



AGENDA

Council Meeting

4:30 PM - Thursday, June 22, 2023
Municipal Office

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2. DISCLOSURE OF PECUNIARY INTEREST	
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9. NEW BUSINESS

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



MINUTES

Council Meeting

4:30 PM - Thursday, June 8, 2023
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, June 8, 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 noted that any pecuniary interests could be declared at the appropriate time during the meeting.

3 MINUTES

a) Regular Council Meeting Minutes of May 25, 2023

RESOLUTION-2023-208

Councillor Craig Sanders made a motion that regular meeting minutes of May 25, 2023 be approved as amended. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) Canadian Mental Health

Two representatives of the Canadian Mental Health Association were present at Council to discuss a mobile clinic planned for the area.

RESOLUTION-2023-209

Councillor Don McCabe made a motion that staff be directed to work with the Canadian Mental Health Association (Sarnia-Lambton division) for a mobile unit to set up in Alvinston. Councillor Craig Sanders seconded the motion.

Carried

b) Everett Thorne

Everett Thorne was present at Council to discuss concerns with LaSalle Line.

RESOLUTION-2023-210

Councillor Craig Sanders made a motion that staff report back on options / recommendations to improve the safety of a portion of LaSalle Line. Deputy Mayor Frank Nemcek seconded the motion.

Carried

6 CORRESPONDENCE

a) Municipal Information

The Mayor noted the upcoming 75th anniversary celebrations of the Alvinston Legion.

RESOLUTION-2023-211

Deputy Mayor Frank Nemcek made a motion that the circulated correspondence be received and filed. Councillor Craig Sanders seconded the motion.

Carried

b) Municipality of Tweed.

RESOLUTION-2023-212

Councillor Don McCabe made a motion that the request for support from the Municipality of Tweed in reference to Bell Hydro Infrastructure be received and filed. Councillor Craig Sanders seconded the motion.

Carried

c) Township of Ryerson

RESOLUTION-2023-213

Deputy Mayor Frank Nemcek made a motion that the request from the Town of Ryerson be received and filed. Councillor Don McCabe seconded the motion.

Carried

d) Municipality of Huron Shores

RESOLUTION-2023-214

Councillor Don McCabe made a motion that the request for support from the Municipality of Huron Shores stating concerns with the medical system be supported. Councillor Craig Sanders seconded the motion.

Carried

7 STAFF REPORTS

a) Drainage Superintendent's Report

RESOLUTION-2023-215

Deputy Mayor Frank Nemcek made a motion that the tender for brushing and cleanout of the Carpenter Drain be awarded to GM Construction in the amount of \$10,848 (including HST). Councillor Craig Sanders seconded the motion.

Carried

RESOLUTION-2023-216

Councillor Don McCabe made a motion that the request for maintenance submitted by Craig & Toni Sanders on the Chanyi Drain be forwarded to the Drainage Superintendent with the power to act. Deputy Mayor Frank Nemcek seconded the motion.

Carried

RESOLUTION-2023-217

Councillor Don McCabe made a motion that Council appoint R. Dobbin Engineering under section 78 of the Drainage Act to prepare a report on the Tait Swartz Drain. Councillor Craig Sanders seconded the motion.

Carried**RESOLUTION-2023-218**

Councillor Craig Sanders made a motion that the road crossing and catchbasin work be completed by Bruce Poland and Sons; and that the as built drawing be provided for the Municipalities record; and that the catchbasin cost be assessed to Roll Number 50-145 and 50-146; and that Council officially abandon the drain upstream of Salem Road.

Councillor Don McCabe seconded the motion.

Carried**RESOLUTION-2023-219**

Deputy Mayor Frank Nemcek made a motion that the drain maintenance update be received and filed. Councillor Craig Sanders seconded the motion.

Carried**RESOLUTION-2023-220**

Councillor Craig Sanders made a motion that the drain report update be received and filed. Councillor Don McCabe seconded the motion.

Carried

- b) Parks & Recreation Manager's Report: Sound System - BAICCC**

RESOLUTION-2023-221

Councillor Craig Sanders made a motion that Council (Councillor Redick) work with staff on sourcing funding for the overage needed to cover the sound system. Councillor Don McCabe seconded the motion.

Carried

- c) Clerk Administrator's Report: Four Counties Transit**

RESOLUTION-2023-222

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston express formal interest in requesting services of Four Counties Transit to residents of Brooke-Alvinston. Councillor Craig Sanders seconded the motion.

Carried

- d) Clerk Administrator's Report: Requests from the Brooke-Alvinston Ag Society -Tractor Pull**

RESOLUTION-2023-223

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston declares the Tractor Pull being held July 14, 2023 as an event of municipal significance and acknowledges that the Brooke-Alvinston Agricultural Society will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex / Pavilion / Grounds at 3310 Walnut Street; and that the Council of the Municipality of Brooke-Alvinston waive section 3.9 of By-law 37 of 2021 to allow noise to extend to 2 a.m. during the tractor pull; and that the Brooke-Alvinston Ag Society be allowed to use an off road vehicle on the BAICCC grounds during the Tractor Pull event only. Councillor Craig Sanders seconded the motion.

Carried

- e) **Treasurer's Report:** Accounts Payable Listing - May 2023

RESOLUTION-2023-224

Councillor Craig Sanders made a motion that Council receive and file the Accounts Payable Listing for May 2023. Councillor Don McCabe seconded the motion.

Carried

RESOLUTION-2023-225

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston support the Enbridge proposal in the Municipality provided residents that reside in the area be advised on possible use of the pipeline in the future. Councillor Craig Sanders seconded the motion.

Carried

8 BY-LAWS

9 NEW BUSINESS

- a) Townwide Yard Sales - The Mayor noted the townwide yard sales and the summer festival occurring in the community this coming weekend.
- b) The Public Works Superintendent informed Council that he was advised of the Christmas Parade planned for December 7th and that there may be some road closures in the town of Alvinston to accommodate the parked floats.
- c) The Fire Chief noted the current burn regulations due to the dry weather conditions
- d) The Parks & Recreation Manager informed Council that his last day with Brooke-Alvinston will be June 16th
- e) Inwood 150th Celebration - An update on the activities was provided as well as mention of Brooke Fire Rescue attending for public education
- f) The Fire Chief / CEMC advised of the Lambton Public Health news release of the smog conditions.
- g) Enbridge - Request for letter of support

10 CLOSED SESSION

- a) Personal matters about an identifiable individual including employee(s)

RESOLUTION-2023-226

Councillor Craig Sanders made a motion that Council move into a closed session meeting to discuss personal matters about an identifiable individual including employees. Deputy Mayor Frank Nemcek seconded the motion.

Carried

11 RISE AND REPORT

- a)

The Clerk Administrator provided the Rise and Report. It was reported that the Council of the Municipality of Brooke-Alvinston accepts the resignation of Kevin Miller as Parks & Recreation Manager with regret; and that Greg Thornicroft be promoted to the position effective June 15th; and that staff be directed to proceed on other matters as directed in closed session.

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2023-227

Deputy Mayor Frank Nemcek made a motion that By-law xx of 2023 be read a first, second and third time and finally passed this 8th day of June, 2023.
Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

Councillor Sanders made a motion to adjourn the meeting at 5:55 p.m..

Clerk-Administrator

Mayor



June 22, 2023 @ 7:00 pm
Warwick Hall, 7074 Egremont Rd., Warwick Village



- Our deepest apologies to those who came out to the meeting and couldn't find the room for May's meeting.

Lambton County Historical Meeting



Lambton County Historical Society Meeting Minutes

May 25th, 2023

Lochiel Kiwanis Community Centre,
180 College Ave N,
Sarnia, ON N7T 7X2

- Opening by President; Ron Urry
- Thank You to Host; Steve Loxton, Kip Cuthbert and Keith Rabidoux
- Speaker was Kip Cuthbert, who showed us old movie clips of Sarnia's first fire truck and of the Fire Dept, Queens visit to Sarnia and other clips with music.
- Review minutes of the previous Minutes.
 - Correction to spelling of Artz Den.
 - Motion to accept with change by Dan Caron and seconded by Elsie Urry.
- Treasurer Meeting Report:
 - Total Balance \$9349.54
 - Motion to accept made by Ron McLean and seconded by Marjorie Cumming.
- Secretary Report: Motion to accept by Deb Narr and seconded by Ron McLean
- Unfinished Business:
 - Update on Canada West's Last Frontier Books and school libraries. – Gord has placed 12 Copies of The Great West to the Public High School libraries.
 - Books – We received Family Farms Volumes 1 & 2 – 20 copies.
 - Results from Petrolia Craft Sales. \$258.00 and \$170.00 in book sales
 - There is only 1 outstanding badge to be picked up. New badges can be ordered through Marjorie Cumming.
- New Business:
 - Discussion on a trip in the summer. Suggestions were Arkona museum or Cruise. Ron will look into it.
 - There were 3 events coming up where we can get a table at no charge. Looking for volunteers. Deb Narr is to sent out an email request for volunteers for June 17th in Petrolia from 11 – 4, June 24th in Watford for Watford's 150th from 10 – 2 and July 8th at the Oil museum Festival from 11 – 4. We will only set up to sell books if we get enough volunteers.
 - Two Life Membership Awards were presented. One was presented to Jerry and Glenda Young and the second one was presented to Marjorie Cumming
- Committees:
- Upcoming County Happenings:
 - Inwood – 150th Celebration - June 24th, & 25th.
 - Watford – 150th Celebration – June 23, 24 & 25th.

- Petrolia Discovered – June 17th. Sale tables \$20.
- Eniskillen – Sept. 8th, 9th and 10th.
- Dawn-Euphemia – Book, \$20. – See Marie Stephenson
-
- Attendance: 22 + 4 Guests
- Next meeting: St. Claire South
- Closing by President: Motion to close was made by Ron McLean and seconded by Ray Lloyd.

Dates for 2023 Meetings:

- June 22nd; Warwick Hall, 7074 Egremont Rd., Warwick Village
- August 24th; St. Claire South
- September 28th; Dawn-Euphemia
- October 27th; Point Edward

Agenda

June 22nd, 2023
 Warwick Hall,
 7074 Egremont Rd.,
 Warwick Village Meeting @ 7:00 pm

- Welcome by Host. Warwick
- Thank you to Host for arrangements.
- Special speakers or features
- Review and/or reading and adoption of the minutes of the previous meeting.
- Treasurer Report:
 - General Account \$ _____
 - Publishing Account \$ _____
 - Bursary Account \$ _____
 - Total Bank Account \$ _____
- Secretary Report – Correspondence
- Unfinished Business
 - Results for the volunteers for 3 dates for book sales results.
- New Business
 - Special presentation will be made.
- Committee Updates: Membership, Constitution and Policy, Public Relations, and Bursary
- Upcoming County Happenings:

Brooke-Alvinston	Petrolia	Warwick
Dawn-Euphemia	Plympton-Wyoming	Enniskillen
Sarnia	Oil Springs	St. Clair North
St. Clair South	Point Edward	
- Attendance – 22 members and 4 guests.
- Next meeting – June 22, at Warwick Hall, 7074 Egremont Rd., Warwick Village
- Motion to Close by President

Published by Four Counties Health Services Foundation Communications Committee

Patient Medical Equipment Appeal - \$69,994



Margaret LaFleche & Denise Lutz, RNs

Now that spring is in the air, our thoughts turn toward renewal and new beginnings. We at Four Counties Health Services (FCHS) and FCHS Foundation are thankful that after three challenging years, we have entered a season of revival.

We are grateful to our dedicated staff for their ongoing commitment to care close to home, and to you, our donors for your continuing support.

As well, the Foundation is happy to welcome back our hospital volunteers. We have missed their commitment and presence in our healthcare village!

The theme of renewal and growth is ever-present in our hospital community as we strive for continued excellence in care, which includes the most up-to-date equipment and technology available.

For our 2023 Spring Appeal, FCHS Foundation continues to raise funds to purchase medical equipment for patient care right here at Four Counties Health Services, Newbury. Please consider contributing to our Spring Appeal. We appreciate your support!

Bladder Scanner



Performs Urinary Outflow Testing

Active Care Nursing Unit

\$17,694

Wandering System



Keeps Wandering Patients Safe

Active Care Nursing Unit

\$14,600

Piccolo Analyzer



Performs Liver Function Testing

Emergency Department

\$25,000

Ultrasound Stretcher



Ergonomic Ultrasound Stretcher

Diagnostic Imaging

\$9,100

Treatment Bed



Treatment Bed for Physio Patients

Physiotherapy Department

\$3,600



YES! Here is my gift to help support the FCHS Medical Equipment Appeal

Donation Amount: \$ _____

Payment Method: CHEQUE VISA MASTERCARD

Card No.: _____ Expiry: _____ CVC: _____

Name: _____

Signature: _____

Address: _____

Email: _____

City: _____ Province: _____

Postal Code: _____

YES! I would like to join the **Monthly Giving Program**

CHARITABLE REG. # 11892 9546 RR0001

1824 Concession Dr., R.R. #3 Newbury, ON N0L 1Z0

(519) 693-4441, ext. 2438 info.fchsfoundation@mha.tvh.ca

FCHS Foundation Update



On behalf of the Board of Governors, I send greetings to our supporters and residents of the FCFS area. As we usher in spring with blossoms and green grass, we also usher in hope that life, as we knew it, has returned. We acknowledge our healthcare workers to whom we are indebted, as they have persevered through all the trials of the past three years.

Thank you for your support and donations to purchase equipment needed for quality care. Each year FCFS Foundation works with our hospital partners to determine how best to support medical care for area residents. This newsletter illustrates necessary equipment requirements for FCFS totalling \$70,000.

This year we are reaching out in a new way with an open house to raise awareness, honour staff, and showcase hospital services. We invite you to our FCFS Open House and Family Fun Day on Saturday, June 3rd from 10 am to 2 pm. Join us in celebrating our health and first responder heroes, while learning about new services and changes to the hospital campus. The event will have a Superhero theme with fun activities for all ages. Visit us at our new Foundation office where you will receive a scavenger-hunt style passport to tour various areas of our healthcare village.



The Foundation Board and staff look forward to engaging with our neighbours onsite once again as we celebrate our hospital community. Hope to see you there!

Tom Jeffery
Board Chair, FCFS Foundation

McRoberts Family Testimonial



Our late father Ralph was very happy to hear of the planned hospital at the four corners back in the early 1960's and was enthusiastic about supporting this new community effort. He knew it was important to have health services available nearby, not only for emergencies but also for in-hospital care.

Dad realized that a patient could likely have their own doctor caring for them and family members wouldn't have to travel long distances to visit. It was important for both Mom and Dad to be involved in the community fundraising events as well as donating toward the purchase of special equipment or required upgrades.

Also, our mother Margaret volunteered to set up the library at the hospital in the early days. Mom really enjoyed the time she spent there being able to help out.

Even though our family now lives far from the area, we continue our parents' legacy of giving to FCFS Foundation. This year when the family got together to assist Mom with her yearly donations, Four Counties Hospital came to mind right away. It's nice to continue the small legacy that Dad got us all involved in so many years ago.

Daughters: Shelley Robinson, Elaine McFadden, & Lori Dore

YES! I would like to join the Monthly Giving Program

I would like to give \$ _____

METHOD OF PAYMENT: I authorize The Foundation of Four Counties Hospital to withdraw from my bank account through my financial institution on the 10th day of each month.

I have enclosed a VOID cheque I prefer to use my credit card VISA MASTERCARD

Card No.: _____ Expiry: _____ CVC: _____

Signature: _____ Date: _____

You will receive a tax receipt at the end of the year. At any time you can change or cancel your monthly contribution by notifying

The Foundation: 519-693-4441 x 2438

At FCFS Foundation, we appreciate your support and treat your information with respect. We do not rent, sell or trade any personal information. The information you provide will be used to issue your charitable donation receipt and to keep you informed of events and fundraising opportunities in support of FCFS. If at any time you wish to be removed from our mailing list, simply contact us: 519-693-4441 ext. 2438 or info@fchsfoundation@mha.tvh.ca

What's Happening at Four Counties Health Services

Announcement of MHA President and Chief Executive Officer



The Middlesex Hospital Alliance (MHA) Board of Directors recently appointed Julie McBrien (she/her/they/them) to the position of President and Chief Executive Officer for Four Counties Health Services and

Strathroy Middlesex General Hospital effective February 28, 2023. The appointment of Julie was made following an extensive search and recruitment process with interest from remarkably talented leaders.

Julie joined MHA in 2021 as Vice President, Clinical Services and Chief Nursing Officer. Julie is a Registered Nurse and holds a Master of Health Sciences (MHSc) degree from the University of Toronto. She is also a Certified Health Executive (CHE) through the Canadian College of Health Leaders. Julie is originally from Saint John, New Brunswick. She is married to her wife, Chris, and has a daughter that attends Wilfred Laurier University.

Since filling the interim CEO role this past June, Julie has demonstrated herself as an authentic, collaborative, transparent, and engaged leader committed to: patient and family-centred care; relationships and building partnerships; supporting our MHA teams; and leveraging innovative ideas to solve challenges.

The MHA Board and FCHS Foundation welcome Julie to the permanent role of President and CEO!

MHA Patient and Family Advisory Council

We are pleased to share the establishment of a Patient and Family Advisory Council (PFAC) for Middlesex Hospital Alliance (MHA). This council consists of individuals who have received care at FCHS and/or SMGH, or are family members or loved ones of the person who received care with us.

The purpose of the PFAC is two-fold: 1) serve in an advisory capacity to the MHA by providing recommendations that aim to improve the patient and family experience, and 2) support patients and families to have a voice and venue to share unique experiences, and tell stories that inform/advise on improvement opportunities at our hospitals.

MHA President and CEO Julie McBrien and co-chair of the PFAC is enthusiastic about the council's formation, stating that "The creation of this council is a vital step towards our commitment to person and family-centred care. MHA believes that listening to the voices and experiences of our patients and families is essential in providing the best possible care experience. One of the first undertakings by PFAC has been to develop a new Patient Declaration of Values for the MHA. It is truly wonderful to see our MHA patient values developed by patients... for patients".

We believe that the PFAC will make a positive impact on the services, care, and experiences we provide at our hospitals.

PFAC regularly looks for new members; if you are interested in finding out more information, please contact us at patientrelations@mha.tvh.ca



The care you need is just around the corner

Dynacare has opened a larger and newly renovated Laboratory and Health Services Centre at the front of FCHS, offering:

- Direct access from the parking lot.
- Longer hours, Visit [Dynacare.ca](https://www.dynacare.ca)/Find-a-Location for hours and current wait times.
- Dynacare - Net Check In. Our free Dynacare - Net Check In mobile app* allows you to check in before arriving to our lab. We will save your spot while you wait at home.
- Dynacare Plus. Better manage your health and securely track your personal health information. Dynacare Plus is a health management tool available online or by downloading our mobile app*.

*Available on the App Store and on Google Play.



FCHS Facilities Update



complete, this project will provide energy and maintenance savings for the facility.

We have submitted for further funding through this program and hope to hear the status of the applications over the summer.

Ryan Whitney

Ryan Whitney
Manager, Facilities & Maintenance Services

Four Counties Health Services received \$992,781 from the Healthcare Infrastructure Renewal Fund (HIRF) in fiscal year 2022/2023. With this funding, we were able to complete the exterior door replacement project started in late winter/early spring of 2022 as well as a large section of roofing over the Emergency Department.

With the residual funding, we tendered the replacement of all rooftop exhaust fans. Once



Registration now open
Please visit wardsvillegolfclub.ca
For more info, contact Jackie Beatty at 519-784-4274
We appreciate your support of this important fundraiser!

Service Club Presentations



RCL West Elgin Br. 221 Poppy Fund
\$3,400



Florence Oddfellows Lodge 196
\$1,000



Glencoe District Lions Club - \$1,000



Ahcom Shrine Club, Chatham - \$1,000



Glencoe & District Curling Club Bonspiel
\$850 (total)

Donor Dollars At Work 2022 Annual Hospital Support

ECG Monitors	\$101,635
Bariatric Bed	\$42,980
Defibrillator	\$17,727
Helmer Refrigerator	\$12,736
Staff Education	\$12,000
Medical Refrigerator	\$9,635
Bariatric Stretcher	\$6,949
Centrifuge	\$5,093
CO2 Sampling Modules	\$3,923
Adult Laryngoscope	\$3,400

FCHS continues to modernize our hospital with state-of-the-art medical equipment to best serve the needs of our patients, all of which keeps "Care Close to Home".

FCHS Foundation is pleased to support Four Counties Health Services with ongoing needs of patient medical equipment and healthcare technology. Special thanks to the individuals, municipalities, organizations, and businesses that make this a reality.

**CORPORATION OF THE TOWN OF ESSEX**

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca**Honourable Doug Ford**

Premier of Ontario

Legislative Building, Queen's Park

Toronto ON, M7A 1A1

premier@ontario.ca

June 19, 2023

BY EMAIL

RE: Local Emergency Response System and Gaps in Healthcare regarding Code Red and Code Black Frequency

Dear Honourable Doug Ford,

Further to Town of Essex resolution number **R23-05-203** passed on May 15, 2023, we enclose a letter from Town of Essex Mayor Sherry Bondy for your review and consideration.

Yours truly,

A handwritten signature in black ink, appearing to read "jmall", written in a cursive style.

Joseph Malandrucolo

Director, Legal and Legislative Services/Clerk

jmalandrucolo@essex.ca**encl.****c.c.** Mary Birch, County of Essexmbirch@countyofessex.ca

Anthony Leardi, MPP

anthony.leardi@pc.ola.org

Lisa Gretzky, MPP

lgretzky-co@ndp.on.ca

**CORPORATION OF THE TOWN OF ESSEX**

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Marit Stiles, MPP
Mstiles-op@ndp.on.ca

Chris Lewis, MP
chris.lewis@parl.gc.ca

All other municipalities in Ontario



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8
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Dear Honourable Doug Ford,

The Town of Essex Council hereby appeals to the province of Ontario to acknowledge the challenges faced by our local emergency response system and take decisive action to resolve the gaps in our healthcare. While we recognize that our situation is not unique, we believe that it is essential to draw attention to our persistent Code Red and Code Black conditions, which are primarily caused by an insufficient number of hospital beds, medical personnel, and resources.

Windsor and Essex County residents ought to have confidence that when they dial 911 it will elicit a prompt ambulance response for emergency situations. Local healthcare providers are engaging various initiatives such as a paramedic offload program, offload to the waiting room for assessment and triage of less severe medical matters, diversion to another hospital for low acuity cases, and the Essex-Windsor EMS paramedic patient navigator to monitor and manage dispatch. Nevertheless, these initiatives alone have been unable to curb the escalation of Code Red and Code Black frequency, signifying few or no ambulances available for emergencies.

In the year 2021, Windsor-Essex experienced a cumulative of 3253 minutes in Code Red and 791 minutes in Code Black. In 2022, the period subjected to Code Red increased significantly to 8086 minutes, whereas Code Black saw 2257 minutes. In March 2023, just three months into the year, the community has clocked 864 Code Red minutes already plus another 2257 Code Black minutes.

We implore the authorities to apply an immediate and comprehensive review of our hospital offload delays and staffing crisis in our front line. Ambulance offload processes and hospital volumes are merely two contributing factors, if nothing tangible is done, local families risk experiencing catastrophic consequences. Our former Warden, McNamara, declared an emergency on ambulance unavailability in October 2022 linked to hospital admission delays; to date, this emergency situation still holds with no decrease in Code Reds and Code Blacks.

We require a holistic solution to address our hospital deficiencies and healthcare shortcomings on an underlying basis. In addition, the Town of Essex Council request that the province of Ontario conduct a review of projected population growth and aging in Windsor – Essex and increase health care capacity to match our present and future needs.

**CORPORATION OF THE TOWN OF ESSEX**

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Therefore, the Town of Essex Council requests that the province of Ontario recognize the dangerous strain facing our local emergency response infrastructure and urgently work to address these gaps in our healthcare system.

Sincerely,

A handwritten signature in black ink that reads "Sherry Bondy".

Sherry Bondy

Mayor

Town of Essex



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: LaSalle Line
Meeting: Council - 22 Jun 2023
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That the report be received and filed for information.

Background:

LaSalle Line is 7.2m in width. The standard road width is 6.6 m (3.3m / lane). As directed by Council at the June 8th meeting, we have investigated strategies or options for improvements.

Comments:

Narrow road signs are one option to make passers by aware that the road is narrower than others. Road signs have been ordered and will be installed upon arrival.

We contacted Intact insurance for their comments and they are sending their road expert to come out and physically take a look at the road and provide comments back.

Other options suggested to widen the road, were using blocks, shoring or placing guard rails. To properly widen the road, an engineering firm would need to be contracted to comment on the condition of the lands, waterways, conservation preservation etc.

To obtain comment on the roadway, we contacted Intact insurance for their comments and they are sending their road expert to come out and physically take a look at the road and provide comments back. Once the review is complete, we will forward it to Council.

Financial Considerations:

The road signs will cost approximately \$360.00



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Employee HR Policy revisions & Council Travel & Expense Policy
Meeting: Council - 22 Jun 2023
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That staff be directed to work on revisions to the Employee HR policy; and that the highlighted policy be forwarded to Council for approval;

And that staff prepare a draft Council Travel & Expense Policy for review.

Background:

Policies are the guidelines developed by an organization to govern its actions. They define the limits within which decisions must be made. Having a policy or directive in place will assist in making clear and consistent decisions.

Comments:

The Municipal HR Policy was completed in / around 2012 with revisions done in 2016. With ongoing changes in standards and legislation, it is recommended that a full review be completed. The dynamics of workplaces are changing and the policy should do the same. In addition, with new generations of workforce coming in, the policy should reflect the same and be inventive to attract and retain employees.

In reviewing the HR Policy, it was noted that By-law 60 of 2022 outlines expenses to members of Council but is not comprehensive in all expenses. A policy which highlights the approved by-law and additional expenses would provide another clear document for Council to review and have.

Financial Considerations:

None associated with this report

RECEIVED 7.3.
JUN 19 2023



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

I hereby give notice that the M^cKrnlay Drain is out of repair and request that:

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

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

___ Section 76, (Update the Schedule of Maintenance for the Drain)

___ Section 78, (New Engineer's Report for the Drain)

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

The following work is required:

Clear Brush + Clean Mud From Bottom

Property Description: Lot 19 Concession 3 Roll Number 3815 120 010 15800

911 address _____

Dated at the Municipality of Brooke-Alvinston this 19 day of June, 20

Jean Goodhead
Name-please print

Name-please print

Jean Goodhead
Signature

Signature

Telephone#

Cell

Email address: _____

Additional Comments if any:



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Update on the Alvinston Cemetery Board Operations
Meeting: Council - 22 Jun 2023
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That this report be received and filed for information; and that the Appointment By-law be administratively amended to reflect the changes to the Board composition.

Background:

Since Bob Alderman wanted to retire from his long held (35 plus years) position as Secretary/Treasurer of Alvinston Cemetery, he asked staff to assist him in finding a replacement. Staff requested permission from Council to seek out / approach potential replacements. After discussions with Bob, Patsy Ikert offered to assume the role of Secretary /Treasurer. Because of Patsy's relation to another municipal staff member, Council's approval of her appointment to this position was obtained.

Comments:

Since her appointment, Patsy and Bob Alderman have met several times and have gone over the cemetery operations. Bob has offered to assist Patsy with any questions that come along and act in a mentorship role.

A Cemetery Board meeting was held on June 15th at Bob's home. The draft minutes are attached.

By-law 61 of 2022 appointed members to the Cemetery Board. With a vacancy existing from Don McGugan's resignation, Jeannette Douglas offered to stay on the Board. The Board had no objections and welcomed Jeannette to the Board. Jeanette had previously served on the Board as a Councillor. The Alvinston Cemetery Board members are: Jenny Redick (Council Member) & four public members being: Ray McGugan, Bob MacDougall, Bob White and Jeannette Douglas.

The Cemetery information that Bob stored in his home office has been relocated to the municipal office.

Financial Considerations:

Previously, either Bob Alderman or Catherine McDonald had sole signing authority over all cemetery account and investments. Going forward, for ease, the Cemetery signing authorities with the bank are being amended to have "one of the Mayor or Deputy Mayor plus one of the Clerk-Administrator or Treasurer (consistent with all the other municipal accounts).

ATTACHMENTS:

[June 15 2023 Meeting Minutes](#)

Alvinston Cemetery Board Meeting

June 15, 2023, 4:30pm at 6232 Courtright Line (Bob Alderman's residence)

Present: Bob White (chair), Jeannette Douglas, Bob MacDougall, Ray McGugan, Jenny Redick, Bob Alderman, Jack MacDonald and Patsy Ikert.

Bob White called the meeting to order at 4:38pm.

Minutes: Minutes of the May 7, 2019 meeting adopted on motion by Jeannette Douglas, seconded by Jenny Redick. Carried. There was no business arising from the minutes.

Treasurer's Report:

- Statement of Income and Expenses for 2019-2022 was presented.
- Bob Alderman explained that the sale of plots is down due to cremations. Also, the investments in Mutual Funds have decreased due to the markets.
- Jeannette Douglas asked about accessing money from The Care and Maintenance Fund, not just the interest. Bob said that the Cemetery Board can borrow from Care and Maintenance, but the money must be repaid.
- Patsy explained that the money that goes into the Care and Maintenance Fund is either \$290 or 40% of the cost to bury (not the purchase price of the plot), whichever is greater.

Bob MacDougall motioned to approve the Statement of Income and Expenses. Seconded by Ray McGugan. Carried.

Secretary's Report:

- Care & Maintenance Investment balance on December 31, 2022 was \$217,855.
- Burials for 2022: 33 Total with 8 traditional (24%) and 25 cremations (76%)
- Donations received in 2022 were \$16,925.85.
- There were no Memorial Trees planted or Memorial Benches purchased.

Moved by Jenny Redick; Seconded by Ray McGugan that the Secretary Report be received with the number of burials provided when the information is available. Carried.

Caretaker's Report:

- Continue to receive many compliments on the upkeep of the cemetery with only a few complaints.
- Issues that are being addressed:
 - Tilting headstones which Jack will need Strathroy Monuments to help lift to pour more cement.
 - Beech Trees that are rotting.
 - Belts for lawnmower.
 - Moving the marker for customer who indicated that it has shifted.
 - Plot has an upright stone and also a metal marker which is against the rules of having only one upright on the plot. Patsy will contact them regarding moving/removing the marker.
- Waiting for a new replacement lawnmower from John Deere, based on the deal made previously. The lawnmower is not available yet.
- Still no cement in the garage but it is not a high priority item.
- More gravel on the cemetery roads would be beneficial but can continue to rough them up.

Moved by Bob MacDougall; Seconded by Ray McGugan that the Caretaker's Report be accepted. Carried.

Staff Wage Review:

Motion by Jeanette Douglas; Seconded by Jenny Redick that Jack MacDonald's salary be increased by 3.5%, effective July 1, 2023 with a review at a meeting before the end of the year. Carried.

Tariff of Charges Review:

It was decided to review the charges for plots and internments at the next meeting when Patsy has information from other cemeteries.

Decoration Sunday:

Letters were sent out to all the mailboxes in Brooke Alvinston and to plot owners outside of the township, about decoration Sunday on June 11, 2023. It included information for donating. As in previous years, there was no formal ceremony and since Covid, no Board members present to give donation receipts.

Other Business:

- New Secretary/Treasurer – Ray McGugan motioned, and Jeanette Douglas seconded that the Cemetery Board accept Bob Alderman’s resignation with regret and Patsy Ikert’s appointment as Secretary/Treasurer. Carried. Patsy will be paid on an hourly basis. Patsy to ask Janet Denkers to provide information to the Board for a recommended hourly rate.
- Board Members –
 - Jeannette Douglas motioned, and Ray McGugan seconded that Jenny Redick be accepted as a Board Member and Don McGugan’s resignation be accepted. Carried.
 - Jeannette Douglas became a Cemetery Board Member to represent Brooke-Alvinston Municipality Council. She is no longer on the Council but is remaining on the Board as a member of the community. Jenny Redick is the Council representative.
- Memorial Garden –
 - Three Memorial Trees are not budding. Bob Alderman contacted Windovers and they will remove the trees. It is best to replace them in the fall.
 - Discussed getting a walkway, especially for wheelchair access. Grants may be available for this.
 - There are Memorial Plates that cannot be seen.
- Bob White thanked Bob Alderman for all his hard work and dedication over the last 35 years. A job well done!

Next Meeting: A meeting will be held toward the end of November 2023. The date will be determined in November that will work for all Board Members.

Adjourn: Ray McGugan made a motion to adjourn at 6:37pm.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2023 AMCTO (Association of Municipal Clerks & Treasurer's of Ontario Conference)
Meeting: Council - 22 Jun 2023
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That this report be received and filed for information.

Background:

The 2023 AMCTO Conference was held June 11-14 in Niagara Falls

Comments:

I have been a member of AMCTO for almost 15 years. AMCTO offers a variety of courses and designations and staff have participated in many classes related to both the clerk and treasurer positions. This was the 85th conference.

Sunday evening - exhibitor reception and networking with an evening comedy show & reception

Monday sessions attended (in addition to the trade show):

i) A single register for Ontario's electors:

Ontario's Chief Electoral Officer gave an overview of the single register and the transition for the preliminary list of electors from MPAC to Elections Ontario

ii) Keynote presentation by Shaun Boothe -The Unauthorized Biography

iii) Harnessing Productive Conflict: Strategies were shared to learn how to curb destructive conflict behaviours and engage healthier ones with your teams. The more detailed discussions were on discovering your unique conflict tendencies and developing strategies for reaching a productive outcome; improving workplace performance results and relationships; improving self awareness and understanding how to manage responses more effectively.

iii) Parliamentary Procedure: review of what various motions are, their ranking and useful tools for conducting and managing meetings. It was interactive and very helpful and informative

Tuesday sessions attended

i) MPAC update and a look back at the 2022 enumeration event: review of the 2022 enumeration process and results including highlights and opportunities for future collaboration. Other key MPAC projects focused on improving the support MPAC offers to municipal partners.

ii) How often does a public misunderstanding sidetrack your entire day?: Discussion on effective communication tools including digital awareness campaigns and how to build trusting relationships using everyday tasks and legislated communications to help mitigate any public outrage when it occurs

iii) Clerks Rule 2.0: This session discussed best practices on ways to find resources to help conquer the municipal world.

iv) New Things in New Ways or Same Old Things in Old Ways?: The presenters shared unique ways to enhance meeting procedures, build more awareness and education for public engagement and trust and provide examples of how to engage council in drafting new procedures and discussion on increasing public participation. The session also explored trends with hybrid meeting management while sticking with the tried and tested must haves in a procedure bylaw.

Wednesday session

Closing keynote speaker: Gillian Mandich - How to Build Resilience, Boost Happiness and Thrive (Even During Uncertain Times)

I enjoyed the conference and appreciate the opportunity to attend this conference in the Clerk role.

Financial Considerations:

None associated with this report - the conference was budgeted for.