed the required certification.			

Question ID	MRDW1076001	Question Type	Legislative
Question: Do only certified operators make adjustments to the treatment equipment?			
Legislative Requirement	SDWA O. Reg. 170/03 1-2 (2);		
Observation Only certified operators made adjustments to the treatment equipment.			

THE COUNCIL OF THE
COUNTY OF LAMBTON

cordially invites you to attend the

WARDEN'S BANQUET

in honour of

*Warden
Kevin Marriott*

.....

NOV | **19** | 2022

RECEPTION - 5:00 P.M.

DINNER - 6:00 P.M.

AT THE WYOMING FAIRGROUNDS

595 MAIN ST, WYOMING, ON

entertainment by

THE OVERTONES

\$25 PER PERSON

RSVP TO CARLEY BY NOV 1, 2022

CARLEY.SIDDALL@COUNTY-LAMBTON.ON.CA

519-845-0801 EXT. 5302

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

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



234-2022-4150

September 26, 2022

Dear Head of Council:

Our government recognizes the importance of streamlining development approvals in land use planning in supporting the development of 1.5 million new homes by 2031. Our government will continue working with you to identify opportunities and innovative solutions that would help us effectively address the housing crisis.

I am writing you today about public consultation in the land use planning process. The *Planning Act* requires public meetings to be held prior to making certain planning decisions for the purpose of giving the public an opportunity to make representations in respect of the matter under consideration.

For example, your municipal council can consider how to meet the *Planning Act*'s requirements using a variety of methods such as physical meetings, electronic or virtual channels – separately or in combination - to engage and solicit feedback from the public on land use planning matters. This may include a mixture of technologies and approaches to meet local public needs (for example, physical meetings, webinars, video conferencing, moderated teleconference). There is no requirement in the *Planning Act* to have multiple types of meetings (e.g., both a physical meeting and a virtual meeting).

Thank you for the work that you do to engage and provide the public with an opportunity to make representations on planning matters in a manner that works best in your local community.

Sincerely,

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

Steve Clark
Minister

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

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



234-2022-3909

October 3, 2022

Dear Municipal Partner:

I would like to personally thank you for the contributions your organization has made and the support you have offered to the Ministry of Municipal Affairs and Housing during our first four years under the leadership of Premier Ford.

Our government was re-elected to a second mandate that will rely on strong collaboration with all stakeholders to be successful.

That is why I am asking you for your continued collaboration throughout this new 43rd Parliament to make it the most successful one yet. We will continue to work closely with you and our other key stakeholders to further build on the progress we made during our first mandate.

If you would like to continue the conversation, please reach out to Stephanie DiNucci, my Senior Manager for Stakeholder Relations at Stephanie.DiNucci@ontario.ca.

Thank you in advance for your contributions.

Sincerely,

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

Steve Clark
Minister

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
 Toronto ON M7A 1Y6
 Tel: 416 326-5000
 Toll Free: 1-866-517-0571
SOLGEN.Input@Ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
 Toronto ON M7A 1Y6
 Tél. : 416 326-5000
 Sans frais : 1-866-517-0571
SOLGEN.Input@Ontario.ca

**DATE:**

October 04, 2022

MEMORANDUM**TO:**

Heads of Council and First Nations Chiefs

SUBJECT:

Update - Community Safety and Policing Act, 2019 and OPP Detachment Boards

Good afternoon,

I am writing to share an update on the Community Safety and Policing Act, 2019 (CSPA) and the new Ontario Provincial Police (OPP) detachment board framework under the CSPA.

For municipalities and First Nations receiving OPP policing services, detachment boards will replace current police services boards and Community Safety Advisory Committees, expanding opportunities for civilian input on local OPP policing and encouraging a coordinated and collaborative approach to community safety. In spring 2021, the Ministry of the Solicitor General (the ministry) requested that these communities work together to develop proposals for the composition of their detachment boards, based on minimum requirements provided by the ministry. I would like to thank you for your work on the proposals to date.

The ministry is working towards an in force date for the CSPA between fall 2023 and winter 2024. The in-force window will narrow and be communicated to stakeholders, partners, and First Nations over the coming months. We understand that municipalities and First Nations require time to plan for implementation of OPP detachment boards and will work to ensure that sufficient time is provided between proclamation and the in-force date of the CSPA.

At this time, we are working to finalize proposed compositions for OPP detachment boards by **November 30, 2022**. Our team will be following up in the coming days with respect to the status of proposals and any related questions.

If you have any questions or concerns, please contact Joanna Reading, Team Lead, Public Safety and Policing Policy at Joanna.Reading@Ontario.ca.

Kind Regards,

Sarah Caldwell
 A/Assistant Deputy Minister
 Strategic Policy, Research and Innovation Division
 Ministry of the Solicitor General



christmasforeveryonepetrolia@gmail.com
www.christmasforeveryonepetrolia.weebly.com
4156 Petrolia Line, Unit 1
Petrolia, ON N0N 1R0
226-349-8660



September 15, 2022

Dear Friend of Christmas for Everyone

This is our **51st annual campaign** and once again we are requesting your generous support to help fill the ever-growing needs of the less fortunate in our communities at Christmas. Christmas for Everyone provides Christmas food hampers and gifts for children age 16 and younger.

Food boxes are packed according to the family size and contain at least one week's worth of food as well as items to make a Christmas Dinner.

- There is an application process that is required in order for a recipient to receive a Christmas hamper. (These applications are referred by several different agencies such as Public Health, Social Services, Schools, Clergy, etc.)
- We serve MOST of Rural Lambton County. (excluding Sarnia, Brights Grove, Moore Township, Kettle & Stoney Point as they have their own programs.)
- Our program is powered by volunteers. Contributions come from businesses, churches, schools, service groups, sports organizations, Lodges, Women's Institutes as well as many individuals throughout our communities. Several County Volunteer Fire Departments are also involved as they assist us with delivering the Christmas hampers and gifts to the families in need throughout Lambton County.
- Our ongoing success in providing quality foods and gifts is dependent on the continuing generosity, caring community involvement and spirit from all areas of Lambton County. We could not provide this service to all those in need without your amazing support!
- Due to the ongoing effects of the COVID-19 pandemic and the troubling economic conditions it is creating for so many, we are seeing increased numbers (including seniors and families) who are in need. This truly reminds us of the importance of our program and community support.

Monetary donations may be dropped off in person (there is also a mail slot provided in door) or mailed to the above address or by e-transfer to christmasforeveryonepetrolia@gmail.com.

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

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

Thank you for your time, interest and generosity.

May we all have a wonderful Holiday Season!

Sandra Hartman
Coordinator

Nicola Daniel
Toy Dept Assistant

Lynn McManaman
Treasurer

Christmas 2021 Report
Hundreds of food boxes, gift cards and fresh vegetables were packed for approximately 400 families as well as numerous bags containing gifts for over 400 children. These were delivered throughout the County of Lambton by 13 volunteer County Fire Departments and volunteer drivers.



christmasforeverypetrolia@gmail.com
 www.christmasforeverypetrolia.weebly.com
 4156 Petrolia Line, Unit 1
 Petrolia, ON N0N 1R0
 226-349-8660



2022 CHRISTMAS CAMPAIGN

GIFT DONATION DEADLINE November 28, 2022

Due to **earlier delivery date**, as well as **increasing numbers in recipients**, it is **CRUCIAL** to have **ALL GIFT DONATIONS** in by this date. This will allow us a short time to do last minute shopping to ensure that there will be enough gifts for all the children in time for delivery.

We understand this may make it a little more challenging for some and apologize in advance for ANY inconvenience this may cause and truly appreciate your patience and understanding.

GIFTS FOR ALL AGES ARE APPRECIATED

Our greatest need is for children 12+. We do understand that age group can be more challenging. However, **gift cards** (such as; Prepaid MasterCard/Visa, Walmart, Happy Him/Her/Teen/Child, GameStop, Best Buy, Lambton Mall to name a few) **are a HUGE hit with the kids.**

GIFT DEPOT LOCATION & HOURS

DROP OFF LOCATION

4156 Petrolia Line (Entrance at rear of building off of Robert St)

DROP OFF HOURS

Oct 1, 2022 – Oct 31 2022 9AM – 3PM Mondays, Tuesdays & Fridays

Nov 1, 2022 – Dec 1, 2022 9AM – 5PM Monday to Saturdays

If you require any additional information, please call Sandra or Nicola @ 226-349-8660 (please leave message)

FOOD DONATIONS, PACKING LOCATION & VOLUNTEERING

PACKING LOCATION

Our packing location once again generously provided by New Life Assembly Church (421 Oozloffsky St. Petrolia)

FOOD DONATIONS

Beginning Monday December 5 to December 13, food donations may be brought to the Church (gym foyer) during office hours. Monday to Thursday 9:30AM – 4PM. For other arrangements please call 226-349-8660.

VOLUNTEERING

Volunteers are crucial and will be needed beginning Sunday December 11, 2022 (after 12PM).

Monday Dec 12 to Wednesday Dec 14 will be on a day-to-day basis from 9AM - 3PM.

Volunteers must pre-register via email: christmasforeverypetrolia@gmail.com or by phone 226-349-8660.

You will then be contacted with all details.



September 26, 2022

Ministry of the Solicitor General
 Hon. Michael Kerzner
 25 Grosvenor Street
 Toronto, ON M7A 1Y6

Sent via email: Michael.kerzner@ontario.ca

Hon. Minister Kerzner:

Re: Grey Highlands Municipal Resolution 2022-571 re: Increased Speeding Fines

Please be advised that the following resolution was passed at the September 7, 2022 meeting of the Council of the Municipality of Grey Highlands.

2022-571

Dane Nielsen, Danielle Valiquette

**Whereas speeding has become a growing concern on our residential streets;
 and**

**Whereas the culture of driver's is that 20 km/h over the speed limit is
 considered normal; and**

**Whereas the fines for street racing have increased significantly and we have
 seen a reduction in number of charges laid; and**

**Whereas the fines for other speed infractions have remained unchanged; now
 Therefore be it resolved that the municipality of Grey Highlands lobby the
 Ministry of the Solicitor General to increase the fines for all levels of speeding;
 and**

**That this motion be sent to AMO, ROMA, and all municipalities of Ontario to
 garner support.**

CARRIED.

If you require anything further, please contact this office.

Sincerely,

A handwritten signature in cursive script that reads 'Raylene Martell'.

Raylene Martell
 Director of Legislative Services/Municipal Clerk
 Municipality of Grey Highlands

Cc: Association of Municipalities of Ontario
 Rural Ontario Municipalities
 All Ontario Municipalities



Ministry of Agriculture,
Food and Rural Affairs

Petition for Drainage Works by Owners Form 1

Drainage Act, R.S.O. 1980, c. D.17, clause 4(1)(a) or (b)

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Municipality of Brooke-Alvinston

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 58(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name) Parkins	(First Name) Ashley	Telephone Number [Redacted]
Address		
Road/Street Number 2342	Road/Street Name Little Ireland Rd	

Location of Project

Lot 10	Concession 1	Municipality Brooke-Alvinston	Former Municipality (if applicable)
------------------	------------------------	---	-------------------------------------

What work do you require? (Check all appropriate boxes)

- ☐ Construction of new open channel
☐ Construction of new tile drain
☐ Deepening or widening of existing watercourse (not currently a municipal drain)
☐ Enclosure of existing watercourse (not currently a municipal drain)
☐ Other (provide description ▼)

Cherry Creek
Name of watercourse (if known)

Estimated length of project

clay
General description of soils in the area

to provide outlet for tile main (NW 1/4 L10, C1)
What is the purpose of the proposed work? (Check appropriate box)

- ☐ The drainage only ☐ Surface water drainage only ☒ Both

Petition filed this _____ day of _____, 20____

Name of Clerk (Last, first name)

Signature

Property Owners Signing The Petition

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number	Property Description
2392	Little Ireland Rd CON 1 NPT LOT 10 NE Y4
Ward or Geographic Township	Parcel Roll Number
Brooke Alwinston	02900

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership	Signature	Date (yyyy/mm/dd)
<input type="checkbox"/> Sole Ownership		
Owner Name (Last, First Name) (Type/Print)		

<input checked="" type="checkbox"/> Partnership (Each partner in the ownership of the property must sign the petition form)	Signature	Date (yyyy/mm/dd)
Owner Name (Last, First Name) (Type/Print)		
Howes - Parkins, Ashley	Ashley Parkins	2022/10/07
Parkins, Tom	Tom Parkins	2022/10/07
Howes, Wendy	Wendy Howes	2022/10/07

<input type="checkbox"/> Corporation (The individual with authority to bind the corporation must sign the petition)	Signature
Name of Signing Officer (Last, First Name) (Type/Print)	
Name of Corporation	
Position Title	
I have the authority to bind the Corporation.	Date (yyyy/mm/dd)

Number	Property Description
	Parcel Roll Number
Ward or Geographic Township	

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership	Signature	Date (yyyy/mm/dd)
<input type="checkbox"/> Sole Ownership		
Owner Name (Last, First Name) (Type/Print)		

<input type="checkbox"/> Partnership (Each partner in the ownership of the property must sign the petition form)	Signature	Date (yyyy/mm/dd)
Owner Name (Last, First Name) (Type/Print)		

<input type="checkbox"/> Corporation (The individual with authority to bind the corporation must sign the petition)	Signature
Name of Signing Officer (Last, First Name) (Type/Print)	
Name of Corporation	
Position Title	
I have the authority to bind the Corporation.	Date (yyyy/mm/dd)

<input type="checkbox"/> Check here if additional sheets are attached	Clerk Initial
---	---------------

- Petitioners become financially responsible as soon as they sign a petition.
- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act, R.S.O. 1990, c. D. 17 subs. 8(1).*
 - After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act, R.S.O. 1990, c. D. 17 subs. 10(4).*
 - After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act, R.S.O. 1990, c. D. 17 s. 43.*
 - If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act, R.S.O. 1990, c. D. 17 s. 61.*

Notice of Collection of Personal Information
Any personal information collected on this form is collected under the authority of the *Drainage Act, R.S.O. 1990, c. D. 17* and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (*municipality to complete*)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.



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

October 4, 2022

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

Re: Stewart Douglass Drain

Five (5) sealed tenders for the Stewart Douglass Drain were received and opened on September 29, 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):

• VanBree Drainage	\$24,207.54
• McNally Excavating	\$26,417.52
• JLH Excavating	\$26,636.47
• Bruce Poland	\$28,037.24
• HE Construction	\$29,982.52

Based on this review, the bid from VanBree Drainage in the amount of \$24,207.54 (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 5% higher than the Drainage Superintendent's estimate of \$23,000.00 (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 – R. Dobbin Engineering Inc.



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

October 4, 2022

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

Re: Courtright Drain

Five (5) sealed tenders for the Courtright Drain were received and opened on September 29, 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):

• McNally Excavating	\$17,265.27
• VanBree Drainage	\$17,985.08
• Bruce Poland	\$23,903.62
• HE Construction	\$33,131.60
• JLH Excavating	\$35,581.44

Based on this review, the bid from McNally Excavating in the amount of \$17,265.27 (including HST) for the drainage work is the lowest price tendered and meets all the requirements stipulated in tender documents. This tender price is 30% lower than the Drainage Superintendent's estimate of \$25,000.00 (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 – R. Dobbin Engineering Inc.



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

October 4, 2022

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

Re: Cook Drain

Five (5) sealed tenders for the Cook Drain were received and opened on September 29, 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):

• VanBree Drainage	\$42,241.10
• McNally Excavating	\$45,434.64
• Bruce Poland	\$45,579.09
• JLH Excavating	\$75,134.17
• HE Construction	\$88,910.10

Based on this review, the bid from VanBree Drainage in the amount of \$42,241.10 (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 25% lower than the Drainage Superintendent's estimate of \$56,000.00 (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 – R. Dobbin Engineering Inc.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Access to the Dog Park
Meeting: Council - 13 Oct 2022
Department: Parks and Recreation
Staff Contact: Kevin Miller, Parks and Recreation Manager

Recommendation:

That Council consider the option of the River Street access for the dog park.

Background:

Direct vehicular access to the Dog Park was closed after the fence surrounding the playground was removed and a petition was received stating how general traffic sped down the lane and small children would run out into the lane. The blockade has also deterred motor vehicles from entering the lane and causing ruts and damage to the lane.

The access to the dog park from the stone blockade is roughly 337 feet. Although it's a short walk for users, there have been concerns for those users with mobility disabilities.

Comments:

An alternate route could be considered via the north access of the park. The access off of River Street provides a direct route to the dog park and there is a gate at that end.

In speaking with the Roads Department, the access off of River Street to the Dog Park could be easily ploughed with enough room for a vehicle to turn.

There are currently no benches in that area for patrons to sit while the dog is at play. Additional benches could be considered in the 2023 budget.

If access to the dog park was granted from River Street, signage should be installed as well as a smaller gate entrance and seating.

Financial Considerations:

Costs associated with signage and a smaller gate are the only immediate considerations at this time.

ATTACHMENTS:

[River Street Access - Dog Park](#)

Proposed Dog Park Access





Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: MTO Roof Tender
Meeting: Council - 13 Oct 2022
Department: Public Works
Staff Contact: Randy Hills, Public Works Manager

Recommendation:

That the low tender from Morgan Roofing Contractors in the amount of \$46,854.89 be accepted.

Background:

The MTO roof was approved for repair in the 2023 budget. Tenders were sent out to 3 Contractors.

Comments:

The tender specified the following work for a TPO Single Ply System:

- 1) remove the furnace exhaust pipes in the roof and repair the area
- 2) install insulation in metal roof flutes
- 3) install wood blocking at perimetres
- 4) Mechanically fasten TPO membrane to field
- 5) Adhere TPO membrane to flashings
- 6) install new 24 gauge pre-painted drip edge flashing

The tender had a completion date of December 31, 2022

Tenders received were:

Morgan Roofing Contractors	\$46,854.89 (including tax)
Bullock & Sons Roofing	\$59,664.00 (including tax)
Courtney Roofing Inc.	\$49,835.00 (including tax)

Financial Considerations:

The 2022 budget allocated \$10,000 for the repair. TAdditional money can be found in some under expenditures on the roads budget.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Year-to-Date (to September 30) Budget to Actual Comparisons
Meeting: Council - 13 Oct 2022
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file Year-to-date (to September 30) Budget to Actual Comparisons

Background:

Regular reporting and comparison of budget to actual results and analysis allows Management and Council to:

- Track revenues and expenditures to date and ensure that it has the necessary funds for operations and any planned capital expenditures.
- Improve the accuracy of the budgeting process, as management and council will have a better understanding of variances and their causes.
- Exercise more effective cost control by routinely assessing actual results against the budget.

Comments:

The year-to-date budget to actual results to September 30, 2022 are attached. Council is encouraged to review the year-to-date results.

The report is provided for information purposes only. No further action is required at this time. Should you have any questions, please do not hesitate to contact me or the appropriate department head.

Financial Considerations:

Overall most Operating Revenues and Expenditures to-date are within budget. Due to inflationary pressures (for example: fuel prices have almost doubled), some individual line items are overbudget. In cases where we are overbudget, staff will be flexible to limit other expenditures so that overall the budget is maintained.

Some Capital purchases planned for this year will be deferred to next year due to supply chain issues (for example: ordered new bush hog, but it won't likely be delivered until next year; new snowplow chassis will be ordered this year, but won't be delivered/paid for until next year; the sewer plant upgrades planned for this year won't be happening until next year). Items like this will be rolled over into next year's budget.

ATTACHMENTS:

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2022 Budget to Actual Comparison

To June 30, 2022

ALL DEPARTMENTS

EXPENDITURES

GENERAL GOVERNMENT

	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
1 COUNCIL	44,410	32,807	28,373	4,435					-		44,410	32,807	28,373	4,435		63.9%
2 COUNCIL SUPPORT	188,525	150,573	145,997	4,575					-		188,525	150,573	145,997	4,575		77.4%
3 ADMINISTRATION	349,000	293,033	282,712	10,321		60,000	50,000	40,725	9,275		409,000	343,033	323,437	19,596		79.1%
	581,935	476,413	457,082	19,331		60,000	50,000	40,725	9,275		641,935	526,413	497,807	28,606		77.5%

PROTECTION SERVICES

4 FIRE - ALVINSTON	247,550	137,330	106,171	31,159		470,000	370,000	366,947	3,053		717,550	507,330	473,118	34,212		65.9%
6 FIRE - WATFORD	5,340	5,340	4,868	472					-		5,340	5,340	4,868	472		91.2%
7 FIRE CHIEF & INSPECTOR	55,750	41,738	34,432	7,305					-		55,750	41,738	34,432	7,305		61.8%
8 POLICE	394,056	295,542	287,366	8,176					-		394,056	295,542	287,366	8,176		72.9%
9 CONSERVATION AUTHORITY	24,223	24,223	24,223	-					-		24,223	24,223	24,223	-		100.0%
10 INSPECTIONS & CONTROL	49,900	43,520	33,748	9,772					-		49,900	43,520	33,748	9,772		67.6%
11 EMERGENCY MEASURES	5,500	3,750	908	2,842					-		5,500	3,750	908	2,842		16.5%
	782,319	551,443	491,717	59,726		470,000	370,000	366,947	3,053		1,252,319	921,443	858,664	62,778		68.6%

TRANSPORTATION SERVICES

12 ROADS - MATERIALS & SERVICES	735,500	653,182	529,474	123,708		532,775	395,000	272,606	122,394		1,268,275	1,048,182	802,080	246,102		63.2%
13 PUBLIC WORKS OVERHEAD	703,553	533,993	501,594	32,398					-		703,553	533,993	501,594	32,398		71.3%
14 VEHICLES & EQUIP	167,550	120,074	115,927	4,147		156,000	6,000	6,238	(238)		323,550	126,074	122,165	3,909		37.8%
15 SNOW REMOVAL	29,500	12,000	12,007	(7)					-		29,500	12,000	12,007	(7)		40.7%
16 STREET LIGHTS - ALVINSTON	13,000	9,720	7,680	2,040					-		13,000	9,720	7,680	2,040		59.1%
17 STREET LIGHTS - INWOOD	6,750	4,875	4,570	305					-		6,750	4,875	4,570	305		67.7%
	1,655,853	1,333,844	1,171,252	162,592		688,775	401,000	278,844	122,156		2,344,628	1,734,844	1,450,096	284,748		61.8%

ENVIRONMENTAL

18 STORM SEWER	68,252	34,126	34,126	-					-		68,252	34,126	34,126	-		50.0%
19 WASTE COLLECTION/DISPOSAL	88,750	68,900	69,916	(1,016)					-		88,750	68,900	69,916	(1,016)		78.8%
20 RECYCLING	80,350	60,262	60,261	2					-		80,350	60,262	60,261	2		75.0%
	237,352	163,289	164,302	(1,014)		-	-	-	-		237,352	163,289	164,302	(1,014)		69.2%

HEALTH

21 HOSPITAL/CEMETERIES - DONATIONS	5,750	5,750	5,750	-					-		5,750	5,750	5,750	-		100.0%
22 CEMETERY OPERATIONS	85,700	-	-	-		-	-	-	-		85,700	-	-	-		0.0%
	91,450	5,750	5,750	-		-	-	-	-		91,450	5,750	5,750	-		6.3%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2022 Budget to Actual Comparison

To June 30, 2022

RECREATION AND CULTURAL

23	REC & CANADA DAY	18,250	18,250	20,328	(2,078)	-	-	5,179	(5,179)	18,250	18,250	25,507	(7,257)	139.8%
24	COMMUNITY CENTER -ARENA	458,630	358,483	328,429	30,054	88,000	53,000	40,529	12,471	546,630	411,483	368,958	42,525	67.5%
25	COMMUNITY CENTER - CONCESSION	1,500	1,125	2,377	(1,252)				-	1,500	1,125	2,377	(1,252)	158.5%
26	INWOOD REC	6,930	6,228	2,339	3,888	35,000	35,000	53,888	(18,888)	41,930	41,228	56,227	(14,999)	134.1%
27	LIBRARY - ALVINSTON	8,495	6,870	4,462	2,408	-	-	-	-	8,495	6,870	4,462	2,408	52.5%
28	LIBRARY - INWOOD	6,685	5,997	3,543	2,454	-	-	-	-	6,685	5,997	3,543	2,454	53.0%
		500,490	396,953	361,479	35,474	123,000	88,000	99,596	(11,596)	623,490	484,953	461,075	23,878	74.0%

PLANNING AND DEVELOPMENT

29	PLANNING & ZONING	35,000	5,250	4,036	1,214				-	35,000	5,250	4,036	1,214	11.5%
30	COMMERCIAL INDUSTRIAL	13,000	6,125	5,741	384	-	-	-	-	13,000	6,125	5,741	384	44.2%
31	POST OFFICE	48,000	36,000	31,670	4,330				-	48,000	36,000	31,670	4,330	66.0%
32	AGRICULTURE & REFORESTATION	38,000	30,250	21,110	9,140				-	38,000	30,250	21,110	9,140	55.6%
33	MUNICIPAL DRAIN LOANS	-	-	-	-				-	-	-	-	-	
34	MUNICIPAL DRAIN WORK	470,000	535,000	533,515	1,485				-	470,000	535,000	533,515	1,485	113.5%
35	TILE DRAIN LOANS	6,000	6,000	5,819	181				-	6,000	6,000	5,819	181	97.0%
		610,000	618,625	601,890	16,735	-	-	-	-	610,000	618,625	601,890	16,735	98.7%

OTHER/RESERVES

36	RESERVES	87,188	87,188	87,188	-				-	87,188	87,188	87,188	-	100.0%
37	RESERVE FUNDS	-	-	-	-				-	-	-	-	-	
		87,188	87,188	87,188	-	-	-	-	-	87,188	87,188	87,188	-	100.0%

TOTAL EXPENDITURES

38	TOTAL EXPENDITURES	4,546,587	3,633,504	3,340,660	292,844	1,341,775	909,000	786,112	122,888	5,888,362	4,542,504	4,126,772	415,732	70.1%
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MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2022 Budget to Actual Comparison

To June 30, 2022

REVENUES

FEES AND CHARGES

39	GENERAL GOVERNMENT	11,200	8,024	10,776	2,752	-	-	-	-	11,200	8,024	10,776	2,752	96.2%
41	PROPERTY INSPECTION & CONTROL	45,500	42,980	45,784	2,804				-	45,500	42,980	45,784	2,804	100.6%
42	TRANSPORTATION	2,500	-	6,936	6,936	-	-	-	-	2,500	-	6,936	6,936	277.4%
43	WASTE COLLECTION & RECYCLYING	-	-	899	899				-	-	-	899	899	0.0%
44	CEMETERY	85,700	-	-	-				-	85,700	-	-	-	0.0%
45	COMMUNITY CENTER - ALVINSTON	155,800	73,725	94,373	20,648				-	155,800	73,725	94,373	20,648	60.6%
46	COMMUNITY CENTER - CONCESSION	2,100	1,425	1,969	544				-	2,100	1,425	1,969	544	93.8%
48	CANADA DAY	13,250	13,250	13,658	408				-	13,250	13,250	13,658	408	103.1%
49	PLANNING FEES	9,500	6,750	9,404	2,654				-	9,500	6,750	9,404	2,654	99.0%
50	HANGING BASKETS/COMMUNITY GROUP	2,860	2,860	2,925	65				-	2,860	2,860	2,925	65	102.3%
51	POST OFFICE	60,000	45,000	37,315	(7,685)				-	60,000	45,000	37,315	(7,685)	62.2%
52	AGRICULTURE & REFORESTATION	5,000	5,000	-	(5,000)				-	5,000	5,000	-	(5,000)	0.0%
53	MUNICIPAL DRAIN BILLINGS	330,000	-	-	-				-	330,000	-	-	-	0.0%
54	TILE DRAIN LOANS	6,000	6,000	5,819	(181)				-	6,000	6,000	5,819	(181)	97.0%
		729,410	205,014	229,857	24,843	-	-	-	-	729,410	205,014	229,857	24,843	31.5%
MUNICIPAL														
55	ALVINSTON FIRE	48,528	48,528	-	(48,528)	75,200	75,200	-	(75,200)	123,728	123,728	-	(123,728)	0.0%
57	COUNTY POLICING & OTHER GRANTS	11,910	11,910	11,910	-	-	-	-	-	11,910	11,910	11,910	-	100.0%
58	DONATIONS	-	-	-	-	-	-	19,450	19,450	-	-	19,450	19,450	0.0%
		60,438	60,438	11,910	(48,528)	75,200	75,200	19,450	(55,750)	135,638	135,638	31,360	(104,278)	23.1%
ONTARIO														
59	OCIF				-	273,665	228,055	228,054	(1)	273,665	228,055	228,054	(1)	83.3%
60	COVID FUNDING	-	-	-	-	28,331	25,166	18,886	(6,279)	28,331	25,166	18,886	(6,279)	66.7%
62	PROVINCIAL - Modernization	-	-	-	-	29,384	29,384	20,569	(8,815)	29,384	29,384	20,569	(8,815)	0.0%
63	PROVINCIAL - ICIP - COVID-19	-	-	-	-	20,000	7,000	4,437	(2,563)	20,000	7,000	4,437	(2,563)	22.2%
64	OMRFA DRAIN SUPERINTENDENT	15,000	-	20	20				-	15,000	-	20	20	0.1%
65	OMAFRA - DRAIN SUBSIDIES	140,000	-	-	-				-	140,000	-	-	-	0.0%
68	OMPF	521,700	391,275	391,275	-				-	521,700	391,275	391,275	-	75.0%
		676,700	391,275	391,295	20	351,380	289,605	271,946	(17,659)	1,028,080	680,880	663,241	(17,638)	64.5%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2022 Budget to Actual Comparison

To June 30, 2022

CANADA

Page 6 of 7

AREA RATINGS

RESERVES/RESERVE FUNDS/FINANCING

TAXATION

TOTAL REVENUES

NET REVENUE OVER EXPENDITURES

	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
CANADA																
70 CANADA - ICIP - COVID-19	-	-	-	-		80,000	28,000	17,746	(10,254)		80,000	28,000	17,746	(10,254)		22.2%
72 FEDERAL CANADA DAY	5,000	5,000	5,250	250					-		5,000	5,000	5,250	250		105.0%
73 FEDERAL CANADA HEALTHY COMMUNITIE	62,188	62,188	67,188	5,000					-		62,188	62,188	67,188	5,000		
	67,188	67,188	72,438	5,250		80,000	28,000	17,746	(10,254)		147,188	95,188	90,184	(5,004)		61.3%
74 LICENCES, PERMITS, RENTS	14,283	10,750	12,548	1,798					-		14,283	10,750	12,548	1,798		87.9%
75 FINES AND PENALTIES	45,000	34,000	31,143	(2,857)					-		45,000	34,000	31,143	(2,857)		69.2%
76 OTHER REVENUES	34,000	22,000	35,992	13,992					-		34,000	22,000	35,992	13,992		105.9%
AREA RATINGS																
77 ALVINSTON AREA RATING	46,832	46,832	47,167	334					-		46,832	46,832	47,167	334		100.7%
78 INWOOD AREA RATING	14,934	14,934	14,434	(500)					-		14,934	14,934	14,434	(500)		96.7%
	61,766	61,766	61,601	(166)		-	-	-	-		61,766	61,766	61,601	(166)		99.7%
RESERVES/RESERVE FUNDS/FINANCING				-												
79 RESERVES	409,150	409,150	210,650	(198,500)		215,000	135,000	135,000	-		624,150	544,150	345,650	(198,500)		55.4%
80 FINANCING -OTHER				-					-		-	-	-	-		
	409,150	409,150	210,650	(198,500)		215,000	135,000	135,000	-		624,150	544,150	345,650	(198,500)		55.4%
TAXATION																
81 GENERAL TAXATION	3,123,847	3,123,850	3,124,346	496					-		3,123,847	3,123,850	3,124,346	496		100.0%
82 ADJUSTMENTS/WRITE-OFFS	(90,000)	(90,000)	(72,270)	17,730					-		(90,000)	(90,000)	(72,270)	17,730		80.3%
83 SUPPLEMENTAL	20,000	20,000	3,643	(16,357)					-		20,000	20,000	3,643	(16,357)		18.2%
84 UTILITY TRANSMISSION	15,000	15,000	18,116	3,116					-		15,000	15,000	18,116	3,116		120.8%
	3,068,847	3,068,850	3,073,834	4,984		-	-	-	-		3,068,847	3,068,850	3,073,834	4,984		100.2%
85 TOTAL REVENUES	5,166,782	4,330,431	4,131,268	(199,163)		721,580	527,805	444,142	(83,662)		5,888,362	4,858,236	4,575,410	(282,826)		77.7%
86 NET REVENUE OVER EXPENDITURES	620,195	696,927	790,607	93,681		(620,195)	(381,196)	(341,970)	39,226		-	315,731	448,638	132,906		

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2022 Budget to Actual Comparison

To June 30, 2022

WATER & SEWER

REVENUE

	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	2022 Total Budget	2022 YTD Budget	2022 YTD Actual	YTD Over/ Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
1	ONTARIO - GRANTS			-		-	-	-	-		-	-	-	-		0.0%
2	FEDERAL - GRANTS			-		-	-	-			-	-	-	-		0.0%
3	LOANS			-		125,000	-	-	-		125,000	-	-	-		100.0%
4	RESERVE FUNDS			-		173,000	26,000	26,000	-		173,000	26,000	26,000	-		0.0%
5	WASTE WATER - ALVINSTON	213,563	141,915	139,654	(2,261)				-		213,563	141,915	139,654	(2,261)		65.4%
6	ALVINSTON OTHER SEWER CHGS	5,840	5,840	5,840	-				-		5,840	5,840	5,840	-		100.0%
7	WASTE WATER - INWOOD	62,152	62,152	60,301	(1,851)				-		62,152	62,152	60,301	(1,851)		97.0%
8	INWOOD SEWER CAPITAL & CONNECTION	61,276	61,276	68,873	7,598				-		61,276	61,276	68,873	7,598		112.4%
9	WATER - ALVINSTON	341,903	231,058	239,756	8,699				-		341,903	231,058	239,756	8,699		70.1%
10	WATER - ALVINSTON - OTHER CHGS	-	-	-	-	-	-	-	-		-	-	-	-		0.0%
TOTAL WATER & SEWER REVENUES						684,733	502,240	514,424	12,185		298,000	26,000	26,000	-		54.99%

EXPENDITURES

11	WASTE WATER - ALVINSTON	168,375	125,193	131,763	(6,570)	180,000	-	-	-	348,375	125,193	131,763	(6,570)	37.8%
12	WASTE WATER - INWOOD	115,122	85,385	82,826	2,559	45,000	-	-	-	160,122	85,385	82,826	2,559	51.7%
13	WATER - ALVINSTON	306,059	237,291	213,858	23,432	73,000	26,000	25,232	768	379,059	263,291	239,091	24,200	63.1%
14	RESERVE FUND	95,178	-	-	-				-	95,178	-	-	-	0.0%
TOTAL WATER & SEWER EXPENDITURES		684,733	447,869	428,447	19,422	298,000	26,000	25,232	768	982,733	473,869	453,679	20,190	46.17%

NET WATER & SEWER EXPENDITURES

-	54,371	85,977	31,607		-	-	768	768	-	54,371	86,745	32,374	
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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - September 2022
Meeting: Council - 13 Oct 2022
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Accounts Payable Listing for September 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 -September 2022](#)

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

11:11AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	003099 SCHOTMAN FARMS LTD.	SEP2022 REFUND ON BUILDING PERMIT	09-14-22	09-14-22	231.94
01-0000-0610	003471 MELISSA TAIT	SEP2022 TAX OVERPAYMENT	09-16-22	09-16-22	407.90
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	AUGUST2022 DEDUCTIONS	09-12-22	09-12-22	18,984.89
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	AUG2022 WSIB PREMIUM	09-12-22	09-12-22	3,099.77
01-0000-2292	000370 MINISTER OF FINANCE -EHT	AUGUST2022 EMPLOYER HEALTH TAX	09-12-22	09-12-22	1,400.93
		Account Total			4,500.70
01-0000-2293	000087 BMO NESBITT BURNS	AUGUST2022 EMPLOYEE RSP	09-12-22	09-12-22	1,637.64
01-0000-2420	000327 RALPH PLAYFOOT	SEP2022 REFUND KEY DEPOSIT	09-12-22	09-12-22	25.00
01-0000-2420	003466 BRAD PAYNE	SEPT2022 DEPOSIT REFUND-WATER TOWER	09-12-22	09-12-22	25.00
		Account Total			50.00
01-0000-2426	000018 CLOVER MART	00005 FOOD BANK PURCHASES	09-14-22	09-14-22	179.04
01-0000-2426	000018 CLOVER MART	0004 FOOD BANK PURCHASES	09-12-22	09-12-22	265.20
01-0000-2426	000185 DON MCGUGAN	SEP2022 FOOD BANK PURCHASES	09-20-22	09-20-22	792.00
		Account Total			1,236.24
		Department Total			27,049.31
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	-425.00
		Department Total			-425.00
GOVERNANCE					
01-0240-7399	002882 LIANA RUSSWURM	SEP2022 BLOG WRITING	09-12-22	09-12-22	750.00
		Department Total			750.00
COUNCIL SUPPORT					
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	75.55

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0241-7360	002387 TOWN OF PETROLIA	0012441 ELECTION ADVERTISING	09-12-22	09-12-22	514.73
01-0241-7360	000279 BMO BANK OF MONTREAL	0502677-2209 ELECTION MATERIALS	09-12-22	09-12-22	92.62
01-0241-7360	003217 MUN OF BROOKE-ALVINSTON - EFT	156694 MAILING-ELECTION/FAIR	09-20-22	09-20-22	213.13
Account Total					820.48
Department Total					896.03

CORPORATE MANAGEMENT

01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2209 PRINTER SUPPLIES	09-12-22	09-12-22	55.59
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2209 OFFICE SUPPLIES	09-12-22	09-12-22	86.93
01-0250-7301	000165 MANLEY'S BASICS	1127535 OFFICE SUPPLIES	09-20-22	09-20-22	5.15
01-0250-7301	000165 MANLEY'S BASICS	1127536 OFFICE SUPPLIES	09-20-22	09-20-22	180.78
01-0250-7301	000100 MCNAUGHTON HOME HARDWARE CENTRE	382082 WATER	09-26-22	09-26-22	3.69
Account Total					332.14
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	61.58
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	153.97
01-0250-7303	003464 FIBERNETICS CORPORATION	583824 PHONE LINES	09-12-22	09-12-22	62.15
Account Total					277.70
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR330124 PHOTOCOPIER MAINTENANCE	09-12-22	09-12-22	129.32
01-0250-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	140983 OFFICE POSTAGE	09-12-22	09-12-22	519.60
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0079420 WATER/SEWER	09-12-22	09-12-22	193.69
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	19975 IT SUPPORT	09-12-22	09-12-22	141.25
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	20104 IT LICENCING & SUPPORT	09-12-22	09-12-22	518.33
Account Total					659.58

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7325	000279 BMO BANK OF MONTREAL	0502677-2209 MFOA CONFERENCE	09-12-22	09-12-22	565.00
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	100995 MATS	09-12-22	09-12-22	38.98
01-0250-7340	002566 TKE ELEVATOR (CANADA) LIMITED	2201573 ELEVATOR REPAIR	09-12-22	09-12-22	1,007.09
Account Total					1,046.07
01-0250-7405	003353 BETTY MCKELLAR	AUGUST2022 OFFICE CLEANING	09-16-22	09-16-22	312.50
01-0250-7430	002214 GERBER ELECTRIC LTD	00026367 ROOF DRAIN	09-12-22	09-12-22	4,049.25
Department Total					8,084.85
<u>FIRE STATION - ALVINSTON</u>					
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2209 TNF CONFERENCE	09-12-22	09-12-22	840.00
01-0411-7150	003246 HARKES INDUSTRIES INC.	445715 SMOKE FLUID FOR TRAINING	09-12-22	09-12-22	271.20
Account Total					1,111.20
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	60.14
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	60.66
Account Total					120.80
01-0411-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	156635 FIRE DEPT MAILOUT-APPLICATIONS	09-20-22	09-20-22	213.13
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAP	0079331 WATER/SEWER	09-12-22	09-12-22	165.24
01-0411-7310	000279 BMO BANK OF MONTREAL	0502677-2209 PRINTER SUPPLIES	09-12-22	09-12-22	182.14
01-0411-7340	002250 CPE SERVICES	21691 WIRING FOR DRYING RACK	09-16-22	09-16-22	747.26
01-0411-7340	003364 R & C CLEANING	AUG2022 FIREHALL CLEANING	09-12-22	09-12-22	140.00
Account Total					887.26
01-0411-7345	003232 CANADIAN IPG CORPORATION	02020559 EQUIPMENT MAINTENANCE	09-16-22	09-16-22	1,409.11
01-0411-7345	000100 MCNAUGHTON HOME HARDWARE CENTRE	378681 EQUIPMENT	09-12-22	09-12-22	621.43

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

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Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7345	000131 BEARCOM CANADA CORP	5428144 EQUIPMENT REPAIR	09-12-22	09-12-22	237.30
Account Total					2,267.84
01-0411-7360	002649 ALLIED MEDICAL	521011 MEDICAL SUPPLIES	09-12-22	09-12-22	504.29
01-0411-7371	002892 SANI GEAR INC.	10763 GEAR CLEANING	09-12-22	09-12-22	502.06
01-0411-7460	002223 COUNTY OF LAMBTON	36425 RADIO DISPATCH	09-16-22	09-16-22	1,769.71
Department Total					7,723.67
POLICE					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2314 MONTHLY POLICING	09-01-22	09-01-22	31,838.00
Department Total					31,838.00
PROTECTIVE INSPECTION & CONTROL					
01-0440-7470	002223 COUNTY OF LAMBTON	36061 BUILDING PERMITS	09-22-22	09-22-22	2,535.00
01-0440-7470	002223 COUNTY OF LAMBTON	36061 BUILDING PERMITS	09-22-22	09-22-22	402.99
01-0440-7470	002223 COUNTY OF LAMBTON	36498 BUILDING PERMITS	09-16-22	09-16-22	3,835.00
01-0440-7470	002223 COUNTY OF LAMBTON	36498 BUILDING PERMITS	09-16-22	09-16-22	441.60
Account Total					7,214.59
01-0440-7472	003467 J.S.G. ANIMAL REMOVAL	21462 ANIMAL CONTROL CONTRACT	09-12-22	09-12-22	452.00
01-0440-7476	002223 COUNTY OF LAMBTON	36499 PROPERTY STANDARDS	09-16-22	09-16-22	585.00
01-0440-7476	002223 COUNTY OF LAMBTON	36499 PROPERTY STANDARDS	09-16-22	09-16-22	128.40
Account Total					713.40
Department Total					8,379.99
RP - PATCHING COLD/HOT MIX					
01-0501-7301	002812 INNOVATIVE SURFACE SOLUTIONS	INV59565 COLD MIX	09-12-22	09-12-22	6,133.44
Department Total					6,133.44
RT&M - LINE PAINTING					

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

11:11AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0546-7401	002223 COUNTY OF LAMBTON	36478 LINE PAINTING	09-26-22	09-26-22	12,190.49
Department Total					12,190.49
RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0416787-0676-7 BIN RENTAL	09-12-22	09-12-22	172.07
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0417992-0676-2 BIN RENTAL	09-29-22	09-29-22	176.01
Account Total					348.08
Department Total					348.08
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0922 HYDRO	09-12-22	09-12-22	21.39
Department Total					21.39
OVERHEAD					
01-0560-7125	000279 BMO BANK OF MONTREAL	0502677-2209 AGO-CLOTHING	09-12-22	09-12-22	889.69
01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	100991 COVERALLS	09-12-22	09-12-22	126.28
01-0560-7125	002396 FASTENAL CANADA	ONST188327 SAFETY GLASS	09-12-22	09-12-22	16.68
Account Total					1,032.65
01-0560-7301	000165 MANLEY'S BASICS	1126837 OFFICE SUPPLIES	09-12-22	09-12-22	254.08
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	134.09
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	120.27
Account Total					254.36
01-0560-7304	003140 ACCESS FASTENERS & SUPPLY LTD	0000133999 BOLTS	09-26-22	09-26-22	2,504.67
01-0560-7304	003140 ACCESS FASTENERS & SUPPLY LTD	0000134000 NUTS	09-26-22	09-26-22	271.18
01-0560-7304	003136 NAPA GLENCOE	130-509079 OIL, WW FLUID	09-12-22	09-12-22	176.90
01-0560-7304	000076 LINDE CANADA INC.	30880621 LEASE	09-26-22	09-26-22	341.83
01-0560-7304	003389 CERTIFIED LABORATORIES	807090 GREASE	09-26-22	09-26-22	653.87
Account Total					3,948.45

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7305	000279 BMO BANK OF MONTREAL	0502677-2209 CVOR	09-12-22	09-12-22	56.00
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0079512 WATER	09-12-22	09-12-22	94.86
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0822 HYDRO	09-12-22	09-12-22	35.89
Account Total					130.75
01-0560-7310	000131 BEARCOM CANADA CORP	5430326 GPS	09-26-22	09-26-22	274.59
01-0560-7340	000279 BMO BANK OF MONTREAL	0502677-2209 UNITED RENTALS-SCISSORLIFT	09-12-22	09-12-22	81.97
01-0560-7340	000112 NUTECH PEST SERVICES	10858 PEST CONTROL	09-29-22	09-29-22	47.46
Account Total					129.43
01-0560-7341	000132 A-1 SECURITY SYSTEMS	168002 MONITORING	09-26-22	09-26-22	568.84
01-0560-7405	003353 BETTY MCKELLAR	AUGUST2022 OFFICE CLEANING	09-16-22	09-16-22	250.00
Department Total					6,899.15
11 INTERNATIONAL					
01-0603-7372	000179 LAS	MGBP000002472 TIRES	09-12-22	09-12-22	2,090.68
Department Total					2,090.68
WATER TANK & TRAILER					
01-0623-7372	003348 CAN GROW CROP SOLUTIONS	163782 VALVE	09-12-22	09-12-22	132.33
Department Total					132.33
DEERE TRACTOR LOADER					
01-0630-7372	000136 PODOLINSKY EQUIPMENT LTD	284151 PART RETURN	09-12-22	09-12-22	-274.91
Department Total					-274.91
CAT BACKHOE					
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071411977 FUEL CAP	09-26-22	09-26-22	83.10
Department Total					83.10
SMALL ENGINE EQUIPMENT					

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

11:11AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0634-7372	003023 MB POWER	SEP2022 WEED EATER REPAIR	09-26-22	09-26-22	163.07
Department Total					163.07
BUSHOG					
01-0635-7372	003342 MELBOURNE FARM EQUIPMENT INC.	00100472 WHEEL	09-26-22	09-26-22	443.53
Department Total					443.53
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0922 HYDRO	09-12-22	09-12-22	583.24
Department Total					583.24
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	149.28
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000237993 SLUDGE REMOVAL	09-12-22	09-12-22	388.72
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000238221 SLUDGE REMOVAL	09-12-22	09-12-22	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000239125 SLUDGE REMOVAL	09-26-22	09-26-22	437.31
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000239389 SLUDGE REMOVAL	09-26-22	09-26-22	388.72
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	93409903 ALUMINUM SULPHATE	09-26-22	09-26-22	2,638.83
Account Total					4,290.89
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000024364 OPERATIONS CONTRACT	09-12-22	09-12-22	9,354.39
Department Total					13,794.56
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	49.76
Department Total					49.76
WATERWORKS SYSTEM					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	49.76
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-0822 HYDRO	09-12-22	09-12-22	56.16

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000024364 OPERATIONS CONTRACT	09-12-22	09-12-22	8,337.11
Department Total					8,443.03
WASTE COLLECTION					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	26517 SEPT WASTE COLLECTION	09-22-22	09-22-22	6,603.68
Department Total					6,603.68
ALVINSTON COMMUNITY CENTRE					
01-1635-7125	000279 BMO BANK OF MONTREAL	0502677-2209 AGO-CLOTHING	09-12-22	09-12-22	604.14
01-1635-7125	002396 FASTENAL CANADA	ONST188327 SAFETY GLASS	09-12-22	09-12-22	16.68
Account Total					620.82
01-1635-7150	000279 BMO BANK OF MONTREAL	0502677-2209 HOTEL-TRAINING	09-12-22	09-12-22	663.06
01-1635-7150	000279 BMO BANK OF MONTREAL	0502677-2209 ORFA TRAINING	09-12-22	09-12-22	1,305.15
Account Total					1,968.21
01-1635-7301	000092 SPECIALTY RUBBER STAMPS	4806 OFFICE SUPPLIES	09-26-22	09-26-22	110.73
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	85.04
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0922 PHONE & INTERNET SERVICE	09-14-22	09-14-22	77.54
01-1635-7303	003464 FIBERNETICS CORPORATION	583824 PHONE LINES	09-12-22	09-12-22	33.84
Account Total					196.42
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAP	0079493 WATER/SEWER	09-12-22	09-12-22	526.12
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAP	0079494 WATER/SEWER	09-12-22	09-12-22	246.38
Account Total					772.50
01-1635-7330	002481 JET ICE LIMITED	119754 ICE PAINT & LOGOS	09-28-22	09-28-22	1,708.19
01-1635-7340	002214 GERBER ELECTRIC LTD	00026350 BATTERIES	09-28-22	09-28-22	72.77
01-1635-7340	000112 NUTECH PEST SERVICES	10857 PEST CONTROL	09-29-22	09-29-22	47.46

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	11096 GARBAGE PICK UP-DUMPSTER	09-28-22	09-28-22	295.00
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	580291 CLEANING SUPPLIES	09-28-22	09-28-22	1,021.98
01-1635-7340	000362 STATE CHEMICAL LTD	902602407 URINAL PUCKS	09-28-22	09-28-22	277.98
Account Total					1,715.19
01-1635-7372	000136 PODOLINSKY EQUIPMENT LTD	291951 WEED EATER HANDLE	09-12-22	09-12-22	37.29
01-1635-7372	000177 NELLA CUTLERY	IN2424382 OLYMPIA BLADES	09-28-22	09-28-22	33.90
01-1635-7372	003210 SOUTHPOINT EQUIPMENT/CL BENNINGER EC	IR20637 BOLTS	09-28-22	09-28-22	39.76
Account Total					110.95
01-1635-7381	000082 THE PEPSI BOTTLING GROUP (CANADA)	17659460 POP	09-12-22	09-12-22	309.85
01-1635-7383	002841 KERN WATER SYSTEMS INC.	150074 ICE	09-28-22	09-28-22	27.50
01-1635-7383	002841 KERN WATER SYSTEMS INC.	150871 ICE	09-28-22	09-28-22	112.50
Account Total					140.00
Department Total					7,652.86
CONCESSION / BOOTH & VENDING					
01-1637-7382	000082 THE PEPSI BOTTLING GROUP (CANADA)	17659460 POP	09-12-22	09-12-22	127.13
01-1637-7382	003411 HOWIES HOCKEY	INV130112 PUCKS, HELMET KIT, WATER BOTTL	09-28-22	09-28-22	2,158.47
Account Total					2,285.60
Department Total					2,285.60
ALVINSTON LIBRARY					
01-1641-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0079426 WATER/SEWER	09-12-22	09-12-22	165.24
01-1641-7340	003364 R & C CLEANING	AUG-2022 LIBRARY CLEANING	09-12-22	09-12-22	700.00
Department Total					865.24
PLANNING & ZONING					
01-1810-1046	003472 WYATT KEUTSCH	SEP2022 REFUND OF SEVERANCE APP	09-26-22	09-26-22	800.00
Department Total					800.00

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

11:11AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
AGRICULTURE & REFORESTATION					
01-1840-7399	003469 DALE ELLIOT	00542 PLOWING MATCH TROPHY	09-12-22	09-12-22	35.00
01-1840-7455	000113 R DOBBIN ENGINEERING INC	173.22 DRAINAGE SUPERINTENDENT	09-14-22	09-14-22	1,408.55
		Department Total			1,443.55
TILE DRAINAGE					
01-1850-7210	000279 BMO BANK OF MONTREAL	0502677-2209 DEBENTURE 2016-02	09-12-22	09-12-22	1,524.67
01-1850-7710	000279 BMO BANK OF MONTREAL	0502677-2209 DEBENTURE 2016-02	09-12-22	09-12-22	4,507.87
		Department Total			6,032.54
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	36308 3RD QUARTER LEVY	09-16-22	09-16-22	465,144.00
		Department Total			465,144.00
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	SEP2022 3RD QUARTER INSTALLMENT	09-16-22	09-16-22	211,838.00
		Department Total			211,838.00
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	SEP2022 3RD QUARTER INSTALLMENT	09-16-22	09-16-22	1,530.00
		Department Total			1,530.00
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	SEP2022 3RD QUARTER INSTALLMENT	09-16-22	09-16-22	54,969.06
		Department Total			54,969.06
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	SEP2022 3RD QUARTER INSTALLMENT	09-16-22	09-16-22	6,775.00
		Department Total			6,775.00
ASSETS & LIABILITIES					
20-0000-0865	003473 RICK MCPHAIL FARMS LTD.	SEP2022 TILE LOAN 2022-10	09-26-22	09-26-22	40,200.00
		Department Total			40,200.00

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

11:11AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
BROOKE FIRE - ALVINSTON STATION					
20-0411-8030	003470 SAFETEK EMERGENCY VEHICLES LTD.	INV011079 PROGRESS PAYMENT	09-12-22	09-12-22	355,360.14
Department Total					355,360.14
GIS MAPPING & ASSET MGMT					
20-0505-7401	003420 PSD CITYWIDE INC.	17465 GIS SERVICES	09-22-22	09-22-22	6,102.00
20-0505-7401	003420 PSD CITYWIDE INC.	17852 AM & GIS IMPELMANTATION	09-28-22	09-28-22	2,440.80
Account Total					8,542.80
Department Total					8,542.80
LASALLE WEST REPAIRS					
20-0511-7301	000152 MCKENZIE & HENDERSON LTD.	000040116 GRAVEL	09-26-22	09-26-22	44,040.73
20-0511-7301	000152 MCKENZIE & HENDERSON LTD.	000040119 GRAVEL	09-26-22	09-26-22	23,527.11
20-0511-7301	000152 MCKENZIE & HENDERSON LTD.	000040115 GRAVEL	09-26-22	09-26-22	44,720.33
20-0511-7301	000152 MCKENZIE & HENDERSON LTD.	000040117 GRAVEL	09-26-22	09-26-22	43,260.29
20-0511-7301	000152 MCKENZIE & HENDERSON LTD.	000040118 GRAVEL	09-26-22	09-26-22	41,916.73
20-0511-7301	002463 DEN-MAR BRINES LIMITED	D0319387 DUST FIGHTER	09-26-22	09-26-22	2,084.99
Account Total					199,550.18
Department Total					199,550.18
SIDEWALKS					
20-0552-7301	003474 FOREST AGRI SERVICES	26417 GRASS SEED	09-26-22	09-26-22	254.25
20-0552-7301	000150 MELLIS CONSTRUCTION LTD	797376 SIDEWALK	09-29-22	09-29-22	16,780.50
Account Total					17,034.75
Department Total					17,034.75
ALVINSTON PARKS					
20-1620-7405	003468 STRATHROY MONUMENTS LTD.	27753 CENOTAPH PLAQUE	09-12-22	09-12-22	565.00
Department Total					565.00
COMMUNITY CENTRE					

2022.08.26 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

10-03-22

11:11AM

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
20-1635-8014	003275 STRATHROY WELDING & REPAIRS	343362 HEADER	09-12-22	09-12-22	17,628.00
Department Total					17,628.00
INWOOD RECREATION					
20-1639-8012	003071 COPE CONSTRUCTION AND CONTRACTING II	00000008 ASPHALT	09-12-22	09-12-22	18,362.50
Department Total					18,362.50
MUNICIPAL DRAINS - CONSTRUCTION					
20-2800-7401	000113 R DOBBIN ENGINEERING INC	170.22 BOURNE DRAIN	09-12-22	09-12-22	1,145.54
20-2800-7401	000286 ROBINSON FARM DRAINAGE LTD.	4129 STEADMAN DRAIN	09-12-22	09-12-22	180,221.89
20-2800-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	765 EDGAR DRAIN NO. 1 & BRANCH HB	09-20-22	09-20-22	2,508.65
20-2800-7401	002840 JLH EXCAVATING INC.	E12508 10% HOLDBACK	09-20-22	09-20-22	3,995.68
Account Total					187,871.76
Department Total					187,871.76
MUNICIPAL DRAINS - MAINTENANCE					
20-2900-7401	002823 KT EXCAVATING	INV-0395 COOK DRAIN	09-20-22	09-20-22	853.15
Account Total					853.15
Department Total					853.15
Total Paid Invoices					1,747,283.22
Total Unpaid Invoices					22.38
Total Invoices					1,747,305.60

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

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

01-0000	ASSETS & LIABILITIES	27,049.31
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	750.00
01-0241	COUNCIL SUPPORT	896.03
01-0250	CORPORATE MANAGEMENT	8,084.85
01-0411	FIRE STATION - ALVINSTON	7,723.67
01-0420	POLICE	31,838.00
01-0440	PROTECTIVE INSPECTION & CONTROL	8,379.99
01-0501	RP - PATCHING COLD/HOT MIX	6,133.44
01-0546	RT&M - LINE PAINTING	12,190.49
01-0549	RT&M - LITTER/GARBAGE PICKUP	348.08
01-0551	RT&M - INTERSECTION LIGHTING	21.39
01-0560	OVERHEAD	6,899.15
01-0603	11 INTERNATIONAL	2,090.68
01-0623	WATER TANK & TRAILER	132.33
01-0630	DEERE TRACTOR LOADER	-274.91
01-0631	CAT BACKHOE	83.10
01-0634	SMALL ENGINE EQUIPMENT	163.07
01-0635	BUSHOG	443.53
01-0752	STREET LIGHTING - INWOOD	583.24
01-0810	SANITARY SEWER SYSTEM	13,794.56
01-0811	INWOOD SEWER SYSTEM	49.76
01-0830	WATERWORKS SYSTEM	8,443.03
01-0840	WASTE COLLECTION	6,603.68
01-1635	ALVINSTON COMMUNITY CENTRE	7,652.86
01-1637	CONCESSION / BOOTH & VENDING	2,285.60
01-1641	ALVINSTON LIBRARY	865.24
01-1810	PLANNING & ZONING	800.00
01-1840	AGRICULTURE & REFORESTATION	1,443.55
01-1850	TILE DRAINAGE	6,032.54
01-9400	COUNTY OF LAMBTON TAXATION	465,144.00
01-9500	EDUCATION ENGLISH PUBLIC	211,838.00
01-9510	EDUCATION FRENCH PUBLIC	1,530.00
01-9520	EDUCATION ENGLISH SEPARATE	54,969.06
01-9530	EDUCATION FRENCH SEPARATE	6,775.00
20-0000	ASSETS & LIABILITIES	40,200.00
20-0411	BROOKE FIRE - ALVINSTON STATION	355,360.14
20-0505	GIS MAPPING & ASSET MGMT	8,542.80
20-0511	LASALLE WEST REPAIRS	199,550.18
20-0552	SIDEWALKS	17,034.75
20-1620	ALVINSTON PARKS	565.00
20-1635	COMMUNITY CENTRE	17,628.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09-01-22 to 09-30-22 Paid Invoices Cheque Date 09-01-22 to 09-30-22

Account	Vendor		Invoice Number	Invoice	Entry	Item Amount
	Number	Name	Item Description	Date	Date	
			20-1639 INWOOD RECREATION			18,362.50
			20-2800 MUNICIPAL DRAINS - CONSTRUCTION			187,871.76
			20-2900 MUNICIPAL DRAINS - MAINTENANCE			853.15
Report Total						1,747,305.60



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Employee Group Insurance Plan
Meeting: Council - 13 Oct 2022
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council approve the change in Group Insurance providers from Sunlife to Green Shield effective January 1, 2023.

Background:

Employer Group insurance Plans are part of the compensation package that employers offer to attract and maintain their employees. The Municipality has had a competitive group insurance plan for years. While we have been with the Sunlife plan for many years, we have seen significant increases in the rates in recent years. We were made aware of a group plan that several other area municipalities in Lambton County are part of - the "LAMP" (Lambton Area Municipal Partnership) plan administered by Green Shield.

Comments:

Our current Sunlife plan provides Life, Short and Long-term Disability, Extended Health and Dental Coverages. The LAMP/Green Shield plan provides the same coverage as our current plan at a savings of approximately \$4,200 per year. The LAMP/Green Shield plan also allows us to increase Life and Long-term Disability coverages without having to obtain medicals. Also, the LAMP/Green Shield plan offers a lower stop loss limit (\$15k vs 20k) which would reduce our exposure in the event of a high claim.

Relationship to Strategic Plan:

Maintaining a comprehensive/competitive benefit package helps to attract/retain employees.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Proposed Amendment to Enniskillen Fire Agreement
Meeting: Council - 13 Oct 2022
Department: Fire Department
Staff Contact: Steve Knight, Fire Chief

Recommendation:

That the Fire Chief be authorized to discuss a formal amendment to the by-law for additional coverage in the Inwood / Enniskillen areas.

Background:

Oil Springs Fire Chief Al Charleton requested a small boundary change in the current automatic aid agreement to better serve the residents in a portion of the Inwood / Enniskillen area that both departments serve. The current agreement in place ends in December 2028 and the adjustments would serve as an addendum to the agreement.

Comments:

Should Council be in favour of this reciprocal agreement, I can advise the Oil Springs Chief and we will present an amendment to the current by-law for consideration.

Financial Considerations:

The budget would not be affected with this amendment

Relationship to Strategic Plan:

Working effectively with our neighbours to provide the best fire protection.