



AGENDA

Council Meeting

4:30 PM - Thursday, March 23, 2023
BAICCC - Upper Hall

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1. CALL TO ORDER	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. MINUTES	
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- 8.1. Copy of By-law passed at March 9th meeting - Agreement with VanderWal
[By-law 15 of 2023 - Vanderwal Agreement](#)

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9. NEW BUSINESS

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

- 12.1. Confirming By-law

13. ADJOURNMENT



MINUTES

Council Meeting

4:30 PM - Thursday, March 9, 2023
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, March 9, 2023, at 4:30 PM, in the Municipal Office, with the following members present:

Council Present: Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Craig Sanders, Councillor Don McCabe, and Councillor Jenny Redick

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Fire Chief Steve Knight, Public Works Superintendent Jamie Butler, and Parks and Recreation Manager Kevin Miller

Regrets:

1 CALL TO ORDER

The Mayor called the meeting to order at 4:30 p.m..

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of February 23, 2023

RESOLUTION-2023-088

Deputy Mayor Frank Nemcek made a motion that the minutes of February 23, 2023 be approved as presented without error or omissions. Councillor Craig Sanders seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

Councillor Redick inquired which days during Large Item Week would be scheduled for later in the day. She was advised Tuesday and Thursday. A flyer will be sent out closer to the date.

Councillor Nemcek questioned if the Southwest Middlesex Olympia was returned as per their request. He was advised it was immediately returned upon request and that Administration has left messages to discuss the arrangement and to thank them for the temporary use.

5 DELEGATIONS & TIMED EVENTS

a) **Lambton Group Police Services Board -info/training session**

Inspector Avery, Chair Greg Nemcek, Secretary Mandi Pearson were present and represented the LGPSB.

The group presented to Council the LGPSB structure, rolls & responsibilities, population & coverage area, municipal shares and contracts.

b) **Fire Chief's Review of BFR Coverage Areas and operations**

The Fire Chief provided to Council a general overview of the composition of Brooke Fire Rescue and in particular legislation that guides BFR operations, current by-laws in place with the surrounding municipalities for coverage and included a map outlining the area in the former Euphemia Township that the Inwood Station had covered and is now covered by the Dawn-Euphemia station.

6 CORRESPONDENCE

a) Municipal Information

RESOLUTION-2023-089

Councillor Craig Sanders made a motion that the correspondence included in the agenda and circulated to Council be received and filed. Councillor Jenny Redick seconded the motion.

Carried

b) Correspondence Requiring Action -Twp. of Ashfield-Colborne-Wawanosh

RESOLUTION-2023-090

Councillor Don McCabe made a motion that the request from the Township of Ashfield-Colborne-Wawanosh regarding the future accuracy of the permanent register of electors be received and filed. Councillor Jenny Redick seconded the motion.

Carried

c) Correspondence Requiring Action - Niagara Region

RESOLUTION-2023-091

Councillor Don McCabe made a motion that the request from the Niagara Region respecting declarations of Emergency for Homelessness, Mental Health and Opioid Addiction receive support. Councillor Jenny Redick seconded the motion.

Carried

d) Correspondence Requiring action -Town of Grimsby

RESOLUTION-2023-092

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston support the Town of Grimsby in supporting women in politics and their right to participate in a political environment. Deputy Mayor Frank Nemcek seconded the motion.

Carried

e) Correspondence Requiring Action - Town of Grimsby

RESOLUTION-2023-093

Councillor Jenny Redick made a motion that Council receive and file the request from the Town of Grimsby regarding changes to the Municipal Heritage Register. Deputy Mayor Frank Nemcek seconded the motion.

Carried

7 STAFF REPORTS

a) **Treasurer's Report:** Fees Review and By-law

RESOLUTION-2023-094

Councillor Craig Sanders made a motion that Council make the following adjustments to the presented fee schedule: chip truck renamed food truck,

addition of a stag & doe damage deposit of \$500 and that the amended schedule(s) be presented at the next regular session of Council. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- b) **Treasurer's Report:** Accounts Payable Listing - February 2023

RESOLUTION-2023-095

Councillor Jenny Redick made a motion that Council receive and file the Accounts Payable Listing for February 2023. Councillor Don McCabe seconded the motion.

Carried

- c) **Clerk Administrator's Report:** Request for a Drain Abandonment

RESOLUTION-2023-096

Councillor Craig Sanders made a motion that Council receive the request to abandon the Edgar Branch Drain Extension and instruct the Drainage Superintendent to determine if the abandonment is valid; and that Council send notice of the intent to abandon the drain to all property owners in the drain. Councillor Jenny Redick seconded the motion.

Carried

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

RESOLUTION-2023-097

Deputy Mayor Frank Nemcek made a motion that the tender received from JLH Excavating for work on the 15-16 Sideroad Drain, Wallis Drain and Lightfoot-Oke Drain in the amount of \$67,316.13 (including HST) be accepted. Councillor Craig Sanders seconded the motion.

Carried

- e) **Clerk Administrator's Report:** 2023 Road Race

RESOLUTION-2023-098

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston has no objections to the temporary road closure of Nauvoo Road between Alvinston and Watford and the temporary closure of Churchill Line from Donnelly Road to Nauvoo Road and White Pine Road on Monday, May 22, 2023 for the Watford-Alvinston Optimist Road Race and that Churchill Line to Ebenezer Road be used as the detour route during the road race. Councillor Craig Sanders seconded the motion.

Carried

- f) **Clerk Administrator's Report:** Meeting Time Adjustment - April 13, 2023

RESOLUTION-2023-099

Councillor Jenny Redick made a motion that the April 13, 2023 regular Council meeting time be adjusted to 3:30 p.m.. Deputy Mayor Frank Nemcek seconded the motion.

Carried

8 BY-LAWS

- a) By-law 13 of 2023 - Amending IC By-law

RESOLUTION-2023-100

Councillor Jenny Redick made a motion that By-law 13 of 2023 be read a first, second and third time and finally passed this 9th day of March 2023. Councillor Don McCabe seconded the motion.

Carried

- b) By-law 14 of 2023 - Authorizing agreement with OCWA

RESOLUTION-2023-101

Deputy Mayor Frank Nemcek made a motion that By-law 14 of 2023 be read a first, second and third time and finally passed this 9th day of March 2023. Councillor Jenny Redick seconded the motion.

Carried

9 NEW BUSINESS

- a) Public Works Superintendent: Verbal Review of winter patrol operations

With questions received on patrol operations, the Public Works Superintendent provided another outline of the operations of the Public Works Department.

Councillor Redick asked when the arena parking lots get ploughed as it was not thoroughly done on Saturday morning; she was advised a pass is done and once roads are completed, the parking lots are done.

- b) Councillor Redick inquired about the costing for an improved sound system at the arena. The company is unavailable to provide a quote until March 15th
- c) Councillor Redick inquired about the cost and placement of netting on the east side of the arena. She was advised it was not listed in the budget. Staff will prepare a report for consideration.
- d) Councillor McCabe noted Lambton Farm Safety will be petitioning for 911 signs on all vacant farms.

10 CLOSED SESSION

- a) Section 239 (2)(b) Personal matter about an identifiable individual including employees
Section 239 (2)(e) Litigation or potential litigation matter

RESOLUTION-2023-102

Councillor Jenny Redick made a motion that Council move into a closed session meeting. Councillor Don McCabe seconded the motion.

Carried

11 RISE AND REPORT

The Clerk Administrator provided the rise and report. She reported that a closed session was held to discuss personal matters about an identifiable individual including employees. Council selected the Senior of the Year from nominations received and directed staff to present the by-law between John & Mary Vanderwal and the Municipality in open session for Council consideration.

- a) By-law to authorize the execution of an agreement between John & Mary Vanderwal and the Municipality of Brooke-Alvinston

Councillors McCabe and Sanders declared a Conflict of Interest as they are members of the Committee of Adjustment and did not participate in the vote.

RESOLUTION-2023-103

Councillor Jenny Redick made a motion that By-law 15 of 2023 be read a first, second and third time and finally passed this 9th day of March and that a copy of the by-law be included in the March 23rd meeting for transparency purposes. Deputy Mayor Frank Nemcek seconded the motion.

Carried

12 BY-LAW CONFIRMING PROCEEDINGS

a) Confirming By-law

RESOLUTION-2023-104

Councillor Jenny Redick made a motion that the confirming by-law be read a first, second and third time and finally passed this 9th day of March 2023. Deputy Mayor Frank Nemcek seconded the motion.

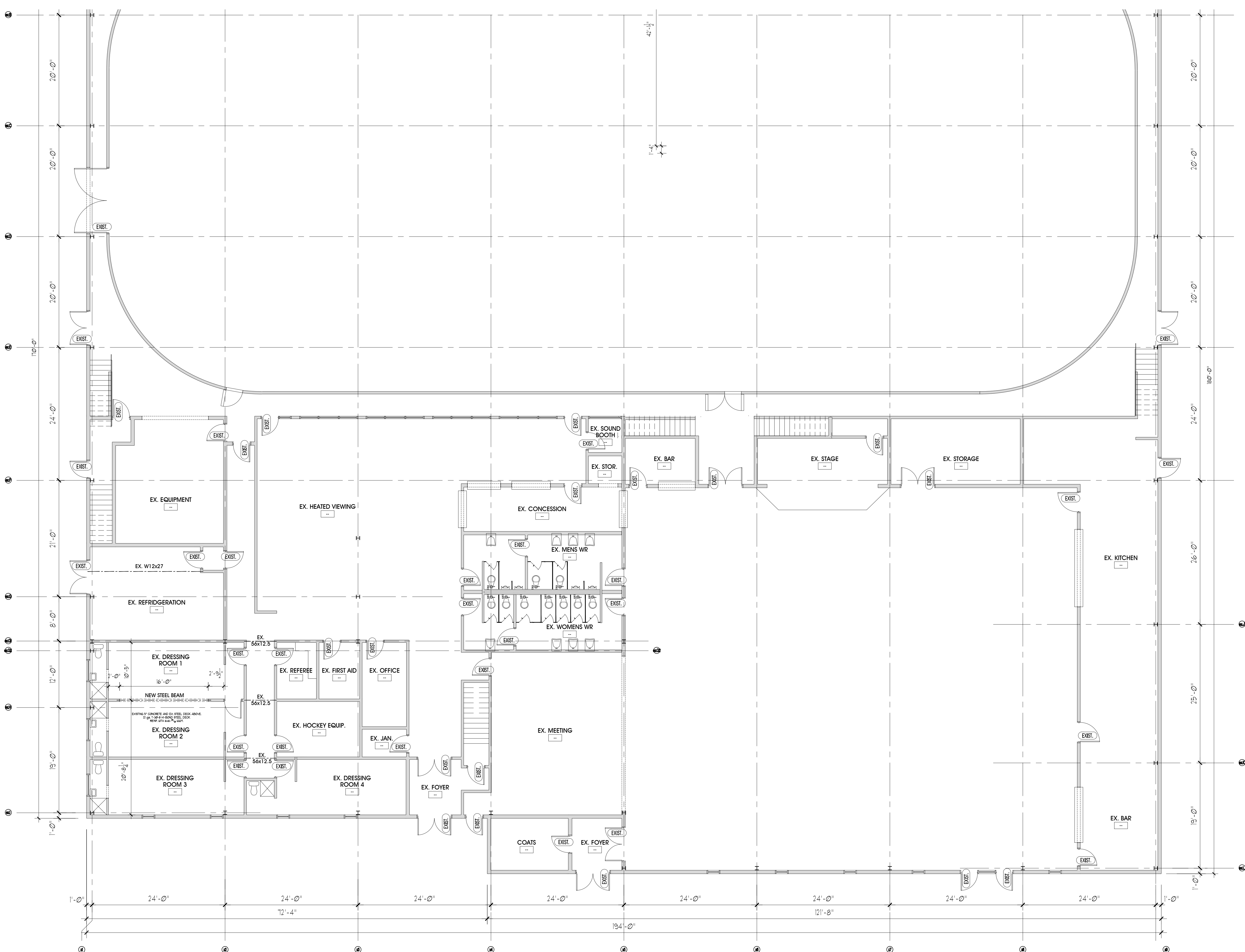
Carried

13 ADJOURNMENT

Councillor McCabe made a motion to adjourn the meeting at 6:15 p.m..

Clerk-Administrator

Mayor



PROPOSED CONCEPT PLAN - NEW OPENING

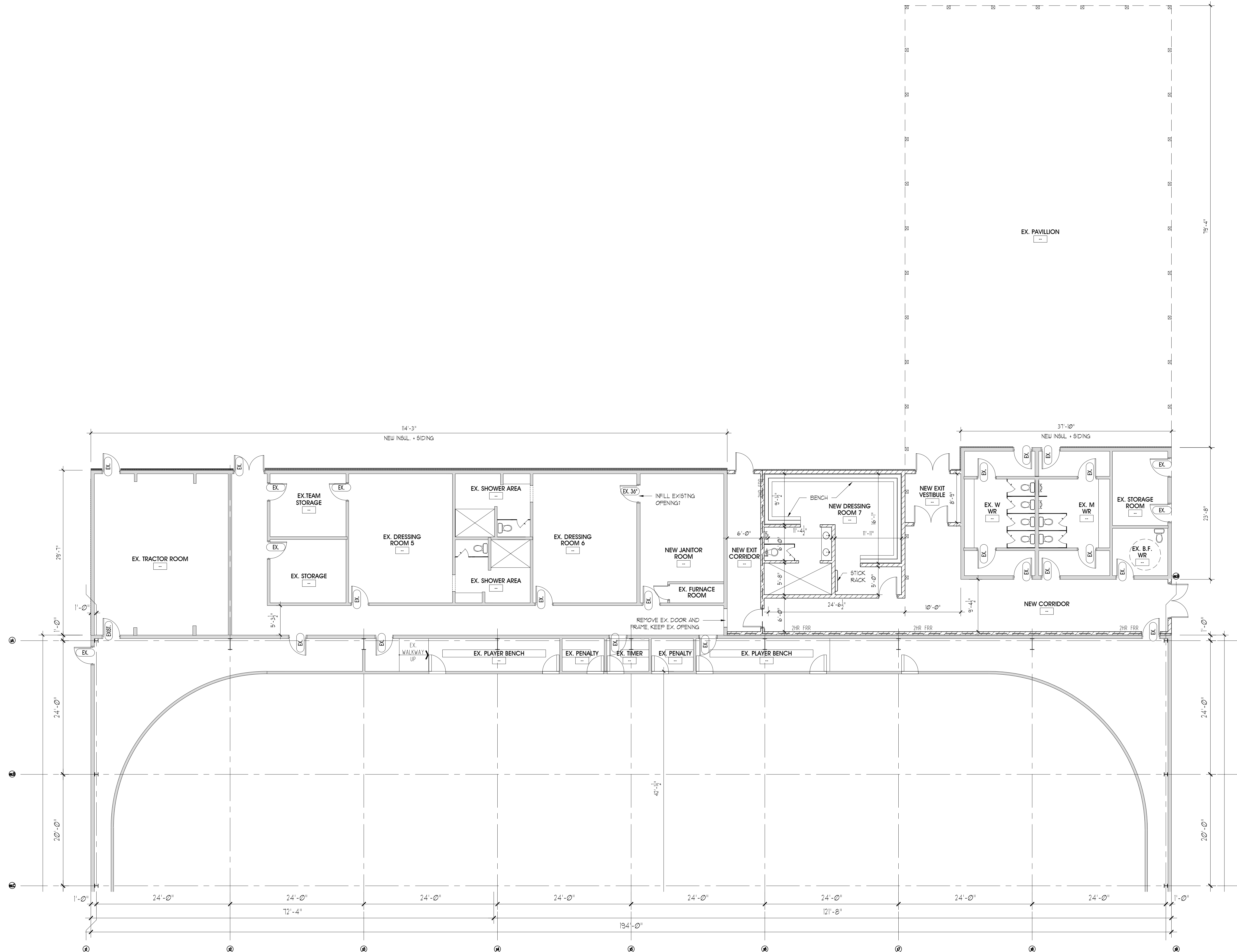
BROOKE-ALVINSTON ARENA - PHASE 1

3310 WALNUT STREET, ALVINSTON, ON.

JOB # 222226



JAN.16/2023



PROPOSED CONCEPT PLAN AT PAVILION

SCALE: 1/8" = 1'-0"

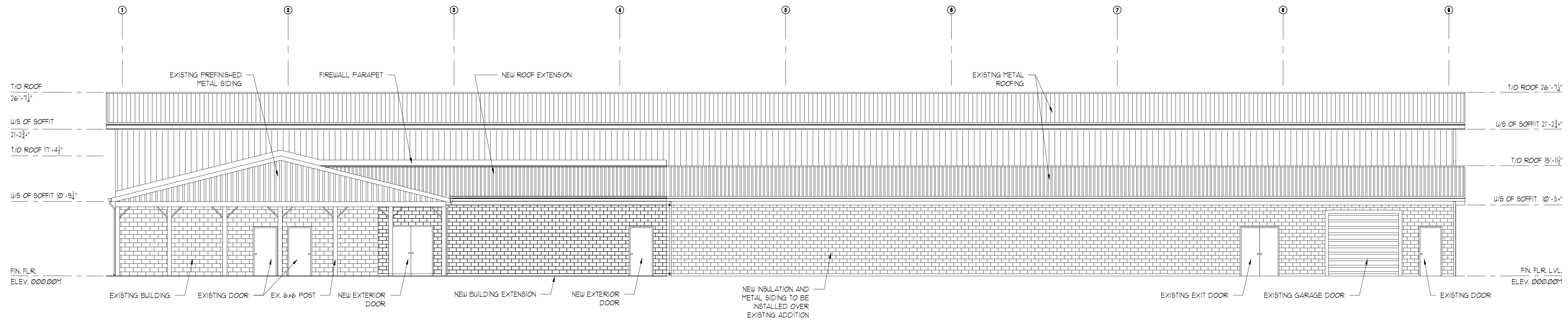
BROOKE-ALVINSTON ARENA - PHASE 1

3310 WALNUT STREET, ALVINSTON, ON.

JOB # 222226

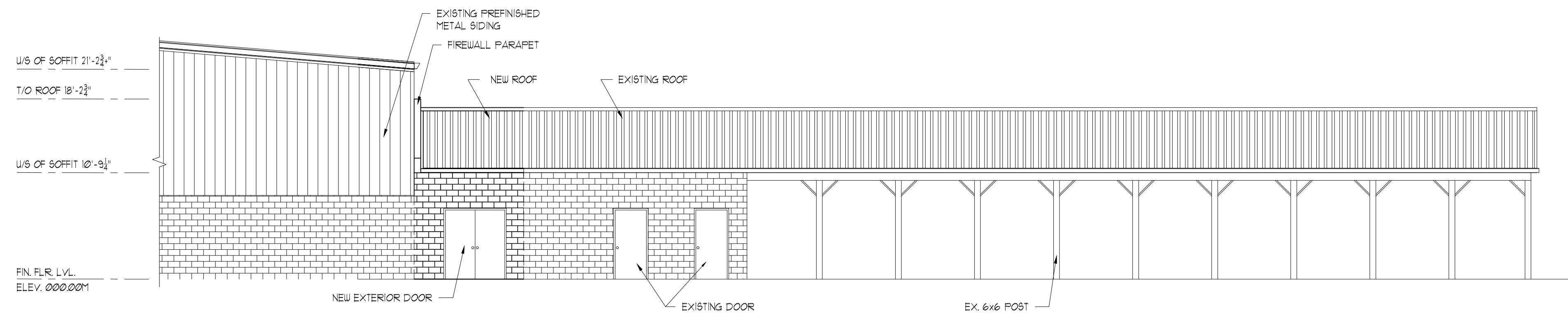
SPRIET ASSOCIATES
architects - engineers

JAN.16/2023



NORTH (REAR) ELEVATION

SCALE: 1/8" = 1'-0"



EAST (SIDE) PARTIAL ELEVATION

SCALE: 1/8" = 1'-0"

PROPOSED CONCEPT ELEVATIONS

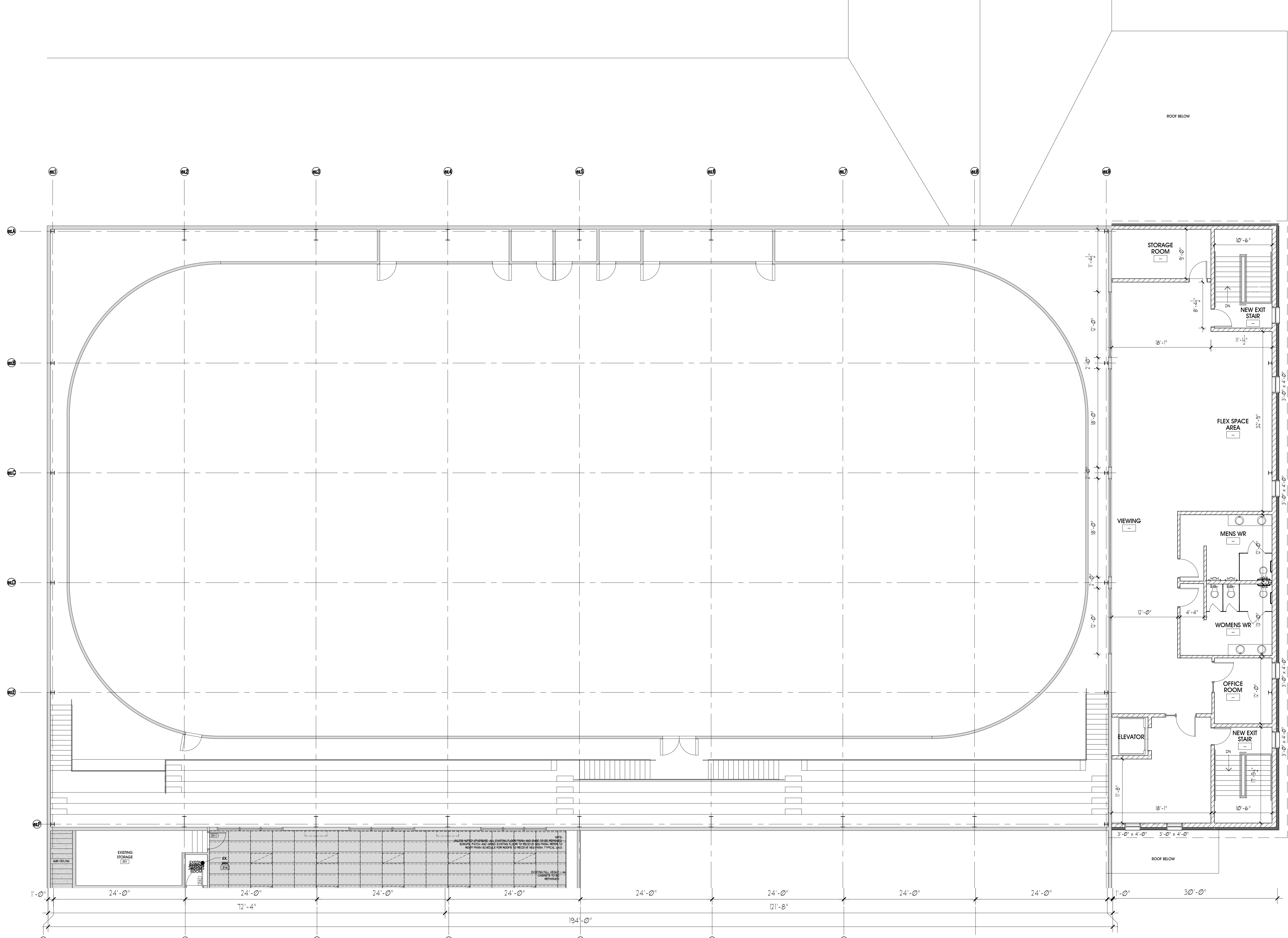
BROOKE-ALVINSTON ARENA - PHASE 1

3310 WALNUT STREET, ALVINSTON, ON.

JOB # 222226

SPRIET ASSOCIATES
architects - engineers

JAN.16/2023



PROPOSED CONCEPT PLAN - PARTIAL SECOND FLOOR

SCALE: 1/8" = 1'-0"

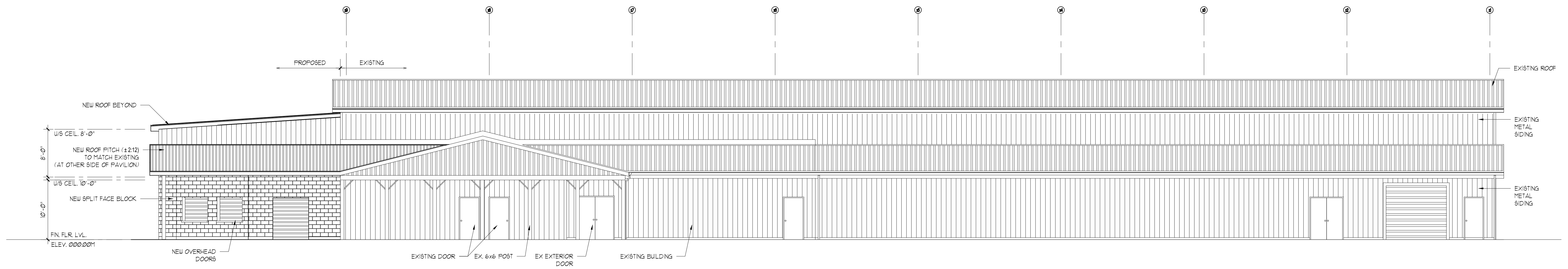
BROOKE-ALVINSTON ARENA - PHASE 2

3310 WALNUT STREET, ALVINSTON, ON.

JOB # 222226

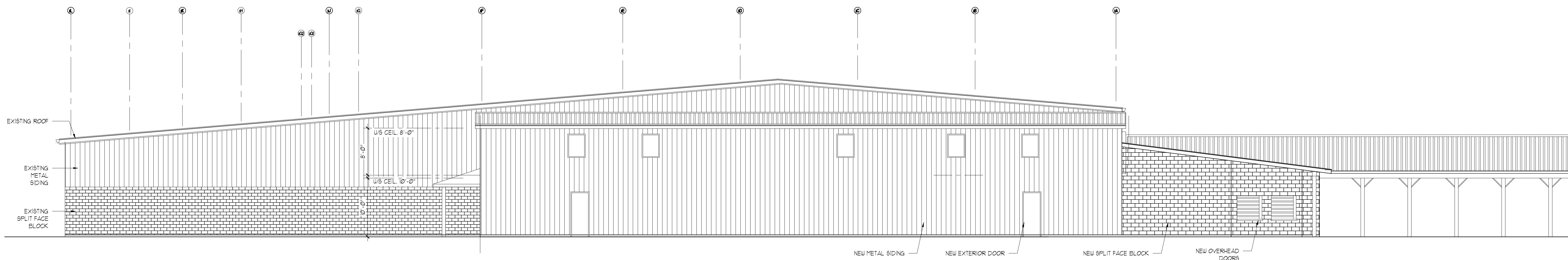


FEB.3/2023



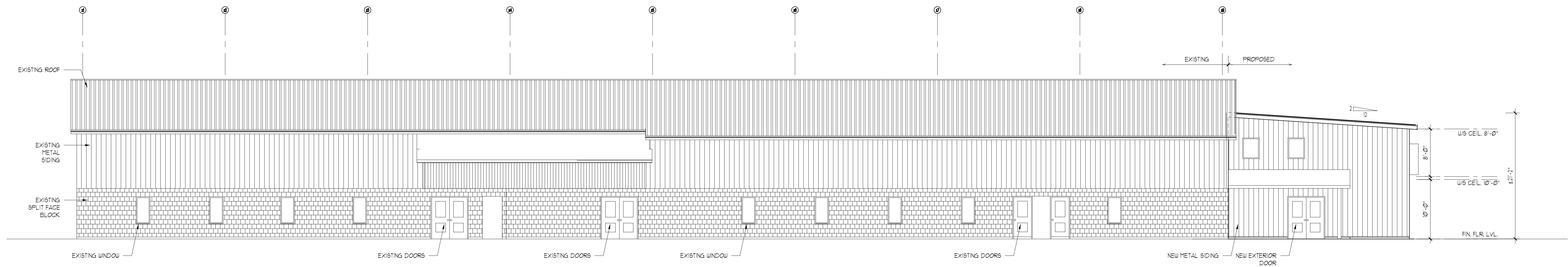
NORTH (REAR) ELEVATION

SCALE: 1/8" = 1'-0"



EAST (SIDE) ELEVATION

SCALE: 1/8" = 1'-0"



SOUTH (FRONT) ELEVATION

SCALE: 1/8" = 1'-0"

PROPOSED CONCEPT ELEVATIONS
BROOKE-ALVINSTON ARENA - PHASE 2
 3310 WALNUT STREET, ALVINSTON, ON.



PUBLIC NOTICE

MINOR VARIANCE APPLICATION

COMMITTEE OF ADJUSTMENT

APPLICATION NUMBER: A-001/23
(John & Mary VanderWal)

LOCATION OF PROPERTY: 8066 Centre Street (Alvinston)

PURPOSE OF APPLICATION: This application proposes relief from provisions of the Brooke-Alvinston Zoning By-Law to allow a new Multiple Dwelling to have a minimum exterior side lot line setback of 6.45 metres, whereas the Zoning By-Law requires a minimum setback of 7 metres.

TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed **Tuesday, April 4, 2023 at 9:05 a.m.** for the purpose of a public hearing into this matter. Signed written submissions regarding the application will be accepted by the Secretary-Treasurer prior to the hearing.

If you wish to submit a written or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 12:00 p.m. noon on April 3, 2023. The public hearing will be held in person at the Municipal Office.

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

The Province of Ontario has amended the Planning Act as of November 28, 2022 and now only the applicant, the Minister of Municipal Affairs and Housing, and specified person and public bodies (as defined in the Planning Act) are permitted to appeal severance or minor variance decisions of the Committee of Adjustment.

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

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



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

Email: jdenkers@brookealvinston.com
Phone: 519-898-2173
Fax: 519-898-5653

Dated: March 20, 2023

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF MAINTENANCE SITE MEETING STEWART DRAIN

Drainage Act, R.S.O. 1990, Chapter D.17, s. 74

Dear Sir/Madam:

You are hereby notified that the Drainage Superintendent will be available for a maintenance site meeting for the **Stewart Drain** in accordance with Section 74 of the Drainage Act.

Section 74 of the Drainage Act sets out provisions that all Municipalities are responsible for the maintenance and repair of a drainage works constructed under a by-law passed under this Act and are required to maintain each drain in good working order according to the last revised Engineer's Report, if the said drain so requires.

The Council of the Municipality of Brooke-Alvinston has scheduled an on-site meeting for the:

Stewart Drain

on

Wednesday, March 29th, 2023

9:30 a.m.

**Location: Outlet of the drain on Sutorville just south of
Rokeby Line.**

Dated the 13th day of March, 2023

Janet Denkers
Clerk-Administrator

Failure to attend examination – You are hereby notified that if you do not attend at the examination, it may proceed in your absence and except as otherwise provided in the Drainage Act, you will not be entitled to any further notice in the proceedings. Statutory Powers Procedure Act., 1990, c. D.17, Last Amendment: 2010, c.16, Schedule 1, s.2.

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF MAINTENANCE SITE MEETING VAN DAMME DRAIN

Drainage Act, R.S.O. 1990, Chapter D.17, s. 74

Dear Sir/Madam:

You are hereby notified that the Drainage Superintendent will be available for a maintenance site meeting for the Van Damme Drain in accordance with Section 74 of the Drainage Act.

Section 74 of the Drainage Act sets out provisions that all Municipalities are responsible for the maintenance and repair of a drainage works constructed under a by-law passed under this Act and are required to maintain each drain in good working order according to the last revised Engineer's Report, if the said drain so requires.

The Council of the Municipality of Brooke-Alvinston has scheduled an on-site meeting for the:

Van Damme Drain
on
Wednesday, March 29th, 2023
11:00 a.m.

**Location: Ebenezer Road where the drain crosses between
LaSalle Line and Churchill Line.**

Dated the 13th day of March, 2023

Janet Denkers
Clerk-Administrator

Failure to attend examination – You are hereby notified that if you do not attend at the examination, it may proceed in your absence and except as otherwise provided in the Drainage Act, you will not be entitled to any further notice in the proceedings. Statutory Powers Procedure Act., 1990, c. D.17, Last Amendment: 2010, c.16, Schedule 1, s.2.



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

March 13, 2023

Official Notice – Drain Maintenance

The Municipality of Brooke-Alvinston has received a drain maintenance request on the **McEachren Drain**.

Drain Maintenance work will take place this year. **The work will consist of brushing and bottom cleanout of the entire drain.**

The work will be completed by the same contractor that will be doing the culvert replacements. The plan is to coordinate the work at the same time, if possible. The contractor is Bruce Poland and Sons.

Farmers are requested, if possible, to leave a 15' right of way along the edge of the drain to avoid crop damages as no allowances are paid under maintenance work. Any tile outlets should be marked clearly so that the contractor does not cause any damages. Depending on crops, the contractor will leave the material windrowed at the top of the bank and levelled after crops are harvested.

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

Should you have any questions, concerns or preferences for the planned drain maintenance work please contact Mr. David Moores, Drainage Superintendent at 519-882-0032 ext. 203 within 7 business days of receiving this notice; otherwise, the Municipality will assume that you have no concerns regarding maintenance of the above aforementioned drains.

Thank you,

Janet Denkers
 Clerk



Lambton County 4-H Association

c/o Tami Langstaff 519-864-4503
 2173 Mandaumin Rd., Brigden, ON N0N 1B0
 Email: lambton4h@hotmail.com

BROOKE-ALVINSTON
 MAR 15 2023
 RECEIVED

March 9, 2023

Municipality of Brooke-Alvinston
 3236 River Street, P.O. Box 28
 Alvinston, ON
 N0N 1A0
 Att: Stephen Ikert

RE: Thank you for your DONATION

Dear Mr. Ikert;

Lambton County 4-H Association would like to take this opportunity to thank you for your generous grant of \$250.00.

Your grant will go towards helping our members and leaders operate their clubs and programs, teach our members how to develop life and leadership skills as well as help them realize their full potential which in turn will allow them to become true leaders in our community.

Investing in youth is so important and we are very fortunate to have your continuous support.

If you would like any more information regarding our organization, please don't hesitate to contact me.

Sincerely,

Tami Langstaff
 Secretary/Treasurer



Learn To Do By Doing



Our Annual Meeting is being held at the Oil Springs United Church
 March 23, 2023
 4655 Oil Springs Line, Oil Springs, ON. N0N 1P0.
 6 pm – Pot luck dinner before meeting
 NOTE: Earlier time start!



Pot Luck Dinner and Annual Meeting

- Please, bring your favorite pot luck dish or salad, or dessert. Coffee and tea will be provided.
- Dues are \$25. And can be paid before or after meeting.
- This is our Annual Meeting *and we are looking for volunteers to run for Treasurer, and Vice-President in the executive position.*
- We also require people to run for Standing committees. These include: Membership, Constitution, Bursary, Public Relations and Book Sales & Inventory committees. For each committee we would like to have a minimum 2 up to 4 people max. *Please consider running for one of these roles.*
- Committee Year End Reports are to be submitted on 8 ½ * 11 paper. Please submit year end reports to the secretary after giving your report at the Annual Meeting.
- *Social and Dues: 6:00– 6:30 pm, Dinner: 6:30 pm, Annual Meeting: When Dinner completed. Approximately 7:30*

Lambton County Historical Annual Meeting



Minutes from 2022 Annual Meeting (for review)

Opening by President Ron Urry
Minutes from March 28, 2019 - Annual meeting were accepted by Elsie Urry, and seconded by Audre Rose.
Election of Executive Positions
Gord Perry presided over President Election
Ron Urry has agreed to retain President Position from 2022 – 2025
Marie Stephenson has agreed to stay on as Vice-President for this year only 2022
Carol Thompson has agreed to stay on as Treasurer for this year only 2022
Membership voted to accept.

Summary of Officers for 2022

President: Ron Urry Term: 2022 – 2025
Vice-President: Marie Stephenson Term: 2022
Treasurer: Carol Thompson Term: 2023
Secretary: Deb Narr Term: 2020 – 2024

Treasurer Report was provided by Carol Thompson. Motion to accept by Carol Thompson and seconded by Laura Greaves

Secretary Report was provided by Deb Narr. Motion to accept by Deb Narr and seconded by Margaret Perry.

Committee Reports:

Membership Report – Read by Deb Narr for Marjorie Jean Cummings
Public Relations - was reported on by Laura Greaves and Gord Perry
Bursary - was reported on by Gord Perry. Bursary
Book Sales and Inventory - was reported on by Gord Perry.
Constitution and Policy - was reported on by Margaret Perry

Committees:

Membership: Marjorie Jean Cumming
Bursary: Gord Perry, Ray & Marjorie Lloyd
Constitution & Policy: Margaret Perry
Public Relations: Gord Perry, Laura Greaves
Book Sales and Inventory: Gord Perry, Laura Greaves
Publishing & Distribution: To be called when needed
Special Committee: To be called when needed

Lambton County Historical Meeting



October 27th 2023

Minutes from October 27th, 2022

Meeting was held at the Oil Springs United Church

Ron opened the meeting by thanking Gord and Margaret Perry for arranging the meeting and introducing Steve Arnold.

He then introduced our guest speaker Bonnie Stevenson, author of the book *BootJack Mary*.

Bonnie gave us the background information, inspirations and disciplines of creating *BootJack Mary*. She gave us the introduction to her third book.

The minutes were reviewed and accepted. Motion to accept was made by Gord Perry and 2nd by Ron McLean. Motion was passed.

The Financial Report was presented by Carol Thompson with a bank balance of \$8414.09. The Bursary has a balance of \$1999.20 and Publishing has a balance of \$2917.30. Carol Thompson moved to accept the Financial Report which was seconded by Elsie Urry. Motion was passed.

Secretary had no correspondence.

Unfinished Business:

- Constitution: Bill Moran has offered to digitalize (Re-Type) the Constitution for our Annual Meeting. Ron Urry gave Bill Moran his copy.
- Gord has not had an answer from the school board yet re: our Canada West Books. We wish to put a copy of Canada West Book in each school library.
- Marjorie Cumming has collected for all but 2 Badges.
- Ron Urry has been trying to get permission to reprint *History of The Chemical Industry*. He is currently working with Ford's daughter and son to get permission.
- Looking for volunteers for the Petrolia Craft Sale on November 5th, 2022.

New Business

Steve Arnold suggested for secretary to send a formal request for support to all Municipalities. I am to send it to the Mayor and Council and to cc the Clerk Administer. If it is done right after elections, it will be on record.

Attendance was taken.

Next Meeting: March 22, 2023 – Pot Luck – Oil Springs United Church, Oil Springs

Margaret Perry made a motion to adjourn the meeting which was seconded by Elsie Urry.



St. Clair Region Conservation Authority
 205 Mill Pond Cres., Strathroy, ON, N7G 3P9
 (519) 245-3710 (519) 245-3348 FAX
 E-Mail: stclair@scrca.on.ca
 Website: www.scrca.on.ca

Member
Municipalities

Township of
Adelaide-Metcalfe

Municipality of
Brooke-Alvinston

Municipality of
Chatham-Kent

Township of
Dawn-Euphemia

Township of
Enniskillen

Municipality of
Lambton Shores

Municipality of
Middlesex Centre

Village of
Newbury

Village of
Oil Springs

Town of
Petrolia

Town of
Plympton-Wyoming

Village of
Point Edward

City of
Sarnia

Municipality of
Southwest Middlesex

Township of
St. Clair

Municipality of
Strathroy-Caradoc

Township of
Warwick

March 3, 2023

To: Clerks, CAO's and Planning & Building Departments of Watershed
Municipalities

**Re: Legislative and regulation changes affecting Conservation Authorities,
effective January 1, 2023**

On January 1, 2023, a new Minister's Regulation (Ontario Regulation 596/22) came into effect which resulted in changes to the *Conservation Authorities Act* under Subsections 21.2.2 (1.1) and 21.1.2 (1.1). The details of these changes state that Conservation Authorities (CAs) shall no longer provide services for Municipal (Category 2) or Other (Category 3) programs related to reviewing and commenting on proposals, applications or other matters under the set of prescribed *Acts*; Category 1 programs remain mandatory and unaffected. The *Acts* affected by this change include:

- *The Planning Act*
- *The Condominium Act, 1998*
- *The Aggregate Resources Act*
- *The Drainage Act*
- *The Endangered Species Act, 2007*
- *The Environmental Assessment Act*
- *The Environmental Protection Act*
- *The Ontario Heritage Act*
- *The Ontario Water Resources Act*

These changes impact select technical review services for planning and development applications that were previously established through Memorandums of Understanding (MOUs) with member Municipalities. The technical review services that are impacted under the aforementioned *Acts* include:

- Natural Heritage (e.g. wildlife habitat, threatened/endangered species, fish habitat, etc.)

These are services which the SCRCA has provided to its member municipalities for decades.

CAs will continue to provide plan review and commenting under the Mandatory Programs and Services Regulation (Category 1, O. Reg. 686/21) which includes natural hazards (Lake Huron Shoreline & riverine flooding, erosion, and wetlands). Natural hazard review and commenting will continue under the aforementioned *Acts* to ensure the protection of life and property.

member of
Conservation
Ontario

"working together for a healthy environment"

Please continue to circulate applications made under the *Acts* to the SCRCA to allow for the continuation of our mandatory program and service delivery.

Table 1 below outlines the components of review that CAs are still responsible for and/or where they may continue to provide comments moving forward.

As a result of the Provincial direction, SCRCA is advancing a transition protocol as outlined below.

Transition Protocol

For applications received on or after January 1, 2023:

As per Bill 23 and O. Reg. 596/22, the SCRCA will limit commenting under the prescribed *Acts* to mandatory programs/services related to natural hazards (Lake Huron Shoreline and Riverine Flooding, Erosion and wetlands). The SCRCA will provide comments as required to ensure file compliance with Provincial and SCRCA hazard policies and Section 28 of the *Conservation Authorities Act*. These are comments identified on the attached Table 1 as 'within scope'.

In addition to our regulatory role, the SCRCA may provide comments as a landowner where applications are made in proximity to our lands. These comments will be provided under separate cover and clearly identified as landowner comments. The nature of these comments is permitted to consider a variety of factors that extend beyond natural hazards.

For applications received prior to January 1, 2023:

For all activities listed in Table 1, the SCRCA will provide advice and transition support until **March 31, 2023**, *only* where there is an agreement to do so between the Municipality, the SCRCA and the proponent. The SCRCA will continue to collect review fees for those services, as outlined on our website. In an effort to transition away from providing comments and advice on matters identified as 'outside the scope' in Table 1, SCRCA will provide one set of comments only.

After March 31, 2023, the SCRCA will no longer supply comments or advice on those activities listed as 'outside of scope' on Table 1.

It is very important to note that this applies only to those applications made under the '*Prescribed Acts*' in O. Reg. 596/22.

Files to be considered on a case by case basis:

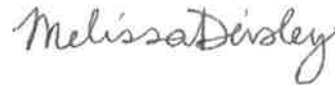
Available information suggests that changes to the *CA Act* made through the passing of Bill 23, and subsequent regulation prevent CAs from clearing *some* conditions in those agreements where the Authority is a named party (for example, Draft Plan Conditions). In those cases further discussions with the Municipality will be required.

We welcome the opportunity to discuss further with you in order to ensure a smooth transition, please contact either Melissa Deisley, extension 251, or myself at extension 236 if you have any questions or concerns.

Yours truly,



Ken Phillips
General Manager/Secretary-Treasurer



Melissa Deisley
Director of Planning & Regulations

cc. County of Lambton Planning Department, Jason Coles
County of Middlesex Planning & Development, Durk Vanderwerff
City of Sarnia Planning Department, Stacey Forfar
Municipality of Chatham-Kent, Ryan Jacques

Table 1: Scope of SCRCA Plan Review for Development and Land Use Planning Applications – Associated with Prescribed Acts (per O. Reg. 596/22)		
PLAN REVIEW COMPONENT	WITHIN SCOPE	OUTSIDE SCOPE
Watercourses	✓	
Flood Hazard	✓	
Erosion Hazard (slope stability and stream erosion)	✓	
Great Lakes – St. Lawrence River System Shoreline Hazards (flooding, erosion or dynamic beaches)	✓	
Unstable Soils/Bedrock	✓	
Groundwater (CA Regulatory requirements/natural hazard related functions)	✓	
Wetlands (CA regulatory requirements/natural hazard related functions)	✓	
Valleylands (CA regulatory requirements/natural hazard related functions)	✓	
Hazardous Lands	✓	
Inland Lakes	✓	
Hazardous Sites	✓	
Wetlands (Natural Heritage related functions)		×
Wildlife Habitat		×

Threatened/Endangered Species		×
Area of Natural and Scientific Interest		×
Environmental Sensitive/Significant Area (ESA)		×
Woodlands		×
Natural Heritage Systems		×
Fish Habitat		×
Stormwater (natural heritage related)		×
Stormwater (natural hazard related)	✓	
Stormwater Erosion Control	✓	
Feature Based Water Balance (CA Regulatory requirements/natural hazard related functions)	✓	
Erosion and Sediment Control (CA regulatory requirements/natural hazard related functions)	✓	
Buffer/Setback to identified Plan Review Component (CA Regulatory requirements/natural hazard related functions)	✓	
Climate Change (as it relates to natural hazards)	✓	
Special Policy Areas (as applicable)	✓	

Notes:

1. Where there is a CA regulated natural hazard located within a natural heritage feature as described by the Provincial Policy Statement, or other Municipal Plan (e.g. woodland or other natural vegetation), the CA will

continue to provide plan review comments related to the natural hazard features and functions and advise of the CA regulatory requirements.

2. The extent of CA involvement in natural hazard related stormwater review should be confirmed between the Municipality and CA.

Greetings,

I'm pleased to inform you that Fisheries and Oceans Canada has now posted the proposed versions of the management plan for Eastern Pondmussel on the Species at Risk Public Registry.

This document will be open for public consultation on the Public Registry for a 60-day comment period. Fisheries and Oceans will then have 30 days to review comments and integrate them as appropriate, after which the final versions will be posted on the Public Registry.

DFO values your input on the proposed recovery documents. We encourage you to share the Registry links with others who you think may be interested. Should you wish to discuss the foregoing, please do not hesitate to contact me at your convenience.

The document can be found at:

Eastern Pondmussel – [Management Plan for the Eastern Pondmussel \(Ligumia nasuta\) in Canada - Public consultation search - Species at risk registry](#)

Thank-you for your time,

Jessica Epp-Martindale
Species at Risk Biologist
Species at Risk Program – Ontario and Prairies
867 Lakeshore Rd, Burlington, ON L7S 1A1
(289) 208-2341

From: Epp-Martindale, Jessica

Sent: Tuesday, March 7, 2023 11:35 AM

To: Epp-Martindale, Jessica <Jessica.Epp-Martindale@dfo-mpo.gc.ca>

Subject: Publication of Proposed Management Plan for Eastern Pondmussel on the Species at Risk Public Registry

Greetings:

I am pleased to inform you that the proposed Management Plan for Eastern Pondmussel, prepared under the *Species at Risk Act* (SARA), will be published on the Species at Risk Public Registry (the 'Registry') for a 60-day public comment period next week. This document was prepared by Fisheries and Oceans Canada (DFO) in collaboration with many partners and we wish to take this opportunity to engage you in the next steps of the process including seeking your comments on the proposed document. English and French versions of the document will be available on the Registry.

SARA strengthens and enhances the Government of Canada's capacity to manage and protect Canadian species and populations that are at risk. The Eastern Pondmussel is listed as Special Concern under the Act.

Once an aquatic species is listed as Special Concern under SARA, the Minister of Fisheries and Oceans must use the best available information to develop a Management Plan. A Management Plan is a strategic document that describes the species and its needs, outlines threats, and identifies conservation measures to ensure that a species does not become Threatened or Endangered.

We invite you to comment on the proposed Management Plan, including any potential effects on your community or organization. The proposed Management Plan for Eastern Pondmussel in Canada will be open for a 60-day comment period. Following the conclusion of this 60-day comment period, DFO will consider the comments received and post the final Management Plan on the Registry, which will provide a framework to guide DFO and partners in our efforts to recover the species.

DFO values your input on the proposed Management Plan. We encourage you to share this information with others who you think may be interested.

Thank you for your contribution to the development of this important document and your continued dedication and interest in the conservation of aquatic species at risk.

Sincerely,

Jessica Epp-Martindale
Species at Risk Biologist
Species at Risk Program – Ontario and Prairies
867 Lakeshore Rd, Burlington, ON L7S 1A1
(289) 208-2341

**Ministry of Natural
Resources and
Forestry**

Office of the Minister

99 Wellesley Street
West
Room 6630, Whitney
Block
Toronto ON M7A
1W3
Tel: 416-314-2301

**Ministère des
Richesses naturelles
et des Forêts**

Bureau du ministre

99, rue Wellesley
Ouest
Bureau 6630, Édifice
Whitney
Toronto ON M7A 1W3
Tél.: 416 314-2301



March 9, 2023

Dear Mayor/Head of Council:

My ministry is leading the development of a comprehensive action plan to address risks from legacy oil and gas wells and subsurface gas migration hazards.

The development of the action plan will be a collaborative approach, with opportunities for input from all stakeholders.

To kickstart this work, my ministry will be hosting a series of listening sessions over the coming months to hear directly from key groups to understand specific concerns from their perspective.

I would like to invite Mayors and Heads of Councils to meet with me on March 31 to hear about the province's plans and ensure we are aligned with current and future municipal needs.

Additional sessions will be planned with municipal staff later this spring to hear directly from municipal experts on topics such as emergency preparedness, growth and development.

I look forward to meeting with you and hope you can attend one of the planned sessions in Chatham-Kent and Simcoe. For more information and to RSVP please contact Kathleen Anderson, Manager, Strategic Petroleum Initiatives Section, Regional Operational Division, at Kathleen.Anderson@ontario.ca. If you are unable to attend this session, I welcome you to identify an appropriate delegate to attend on your behalf. It would also be appreciated if you could confirm the appropriate contact for us to connect with regarding future municipal engagement sessions.

I look forward to working with you and hearing your perspective on this important initiative.

Yours Sincerely,

The Honourable Graydon Smith
Minister of Natural Resources and Forestry

c: Jennifer Barton, Assistant Deputy Minister, Regional Operations Division, MNR
Kathleen Anderson



MUNICIPALITY OF
North Perth
 www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

March 14, 2023

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

Dear Premier Ford:

RE: School Bus Stop Arm Cameras

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell **Seconded by** Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at lcline@northperth.ca.

Sincerely,



Lindsay Cline,
Clerk/Legislative Services Supervisor
Municipality of North Perth


cc.

Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

Hello this is Frank and Karen Joris. We are inquiring about lots we have purchased on Broadway st lots 43 to 46. There is a pathway between those lots and the neighbours it is 20' by 220'. We were wondering if it is possible to purchase that parcel and connect it to ours. The main reason we would like to own that piece is because the neighbours beside the lots put all there junk on our side of there fences it looks terrible. I think if we owned that price that would put a stop to that happening. Our email address is fkjoris@hotmail.com if you have any questions for us. We put a diagram together to show you what we are talking about.

Thanks Frank and Karen Joris

BROOKE-ALVINSTON
MAR 09 2023
RECEIVED

DEPOSITED UNDER THE LAND TITLES ACT
 DATE: NOVEMBER 15, 2021

 BLOSS J. SUTHERLAND
 ONTARIO LAND SURVEYOR

PLAN OF SURVEY
 OF
 LOTS 43, 44, 45, 46
 ON REGISTERED PLAN
 (IN THE GEOGRAPHIC TOWNSHIP
 IN THE
 MUNICIPALITY OF BR
 COUNTY OF LAMBTON

BEARING REFERENCE
 BEARINGS ARE UTIL GRID, DERIVED FROM THE OX
 BY REAL TIME NETWORK (RTN) OBSERVATIONS, N
 A CLOCKWISE ROTATION OF 0°03'59" MUST BE A
 PLAN 258-8893 FOR COMPARISON.

"IMPERIAL" AND COORDINATE
 DISTANCES AND COORDINATE
 AND CAN BE CONVERTED TO

DISTANCES
 DISTANCES HEREON ARE HORIZONTAL GROUND
 CONVERTED TO GRID DISTANCES BY MULTIPLY
 COMBINED SCALE FACTOR OF 0.999626697

LEGEND
 SIB DENOTES 1" X 1" X 4'-0" STANDARD IR
 SSIB DENOTES 1" X 1" X 2'-0" SHORT STAIN
 IB DENOTES 5/8" X 3/4" X 2'-0" IRON BAR
 DENOTES 3/4" DIAMETER X 2'-0" ROUND
 DENOTES SURVEY MONUMENT SET AND IN
 DENOTES WITNESS
 (S) DENOTES SET
 (M) DENOTES SET PROPORTIONALLY
 (C) DENOTES ORIGIN UNKNOWN
 (LT) DENOTES LINE NOT TO SCALE
 (N.T.S.) DENOTES 3" X 3/8" SPRING/WASHER
 (NBF) DENOTES NO BAR FOUND
 (D) DENOTES DEED REGISTRY
 (P) DENOTES REGISTERED PLAN 5(A) (P1)
 (P2) DENOTES PLAN 258-2767
 (68A) DENOTES JOHN GRAY, O.L.S.
 (145) DENOTES MONTEITH & SUTHERLAND LTD.
 (1335) DENOTES IAN C. McLAUREN, O.L.S.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN
 THE SURVEYORS ACT, THE LAND TITLES ACT
 2. THE SURVEY WAS COMPLETED ON THE 15th

DATE: NOVEMBER 15, 2021

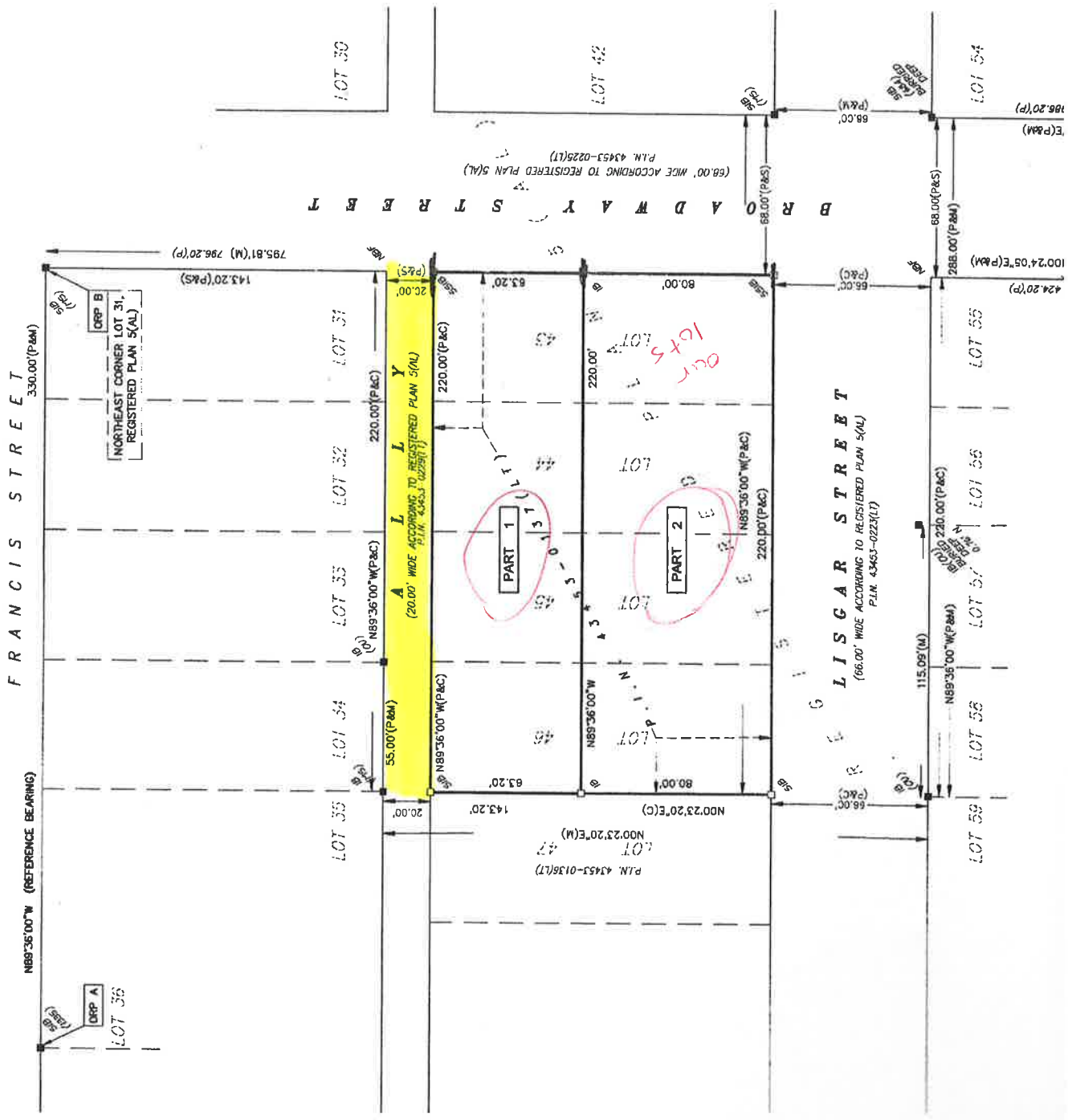
 BLOSS
 SURVEYOR

PART	LOT	CONC./PLAN	PARCEL/P.I.N./Inst.
1	PART OF LOTS 43, 44, 45, 46	REGISTERED PLAN	PART OF P.I.N. 43453-0137(LT)
2	PART OF LOTS 43, 44, 45, 46	5(A)	PART OF P.I.N. 43453-0137(LT)

PARTS 1 and 2 (INCLUSIVE) COMPRISES ALL OF PIN 43453-0137(LT)

POINT ID	NORTHING	EASTING
CRP-A	15553710.62	1408434.95
CRP-B	15553708.32	1408764.83

COORDINATES CANNOT, IN THIS PLAN, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.





Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Fees Review and By-law
Meeting: Council - 23 Mar 2023
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council review and approve the Updated Municipal Fees Schedules as presented and pass the related By-law at the next regular session of Council.

Background:

The Municipal Fee Schedules were last reviewed and updated in 2021. It is prudent to review the Fee Schedules regularly to ensure they are both appropriate and relevant. Council, staff, and the Public are invited to provide feedback on the attached Fee Schedules. Our fees were compared to other similar surrounding municipalities and adjusted where deemed appropriate.

Comments:

Following the discussion at the March 9, 2023 Council meeting the following updates/changes were made to the fee schedule:

- **Schedule A - Administrative Services Fees**
 - "Chip Wagon" changed to "Vendor Fee"
- **Schedule D - Fire & Emergency Services Fees**
 - Fee for Fire Service attendance at events clarified to exclude our Fall Fair, but includes events associated with the Fall Fair, like the Demolition Derby and the Tractor Pull).
- **Schedule "I" - Brooke-Alvinston-Inwood Community Centre Fees**
 - added "Stag & Doe Damage Deposit of \$500.00"

Financial Considerations:

Any recommended fees changes/increases are to account for inflation and/or to cover the cost of the service, where appropriate.

ATTACHMENTS:

[By-law XX of 2023 - Brooke-Alvinston fee schedules 2023](#)

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

By-Law Number XX of 2023

Being a By-Law for the imposition and collection of fees and charges for certain Municipal Services and Activities.

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

AND WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c.P.13, as amended from time to time, authorizes the Council of a municipality to pass a by-law imposing a tariff of fees on persons for the processing of applications made in respect of planning matters;

AND WHEREAS the Council of the Municipality of Brooke-Alvinston deems it advisable and expedient to impose fees or charges for services and planning applications;

NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON HEREBY ENACTS AS FOLLOWS:

1. That the fees and charges as set out in schedules inclusive to this By-law shall be hereby set for the services described in schedules A through K attached hereto.
2. That By-law 35 of 2021 is hereby repealed
3. That this By-law shall come into force and effect as at this day, or on the date(s) as listed on the attached schedules.

READ A FIRST AND SECOND TIME THIS 13TH DAY OF APRIL, 2023.

READ A THIRD TIME AND FINALLY PASSED THIS 13TH DAY OF APRIL, 2023.

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator

**SCHEDULE A
ADMINISTRATIVE SERVICES FEES**

By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Tax Certificates or Water Certificates (each)	\$40.00
Return Cheque charge	\$35.00
Fax – local exchange	\$1.00/transmission
Fax – long distant exchange	\$3.00/transmission
Fax – overseas	\$7.50/transmission
Fax – received will be charged the same rates as a photo copy	
Black & White copies	
Photocopies – letter (per side)	\$ 0.25 per sheet
Photocopies – legal (per side)	\$ 0.35 per sheet
Photocopies – 11 x 17 (per side)	\$ 0.50 per sheet
Colour copies	
Photocopies – letter (per side)	\$ 1.25 per sheet
Photocopies – legal (per side)	\$ 1.75 per sheet
Photocopies – 11 x 17 (per side)	\$ 2.50 per sheet
Computer Printouts - Black & White	\$ 0.25 per page
Interest on all accounts and charges other than taxes	1.25% per month
Commissioning Signatures (non ratepayer)	\$5.00 per signature
Tax Bill Reprint / Statement	\$10.00 per bill
License to conduct a Lottery	
For local community group - prize value < than \$1,000.00	\$5.00
For local community group - prize value > than \$1,000.00	\$25.00
A local community group is defined as a not for profit organization operating in the municipality, the proceeds of which are used for community projects within Brooke-Alvinston.	
All other licenses	3% of the prize value
Break Open	3% of the prize value
Birth/Death registration administration fee	\$30.00
Vendor Fee or patio license (per season)	\$150.00
POA Processing Fees	\$50.00
Administration fees for preparing historical information for ratepayers and/or their representative(s), providing certified copies of by-laws or preparation of other material shall be charged, at the discretion of the Treasurer, a fee based on costs incurred for time spent by municipal staff, as well as the charges above as they may apply.	\$40/hr - Staff; \$60/hr - Manager

**SCHEDULE B
BUILDING PERMIT FEES
By-Law Number XX of 2023**

RESIDENTIAL	Deposit/fee
NEW RESIDENTIAL UNIT (including attached garage)	\$1,500.00
NEW GARAGE (attached, if built separately)	\$600.00
DETACHED ACCESSORY BUILDING (Residential)	\$450.00
APPARTMENTS & MULTIPLE HOUSING	\$2,750.00
ADDITIONS (Residential)	\$950.00
ALTERATIONS/REPAIRS (Residential)	\$750.00
FIREPLACES, WOODSTOVES	\$275.00
DECKS	\$375.00
AGRICULTURAL	
BUILDINGS (drive sheds, pole barns, etc)	\$750.00
BUILDINGS (livestock barns, etc)	\$2,250.00
GRAIN BINS/SILOS	\$500.00
MANURE PITS	\$1,500.00
COMMERCIAL/INDUSTRIAL	
NEW BUILDINGS (including Restaurants)	\$2,250.00
RENOVATIONS	\$1,950.00
INSTITUTIONAL	
NEW BUILDINGS	\$2,250.00
RENOVATIONS	\$1,950.00
OTHER	
DEMOLITIONS	\$225.00
BUILDING RELOCATIONS (road deposit, etc. needed)	\$1,200.00
SWIMMING POOLS/FENCING	\$250.00
TENT (added at the August 12, 2021 Regular Council Meeting)	\$150.00
COMMERCIAL TOWERS	\$1,250.00
WIND MILLS / TURBINES	\$14,000.00
SOLAR FACILITIES	
Class 1 - ground mounted (less or equal to 10 kw)	No charge
Class 1 - 2 rooftop/wall mounted (less or equal to 10 kw)	\$225.00
Class 3 - (greater than 10 kw)	\$525.00
BIO-ENERGY FACILITIES	\$675.00
WATER ENERGY FACILITIES	\$675.00
CHANGE OF USE	\$300.00
RENEWAL OF CANCELLED PERMIT - flat fee	\$100.00
PLUMBING PERMIT - Plumbing/Septic Permits are issued by the County	Varies
BUILDING WITHOUT A PERMIT – any person commencing building without the required permit is subject to a fine equal to the applicable permit fee.	
<p>Note: Building Fee Revenues must be used solely to fund Building Permit Fees Services. The above Fees have been established based on a review of Building Permit Fee Costs invoiced by the County and a comparison of Fees charged by other surrounding municipalities. Building Permit Fee Revenues and Costs will be reviewed annually and any excess/deficiency will be allocated to/from a Building Permit Cost Stabilization Reserve Fund. When appropriate, fee adjustments will be brought forward for consideration.</p>	

**SCHEDULE C
ANIMAL CONTROL FEES**

By-Law Number XX of 2023

DESCRIPTION		YEARLY FEE OR CHARGE
Kennel licence		\$125.00
Dogs:		
Altered / Unaltered		
First dog > 3 mo	Valid rabies certificate	\$25.00
Second dog > 3 mo	Valid rabies certificate	\$25.00
Altered / Unaltered		
First dog > 3 mo	No Valid rabies certificate	\$45.00
Second dog > 3 mo	No Valid rabies certificate	\$45.00
1 st Restricted dog	Valid rabies certificate	\$150.00
	No rabies certificate	\$200.00
Replacement tags		\$10.00

**SCHEDULE D
FIRE & EMERGENCY SERVICES FEES
By-Law Number XX of 2023**

DESCRIPTION	FEE OR CHARGE
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Emergency 911 Civic addressing:

911 address sign (signs provided by County)	\$20.00 each
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Fire Department:

Vehicle accident	Non resident - % basis unless one responsible (police charges) for two or more vehicles involved	Cost recovery trucks and personnel plus 5%
Fire compliance letters	Residential	\$50.00
	Commercial/Industrial/Multi-Res	\$200.00
Property (Infrastructure) Inspections	Residential/Commercial/Industrial/ Multi-Res	Cost recovery plus 5%
Call out by Police/By-law officials	Putting out illegal fire	Cost recovery trucks and personnel plus 5%; Cost of By-law Enforcement Officer, plus 5%
Fire Inspections		Cost recovery plus 5%
Fire Observance Request	(Request fire personnel/trucks to attend/monitor a fire/burn	\$100/truck/hour
Attendance at Special Events where Event Organizers charge a fee for entry (Note: excludes our Fall Fair, but includes Tractor Pull and Demolition Derby and any other events where Fire Services are requested).	Provide First Aid, Traffic Control, Fire Protection standby services and other duties	Labour Cost Recovery, plus 5%

SCHEDULE E
PUBLIC WORKS DEPARTMENT FEES
By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Culvert – one allowable / property (8m)	Owner pays costs for culvert over 8m
Drains – road crossings	50% owner; 50% municipality
Laneways	1 access / assessed property owner; additional laneways at owner's expense
Equipment/manpower rates for any customer work performed work:	
Backhoe	\$95/hr
Dump truck	\$95/hr
Foreman	\$60/hr
Laborer	\$45/hr
Gravel (delivery extra)	\$25/tonne
Cement Gravel	\$25/tonne
Rip Rap	\$55/tonne
Culverts, and other items not listed	Cost, plus 5%
Sale of used material (e.g. culverts) shall be at a cost determined by the Public Works Manager.	

**SCHEDULE F
PLANNING AND DEVELOPMENT FEES**

By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Official Plan Amendment, plus SCRCA fee, if applicable	\$1,000.00
Zoning amendment (includes County fee)	\$875.00
Site Plan, plus SCRCA fee, if applicable	\$350.00
Minor variance, plus SCRCA fee, if applicable	\$550.00
Consent/Severance, plus SCRCA fee, if applicable	\$800.00
Consent Deed Stamping	\$300.00
Plan of Subdivision (third party servicing review)	\$2,500 deposit - billed actual costs, plus 5% admin
Copy of Official Plan (no coloured maps)	\$75.00
Copy of Zoning By-law (no coloured maps)	\$100.00
(copies of individual sections – administration charges apply)	
Tile Drainage Inspection	Cost, plus 5%
Municipal Drain Inspector – call out to review drainage issues not covered under the Drainage Act for recovery purposes	Cost, plus 5%

SCRCA = St. Clair Region Conservation Authority

Any other costs incurred in excess of fees listed above will be charged on a full cost recovery basis, plus a 5% administrative fee.

SCHEDULE G
FREEDOM OF INFORMATION FEES
 By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Fee required with application	\$5.00
Photo copies and computer print outs	Schedule A charges apply
Photo copies (color – letter size only)	Schedule A charges apply
Manually searching a record	\$30.00 per hour / 15 min intervals
Preparation of record for disclosure	\$40.00 per hour / 15 min intervals
<p>If it is estimated that the cost is \$100.00 or more than the person requesting the record must pay a deposit equal to the estimate before further steps are taken to respond.</p>	

**SCHEDULE H
PROPERTY STANDARDS FEES**

By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Invoices received from property standards officer or from the By-law Enforcement Officer related to any property standards issue	Full charges from invoices plus a 10% administrative fee. (to be added to taxes if not paid in 30 days)
Municipal Costs - Grass cutting by staff	\$75 per hour - \$75 minimum per cut charge. (to be added to taxes if not paid in 30 days)
Other Municipal Costs	Full cost recovery based on hourly rates plus a 10% administrative fee. (to be added to taxes if not paid in 30 days)

Any other costs incurred relating to a property standards issue shall be recovered on a full cost recovery basis, be subject to a 10% administrative fee and shall be added to taxes if not paid in 30 days, with applicable interest charges being applied.

SCHEDULE I
BROOKE-ALVINSTON-INWOOD COMMUNITY CENTRE FEES

By-Law Number XX of 2023

DESCRIPTION	FEES/CHARGES <i>(H.S.T.extra, unless otherwise noted)</i>				
	2023	2024	2025	2026	2027
Effective Date (2023 rates are effective May 1, 2023)					
MAIN AUDITORIUM					
Daily Rental - Includes Kitchen & Bar (12 hr max)	\$535.00	\$548.00	\$562.00	\$576.00	\$590.00
Daily Rental -12 hour max -New Years	\$1,000.00	\$1,025.00	\$1,051.00	\$1,077.00	\$1,104.00
Daily Rental - Hall & Kitchen only (12 hr max)	\$500.00	\$513.00	\$526.00	\$539.00	\$552.00
Extra Day Set Up (7:30am-4:00pm)	\$225.00	\$231.00	\$237.00	\$243.00	\$249.00
Additional hourly setup (above extra day setup)	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Half Day Rental (4 hours or less)	\$270.00	\$277.00	\$284.00	\$291.00	\$298.00
Funeral Rental - Includes Kitchen & Bar	\$260.00	\$267.00	\$274.00	\$281.00	\$288.00
Kitchen only - per hour	\$40.00	\$41.00	\$42.00	\$43.00	\$44.00
Bar supplies charge	\$55.00	\$56.00	\$57.00	\$58.00	\$59.00
Set up by staff (Tables/Chairs)	\$80.00	\$82.00	\$84.00	\$86.00	\$88.00
Booking deposit (due day of booking)	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00
Damage Deposit (refundable)	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
Youth Activity - Per Person - <i>H.S.T. Included</i>	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Summer fitness programs (Apr 1 - Sept 30)/hour	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Winter fitness programs (Oct 1 - Mar 31)/hour	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
Stag & Doe - Special Damage Deposit	\$500.00	\$500.00	\$525.00	\$525.00	\$550.00
ICE					
Prime Time - per hour (4:00pm-12:00 midnight)	\$130.00	\$133.00	\$136.00	\$139.00	\$142.00
Non Prime Time - hourly (5am-4pm Mon-Fri, excluding Stat Holidays, School Holidays and School Professional Development Days)	\$80.00	\$82.00	\$84.00	\$86.00	\$88.00
Minor Sports - per hour	\$115.00	\$118.00	\$121.00	\$124.00	\$127.00
Non Prime Time Week Day/hour/elementary age child (9am-3:30pm on snow/fog days only) HST incl.	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Non Prime Time Week Day/hour/individual (walk-ins - 9am-3:30pm) HST incl.	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Sunday ice time per hour (until noon)	\$95.00	\$97.00	\$99.00	\$101.00	\$104.00
Moms & Tots	N/C	N/C	N/C	N/C	N/C
UPSTAIRS HALL & MEETING ROOM					
Hall - Full Day/Evening (Includes Kitchen/Bar)	\$125.00	\$128.00	\$131.00	\$134.00	\$137.00
Hall - Half Day/Evening (4 hours or less)	\$60.00	\$62.00	\$64.00	\$66.00	\$68.00
Hall - Service Club/Outreach Program Meeting	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Hall Set up Fee	\$40.00	\$41.00	\$42.00	\$43.00	\$44.00
Kitchen only (per hour)	\$30.00	\$31.00	\$32.00	\$33.00	\$34.00
Damage Deposit	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Summer fitness programs (Apr 1 - Sept 30)/hour	\$42.00	\$43.00	\$44.00	\$45.00	\$46.00
Winter fitness programs (Oct 1 - Mar 31)/hour	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Meeting Room (4 hours or less)	\$18.00	\$19.00	\$20.00	\$21.00	\$22.00
ARENA FLOOR					
Day/Night Rental - 12 hours maximum	\$510.00	\$523.00	\$536.00	\$549.00	\$563.00
Hourly Rate	\$54.00	\$55.00	\$56.00	\$57.00	\$58.00
BALL DIAMONDS & MISC					
Adult per game - with lights	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
Adult per game - no lights	\$18.00	\$19.00	\$20.00	\$21.00	\$22.00
Additional liming fee - per game (if requested)	\$40.00	\$41.00	\$42.00	\$43.00	\$44.00
Minor Ball Tournament (per game)	\$10.00	\$10.50	\$11.00	\$11.50	\$12.00
Minor Ball - Annual Fee/child (excludes T-ball)	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00
Inwood Pavillion/day (12 hours or less - unstaffed)	\$40.00	\$41.00	\$42.00	\$43.00	\$44.00
Alvinston Pavillion/day (12 hours or less - unstaffed)	\$60.00	\$62.00	\$64.00	\$66.00	\$68.00
Grounds Rental - per day (12 hours or less)	\$160.00	\$164.00	\$168.00	\$172.00	\$176.00
Grounds / Pavillion Clean Up Charge	\$160.00	\$164.00	\$168.00	\$172.00	\$176.00
Bodily Fluids Clean Up Charge (min extra charge)	\$80.00	\$82.00	\$84.00	\$86.00	\$88.00
Chairs - wooden (each)	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Tables - picnic or other wooden tables (each)	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Blackout fee - Private Event (per day)	\$409.00	\$419.00	\$429.00	\$440.00	\$451.00
Blackout fee - Public Event (per day)	\$203.00	\$208.00	\$213.00	\$218.00	\$223.00

SCHEDULE J
WATER & SEWER CONNECTION/DISCONNECTION & RELATED FEES
 By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Bulk Water Dispenser Key (Water Tower)	\$100 deposit
Replacement Water Tower Key	\$100.00
Water Meter (3/4")	\$250.00
Water Meter (1")	\$325.00
Water Meter (>1")	Cost, plus 5%
Water Disconnection/Reconnection - temporary	\$75.00
Water Disconnection/Reconnection - temp (after hours)	\$150.00
Water disconnection - curb stop shut off & water meter returned	\$350.00
Water reconnection - curb stop turned on	\$350.00 + purchase of new meter
Water Disconnection - Permanent (curb stop removed)	\$500.00 deposit
	Billed all costs + 5% admin
Sewer Disconnection - Permanent	\$500.00 deposit
	Billed all costs + 5% admin
Water Reconnection after permanent disconnection	\$1,500.00 deposit
	Billed all costs + 5% admin
Sewer Reconnection after permanent disconnection	\$1,500.00 deposit
	Billed all costs + 5% admin
Alvinston Water - New Connection - in town (see notes 1, 2, & 3 below)	\$3,500.00 capital charge; plus all costs incurred to install curbstop at property line, plus 5% admin fee; \$1,500.00 deposit required.
Alvinston Sewer - New Connection - in town (see notes 1, 2, & 3 below)	\$3,500.00 capital charge; plus all costs incurred to install curbstop at property line, plus 5% admin fee; \$1,500.00 deposit required.
Inwood - Water - In town	Provided by the Township of Enniskillen
Inwood Sewer - new connection - in town (see notes 1, 2 & 3 below)	\$8,500 capital charge ; plus all costs incurred to install curbstop at property line, plus 5% admin fee; \$2,500.00 deposit required.
Specific Waterline Subsequent Connection Charge - Connection after waterline service was originally installed past property.	
Shiloh Line (see notes 1 & 2 below)	Original cost (\$8,500.00) + yearly inflation since 2013 + 10%
Churchill Line to Alvinston (see notes 1 & 2 below)	Original cost (\$7,500.00) + yearly inflation since 2004 + 10%
Brooke Line - West of Nauvoo (see notes 1 & 2 below)	Original cost (\$9,335.82) + yearly inflation since 2009 + 10%
Brooke Line - East of Nauvoo (see notes 1 & 2 below)	Original cost (\$8,857.51) + yearly inflation since 2009 + 10%
Railroad Line Extension (see notes 1 & 2 below)	Original cost (\$7,500.00) + yearly inflation since 2007 + 25%
Service Charge	Hourly rate + overhead + 25% administration fee
Tenant Deposit	\$300.00
Note 1 - Assumes water/sewer line runs past property, but property has no curbstop/stub to make connection. If line(s) does not run past property, then property owner is responsible for all costs to bring the line(s) to the property in addition to above charges.	
Note 2 - Property owners are responsible for all costs of connection from property line to dwelling.	
Note 3 - Any "In Town" property located in one of the "Specific Waterline Subsequent Connection Charge" areas are subject to the Specific Waterline Subsequent Connection Charges, as indicated.	

SCHEDULE K
MISCELLANEOUS FEES
 By-Law Number XX of 2023

DESCRIPTION	FEE OR CHARGE
Marriage Licences	\$100.00
Marriage Ceremonies	
- Normal Working Hours	\$250.00
- weekends / after hours	\$300.00
Advertising at BAICCC	
- Advertising – wall	\$105.00 + H.S.T.
- Advertising – boards	\$155.00 + H.S.T.
- Advertising – outer board	\$55.00 + H.S.T.
- Olympia - wrapping	Minimum \$1,050.00/year + H.S.T. (5 year contract) (Advertiser pays for wrapping charges)
- Olympia – individual business	\$150.00 + H.S.T. per ad
- Ice Lay Logos - 8 x 8	\$500.00 + H.S.T./season
- Ice Lay Logos - 4 x 4	\$300.00 + H.S.T./season
- Ice Lay Logos - 1 x 4	\$200.00 + H.S.T./season



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Proposed Netting For East end of arena surface
Meeting: Council - 23 Mar 2023
Department: Parks and Recreation
Staff Contact: Kevin Miller, Parks and Recreation Manager

Recommendation:

That Council provide direction on the request for additional netting on the east end of the ice surface.

Background:

Councillor Redick had inquired about the placement of netting on the east end of the ice surface at the March 9th Council Meeting. The netting was not discussed in the budget deliberations.

Comments:

A request to place a refreshment area on the east side of the ice surface was initially proposed by the Killer Bees hockey club in conjunction with the Optimist Club in 2021. The area expanded to the stands in the 2022-2023 season.

At times, stray pucks can be seen going over the boards on the east end and bouncing back into the area. At other times, fans have been noted tossing pucks into the path of the Olympia (which could cause severe damage to the equipment / operator). Regardless, when in an arena, flying pucks can be a common occurrence. Patrons to the area need to be attentive to the game. The request for netting on the east end is the first request received. Ironically an earlier request was received from a user group to remove the netting.

Guidance was sought from our municipal insurance providers and is attached for reference. In most cases, where the boards and glass shield the viewing area, netting is not installed. Netting is generally installed where the tiered seating area is left exposed.

Other options to consider:

- 1) placement of "Beware of Flying Pucks signage" - approximately \$100 / sign
- 2) relocation of the bar area

Financial Considerations:

The cost for the netting and installation is \$6,751.75 (outside of the approved budget).

ATTACHMENTS:

[Arena Safety Netting 2013 Final](#)

Guidelines For Ice Arena Safety Netting

The Ontario Recreation Facilities Association Inc. (ORFA) regularly researches and writes about issues that could affect our clients. These documents provide an opinion on key risk management issues but are not meant to provide any form of legal opinion or official interpretation. No one should act on such information without appropriate professional advice after a thorough examination of the particular situation. All rights reserved. ©2013 Ontario Recreation Facilities Association Inc.

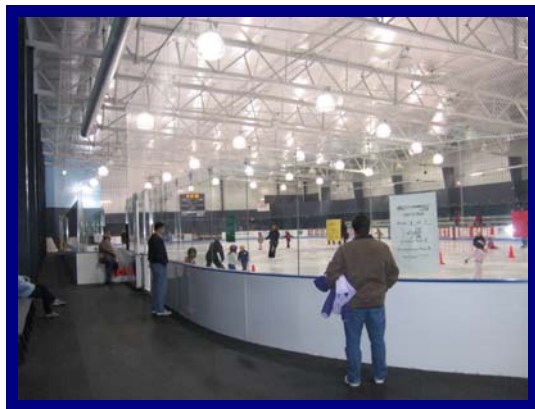
February 2013

PROTECTIVE (SAFETY NETTING) SYSTEMS

A system of netting of sufficient strength and durability to ensure adequate protection of spectators from objects (e.g., balls, pucks, sticks, or water bottles) which can leave the playing area. (Source: CAN/CSA A-Z262.7-04)

Introduction

ORFA is aware of two (2) separate lawsuits involving pucks that have escaped from the arena bowl through an existing protective netting system. It is in light of these events that ORFA reminds members of the development of protective netting and the ongoing need for regular inspection and maintenance; protective netting systems and their components must be replaced as part of the facilities life-cycle planning or as required.



Although there is no regulation to have these systems in place for ice rinks, it has become an accepted industry standard and best practice to protect both spectators and anyone in ancillary areas proximate to the rink (e.g. walking track). Refer back to the Occupier's Liability Act and your duties as occupier of the building. http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o02_e.htm

Occupier's duty

3.(1)An occupier of premises owes a duty to take such care as in all the circumstances of the case is reasonable to see that persons entering on the premises, and the property brought on the premises by those persons are reasonably safe while on the premises.

Idem

(2)The duty of care provided for in subsection (1) applies whether the danger is caused by the condition of the premises or by an activity carried on the premises.

Most ice arenas now have some type of spectator netting installed to prevent injury from pucks leaving the ice surface. In many arenas the netting system is installed permanently and is not easily removed or retracted. With increased demand for alternative use of the ice arenas operators should make certain that the netting system is properly designed and installed for their facility. In the multi-purpose environment netting systems should be installed so that they can be removed or retracted quickly and easily. In many mid-size and large arenas the netting system is designed to be retracted or removed by using a manual or motorized winch and pulley system. In smaller arenas the netting can be pulled up by ropes or cables or manually removed for event purposes. The options available to operators range from simple to high-tech remote controlled truss systems. Each facility should install a netting system that meets their needs, budgets and staffing levels.

NHL Operations

There is a tendency to use NHL operations as a benchmark for community rink operations; however, using such a template is neither mandatory nor recommended. The ice rink industry is better served by identifying specific best practices that are reasonable for a community rink environment. By having guidelines that best represent the level of play at a community level, the courts will more likely lean toward these recommendations when trying to determine "due diligence". It is however important to include some of the lessons learned at the professional level to develop appropriate best practices.

"Our fans are our family, and this tragic accident fills us all with a deep sense of sorrow." "We extend heartfelt condolences to the grieving family and friends on this day of profound sadness."

-- NHL commissioner Gary Bettman

The death of 13-year-old Brittanie Cecil in March, 2002 at a Columbus, Blue Jacket National Hockey League game was not an isolated event.

- March 1997: A 13-year-old boy suffered loss of academic, social and emotional functioning after a flying puck at a Windsor, Ontario rink put him into a coma.
- December 1998: The mother of a teenaged player lost her sight in one eye after a puck hit her while she was watching her son play in a Manitoba arena.
- January 1999: A nine-year-old Regina girl suffered a fractured skull and other injuries when a puck struck her above the right eye.
- February 2000: A 21-year old man fell into a coma and died five days after a puck hit his head at an Altona, Manitoba hockey arena.
- January 2002: A 53-year-old man took a puck in the left eye at a game in Sault Ste Marie, and was left with diminished vision.
- There is no specific data collected about puck injuries however, Toronto Maple Leafs hockey club stated that 11 of its spectators needed medical attention due to injuries from flying pucks in the 2001-2002 season up to March 22. That worked out to one fan for every three games before netting was installed.

The Brittanie Cecil accident was a turning point for many Canadian rink operators who began to voluntarily install safety netting as part of their efforts to help protect spectators from objects that may leave the ice surface. However, these early installations were completed with little or no guidelines in place.

The Canada Safety Council is on record of having a longstanding concern over the injuries occurring to non-participants in ice arenas. This concern prompted action that resulted in the creation of CAN/CSA-Z262.7-04, Guidelines for Spectator Safety in Indoor Arenas. This document provides guidance on safety to owners and operators, architects, planners, engineers, construction companies,

construction contractors and appropriate inspectors in the design, construction, and operation of indoor arenas.

- Arenas should be designed to minimize the inadvertent or accidental interaction between participants, spectators, and non-participants.
- Arenas should be designed to reduce the risk of injury to participants if any object accidentally leaves the playing area.
- Design considerations should include, but not be limited to, concession stand location and arena illumination.

Although the new standard is voluntary and is not retroactive, it should however be used to guide future arena renovations and new construction. One of its recommendations is a board and glass system that permanently surrounds each playing area, with a minimum height of 2.4 m at the sides and 3.05 m at the ends of the playing area when measured from the playing surface. Some industry experts warn that these recommendations for shielding heights are at times difficult to meet. As the height and weight of the glass increases, so does the potential for worker injury. Consider the risks involved when 3.05m of glass breaks free and falls into the spectator area?

Additional protection systems may consist of a moveable board and glass system or a moveable safety netting system. However, these types of products are not considered standard installations within the industry. Custom needs should be identified and carefully investigated prior to purchasing.

The standard also outlines measures to consider when an object can travel in a direct line from the playing surface to the spectators' and non-participants' areas.

Note: Facility managers are encouraged to discuss how this voluntary standard might influence a legal proceeding with their legal counsel. Although this standard and/or the ORFA Guidelines for Evaluating Boards and Glass document are not specific legislative requirements; they are considered "industry best practice".

Since arenas began to install safety netting, the number of puck related incidents has significantly

dropped. No puck related deaths in an indoor arena have been reported since the Brittanie Cecil accident in 2002. However, facility managers must not become complacent; unfortunately, the wave of safety netting installations since 2003 did not coincide with any form of regular inspection and maintenance plan. Further, it is suspected that many of the early netting installations may not meet today's specifications for strength, size or flame retardancy value (pre-2002 did not require fire testing). Safety netting is seen every-day by facility staff but given no attention.

CSA document provides the following guidance:

When the additional protection is tested in accordance with, there shall be no evidence of failure. The following shall be considered evidence of failure:

- a) *The test object penetrates the protection system;*
- b) *The test object gets stuck in the protection system; or*
- c) *A portion of the protective system, or components used to attach the protective system to the support frame, breaks or shows signs of damage (such as fraying or tearing).*

The requirements of the Ontario Fire Code have prompted some municipal fire officials to question facility management on current arena safety netting installations and their obligation to meet a higher fire retardant requirement. Some facility managers do not have nor, have they been able to source confirmation in this regard. All safety netting must meet section 2.3.2.1(1) of the Fire Code.

Flame Resistance of Textiles

2.3.2.1. (1) Drapes, curtains, netting, and other similar or decorative materials, including textiles and films used in buildings, shall meet the requirements of CAN/ULC-S109, "Flame Tests of Flame-Resistant Fabrics and Films, when these materials are used in any

- (a) care and treatment occupancy and detention occupancy,
- (b) lobby or exit,
- (c) access to exit in assembly occupancies, and assembly occupancies with an occupant load of more than 100 persons, or
- (d) open floor area in a business and personal services occupancy, mercantile occupancy or industrial occupancy exceeding 1500 m², except

when the floor area is divided into fire compartments not exceeding 1500 m² in area and separated from the remainder of the floor area by a fire separation having a 1 h fire-resistance rating.

(2) Existing drapes, curtains, netting, and other similar or decorative materials, including textiles and films used in buildings which meet the requirements for a high degree of flame resistance as described in NOTE 4 of Test Method 27.1 of CAN2-4.2, "Textile Test Methods are deemed to be in compliance with Sentence (1).

(3) For the purposes of Sentence (2), "existing means in place on November 21, 2007.

Flameproofing Treatments

2.9.2.1. Flameproofing treatments shall be renewed as often as necessary to ensure that the material will pass the match flame test in NFPA 705, "Recommended Practice for a Field Flame Test for Textiles and Films.

NFPA	705-2003	Recommended Practice for a Field Flame Test for Textiles and Films	2.3.2.2. 2.9.2.1.
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Housekeeping and Maintaining Your Netting System

Facility managers must not install and forget about their protective netting. Allowing dirt and dust to accumulate on the netting system will reduce the fire retardant level of the net. Grease residual resulting from Improper venting of concession operations will further increase the potential for fire on the system.

A regular cycle of inspection, cleaning and repair must be designed and implemented as part of any net protection system installation.

- Tightness/tension of the netting and installation
- Wear, holes, tears any signs of deterioration
- Check mesh hole size for any signs of excessive stretching
- Ensure tightness of all fittings and stability of installation. Check all cables, connections, and clamps
- Routine cleaning to ensure netting is free of dust, grease, and other residual matter.

Allowing this to accumulate will reduce the fire retardant level,

Selecting Protective Netting

The ORFA does not endorse any one type of protective system. These decisions require a comprehensive evaluation of the premise and proposed activities to help determine what system will best protect the public while meeting operational expectations. The ORFA recognizes the efforts of the National Hockey League and the CSA Guidelines and encourages its members to review this information prior to choosing a netting system for any ice facility.

When evaluating netting systems and type of netting to purchase it is important to first determine the intended use of the netting and the type of facility that the netting will be installed. Facilities are usually found in two categories mid to large spectator arenas – over 2500 seats up and community/minor hockey type arenas.

Spectator Arenas

For spectator rinks and those that host a variety of events there are a number of factors to consider.

- 1) Spectator view through netting
- 2) Is the net system to be permanent or retractable/removable for other events?
- 3) Ease of use
- 4) Durability
- 5) NHL Approval
- 6) Cost

For spectator arenas there are essentially three types of netting available (with variations in each)

- a) Black or white nylon – 2mm strand, 3-1/8” stretch mesh, knotless – 125 to 150 lb. break strength
- b) Clear monofilament – 1mm strand, 3-1/8” stretch mesh, knotless – 90 to 95 lb break strength
- c) Black Kevlar – 1.1mm strand, 3” stretch mesh, knotted – 200- 250 lb break strength.

For spectator arenas there are Pros and Cons of each netting system.

Black Nylon – Proven to be best choice as it does not reflect light allowing a better blend and improved viewing

1. Highly visible upon initial spectator viewing and can be distracting but is considered the least

distracting of all systems. The eye eventually adjusts and it becomes less noticeable. Television and movie creators choose black as a preferred netting system.

2. Ideal for a permanent or retractable system as it is easy to install and for regular use. Manufactured on the square vs. diamond.

3. Easy to handle, store and hang.



4. Longevity is assured with break strength of 125-150 lbs. Most of these nets are approved by the NHL for a full season or 66 games.

5. Available in NHL Approved; meets CSA Guidelines.

6. Reasonably priced at around -\$0.70 - \$0.80 per square foot.

Black Kevlar

1. Less visible than black nylon due to a 1.1 mm strand thickness. Although it is initially visible to the eye, it is not difficult to look through. Knots can be distracting.

2. Works well in permanent and retractable applications. Small strand thickness makes it a small net to store.

3. Easy to handle and hang.

4. Break strength of 200 + lbs. makes for a very strong durable net. Kevlar can be somewhat brittle and care should be taken when retracting and deploying it.

5. Meets CSA Guidelines.

6. High cost of \$1.30 - \$1.50 per square foot (2012).

For the majority of community rinks if the netting system is going to be permanent the following are key factors to be considered:

- Spectator viewing through the netting
- Durability/strength
- CSA Approval
- Cost

Due to the high cost of Kevlar and other exotic fibers they are not typically used or required in a community rink. In general, the current trend is to use the clear monofilament in community rinks due to the pricing, appearance and the fact that the netting is permanently attached.

In a multi-purpose spectator rink there is a pretty even split in preference between black nylon, clear mono and Kevlar. White nylon is least commonly used in a community rink setting.

Note: Stated pricing is provided as an example of cost comparison only. This information should not be used for budgeting or expected pricing during any call for proposal. Facility managers must complete a detailed cost evaluation based on current market values.

White Nylon

Similar to black nylon, but is more visible to the eye when viewed through. It will "yellow" over time and show dirt and grime.



Clear Monofilament

1. Highly visible when viewed up close. In large arenas where the spectators are seated further back, it is less visible because

it is thinner. Clear Monofilament has a tendency to pick up light reflection and glow.

2. Works well in permanent applications where the netting is fixed to a support bar. Clear Monofilament can be troublesome to handle on retractable/removable systems. The netting has a memory and tends to spring back to its original shape. If not properly maintained it may stretch and encroach into the playing area.
3. Difficult to handle and hang in a non-permanent application.
4. Break strength of 90- 95 lbs. allows it to stop pucks, but it is prone to developing holes. In permanent applications they can last 5-10 years: however, given the nature of plastic, over time the mesh will become brittle.
5. Meets CSA Guidelines
6. Inexpensive - \$0.45 - \$0.55 per square foot



Health and Safety

Protective netting is usually installed at heights above 3m Ladder or lift use on the ice surface is often necessary for regular maintenance of ceilings, fixtures as well as hanging banners. A detailed Job must be created as the first part of any inspection or repair task.

Ladders and Lifts -Ladders or lifts that exceed 3m must only be used by trained personnel. Use of any lifting device or ladder by users or the general public in a recreation facility should not be permitted. Scaffolding is only to be erected and dismantled by

trained competent persons. All such equipment should be secured when not in use by facility staff.

*If this type of work is contracted out contractors should follow any safe operating procedures that the City has set for the work being performed.

ORFA Recommendations:

1. Facilities should consider the benefits of installing protective netting as recommended by the ORFA. (Refer to ORFA Guidelines for Arena Dashboard and Shielding Systems)
2. Buildings with protective netting in place must confirm in writing the life expectancy of the netting; its flame resistance capability; and that it meets or exceeds the current CSA Guidelines and current Fire code requirements.
3. Each facility conducts, no less than once per year; a comprehensive review of installed protective netting; and that this inspection is logged for future reference.
4. Develop and implement a regular system of "safe" inspection, cleaning, repair and reporting in all buildings with protective netting.
5. Add replacement of protective netting to all facility life-cycle planning schedules.
6. Discuss the requirements of protective netting with local fire department prior to purchase and installation of new netting or the status of currently installations.

Sources and Resources

- ORFA Guidelines for Arena Dashboard and Shielding Systems
http://orfa.com/library/guide_bp/index.htm
- Teenager Struck by Puck Dies: Coroner's report *Puck snapped girl's head back, damaging artery*
http://sportsillustrated.cnn.com/hockey/news/2002/03/20/puck_death_ap/

- Canada Safety Council – The Puck Stops Here <http://canadasafetycouncil.org/child-safety/puck-stops-here>
- CAN/CSA-Z262.7-04, Guidelines for Spectator Safety in Indoor Arenas, visit www.shopcsa.ca
- 2007 Fire Code can be accessed on e-laws at:
http://www.elaws.gov.on.ca/html/regs/english/elaws_regs_070213_e.htm

When considering the need for personal protective equipment (PPE) review the following ORFA Best Practices:

- On Solid Ground
http://orfa.com/library/guide_bp/index.htm
- Head Protection for On-Ice Personnel
http://orfa.com/library/guide_bp/index.htm
- Canadian Centre for Occupational Health and Safety
http://www.ccohs.ca/oshanswers/safety_haz/ladders/
- Mohawk College
<http://www.mohawkcollege.ca/Assets/Occupational+Health+and+Safety/LadderSafetyProcedures.pdf>

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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Inwood's 150th Celebration
Meeting: Council - 23 Mar 2023
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Inwood 150th Celebration Committee and the Canada Day Committee members be acknowledged and listed as a Committee of Council; and that the request from the Inwood 150th Celebration Committee to have an intermediary relationship with the Municipality for application to apply for a grant for the Celebration be approved; and that the Administrator be authorized to assist with the application process as needed; and further that the Municipality agrees to assist with advertising of the event as requested.

Background:

Each year, the members of the Canada Day Committee are forwarded to the Municipal Insurance Broker and are appointed as a Committee of Council for insurance purposes. With the celebration in Inwood occurring at a similar time, it is appropriate to extend the same appointment as the event is a family event and celebrates our community.

Comments:

Members of the Inwood 150th Celebration Committee have met with Administration to request some assistance in the planning of their 150th Celebration. The Committee is small but eager to prepare for a full weekend of celebrations with all the necessary permissions and approval in place prior to the event.

The advertising request(s) are an easy way for the Municipality to support the event and Administration has arranged for additional advertising supports in the coming weeks.

Because the Committee is an ad hoc one and is not a registered charity, they have requested that an intermediary relationship be established with the Municipality. With this relationship established, we would acknowledge the application of the grant and co-sign the application. If awarded, an income tax receipt would be provided.

Financial Considerations:

The advertising for the Inwood 150th celebration is estimated at \$500.

ATTACHMENTS:

[Request to Council](#)



INWOOD 150th CELEBRATION COMMITTEE

PO Box 10, Inwood, ON NON 1K0

Chairperson – Donna Oriet
519-844-2433
orietdonna@hotmail.com

Secretary – Marie McNally
226-402-0220
mariemcnally57@hotmail.com

Treasurer – Donna Watson
519-384-8601
bdwatson@hotmail.ca

Co-Chairpersons
Ina Mae McVicar
519-872-8113
inamcvicar@hotmail.com

Wayne Deans
519-844-2198
wjdeans@hotmail.com

Anthony Clark
tony158658@hotmail.com

March 8, 2023

Municipality of Brooke-Alvinston Council
3236 River Street, PO Box 28
Alvinston, Ontario NON 1A0

Dear Council Members:

Thank you for your support in our last request and providing our group free use of the Inwood Community Park for our celebratory weekend on June 24th and 25th.

In addition, we kindly request the following support:

- 1) We are applying for some grants to assist with making this a family free event. Although we are not a registered charity, we would like to establish an intermediary relationship with the Municipality. In this case, we ask for a motion to support our application stating this.
- 2) To appoint our Committee as a Committee of Council for insurance purposes.
- 3) Mailing of our flyer advertising the events to residents.
- 4) Posting the celebration on the Municipal Bee sign and the Municipality's social media page.

We are aware that the Municipality included in their budget the approval of the purchase of new bleachers and resurfacing of a part of the playground at the Inwood Ball Park. We wish to thank the Municipality as these are wonderful additions to the community and for our celebration.

Thank you

Inwood 150th Celebration Committee



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Advertising on Ball Diamonds
Meeting: Council - 23 Mar 2023
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That staff pursue business advertising options on the Municipal ball fences and Council provide direction on the advertising type.

Background:

At the March 9, 2023 regular session of Council, Councillor McCabe inquired about using the municipal ball fences as advertising venues for businesses.

Comments:

Ball sign advertising is a common sight at many diamonds. They add additional revenue to the Municipality and provide awareness of local businesses to out of town players and families.

The Municipality has 3 ball diamonds where businesses could be approached for sponsorship on all or separately. The diamonds are: Inwood Ball Diamond, Optimist Ball Diamond and the north ball diamond.

Should Council wish to pursue this advertising route, an additional fee for advertising on fences at the ball diamonds could be added to the fees schedule. The placement of the signage would be clear of spectators.

In considering signage, it would be preferred if all signs were uniform and consistent in size to be more visually aesthetic. A metal base of 12" x 18" (with grommets) would fit the fence by the walking area easily for placement and be appropriately sized to provide the local business appropriate advertising and keep the visual site lines clear. The sponsor would need to prepare and supply, at their cost. Alternatively, banners could also be created which can be larger in size and give a different advertising perspective in the outfield.

Financial Considerations:

To be consistent with the arena board advertising, the cost of \$105 / year would be suggested.

CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

By-Law 15 of 2023

Being a By-Law to Authorize the Execution of an Agreement between John & Mary Vandermal and The Municipality of Brooke-Alvinston.

WHEREAS pursuant to Section 9 of the *Municipal Act, 2001* S.O. 2001, c.25 as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS pursuant to Section 11(1) the *Municipal Act, 2001* S.O. 2001, c.25 as amended, a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public, subject to the rules set out in Section 11(4) of the Act; and

WHEREAS it is deemed expedient to execute a conditional occupancy permit agreement between John & Mary Vandermal and The Municipality of Brooke-Alvinston for the property located at 8066 Centre Street, Unit #6;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON ENACTS AS FOLLOWS:

1. That the Council of the Corporation of The Municipality of Brooke-Alvinston executes an Agreement with John & Mary Vandermal. A copy of which is attached hereto and is marked "Agreement" and forms part of this by-law.
2. That the Mayor and Clerk-Administrator be authorized to execute such an Agreement and to affix the Corporate Seal of the Corporation of The Municipality of Brooke-Alvinston thereto.
3. That the Agreement must be executed by all parties or the Agreement shall become null and void.
4. That this By-law shall come into force and take effect on and from the date it is finally passed by Council.

Read a first and taken as read a second and third time and finally passed this 9th day of March, 2023.



 Mayor – Dave Ferguson



 Clerk-Administrator
 Janet Denkers

CONDITIONAL OCCUPANCY PERMIT AGREEMENT

THIS AGREEMENT made in duplicate, this 9th day of March, 2023.

BETWEEN: JOHN & MARY VANDERWAL
(Hereinafter called the "OWNER" of the First Part)

AND: THE CORPORATION OF THE TOWNSHIP OF BROOKE-ALVINSTON
(Hereinafter called the "MUNICIPALITY" of the Second Part)

WHEREAS John and Mary Vanderwal have requested a Conditional Occupancy Permit from the Municipality prior to meeting requirements to obtain an Occupancy Permit according to the *Building Code Act 1992, s. 11*;

AND WHEREAS the Chief Building Official is satisfied that meeting such requirements would unreasonably delay the subject occupancy.

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

1. The lands affected by this Agreement (hereinafter referred to as the "subject lands") are Municipally known as 8066 Centre Street, Unit #6.
2. The occupancy affected by this Agreement (hereinafter referred to as the "subject occupancy") is that occupancy proposed for the building permit 22-042 issued for the property identified as 8066 Centre Street, Unit # 6
3. Upon the issuance of a Conditional Occupancy Permit for the subject property, the Owner agrees to assume all risks involved in commencing occupancy before every requirement on the building permit has been met, and, to this end hereby shall indemnify and save harmless the Municipality and the Chief Building Official from and against all claims arising from the issuance of a said building occupancy permit(s).
4. The owner hereby agrees to obtain all necessary approvals and meet all conditions as shown on Schedule 'A'.
5. Compliance with deadlines specified in Schedule "A" must be completed to the satisfaction of the Municipality and/or the Chief Building Official or his/her designate as specified in said Schedule "A".
6. The Owner shall and does hereby release, discharge and covenant and agree at all times to indemnify and save harmless the Municipality and the Chief Building Official from and against all claims, including:
 - (a) all claims for property damage or injuries, including injuries resulting in death, to any property or person or persons and any consequential damages arising from such damage or injuries, whether such damage or injuries be caused by or attributable to the negligence of the Municipality or its officers, agents, servants, employees or otherwise; and
 - (b) all demands, liability, loss, costs, damages, expenses, compensation, awards or payments of every kind or nature whatsoever and all actions, suits or proceedings of every kind or nature whatsoever by whomsoever incurred, sustained, suffered, made, paid, brought, or taken, in any manner connected with, caused by or attributable to the entry into this Agreement, the performance or failure to perform the terms and conditions hereof.


7.

- (a) The Owner delivered to the Corporation a deposit (the "surety") in the amount of \$5,500 (Five Thousand Five Hundred Dollars) in the form of a letter of credit, certified cheque, money order or cash.
 - (b) A letter of credit shall contain provisions satisfactory to the Municipality, in accordance with its standard format for letters of credit as of the date of submission of the letter of credit to the Municipality and shall provide for automatic renewal rights at the end of the terms.
 - (c) Should there be full compliance with this Agreement, the surety will be returned to the Owner at the address provided by the Owner.
8. This agreement may be registered against the subject lands and the Municipality is entitled to enforce its provisions against the Owner and, subject to the *Registry Act* and the *Land Titles Act*, including any subsequent owners of the subject lands.
 9. This agreement shall be binding upon the Owner or heirs, executors, administrator, successors and assigns of all said lands.
 10. Any amendments or extensions to this agreement shall be agreed to in writing by both parties.
 11. This agreement shall be read with all changes in gender or number required in the context.


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

Executed at the Municipality of Brooke-Alvinston, Ontario this 9th day of March 2023.

OWNERS

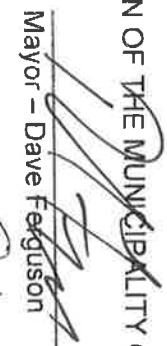


 John Vanderwal

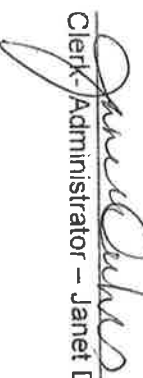


 Mary Vanderwal (emailed)

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON



 Mayor – Dave Ferguson



 Clerk- Administrator – Janet Denkers

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SCHEDULE 'A'

1. The Owner acknowledges that the building foundation setback error was their solitary miscalculation, and the conditional occupancy of has no bearing on the application being considered.
2. The Owner agrees that a complete application for minor variance shall be submitted to the satisfaction of the Municipality and applicable fees paid in full for Committee of Adjustment's consideration no later than March 13, 2023, for the subject building.
3. The Owner agrees to submit the required Professional Engineer Report as it relates to Limiting Distance and Spatial Separation for the subject building to the Building Services Department for review, as it relates to reduced setbacks and no later than March 13, 2023.
4. The Owner agrees to submit the required Professional Engineer Report as it relates to Occupancy of Unit #6 to the Building Services Department for review no later than March 13, 2023, and that a site inspection may be required prior to Occupancy.
5. The Owner acknowledges that only Unit #6 is to be occupied, upon approval of the occupancy permit.
6. The Owner acknowledges that the Conditional Occupancy Permit is a unit/site-specific consideration and courtesy only and does not set precedence.
7. The Owner agrees that no other unit in this building shall be occupied until such time all approvals have been obtained.
8. The Owner must advise the Tenant of Unit #6 of the current situation which the Owner has created and provide written acknowledgment of same.
9. The Owner fully understands and acknowledges that if the minor variance application is unsuccessful, that Unit #6 must be vacated within 120 days at the sole instruction, cost, and process as outlined under the *Landlord and Tenant Act*.

AV

