



AGENDA

Council Meeting

4:30 PM - Thursday, July 13, 2023
Municipal Office

	Page
1. CALL TO ORDER	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. MINUTES	
3.1. Regular Council Meeting Minutes of June 22, 2023 Council - 22 Jun 2023 - Minutes - Pdf	4 - 6
4. BUSINESS ARISING FROM THE MINUTES	
5. DELEGATIONS & TIMED EVENTS	
5.1. Presentation by Integrity Commissioner Final IC Report - Redick and Nemcek	7 - 20
5.2. Friends of Campbell House Friends of Campbell Park - Presentation to Council Brooke By-Law Number 17 of 1991	21 - 26
6. CORRESPONDENCE	
6.1. Alvinston Distribution System Cover Page Alvinston Distribution System Inspection Report	27 - 41
6.2. Municipal Correspondence Municipal Information - July 13, 2023	42 - 67
6.3. Correspondence Requiring Action Town of Bradford West Gwillimbury - Right to Repair Municipality of North Perth - Vacant Building Official Positions Town of Fort Erie - Bad Faith Renovictions Town of Petrolia - Licensed Home-based Childcare Township of Selwyn - Short-Term Rentals	68 - 79
7. STAFF REPORTS	
7.1. Clerk Administrator's Report: Requests from the Optimist Club - Tanner Redick Memorial Ball Tournament Optimist Club Request - Tanner Redick Memorial Ball Tournament	80
7.2. Clerk Administrator's Report: Surplus Dwelling-Petrolia Line Surplus Dwelling-Petrolia Line - Pdf	81
7.3. Clerk Administrator's Report: Four Counties Transportation	82

[Four Counties Transportation - Pdf](#)

- 7.4. **Treasurer's Report:** Accounts Payable Listing - June 2023
[Accounts Payable Listing - June 2023 - Pdf](#) 83 - 96
- 7.5. **Treasurer's Report:** Tile Drainage Debenture
[Tile Drainage Debenture](#) 97 - 101
- 7.6. **Treasurer's Report:** Appointment of Banking Authorities By-law
[Appointment of Banking Authorities By-law - Pdf](#) 102
- 7.7. **Treasurer's Report:** Year-to-Date (to June 30) Budget to Actual Comparisons
[Year-to-Date \(to June 30\) Budget to Actual Comparisons - Pdf](#) 103 - 108
- 7.8. **Public Works Superintendent's Report:** LaSalle Line
[LaSalle Line - Pdf](#) 109 - 111
- 7.9. **Fire Chief's Report:** Amendments to By-law 42 of 2020 - By-law to enter into a Fire Services Agreement to Jointly Operate a Fire Department
[Amendments to By-law 42 of 2020 - By-law to enter into a Fire Services Agreement to Jointly Operate a Fire Department - Pdf](#) 112 - 114
- 7.10. **Fire Chief's Report:** Amendment to Zoning Bylaw 27 of 2018 - Location of Shipping Containers
[Amendment to Zoning Bylaw 27 of 2018 - Location of Shipping Containers - Pdf](#) 115 - 117

8. BY-LAWS

- 8.1. By-law to approve a Tile Loan
[Rating By-law 34 of 2023](#) 118 - 119
- 8.2. By-law to Appoint Banking Authorities
[By-law 35 of 2023 - banking authorities](#) 120

9. NEW BUSINESS

- 9.1. **Notice of Motion (Councillor Sanders)**
That staff be directed to report on the Shiloh Line curve at the Peak of Mosa and measures to prevent further accidents.
- 9.2. **Notice of Motion (Councillor Nemcek)**
Moved, that Brooke-Alvinston request the St. Clair Region Conservation Authority take demolition of Campbell House off the table for a period of three years while every feasible avenue is pursued to restore and maintain this valuable heritage asset for the use and enjoyment of the community. This should include 1) clarification of the legislative and financial accountability for the maintenance and restoration of Campbell House (any pending MOU between Municipality and SCRCA); 2) exploration of options for raising funds (donations, memberships, grants) by the Friends of Campbell Park; 3) development with the help of a heritage consultant of a three to five-year plan to complete most urgent repairs to Campbell House, as well as a ten-year plan for full restoration and ongoing maintenance.
- 9.3. **Notice of Motion (Councillor Nemcek)**
Moved, that Brooke-Alvinston develop a policy for repealing a heritage designation asap (in consultation with Lambton County Planning and Development Services) that includes the requirement of a Heritage Impact Assessment at the expense of the requesting party.

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



MINUTES

Council Meeting

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

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, June 22, 2023, at 4:30 PM, in the Municipal Office, with the following members present:

- Council Present:** Deputy Mayor Frank Nemcek, Councillor Don McCabe, and Councillor Jenny Redick
- Staff Present:** Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Parks and Recreation Manager Greg Thornicroft, and Public Works Superintendent Jamie Butler
- Regrets:** Mayor David Ferguson and Councillor Craig Sanders

1 CALL TO ORDER

In the absence of Mayor Ferguson, Deputy Mayor Nemcek called the meeting to order at 4:30 p.m.. Deputy Mayor Nemcek welcomed Greg Thornicroft, Parks & Recreation Manager to the table. He also noted a very successful rodeo and commended the Committee for their efforts in planning the event.

2 DISCLOSURE OF PECUNIARY INTEREST

It was requested that any pecuniary interests be declared at the appropriate time.

3 MINUTES

- a) Regular Council Meeting Minutes of June 8, 2023

RESOLUTION-2023-228

Councillor Jenny Redick made a motion that the June 8 minutes be approved as presented without error or omissions. Councillor Don McCabe seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

5 DELEGATIONS & TIMED EVENTS

6 CORRESPONDENCE

- a) Municipal Correspondence

RESOLUTION-2023-229

Councillor Jenny Redick made a motion that the circulated correspondence be received and filed. Councillor Don McCabe seconded the motion.

Carried

- b) Correspondence Requiring Action

RESOLUTION-2023-230

Councillor Don McCabe made a motion that the request for support from the Town of Essex be received and filed. Councillor Jenny Redick seconded the motion.

Carried

7 STAFF REPORTS

- a) Public Works Superintendent's Report: LaSalle Line

RESOLUTION-2023-231

Councillor Don McCabe made a motion that the report be received and filed for information. Councillor Jenny Redick seconded the motion.

Carried

- b) Clerk Administrator's Report: Employee HR Policy revisions & Council Travel & Expense Policy

RESOLUTION-2023-232

Councillor Jenny Redick made a motion 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. Councillor Don McCabe seconded the motion.

Carried

- c) Drainage Superintendent's Report - Drain Maintenance Request

RESOLUTION-2023-233

Councillor Jenny Redick made a motion that the request for maintenance from Jim Goodhand on the McKinlay Drain be forwarded to the Drainage Superintendent with the power to act. Councillor Don McCabe seconded the motion.

Carried

- d) Clerk Administrator's Report: Update on the Alvinston Cemetery Board Operations

RESOLUTION-2023-234

Councillor Don McCabe made a motion 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. Councillor Jenny Redick seconded the motion.

Carried

- e) Clerk Administrator's Report: 2023 AMCTO (Association of Municipal Clerks & Treasurer's of Ontario Conference

RESOLUTION-2023-235

Councillor Don McCabe made a motion that the report on the Clerk's attendance at the AMCTO conference be received and filed for information. Councillor Jenny Redick seconded the motion.

Carried

8 BY-LAWS

9 NEW BUSINESS

- a) Councillor McCabe commented on the recent SCRCA meeting and noted a request for demolition of the Campbell House will be forwarded to Council; he further noted that a recommendation for recognition of the house should be requested.

- b) Councillor McCabe noted the Inwood 150th celebrations this coming weekend and commended the library staff on the activities they have planned.
- c) Councillor Redick was advised by an attendee at a school assembly that a chair broke and questioned if preventative maintenance was done on the chairs and is there and adequate amount of chairs.
- d) The Clerk Administrator noted that the Chair of the Canada Day Committee has requested volunteers and they should contact Jeannette if able to assist.

RESOLUTION-2023-236

Councillor Jenny Redick made a motion that Council has no issues with a c-can and job trailer being moved onto the MTO site and metered for hydro useage. Councillor Don McCabe seconded the motion.

Carried

- e) The Public Works Manager advised that cameras will be installed by Brooke Telecom at the MTO for monitoring of Public
- f) The Public Works Manager advised the crosswalk has officially been removed from Nauvoo Road
- g) The Deputy Mayor questioned when the arena plans would be received. The Clerk Administrator advised that she expects them in June and will provide a follow up with the firm and advise that Greg Thornicroft will be the new contact person.
- h) Don McCabe noted the Lambton Farm Safety Event: Family Safety Day being held in Petrolia on July 6th.
- i) The Public Works Manager noted a sea can and job trailer was requested to be located to the MTO site for use by Pickards
- j) Deputy Mayor Nemcek noted that Don & Anne McGugan have been inducted into the Lambton Agricultural Hall of Fame in addition to Brooke-Alvinston resident Jim Johnson.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2023-237

Councillor Jenny Redick made a motion that the Confirming By-law be read a first, second and third time and finally passed this 22nd day of June, 2023. Councillor Don McCabe seconded the motion.

Carried

13 ADJOURNMENT

Councillor Redick made a motion to adjourn the meeting at 5 p.m..

Clerk-Administrator

Mayor



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**INTEGRITY COMMISSIONER REPORT ON
MCIA APPLICATION 2023-01
RE COUNCILLOR NEMCEK AND COUNCILLOR REDICK**

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

Aird and Berlis LLP

Laura Dean

July 7, 2023



TABLE OF CONTENTS

A. INTRODUCTION	1
B. APPOINTMENT & AUTHORITY.....	1
C. TIMELINESS OF THE APPLICATION	2
D. MCIA PROVISIONS AT ISSUE	2
E. REVIEW OF MATERIALS & INQUIRY	2
F. BACKGROUND.....	3
(a) Councillor Nemcek	3
(b) Councillor Redick	3
(c) Pavilion Bar Agreement with the Optimist Club	3
(d) Meeting of Council - April 27, 2023.....	3
(e) Former IC Letter	3
G. RESPONSES OF THE MEMBERS.....	4
(a) Councillor Nemcek	4
(b) Councillor Redick	4
H. ANALYSIS.....	6
I. FINDINGS.....	8
J. DECISION TO APPLY TO A JUDGE	10
K. CONCLUSION.....	11

**INTEGRITY COMMISSIONER REPORT ON
MCIA APPLICATION 2023-01
COUNCILLOR FRANK NEMCEK and COUNCILLOR JENNY REDICK**

A. INTRODUCTION

1. Aird & Berlis LLP is the Integrity Commissioner for the Municipality of Brooke-Alvinston (the **“Municipality”**).
2. A formal application pursuant to subsection 223.4.1(2) of the *Municipal Act, 2001*¹ was filed with our office on May 1, 2023 (the **“Application”**). The Application requested that an inquiry be carried out concerning alleged contraventions of the *Municipal Conflict of Interest Act*² (**“MCIA”**) by two members of Council for the Municipality.
3. In particular, the Application alleges that Councillor Frank Nemcek and Councillor Jenny Redick (the **“Members”**) contravened section 5 of the MCIA at the April 27, 2023 meeting of Council when they participated in the discussion regarding, and voted on, a lease agreement between the Municipality and the Alvinston Optimist Club (the **“Club”**) despite having a pecuniary interest in the matter by virtue of their position as volunteer members of the Club.
4. Subsection 223.4.1(15) of the *Municipal Act, 2001* provides that upon completion of an inquiry, the Integrity Commissioner may, if he or she considers it appropriate, apply to a judge under section 8 of the MCIA for a determination as to whether a member has contravened the MCIA.
5. This report contains our decision regarding our inquiry into the Application issued pursuant to subsection 223.4.1(17) of the *Municipal Act, 2001*.
6. Subsubsection 223.4.1(17) of the *Municipal Act, 2001* provides that the Integrity Commissioner shall publish written reasons for the decision. It is our view that this requirement is met by the inclusion of this Report in the agenda materials for an open meeting of Council.

B. APPOINTMENT & AUTHORITY

7. Aird & Berlis LLP was appointed as Integrity Commissioner for the Municipality pursuant to subsection 223.3(1) of the *Municipal Act, 2001* on March 9, 2023.
8. We have reviewed the Application in accordance with our authority as Integrity Commissioner pursuant to the provisions of the *Municipal Act, 2001*.

¹ *Municipal Act, 2001*, S.O. 2001, c. 25.

² *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50.

C. TIMELINESS OF THE APPLICATION

9. Pursuant to subsection 223.4.1(4) of the *Municipal Act, 2001*, an application to the Integrity Commissioner for an inquiry to be carried out concerning an alleged contravention of the MCIA may only be made within six (6) weeks after the applicant became aware of the alleged contravention. The strict time limit is meant to protect elected officials and ensure that applications are brought forward on a timely basis.³

10. The Application was brought within the applicable six-week limitation period.

D. MCIA PROVISIONS AT ISSUE

11. The Application alleges that the Members contravened the following provisions of the MCIA:

When present at meeting at which matter considered

5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and

...

E. REVIEW OF MATERIALS & INQUIRY

12. In order to undertake our inquiry into the Application, we have undertaken the following steps:

- review of the Application;
- review of Councillor Nemcek's response, dated June 8, 2023;
- review of Councillor Redick's response, dated June 14, 2023;
- review of the correspondence from the former Integrity Commissioner for the Municipality (the "**Former IC**"), dated January 28, 2021 (the "**Former IC Letter**"); and
- review of relevant Council materials, including agendas, staff reports and meeting minutes.

13. We have also reviewed, considered and had recourse to such applicable case law and secondary source material, including reports from other Integrity Commissioner, that we believe to be pertinent to the issues at hand.

³ *Hervey v. Morris*, 2013 ONSC 956, 9 M.P.L.R. (5th) 96 (Ont. S. C.J.).

F. BACKGROUND

(a) Councillor Nemcek

14. Councillor Nemcek was a member of the Club when he participated in the meeting of Council held on April 27, 2023. Councillor Nemcek remains a member of the Club. Councillor Nemcek is currently serving his fourth term on Council.

(b) Councillor Redick

15. Councillor Redick was a member of the Club when she participated in the meeting of Council held on April 27, 2023. Councillor Redick remains a member of the Club. Councillor Redick is currently serving her first term on Council.

(c) Pavilion Bar Agreement with the Optimist Club

16. In 2021, a public pavilion (the “**Pavilion**”) was constructed by the Club on lands owned by the Municipality pursuant to an agreement entered into between the parties. The Municipality provided a portion of the costs required to construct the Pavilion. The Pavilion’s mechanical room was modified by the Club to be used as a bar for events held in the Pavilion.

17. In January 2022, the Municipality entered into an agreement with the Club to be the first option for bar rentals (excluding the Brooke-Alvinston-Watford Fall Fair and the Tanner Redick Memorial ball Tournament) (the “**2022 Pavilion Bar Agreement**”). The 2022 Pavilion Bar Agreement expired in January 2023.

18. As set out in a staff report dated April 27, 2023, the Municipality proposed a \$1,000 annual fee for a new Pavilion bar agreement (the “**2023 Pavilion Bar Agreement**”) to recoup the costs of electricity for heaters for the Pavilion. The Club countered with a \$700 annual fee which was accepted by the Municipality in recognition of the Club’s work on a local skateboard park.

19. The 2023 Pavilion Bar Agreement provides that the Club is the first option for all Pavilion bookings where a bar is requested.

(d) Meeting of Council - April 27, 2023

20. At its meeting on April 27, 2023, Council unanimously voted in favour of Resolution 2023-160 which directed staff to forward the 2023 Pavilion Bar Agreement to the Club for signing.

21. The Members did not declare a pecuniary interest in, participated in discussion regarding and voted on the matter of the 2023 Pavilion Bar Agreement.

(e) Former IC Letter

22. The Former IC Letter, referenced above, was provided to Council in response to its request for an opinion from the Former IC regarding whether two members of Council who were members of the Club had a pecuniary interest pursuant to the MCIA in the construction of the Pavilion on lands owned by the Municipality.

23. The Former IC concluded that the Members were “members of the Club” but noted that they were volunteers and received no payment as members.

24. The Former IC advised that the Members did not have a pecuniary interest in the construction of the Pavilion and therefore, "it [was] not required that they declare a conflict on any related matter coming before Council."

25. The Former IC also opined, "[t]he purpose of the MCIA is to attract stakeholders in communities to run for council who are required only to declare a conflict if they benefit financially from an issue coming before Council."

G. RESPONSES OF THE MEMBERS

(a) Councillor Nemcek

26. We provided Councillor Nemcek with an opportunity to respond to the Application. The Member provided the following written submission:

The vote on the motion was 5 for the motion and 0 against so everyone has agreed with the motion so even if I did not vote it still would have passed.

I have been a member of our club for 38 years I had no financial gain in my vote so I believe I did nothing wrong. Our club is a small club with all volunteers to help run it so if I over stepped my boundaries I am sorry but as I wear 2 hats I did what I thought was right. This is my fourth term on council and I try and balance both club and council business the best I can.

(b) Councillor Redick

27. We also provided Councillor Redick with an opportunity to respond to the Application. The Member submitted the following written representations:

I am replying to your request for a response to the Application 2023-01.

I would like to share with you that I do not believe I contravened the MCIA when I participated in the vote on the renewal agreement between the Municipality and the Alvinston Optimist Club. This is my first time being on Council and I am also a member of the Alvinston Optimist Club as a volunteer and volunteer with them to support community events and enhance our community to promote quality of life for our residents of the municipality.

I feel like I did not have an indirect pecuniary interest in the matter of interest where I participated in a council vote of renewing the lease agreement between the Municipality and the Optimist Club. The vote was unanimous on the motion that was made at the council meeting held on April 27th, 2023. All five council members including the mayor voted yes to the motion.

The reason I do not believe I have done anything wrong is because a similar issue was brought up to the municipality in early 2021. The municipality had brought in an Integrity Commissioner for their opinion on a similar matter. The concern was that two Councillors at the time were Optimist members and other members of council did not feel they had a right to be voting on projects that the Optimist Club was funding. Some of the council thought they had a pecuniary interest in the matter.

At that time the Integrity Commissioner did not feel that the two councillors contravened the MCIA and that they would not have to declare any type pecuniary interest on the matter, as the councillors would not personally benefit financially nor would any member of their family from the Municipality projects which are funded by the Optimist. I also would not gain any type of financial gain from the agreement lease being renewed nor would any member of my family. The report also stated that the two Councillors who were members of the Optimist Club were volunteers and were not paid members. The report also states that if any issues came before Council that either of them could not be impartial on, they may choose to declare a personal conflict but should be aware that their refusal to vote would be counted as a negative vote under the procedural by-law.

With that information I believed that I was not in any violation of the act. I was following what a previous Integrity Commissioner provided to the previous council.

After reading the report from the Integrity Commissioner dated January 28th, 2021, I thought that anything that was brought forth to council regarding Optimist projects in the future would not be an issue after the Integrity Commissioners report and would not contravene the MCIA. I was under impression that the municipality was satisfied with the findings of the Integrity Commissioner, and there would be no further issues when members of council belong to user groups of the community particular the Optimist Club as that was the club involved in report.

Our municipality is very small and relies a great deal on residents of the municipality to volunteer and become members of the service clubs so we can provide meaningful events, and nice facilities for our residents to attend and use. Volunteerism is something small municipalities need as we do not have the same resources larger Municipalities can access. We need volunteers to be successful and many residents in our municipality belong to several committees, user groups and clubs so that our community is a place people want to come and live. Some of these user groups do have councillors on them as there is just not enough bodies to go around. I joined the Optimist Club because they do amazing things for our community and for our youth and I wanted to be part of that, give back to my community. This is the same reason why I wanted to become a Councillor, I wanted to give back and represent the municipality to the best of my ability.

In closing I would like to say that I want to be respected as councillor and that my integrity is very important and would never do anything to jeopardize that. I was elected by my municipality to be a voice for our residents. I feel that I give back to our municipality through my volunteer efforts by sitting on committees and being members of user groups. I do believe I can separate the issues that come and be able to make that decision as an elected official. I can wear the hat of a councillor and make the decisions needed to be made as councillor and what is best for our municipality as a councillor and be able to volunteer with user groups and committees without having conflict. I did not realize by doing this it may be an issue.

H. ANALYSIS

28. For the MCIA to apply, the matter to be voted on must have the potential to affect the pecuniary interest of a member.⁴

29. The MCIA does not define "pecuniary interest", however, the case law establishes that a pecuniary interest under the MCIA is restricted to a financial, monetary or economic interest.⁵

30. The obligations of members pursuant to section 5 of the MCIA apply whenever a member has a pecuniary interest, direct or indirect, in a matter that is being considered by council or a local board.

31. The Application does not allege the Members have a direct pecuniary interest in the matter of the Agreement.⁶ The Application alleges that the Members have an indirect pecuniary interest in the matter by virtue of their positions as members of the Club.

32. The MCIA specifies that an indirect pecuniary interest is as follows:

Indirect pecuniary interest

2 For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

(a) the member or his or her nominee,

- (i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,
- (ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or
- (iii) is a member of a body,

that has a pecuniary interest in the matter;

(b) the member is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. [emphasis added]

33. In *Orangeville (Town) v. Dufferin (County)*, the Ontario Court of Appeal wrote:

As noted, "body" is not defined in the *MCIA*. In keeping with the purpose and intent of the Act, the term should be given a broad interpretation, to ensure that all potential conflicts of interest are captured by it.⁷

⁴ *Greene v. Borins* (1985), 28 M.P.L.R. 251 at 263, 50 O.R. (2d) 513 (Ont. Div. Ct.).

⁵ *Mondoux v. Tuchenhagen*, 2011 ONSC 5398, 88 M.P.L.R. (4th) 234 at para. 31 (Div. Ct.); *Magder v. Ford*, 2013 ONSC 263, 7 M.P.L.R. (5th) 1 at para. 6 (Div. Ct.).

⁶ The term "direct" is not defined in the *MCIA*, however, the courts have found that it must refer to a situation in which the member could experience an immediate, in the sense of close, non-deviated or traceable financial or economic impact, positive or negative. See *Cooper v. Wiancko*, 2018 CarswellOnt 676, 73 M.P.L.R. (5th) 212 at para. 63 (Ont. S.C.J.).

⁷ *Orangeville (Town) v. Dufferin (County)*, (2010), 68 M.P.L.R. (4th) 25 (Ont. C.A.) at para. 22.

34. The Ontario Superior Court of Justice has found that the term “body” in sub-clause 2(a)(iii) of the MCIA includes volunteer run, non-share, not-for-profit corporations and boards. As set out in *Cooper v. Wiancko*:

Individuals who are directors, committee members and general members of these types of entities all have the potential to have their duties as members of public councils collide with the pecuniary interests of such organizations, placing them in the untenable position of “serving two masters.”⁸

35. Any pecuniary interest of the Club in a matter before Council, is, by operation of sub-clause 2(a)(iii) of the MCIA, an indirect pecuniary interest of the Members.

36. As explained by Rick O’Connor and David White in their publication, *Ontario Municipal Conflict of Interest Act – A Handbook*:

Section 2 of the Act attributes to every member, as an indirect pecuniary interest, the pecuniary interest in a matter held by every described corporation, body, partner, or employer with which the member has a relationship described in the section.⁹

37. The clear legislative intent underlying the indirect pecuniary interest provisions of the MCIA is to safeguard the public interest by prohibiting a member of council from participating in decision-making processes when they have an association with a company, body, partnership or employer that has a financial interest before council. Such an association raises an apparent or perceived conflict of interest at common law and this policy underpinning is reflected in the indirect pecuniary interest provisions contained in section 2 of the MCIA.

38. As noted in *Elliot Lake (Integrity Commissioner) v. Pearce*: “The standard to be met by elected officials in avoiding conflicts of interest is very high in order to maintain public confidence in the administration of municipal government.”¹⁰

39. This case involved an indirect pecuniary interest of a member of council who was also a director of a business development corporation (Elliot Lake and North Shore Corporation for Business Development, “**ELNOS**”). The Superior Court wrote as follows:

In order to trigger the application of the Municipal Conflict of Interest Act, the pecuniary interest need not be direct. The respondent does not have to directly receive the financial gain in order for it to be a pecuniary interest. As set out in section 2 of the Act, the director of a corporation that does not offer its securities to the public has the same pecuniary interest as the corporation in a matter. ELNOS is such a corporation, and the respondent is a director of the corporation. By virtue of being a director of ELNOS, Mr. Pearce has the same pecuniary interest in the matters that the ELNOS corporation does.

⁸ *Cooper v. Wiancko*, 2018 CarswellOnt 676, 73 M.P.L.R. (5th) 212 at para. 70 (Ont. S.C.J.); *Gammie v. Turner*, 2013 ONSC 4563 (Ont. S.C.J.). It is noted that the Ontario Superior Court of Justice in *Aurora (Town) v. Ontario*, 2013 ONSC 6020, 17 M.P.L.R. (5th) 188 at paras.30-32, held that “body” did not include non-share, not-for-profit charitable corporations but this interpretation has not been subsequently followed.

⁹ M. Rick O’Connor and David White, *Ontario Municipal Conflict of Interest Act – A Handbook* 2019 Ed., (Municipal World, 2019) at p. 20.

¹⁰ *Elliot Lake (Integrity Commissioner) v. Pearce*, 2021 ONSC 1851 at para. 12.

Although Mr. Pierce's pecuniary interest is indirect and he is not personally gaining or losing money, from the discussion about the payment of the loan to ELNOS by the City Council of Elliot Lake, he has a pecuniary interest nonetheless applying section 2(a)(i) of the Act.¹¹

40. The fact that the vote at Council was unanimous – a point made by both Members in their responses is immaterial to the duty to comply with the MCIA :

It is of no consequence, in my opinion, what the nature of the effect might be -- for his betterment or otherwise -- as long as it may be seen by the public to affect that pecuniary interest.

Nor is it of any consequence how the vote was cast, the outcome of the vote, or the motive of the municipal official. The very purpose of the statute is to prohibit any vote by one who has a pecuniary interest in the matter to be considered and voted upon. It is only by strict observance of this prohibition that public confidence will be maintained.¹²

I. FINDINGS

41. The 2023 Pavilion Bar Agreement would give the Club the first option to provide bar services when the Pavilion is rented for public events. The Club will receive a financial benefit from this arrangement through sales generated from the operation of the bar. The 2023 Pavilion Bar Agreement therefore engages the Club's pecuniary interest. By operation of clause 2(a)(iii) of the MCIA, the Members have an indirect pecuniary interest in the 2023 Pavilion Agreement.

42. Based on the above, we find the Members contravened section 5 of the MCIA at the April 27, 2023 Council meeting when they did not declare a pecuniary interest in the matter of the 2023 Pavilion Agreement, took part in the discussion regarding the matter and subsequently voted on a resolution concerning the matter.

43. The MCIA recognizes a number of exceptions that serve to make a member's direct, indirect, or deemed pecuniary interests not subject to the requirements of section 5 of the statute.

44. Among these exceptions are pecuniary interests that are "common with electors generally" (subsection 4(j)), and interests "so remote or insignificant" (clause 4(k)) as not to be reasonably regarded as likely to influence the member.

Where ss. 5 and 5.2 do not apply

4 Sections 5 and 5.2 do not apply to a pecuniary interest in any matter that a member may have,

...

(j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or

¹¹ *Ibid.*, at paras. 17 and 18.

¹² *Greene v. Borins*, *supra* note 4 at page 263.

- (k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member.

45. Section 1 of the MCIA defines “interest in common with electors generally” as follows:

a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part;

46. The exception in clause 4(j) for an interest in common applies where a matter before a council affects the pecuniary interests of the member in the same manner as others in the municipality (whether throughout the entire municipality or a more scoped geographic area). The interest may vary in degree, but must be the same in kind.¹³

47. In our opinion, while the 2023 Pavilion Bar Agreement may have some benefit to all electors generally by providing revenue to the Club to further its charitable aims, the Members do not have the same interest in the matter as the average elector. As noted by the Ontario Superior Court in *Tolnai v. Downey*:

In my view, the fact that a private club does good works does not automatically mean that its interests equates [*sic*] to the interests of the municipality as a whole, or that members of that club interested in the pursuit of its particular objects have an identity of interest with electors generally. The Kiwanis Club is one of many non-profit organizations in the City of Orillia, each of which has its own objectives and interests. For example, a club may own property and may wish to maximize its zoned uses, and the municipality may well disagree in the interest of the community as a whole. In the pluralistic society of today, this argument cannot be accepted.¹⁴

48. The Club stands to gain a particular financial benefit from the 2023 Pavilion Bar Agreement, which is specific to the Club and not shared in common with electors generally. As such, in our opinion, clause 4(j) cannot be relied upon to exempt the Members’ pecuniary interest from the operation of section 5 of the MCIA.

49. We are also of the view that clause 4(k) does not apply in this instance.

50. The established test under clause 4(k) has been articulated as follows, “would a reasonable elector, being apprised of all the circumstances, be more likely than not to regard the interest of the councillor as likely to influence that councillor’s action and decision on the question?”¹⁵ As noted by the Superior Court:

In answering the question set out in such test, such elector might consider whether there was any present or prospective financial benefit or detriment, financial or otherwise, that could result depending on the manner in which the member disposed of the subject matter before him or her.¹⁶

¹³ *Ennismore (Township), Re*, [1996] O.J. No. 167, 31 M.P.L.R. (2d) 1 at para. 21 (S.C.J.).

¹⁴ *Tolnai v. Downey*, 2003 CanLII 40120 (ON SC).

¹⁵ *Whiteley v. Schnurr*, [1999] O.J. No. 2575, 4 M.P.L.R. (3d) 309 at para. 10 (Ont. S.C.J.).

¹⁶ *Ibid.*

51. The matter of the 2023 Pavilion Bar Agreement represented a prospective financial benefit to the Club and triggered the indirect pecuniary interest of the Members. In our opinion, on the balance of the evidence, a reasonable elector being apprised of all of the circumstances would be more likely than not to regard the Members' indirect pecuniary interest arising from their status as members of the Club, as likely to have influenced their actions at the meeting of Council on April 27, 2023.

52. It is of no relevance to the analysis under the MCIA that Council voted unanimously in favour of the 2023 Pavilion Bar Agreement or that the relevant resolution would have been adopted by Council regardless of the Members' participation.

53. We respectfully disagree with the opinion of the Former Integrity Commissioner as set out in the Former IC Letter. In our view, the Former Integrity Commissioner took too narrow a view of Club members' pecuniary interests by omitting recognition of the Members' indirect pecuniary interest in matters that engage the Club's pecuniary interest pursuant to sub-clause 2(a)(iii) of the MCIA.

54. Section 5 of the MCIA is engaged where a member has any pecuniary interest, direct or indirect. Unlike a direct pecuniary interest, an indirect pecuniary interest is not required to entail a personal financial benefit. Instead, for the purpose of clause 2(a)(iii) of the MCIA, it arises through the pecuniary interest of the "body" in a matter that is before council for consideration.¹⁷

J. DECISION TO APPLY TO A JUDGE

55. The *Municipal Act, 2001* authorizes the Integrity Commissioner to bring an application to the Ontario Superior Court of Justice for a judicial determination of whether a member has contravened the MCIA. The relevant portions of section 223.4.1 of the *Municipal Act, 2001* provide as follows:

Completion

223.4.1 (15) Upon completion of the inquiry, the Commissioner may, if he or she considers it appropriate, apply to a judge under section 8 of the *Municipal Conflict of Interest Act* for a determination as to whether the member has contravened section 5, 5.1 or 5.2 of that Act.

Notice to applicant re decision not to apply to judge

(16) The Commissioner shall advise the applicant if the Commissioner will not be making an application to a judge.

Reasons after inquiry

(17) After deciding whether or not to apply to a judge, the Commissioner shall publish written reasons for the decision.

¹⁷ We also note that the Integrity Commissioner provided an education and training session on the MCIA to Council at a special meeting held on April 19, 2023. In that session, it was clearly pointed out that members have an obligation to disclose **indirect** pecuniary interests under s. 2 of the MCIA and also to recuse themselves from the decision-making process. The issue of council member participation in matters involving the financial interests of a service club was expressly addressed at the conclusion of the session during the question and answer portion of the meeting.

Costs

(18) The Commissioner's costs of applying to a judge shall be paid by the following:

1. If the member is alleged to have contravened section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* as a member of council of a municipality, the municipality.

56. An integrity commissioner's decision regarding whether to make an application to a judge pursuant to subsection 223.4.1(15) of the *Municipal Act, 2001* does not come with any statutory criteria. The only consideration set out in that provision is whether, in the integrity commissioner's view, he or she "considers it appropriate."

57. In our view, it would not be appropriate to refer this matter to a judge for the determination of whether the Members contravened the MCIA.

58. In our view, it is unlikely that a court would impose any significant penalty in this case or order that the Members be removed from their seats in the circumstances. While the breach of the MCIA is clear, the court is likely to find that the contravention was committed by reason of an error in judgment made in good faith and in reliance of the advice set out in the Former IC Letter.¹⁸

59. In our assessment, requiring the Municipality to incur the significant legal cost of pursuing a court application is not an appropriate use of the Municipality's scarce resources and would not be in the public interest in this case. Instead, we view the publication of this Report and the bringing to light of this issue to be the appropriate response in the circumstances.

K. CONCLUSION

60. Subsection 223.4.1 of the *Municipal Act, 2001* provides that, upon completion of an inquiry, the Integrity Commissioner may, if the Integrity Commissioner considers it appropriate, apply to a judge under section 8 of the MCIA for a determination of whether the member has contravened section 5, 5.1 or 5.2 of that Act.

61. For the reasons set out above, we have concluded that the Members appear to have contravened the MCIA by not declaring their indirect pecuniary interests in the matter related to the Club which impacted the Club's financial interests. They did not do so with the wrong intent. They relied on the opinion from the Former Integrity Commissioner and did not contravene the statute for their own personal economic betterment or gain.

¹⁸ These are factors that a judge may consider in making its assessment as to the appropriate penalty to be imposed for a contravention of the MCIA pursuant to s. 9(2) of the statute:

Same

9 (2) In exercising his or her discretion under subsection (1) the judge may consider, among other matters, whether the member or former member,

- (a) took reasonable measures to prevent the contravention;
- (b) disclosed the pecuniary interest and all relevant facts known to him or her to an Integrity Commissioner in a request for advice from the Commissioner under the *Municipal Act, 2001* or the *City of Toronto Act, 2006* and acted in accordance with the advice, if any, provided to the member by the Commissioner; or
- (c) committed the contravention through inadvertence or by reason of an error in judgment made in good faith.

62. However, also for the reasons noted above, we will not be making an application to a judge pursuant to subsection 223.4.1(15) of the *Municipal Act, 2001*.

63. Going forward, we advise the Members that they have a statutory duty to comply with section 5 of the MCIA whenever an item is before Council that may affect the Club's pecuniary/financial interests. There may be circumstances where a particular item relates to the Club but does not engage the Club's pecuniary interest. In those circumstances, the Members would not be required to comply with section 5 of the MCIA.

64. To be clear, the obligations of all members of Council are to declare pecuniary interests, direct or indirect, under the MCIA.

65. If any member of Council has an indirect pecuniary interest arising from one of the statutory affiliations set out in section 2 of the MCIA, their obligation is to declare the indirect interest and to recuse themselves from participating in any decision-making, including influencing, with respect to the vote on the matter or question. This obligation is not to be taken as applying only to indirect pecuniary interests related to the Club – it applies to any of those entities with which a member of Council has a connection, affiliation or association as set out in section 2 of the MCIA.

66. A member of Council is entitled to wear two hats and to be a member of another body – whether it is a charitable foundation, a non-profit corporation or, as in this case, a very worthwhile local service club. However, members must recognize that, unless they are appointed to such a body by Council, they cannot participate in the decision-making process on any matter or question involving the financial interest of the body as such financial interest is imputed to the member as an indirect pecuniary interest under section 2 of the MCIA.

67. We remind members of Council that they are statutorily entitled to submit specific requests to the Integrity Commissioner for written advice under the MCIA pursuant to subsection 223.3(2.1) of the *Municipal Act, 2001*. Should the Members have questions about specific items before Council, they are welcome to contact us for written advice. We ask that the requests for advice contain all relevant facts so that we can objectively and properly make a proper assessment and provide correct written advice.

68. We offered the Members an opportunity to review and provide final comments on a draft of this report but none were provided.

69. We recommend that a copy of our written reasons in this report be posted by the Municipality on its website.

AIRD & BERLIS LLP



Laura Dean

Integrity Commissioner for the Municipality of Brooke-Alvinston

Dated this 7th day of July, 2023

53606053.1

AIRD BERLIS

**FRIENDS OF CAMPBELL PARK –
PRESENTATION TO BROOKE-ALVINSTON COUNCIL, 13 JULY 2023
RE: THE FUTURE OF THE A. W. CAMPBELL HOUSE**

Presenters: Dawn McNally and Vanessa Benoit

The Issue:

At the June 22, 2023 meeting of the St. Clair Regional Conservation Authority Board, a recommendation from management was approved giving them the green light to request that the Brooke-Alvinston Council repeal the heritage designation of A.W. Campbell House and, further, that SCRCA management apply to Council for a demolition permit.

We strenuously urge Council to take the time to understand the cultural value to our community of the A.W. Campbell House and weigh against the costs the benefits that would accrue from repairing and restoring the house for the use and enjoyment of the community. There is nothing to be gained from moving quickly to demolish the building, while the loss would be enormous and irrevocable.

Why Should A.W. Campbell House be Saved?

- The farmhouse, built in 1867 by Neil W. Campbell (father of A.W. Campbell), is the defining landmark of the 308-acre Campbell Farm that has become the A.W. Campbell Conservation Area.
- Upon his death in 1965, A.W. Campbell willed the right to purchase the farm property, including the house and outbuildings, to the Sydenham Valley Conservation Authority (later the SCRCA) for a nominal sum subsequently reinvested in the conservation area. Certain conditions were attached: that the house would be maintained, as well as the park-like surroundings for the use of the general public.
- The original character of the house has been maintained and is representative of frame home construction typical of rural areas in the mid-1800s. Today, it is a rare historical artifact in Lambton, Middlesex and Kent Counties that also symbolizes early watershed resource management and conservation awareness efforts.
- A.W. Campbell was born in the house in 1888 and later became an ardent conservationist, serving as an original board member of the SVCA.
- From 1966 to 2001, the house functioned as a museum and sponsored special educational events showcasing all aspects of country life and attracting thousands of visitors.
- In 1991, the Council of the Township of Brooke voted to designate the property of historical value or interest under Section 29 of the Ontario Heritage Act, with appropriate notice to the owner (SCRCA) and the Ontario Heritage Foundation (see attached).
- To preserve and restore the A.W. Campbell House would be the best way to honour the wishes, as well as the conservationist legacy of Archie Campbell, the man to whom we owe the very existence of the A.W. Campbell Conservation Area.

But What About the Structural Engineer's Assessment and County of Lambton Building Department Comments?

- The last major repairs to A.W. Campbell House were undertaken in 1995.
- From 2001 through the end of 2021, the house stood locked up and neglected, used by the SCRCA only for artifact storage.
- In December 2021, the Friends of Campbell Park was formed to advocate for the restoration of the house and fundraise to cover the costs.
- In February 2022, thanks to donations from David Ferguson and Cheshire Roofing in Sarnia, the hole in the roof was repaired, as were animal entry points in the foundation, mitigating further deterioration until the status of the building could be sorted out. Fundraising for restoration cannot be actively undertaken until SCRCA permanently rescinds its demolition recommendation.
- Staff from the Lambton County Building Department visited the Campbell House in February 2022 and provided a list of deficiencies and required repairs for exterior observations only and for the building to be occupied; they also recommended that a full structural professional engineer assessment be undertaken.
- In October 2022, VDP Engineering provided a Structural Condition Assessment, with observations and recommendations for restoring/rebuilding the house/museum. The assessment reflects the twenty years of neglect and states that “the structural system of the A.W. Campbell house at the present time does not have the required *strength, stability and durability* to continue to fulfil its intended use [as house/museum] and be able to adequately resist all the loads to which it is exposed unless the observed deficiencies and defects are eliminated in the near future.” The SCRCA has very nearly accomplished what the report calls “demolition by neglect.” But there is still time to halt the deterioration and preserve this valuable asset.
- The VDP Engineering report did not include any cost estimates, but suggested demolition and building a replica may be more cost efficient than restoration and still comply with Archie Campbell's will.
- SCRCA management added a preliminary estimate for demolition and construction of a replica based on 1600 sq. ft. at \$300/sq. ft. plus demolition and design/consulting fees for a total of \$520,000.
- The recommendation to simply apply to demolish the building and save \$520,000 was presented to the SCRCA Board with no mention of the existence of the Friends of A.W. Campbell Park, no mention of community support for saving the Campbell House, and no consideration of cultural heritage value.

What About the Costs?

- Restoration can be staged over a period of three to ten years.
 - Years one to three: urgent repairs to address the building envelope as noted by Lambton County Building Department staff.
 - Years three to five: restoration of interior walls and ceilings.
 - Years five to ten: additional restoration and ongoing maintenance plans according to funds raised.

- Friends of Campbell Park has commenced the process of incorporating as a not-for-profit organization, on the road to becoming a registered charity. This process will include the development of a business plan, in close consultation with the Municipality and the SCRCA.
- Friends will build on the petition circulated in November-December 2021 by Liana Russwurm for broad community support to restore the A.W. Campbell House.
- Research into grant opportunities has begun and will continue more vigorously once we are confident the house will not suddenly be demolished.

We are asking for time. We are asking that Council support our efforts by passing the motion to be presented by Frank Nemcek.

CORPORATION OF THE TOWNSHIP OF BROOKE

BY-LAW NUMBER 17 OF 1991

A By-law to designate the property known municipally as Lot 23, Concession 6 as being of Historical value or interest.

WHEREAS section 29 of The Ontario Heritage Act, 1974 authorizes the Council of a municipality to enact by-laws to designate real property, including all buildings and structures thereon, to be of architectural or historic value or interest; and

WHEREAS the Council of the Corporation of the Township of Brooke has caused to be served on the owners of the lands and premises known as A. W. Campbell Conservation Area at Lot 23, Concession 6 and upon the Ontario Heritage Foundation, notice of intention to so designate the aforesaid real property and has caused such notice of intention to be published in the same newspaper having general circulation in the municipality once for each of three consecutive weeks; and

WHEREAS the reason for designation is set out in Schedule 'B' hereto; and

WHEREAS no notice of objection to the proposed designation has been served on the clerk of the municipality;

THEREFORE the Council of the Corporation of the Township of Brooke enacts as follows:

- 1) There is designated as being of historical value or interest the real property known as A. W. Campbell Conservation Area at Lot 23, Concession 6.
- 2) The municipal solicitor is hereby authorized to cause a copy of this by-law to be registered against the property described in Schedule 'A' hereto in the proper land registry office.
- 3) The Clerk is hereby authorized to cause a copy of this By-law to be served on the owner of the aforesaid property and on the Ontario Heritage Foundation and to cause notice of the passing of this by-law to be published in the same newspaper having general circulation in the municipality once for each of three consecutive weeks.

READ A FIRST AND SECOND TIME this 23rd day of May, 1991.

READ A THIRD TIME AND FINALLY PASSED this 23rd day of May, 1991.



Ross McLean

REEVE

Elvira Bedford

CLERK

CORPORATION OF THE TOWNSHIP OF BROOKE

BY-LAW NUMBER 17 OF 1991

SCHEDULE 'A'

PROPERTY DESIGNATED

All and singular that certain parcel of land and premises situate, lying and being in the Township of Brooke, County of Lambton, Province of Ontario and being composed of all lot twenty-three (23) in the Sixth Concession of the said Township of Brooke according to deed registered as instrument number 237250.

CORPORATION OF THE TOWNSHIP OF BROOKE

BY-LAW NUMBER 17 OF 1991

SCHEDULE 'B'

PROPERTY DESIGNATED

LOT 23, CONCESSION 6

A.W. CAMPBELL HOUSE MUSEUM

REASON FOR DESIGNATION

The A.W. Campbell House located at the St. Clair Region Conservation Authority's A.W. Campbell Conservation Area, is recommended for designation for historical reasons. This pioneer farmhouse was built in 1867 (Canada's year of Confederation) by Neil W. Campbell, the father of A.W. (Archie) Campbell. The original character of the home has been maintained and represents frame home construction typical of this rural area at that time.

A.W. Campbell was born in this home in 1888. Mr. Campbell, an ardent conservationist, was anxious to preserve this rural setting for the recreation and enjoyment for future generations.

Upon his death in 1965, the right to purchase the 308 acre property was willed to the Sydenham Valley Conservation Authority with certain conditions attached. It was his thought that the house would be maintained, as well as the park-like surroundings for the use of the general public.

Since the property was taken over by the Conservation Authority in 1966, this house has been used as a museum, complete with period furnishing of the Campbell's and other local citizens.

During the past five years, the condition of the floors has worsened, resulting in the closing of the house for public viewing. Structural work is necessary on the floor supports and floorboards to prevent further deterioration to the building and to restore safety conditions. In addition, the outside walls are experiencing severe dry rot and the roof requires repair to eliminate persistent leaking problems.

Ministry of the Environment,
Conservation and Parks

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

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

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



June 30, 2023

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

Dear Ms. Denkers,

Re: Alvinston Distribution System – June 21, 2023 Inspection Report

The enclosed report outlines compliance with Ministry legislation, policies and guidelines for the announced inspection that was conducted at the Alvinston Distribution System on June 21, 2023. The report is based on conditions encountered at the time of inspection and subsequent follow-up for the review period July 17, 2022 – May 24, 2023. Please review the report for detailed inspection findings and any required actions.

Please note, the Inspection Rating Report will be sent separately and prior to any public release (typically within 1-2 month of the completion of the inspection).

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

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

Sincerely,

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

cc:


Terri-Lynn Thomson, Process and Compliance Technician, OCWA
Sam Smith, Sr. Operations Manager, OCWA
Maegan Garber, Safety, Process & Compliance Manager, OCWA

Dr. Karalyn Dueck, Lambton County Medical Officer of Health
Chad Ikert, Manager, Health Protection, Lambton Public Health
Lori Lucas, Supervisor, Health Protection, Lambton Public Health
Theresa Warren, Public Health Inspector, Lambton Public Health
Marc Bechard, Water Compliance Supervisor, Ministry of the Environment, Conservation and Parks
Girish Sankar, Director of Water Resources, St. Clair Region Conservation Authority



ALVINSTON DISTRIBUTION SYSTEM
3188 CHURCH ST, BROOKE-ALVINSTON, ON, N0N 1A0
INSPECTION REPORT

System Number: 260040170
Entity: CORPORATION OF THE
MUNICIPALITY OF BROOKE-
ALVINSTON
Inspection Start Date: May 24, 2023
Inspection End Date: June 26, 2023
Inspected By: Dwayne Reid
Badge #: 1421


(signature)

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

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

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

Question ID	DWMR1001000	Question Type	Information
<p>Legislative Requirement(s): Not Applicable</p>			
<p>Question: What was the scope of this inspection?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.</p> <p>This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.</p> <p>This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.</p>			

The Alvinston Distribution System serves approximately 1,000 residents in and around the community of Alvinston. The distribution system receives water from the Lambton Area Water Supply System, which draws its supply of water from Lake Huron. Water enters the distribution system through a meter chamber located at the corner of Old Walnut Road and Churchill Line, and is conveyed to the Alvinston Rechlorination Station located at 3188 Church Street via a 250mm watermain.

The Rechlorination Station is used to fill the Alvinston Standpipe located at 3294 Henry Street via a 200mm watermain. The 1,544 m3 standpipe provides elevated storage for maintaining pressure in the watermains supplying the community. The Rechlorination Station is equipped with a chlorine feed pump for boosting the level of secondary disinfection as necessary. Free chlorine analysers continuously monitor the chlorine residual entering and exiting the Rechlorination Station. A third analyser is located on a pipe used to both fill and discharge from the Standpipe. The distribution system includes approximately 22 kilometers of watermains, 70 hydrants, 110 shutoff valves, and 11 air release chambers.

The review period for this inspection was from July 17, 2022 - May 24, 2023. This announced inspection was conducted on June 21, 2023 at the Rechlorination Station and Standpipe. Chlorine residual monitoring was also conducted during the inspection.

Question ID	DWMR1000000	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Does this drinking water system provide primary disinfection?			
Compliance Response(s)/Corrective Action(s)/Observation(s): This drinking water system provides for only secondary disinfection and distribution of water. Primary disinfection is undertaken by another regulated drinking water system which provides treated water to this drinking water system. This drinking water system receives its water from Lambton Area Water Supply System.			

Question ID	DWMR1018000	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Has the owner ensured that all equipment is installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.			

The Operating Authority submitted an updated Director's Notification for the bypass of the clearwell and high lift pumps at the Alvinston Rechlorination Facility in October, 2022. An updated Form 2 was also submitted for the chlorine metering pump replacement.

Question ID	DWMR1025000	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were all parts of the drinking water system that came in contact with drinking water (added, modified, replaced or extended) disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All parts of the drinking water system were disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit. According to the information provided the Operating Authority completed service installations and watermain repairs in accordance with the 2020 Watermain Disinfection Procedure. This included a new 6" service main in Alvinston, watermain leak repair at a 10" valve, a Category 2 watermain break, and service lines.			

Question ID	DWMR1024000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Do records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined. According to the information provided, there were no free chlorine residual results less than 0.05 mg/L during the review period. In August, 2022 there were two events when the free chlorine residual momentarily reached 5 mg/L. Operators responded to the high chlorine alarms and made adjustments to lower the chlorine concentration. It should be noted that the Procedure for Disinfection of Drinking Water in Ontario states "the maximum chlorine residual at any time and at any location within the distribution system should not exceed 4.0 mg/L when measured as free chlorine."			

Question ID	DWMR1033000	Question Type	Legislative
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Legislative Requirement(s):

SDWA | O. Reg. 170/03 | 7-2 | (3); SDWA | O. Reg. 170/03 | 7-2 | (4);

Question:

Is the secondary disinfectant residual measured as required for the large municipal residential distribution system?

Compliance Response(s)/Corrective Action(s)/Observation(s):

The secondary disinfectant residual was measured as required for the large municipal residential distribution system.

Free chlorine residual samples were taken and analysed two days each week separated by at least 48 hours. Three samples were taken on one day and four samples were taken on the other day.

Dead-ends and extremities of the system are checked for chlorine residual during the monthly flushing program that runs from April to October. Two of the routine sampling locations are also located near the ends of the system.

During the inspection the following chlorine residual results were recorded from the process analysers:

- Rechlorination Station Inlet: 1.06 mg/L
- Rechlorination Station Outlet: 1.17 mg/L
- Standpipe: 0.95 mg/L

Free chlorine residual monitoring was also conducted at the Alvinston Arena - 0.46 mg/L, and at Alvinston Estates - 1.18 mg/L.

Question ID	DWMR1099000	Question Type	Information
Legislative Requirement(s):			
Not Applicable			
Question:			
Do records show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03)?			
Compliance Response(s)/Corrective Action(s)/Observation(s):			
Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03).			
There were no exceedances according to the Operating Authority and the monitoring data reviewed.			

Question ID	DWMR1081000	Question Type	Legislative
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<p>Legislative Requirement(s): SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);</p>
<p>Question: For LMR systems, are all microbiological water quality monitoring requirements for distribution samples being met?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): All microbiological water quality monitoring requirements prescribed by legislation for distribution samples in a large municipal residential system were being met. According to the information provided microbiological samples are taken at 3 locations in the distribution system each week and analysed for E. coli and total coliforms. Approximately 1/3 of the samples are also analysed for heterotrophic plate count. The monitoring conducted met the requirements of section 10-2 of Schedule 10 of O. Reg. 170/03.</p>

Question ID	DWMR1096000	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);</p>			
<p>Question: Do records confirm that chlorine residual tests are being conducted at the same time and at the same location that microbiological samples are obtained?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.</p>			

Question ID	DWMR1086000	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);</p>			
<p>Question: Are all haloacetic acid water quality monitoring requirements prescribed by legislation conducted within the required frequency and at the required location?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): All haloacetic acid water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.</p>			

Haloacetic acid samples were taken July 25, 2022, October 3, 2022, January 3, 2023, and April 4, 2023. Running annual average results ranged from 22 – 23.7 ug/L as compared to the limit of 80 ug/L. All samples were taken at the arena in Alvinston. Haloacetic acid concentrations tend to be highest at the start of the distribution system or downstream of re-chlorination systems. The Operating Authority indicated that previous sampling had shown the highest concentrations of haloacetic acids and trihalomethanes occur at the same location in the distribution system where the samples were taken.

Question ID	DWMR1087000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);			
Question: Have all trihalomethane water quality monitoring requirements prescribed by legislation been conducted within the required frequency and at the required location?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location. Trihalomethane samples were taken July 25, 2022, October 3, 2022, January 3, 2023, and April 4, 2023. Running annual average results ranged from 46 – 51.5 ug/L as compared to the limit of 80 ug/L. All samples were taken at the arena in Alvinston. Trihalomethane concentrations tend to be highest at locations with the highest residence time in the distribution system. The Operating Authority indicated that previous sampling had shown the highest concentrations of haloacetic acids and trihalomethanes occur at the same location in the distribution system where the samples were taken.			

Question ID	DWMR1113000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10.1 (3);			
Question: Have all changes to the system registration information been provided to the Ministry within ten (10) days of the change?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All changes to the system registration information were provided within ten (10) days of the change. The Operating Authority provided an update to the alternate contact information during the review period.			

Question ID	DWMR1059000	Question Type	Legislative
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Legislative Requirement(s): SDWA O. Reg. 128/04 28;
Question: Do the operations and maintenance manuals contain plans, drawings and process descriptions sufficient for the safe and efficient operation of the system?
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.

Question ID	DWMMR1060000	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Do the operations and maintenance manuals meet the requirements of the DWWP and MDWL issued under Part V of the SDWA?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.			

Question ID	DWMMR1061000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 27 (1); SDWA O. Reg. 128/04 27 (2); SDWA O. Reg. 128/04 27 (3); SDWA O. Reg. 128/04 27 (4); SDWA O. Reg. 128/04 27 (5); SDWA O. Reg. 128/04 27 (6); SDWA O. Reg. 128/04 27 (7);			
Question: Are logbooks properly maintained and contain the required information?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Logbooks were properly maintained and contained the required information.			

Question ID	DWMMR1062000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Do records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment is being done by a certified operator, water quality analyst, or person who meets the requirements of O. Reg. 170/03 7-5?			

Compliance Response(s)/Corrective Action(s)/Observation(s):
 Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.

 All sampling is done by certified operators.

Question ID	DWMR1071000	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Has the owner provided security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had provided security measures to protect components of the drinking water system. Access to the Rechlorination Station and Standpipe is restricted by fencing and locked gates and doors. Operators attend the Rechlorination Station daily and Standpipe 3 times per week. Staff also attend the locations after hours and weekends when responding to alarms. The Operating Authority indicated that they use a stand alone datalogger for operational monitoring which is not connected to the internet. There is no remote access to the computer system for cybersecurity concerns. The Operating Authority indicated there were no security or vandalism issues since the last inspection.			

Question ID	DWMR1073000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			
Question: Has the overall responsible operator been designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The overall responsible operator had been designated for each subsystem. The operators who were designated ORO had the appropriate class of certification for the system and were identified in the logbook.			

Question ID	DWMR1074000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			

<p>Question: Have operators-in-charge been designated for all subsystems which comprise the drinking water system?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge had been designated for all subsystems which comprise the drinking water system. The operators that were designated OIC were identified in the logbook.</p>

Question ID	DWMR1075000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Do all operators possess the required certification?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators possessed the required certification.			

Question ID	DWMR1076000	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Do only certified operators make adjustments to the treatment equipment?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Only certified operators made adjustments to the treatment equipment. According to the logbook only certified operators make adjustments to the chlorination system.			



PUBLIC NOTICE

MINOR VARIANCE APPLICATION COMMITTEE OF ADJUSTMENT

APPLICATION NUMBER: A-002/23
(Kucera Farm Supply)

LOCATION OF PROPERTY: 3212 Nauvoo Street (Alvinston)

PURPOSE OF APPLICATION: This application proposes relief from the C2 provisions of the Brooke-Alvinston Zoning By-Law to allow a canopy to have a front yard setback of 4.54 metres, whereas the Zoning By-Law requires a minimum setback of 7.5 metres.

TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed **Tuesday, July 11, 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 July 7, 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: jdickers@brookealvinston.com
Phone: 519-898-2173
Fax: 519-898-5653

Dated: June 28, 2023



PUBLIC NOTICE

MINOR VARIANCE APPLICATION

COMMITTEE OF ADJUSTMENT

- APPLICATION NUMBER:** A-003/23
(TNBT Properties Inc.)
- LOCATION OF PROPERTY:** 3250 River Street (Alvinston)
- PURPOSE OF APPLICATION:** This application proposes relief from the following R3(3) provisions of the Brooke-Alvinston Zoning By-law to allow a 4-unit Townhouse development:
- i) Minimum 3m interior side yard setback to 1.2m;
 - ii) Minimum 6m exterior side yard setback to 4.2m; and
 - iii) Maximum 40% allowable lot coverage to 40.7%.

TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed **Tuesday, July 11, 2023 at 9:15 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 July 7, 2023.

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.

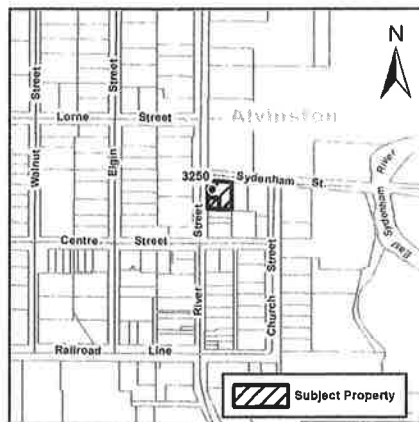
If you are aware of any persons interested or affected by this application who have not received a copy of this notice, it would be appreciated if you would so inform them.

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: June 28, 2023



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

Phone: 519.898.2173

Fax: 519.898.5653



NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled a meeting for the:

**Parker Lucas Drain Branch No.1
on**

Tuesday, July 18th, 2023

9:00 a.m.

**MEETING LOCATION: Little Ireland Road where the drain
crosses the road**

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend a meeting with the appointed engineer.

The purpose of the meeting is to discuss the tender costs for the project, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 26th day of June, 2023.

Janet Denkers
Clerk-Administrator

Failure to Attend Meeting

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled a meeting for the:

**Hay Drain
on**

Wednesday, July 19th, 2023

9:00 a.m.

**MEETING LOCATION: Where the Hay Drain crosses at
Sexton Road**

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend a meeting with the appointed engineer.

The purpose of the meeting is to discuss the tender costs for the project, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 26th day of June, 2023.

Janet Denkers
Clerk-Administrator

Failure to Attend Meeting

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled a meeting for the:

**Cherry Creek Drain
on**

Tuesday, July 18th, 2023

10:30 a.m.

MEETING LOCATION: Just South of 2504 Little Ireland Road

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend a meeting with the appointed engineer.

The purpose of the meeting is to discuss the tender costs for the project, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 26th day of June, 2023.

Janet Denkers
Clerk-Administrator

Failure to Attend Meeting

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled a meeting for the:

**Wilcox Drain
on**

Thursday, August 3rd, 2023

9:30 a.m.

MEETING LOCATION: 4708 Forest Road

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend a meeting with the appointed engineer.

The purpose of the meeting is to discuss the tender costs for the project, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 10th day of July, 2023.

Janet Denkers
Clerk-Administrator

Failure to Attend Meeting

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

Drainage Act, R.S.O. 1990, Chapter D.17, s. 78 & s. 9(1)

TO: Affected Property Owners

You are hereby notified that Ray Dobbin, P.Eng., appointed by the Council of the Municipality of Brooke-Alvinston under Section 78 of the Drainage Act, has scheduled a meeting for the:

**6-7 Concession Drain (Lots 1-3)
on**

Thursday, August 3rd, 2023

10:30 a.m.

MEETING LOCATION: 6398 Shiloh Line

In accordance with Section 9(1) of the Drainage Act, you as an owner of land affected, are requested to attend a meeting with the appointed engineer.

The purpose of the meeting is to discuss the tender costs for the project, and as an owner of the land affected, you are requested to attend at such time and place.

Dated the 10th day of July, 2023.

Janet Denkers
Clerk-Administrator

Failure to Attend Meeting

If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

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

Phone: 519.898.2173

Fax: 519.898.5653



July 10, 2023

**NOTICE OF CONSIDERATION OF DRAINAGE WORKS
Benner Duffy Drain**

Dear Sir and/or Madam:

You are hereby notified that the Engineer appointed by the Council of the Municipality of Brooke-Alvinston under the *Drainage Act, 1990*, did, file at our office a report on the Benner Duffy Drain.

This report will be considered at the **Brooke-Alvinston Municipal Office** on:

Thursday, August 10, 2023 at 4:30 p.m.

Attached is a copy of the Engineer's Report for the proposed drainage work for your perusal prior to the meeting. Please bring your copy of the report to the meeting.

If you wish to object to the report, please submit your written objections to the undersigned prior to the meeting.

APPEALS AGAINST ASSESSMENT ARE NOT CONSIDERED AT THIS MEETING.

If the report is adopted, you will receive a copy of the provisionally adopted by-law indicating the assessments and notifying you of the date of the first sitting of the Court of Revision. You are hereby requested to take notice that the proposed work included in the report will be commenced after all appeals have been finally resolved.

Janet Denkers
Clerk Administrator

3236 River St. P.O. Box 28
Alvinston, ON N0N 1A0
Phone: 519.898.2173
Fax: 519.898.5653



July 10, 2023

**NOTICE OF CONSIDERATION OF DRAINAGE WORKS
Morwood Petition Drain**

Dear Sir and/or Madam:

You are hereby notified that the Engineer appointed by the Council of the Municipality of Brooke-Alvinston under the *Drainage Act, 1990*, did, file at our office a report on the Morwood Petition Drain.

This report will be considered at the **Brooke-Alvinston Municipal Office** on:

Thursday, August 10, 2023 at 4:30 p.m.

Attached is a copy of the Engineer's Report for the proposed drainage work for your perusal prior to the meeting. Please bring your copy of the report to the meeting.

If you wish to object to the report, please submit your written objections to the undersigned prior to the meeting.

APPEALS AGAINST ASSESSMENT ARE NOT CONSIDERED AT THIS MEETING.

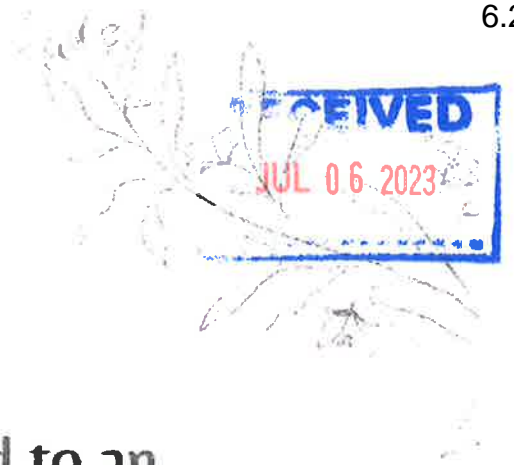
If the report is adopted, you will receive a copy of the provisionally adopted by-law indicating the assessments and notifying you of the date of the first sitting of the Court of Revision. You are hereby requested to take notice that the proposed work included in the report will be commenced after all appeals have been finally resolved.

Janet Denkers
Clerk Administrator



Alvinston, Br 249

3237 River St.



You are cordially invited to an

ANNIVERSARY CELEBRATION

for



Alvinston, Branch 249
90th Anniversary

Ladies Auxillary
75th Anniversary



SUNDAY, AUGUST 13, 2023
2 - 5 P M

EXCITING NEWS

We will also be hosting a fundraising
kick-off for our proposed new building!
Preliminary drawings will be
available for viewing!



Please RSVP by August 1, 2023
to Joyce Vlcek

joyce_vlcek@yahoo.com 519-384-5400

LAMBTON GROUP POLICE SERVICES BOARD MEETING AGENDA



LAMBTON GROUP
POLICE SERVICES
BOARD

Location: Lambton OPP Headquarters

Date: Wednesday, June 21, 2023

Time: **3:00 pm**

Session: **#3/2023**

1. Call to Order
2. Declaration of Conflict of Interest
3. Minutes of Previous Meeting
 - a) Session 2/2023, April 2023
4. Business Arising from Minutes
5. Detachment Report
 - a. March/April 2023
6. Member's Report
 - a) Greg Nemcek, Chair
 - Update from member attendees of OAPSB conference
 - b) Mandi Pearson, Secretary
 - i. EFT forms
 - ii. Up to June 2023 expense reports
 - iii. Intact Insurance - liability abuse coverage
7. Correspondence
 - a) CIBC – Interest Allocation Report Apr/May 2023
 - b) OAPSB – Zone 6 meeting information
 - c) Lambton OPP media releases May 2023

8. Accounts/Finance

a) Accounts:

Lambton Group Police Services Board				AP5090		Page : 1		
Cheque Register-Summary-Bank				Date :	May 01, 2023	Time :	11:44 am	
Vendor :	12000 To 99999			Seq :	Cheque No.	Status : All		
Pay Date :	01-Apr-2023 To 30-Apr-2023			Medium :	M=Manual C=Computer E=EFT-PA			
Bank :	1 - LGPSB							
Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount	
3748	06-Apr-2023	13020	BRESSETTE, COLLEEN	Issued	37	C	539.56	
3749	06-Apr-2023	14027	CANADIAN MENTAL HEALTH ASSOCIATION - I	Issued	37	C	13,481.07	
3750	06-Apr-2023	14033	COXON, LAUREN	Issued	37	C	717.58	
3751	06-Apr-2023	15011	DORAN, JASON	Issued	37	C	693.80	
3752	06-Apr-2023	23009	LCDS	Issued	37	C	621.50	
3753	06-Apr-2023	24019	MINISTER OF FINANCE	Issued	37	C	183.82	
3754	06-Apr-2023	24019	MINISTER OF FINANCE	Issued	37	C	1,016.83	
3755	06-Apr-2023	24019	MINISTER OF FINANCE	Issued	37	C	2,321.69	
3756	06-Apr-2023	28011	PETROLIA TAXI	Issued	37	C	135.00	
3757	13-Apr-2023	31015	SARNIA-LAMBTON REBOUND	Issued	39	C	16,290.47	
3758	13-Apr-2023	31019	SEXUAL ASSAULT SURVIVORS' CENTRE SAR	Issued	39	C	21,342.65	
3759	20-Apr-2023	14024	CRCREATIVE CO. LTD	Issued	41	C	400.08	
3760	20-Apr-2023	24001	MINISTER OF FINANCE	Issued	41	C	771,403.00	
3761	20-Apr-2023	24001	MINISTER OF FINANCE	Issued	41	C	14,709.12	
3762	27-Apr-2023	14001	COUNTY OF LAMBTON	Issued	43	C	794.64	
3763	27-Apr-2023	24018	MINE & YOURS	Issued	43	C	2,088.24	
Total Computer Paid :		846,739.05	Total EFT PAP :		0.00	Total Paid :		846,739.05

Pay Date : 01-May-2023 To 31-May-2023
Bank : 1 - LGPSB
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount	
3764	04-May-2023	24018	MINE & YOURS	Issued	45	C	1,993.32	
3765	18-May-2023	16001	EASTLINK	Issued	47	C	570.71	
3766	25-May-2023	24001	MINISTER OF FINANCE	Issued	49	C	771,403.00	
Total Computer Paid :		773,967.03	Total EFT PAP :		0.00	Total Paid :		773,967.03

b) Detachment revenue Jan - March 2023 report from OPP Finance Unit and County Finance

9. Public Input

10. Other Business

11. Adjournment

Next Regular Meeting: Wednesday, August 23 at 3:00 p.m.

LAMBTON GROUP POLICE SERVICES BOARD



LAMBTON GROUP
POLICE SERVICES
BOARD

Mailing Address:

PO BOX 273 | Petrolia, Ontario | N0N 1R0

Website: www.lgpsb.ca **e-mail:** info@lgpsb.ca

MEETING HIGHLIGHTS

of

June 2023

1. Acting Staff Sgt. Rick Mathieson summarized activities including the March and April 2023 policing report:
Additional/statistical information available in OPP Monthly Report (forwarded electronically to municipal partners and posted to LGPSB website).

Major Crime

- Violent Crime: -6.5% (Mar) -9.3% (April)
- Property Crime: + 1.1% (Mar) -6.0% (April)
- Drug Crime: +20% (Mar) +12.5% (April) more proactive charges laid

MVC's

- 77 in March, 45 in April
- Majority being PD, weather or animal related

CSO/MEDIA

- A total of 39 media releases were distributed for the month of March.
- A total of 18 media releases were distributed for the month of April.
- The month of March is designated as Fraud Prevention month and, as such, a social media post was added about home reno frauds.
- The CSO attended Farm Safety Day on March 25th at Podolinsky Farm
- Equipment dealership to speak about cycling, boating and ATV safety.
- The CSO has conducted detachment tours for local cubs/beavers/scouts groups in both Petrolia and Corunna.
- The CSO attended Walpole Island Elementary school for a Kids Safety event on April 26th
- The CSO assisted with a well-attended recruiting seminar in Petrolia on Mar 23rd held at the YMCA.

Crime Unit

March

- Crime Unit members involved in grandparent scam with over \$100 000 lost. Investigation continuing. Grandparent Schemes seem to be ongoing.
- Crime members and OPP Criminal Investigations Branch still investigating Andrew

LAMBTON GROUP POLICE SERVICES BOARD



LAMBTON GROUP
POLICE SERVICES
BOARD

Mailing Address:

PO BOX 273 | Petrolia, Ontario | N0N 1R0

Website: www.lgpsb.ca

e-mail: info@lgpsb.ca

CHUTE homicide at the Marthaville Conservation Area.

- Crime members and CIB actively investigating an unsolved homicide of David Oliver on the Kettle & Stoney Point First Nation.
- Nine non-suspicious death investigations completed.
- Three reported sexual assaults cases investigated.

April

- Six sexual assaults cases investigated.
- Four sudden deaths investigated, one being a suspected drug overdose death.
- Crime Unit is involved in a multi-jurisdictional homicide. Case files being disclosed to the crown attorney through multiple rounds.
- Crime Unit continues to investigate missing female, Deana Timms.

Traffic

- 117 total charges during the recent seat belt campaign
 - 854 self generated occurrences, resulting in 562 total charges and 633 warnings
 - 19 impaired driving charges laid in Mar/Apr
2. The Board received an update from members who attended the recent OAPSB conference, with a recommendation for future conferences it be considered for the Inspector or delegate from Lambton to attend.
 3. The Board adopted a recommendation not to proceed with the requested liability insurance from Intact, with a request the Tony Commisso attend a future board meeting for further explanation.
 4. Member Doug Cook expressed his gratitude for the additional officers in Grand Bend during the busy summer season.

Next Regular Meeting: Wednesday, August 23, 2023 at 3:00 p.m

Contact:

Greg Nemcek

Chair

lgpsb.chair@gmail.com

LAMBTON GROUP POLICE SERVICES BOARD MEETING MINUTES



LAMBTON GROUP
POLICE SERVICES
BOARD

Location: OPP Headquarters, Petrolia

Date: Wednesday, April 19, 2023

Time: 3:00 pm

Session: #2/2023

Present:

Doug Cook, Member (Vice Chair) – Municipal Partner

Pat Brown, Member – Municipal Partner

Shirley Durance, Member – Provincial Appointee

John McCharles, Member – Provincial Appointee

Greg Nemcek, Member – Community Member at Large

Non Voting Members:

Inspector Chris Avery, O.P.P Representative

A/Staff Sgt. Chris Hogg, O.P.P Representative

A/Staff Sgt. Rick Mathewson, O.P.P Representative

Mandi Pearson, Secretary

Regrets:

Guests:

- Valerie Collasanti & Ian

Members of the Public:

- Mayor Gary Atkinson, Plympton-Wyoming
- Terry Bridge,

1. Call to Order

- Greg Nemcek, Chair called the meeting to order at 3:00 pm.

2. Declaration of Conflict of Interest

- None Declared

3. Adoption of the Agenda

a) Session 2, 2023

Moved By: John McCharles

Seconded By: Doug Cook

THAT the agenda for Session 2/2023 dated April 19, 2023 be adopted as presented.

Carried

4. Minutes of Previous Meeting

a) Session 1, February 2023

Moved By: John McCharles

Seconded By: Shirley Durance

THAT the minutes of Session 1/2023 dated February 2023 be adopted as circulated.

Carried

5. Business Arising from Minutes

- None

6. Detachment Report

a) A/Staff Sgt. Chris Hogg reviewed the January and February 2023 policing report:

Major Crime**NOVEMBER 2022**

- Crime members and OPP Criminal Investigations Branch continue with the investigation of the Andrew CHUTE homicide at the Marthaville Conservation Area.
- Crime members and CIB actively investigating an unsolved homicide on the Kettle & Stoney Point First Nation.
- 12 non-suspicious death investigations completed.
- 4 reported sexual assaults cases investigated.
- 6 fraud investigations.

- Members of the Lambton County Crime Unit preparing for trial R vs Evan WOLFE. Homicide on the Kettle & Stoney Point First Nation. The accused in this matter remains in custody.
- Crime investigating a robbery at the Arkona GOCO station. Person of Interest has been identified.

DECEMBER 2022

- Trial for Ravenswood Home Invasion. Two accused convicted on all charges. Sentencing to take place early 2023.
- Three reported sexual assault cases investigated.
- 10 sudden deaths investigated. One infant death, all non-suspicious.
- Crime Unit is involved in a multi-jurisdictional homicide. Case files being disclosed to the Crown Attorney through multiple rounds.
- 4 criminal harassment investigations conducted.

CSCU

- During the months of November & December 2022 Lambton CSCU investigated **13** occurrences.
- Lambton CSCU members laid a total of **64** charges Drugs

Moved By:

Seconded By:

THAT A/S/Sgt. Hogg's detachment report be adopted as presented.

Carried

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

7. Member's Report

a) Greg Nemcek, Chair

- Recently attended Ontario Good Roads Conference for a delegation with Hon. Doug Downey, Attorney General of Ontario
 - i) Joining the delegation was MPP Bob Bailey, Warden Kevin Marriott, Mayor Cook, Councillor Brown and our Secretary, Mandi Pearson.

Session:

#2/2023

Page 3 of 5

- ii) Brought forward our boards concerns around policy and procedures of Catch and Release & Plea Bargains, needs for increased policing and Body Cams this was well received at the meeting.

8. Correspondence

- a) January 12, 2023 Lambton OPP News Release
- ALTERCATION AT ESTABLISHMENT RESULTS IN CHARGES
- b) Commissioners Message – Bail Reform
- c) OAPSB Spring Conference
- d) OAPSB Survey
- Completed and responded

Moved By: John

Seconded By: Shirley

***THAT** the correspondence items as listed be received and filed.*

Carried

9. Accounts/Finance

i. Accounts

Moved By: Doug Cook

Seconded By: Shirley

***THAT** the accounts as listed be approved for payment.*

Carried

Budget Update

Moved By:

Seconded By:

***THAT** the accounts as listed be approved for payment.*

Carried

10. Public Input

- Mayor Atkinson, very pleased with the attendance of Mr. Nemcek and Insp. Avery at a recent Council meeting. The residents and council found this very informative.

11. Other Business

Presentation from County of Lambton

- Ms. Valerie Colasanti, General Manager, Social Services Division and Ian Hanney, Supervisor Homelessness Prevention

12. Adjournment

Moved By: Doug

Seconded By: John

***THAT** Session #2 of 2023 be adjourned until the next scheduled meeting on June 21, 2023 or at call of the Chair.*

Carried

Meeting adjourned at: pm

Next Regular Meeting: Wednesday, June 21, 2023 at 3:00 p.m.

Chair
Greg Nemcek

Secretary
Mandi Pearson



**St. Clair Region Conservation Authority
Meeting Highlights – April 20, 2023**

Below is a list of highlights from the SCRCA board meeting held in April. For details, please refer to the entire meeting package which can be found at www.scrca.on.ca/about-us/board-meeting-packages.

SCRCA Risk Management Program: In April of 2022, the SCRCA implemented a Risk Management and Land Classification Guideline to recognize, prioritize, and mitigate risk and liability exposure, and to incorporate risk management culture into SCRCA processes, policies, and decisions. Since then, several activities have been completed and/or are on-going including:

- Improved communication of service disruptions on social media and the SCRCA website;
- Third-party security hired to patrol campgrounds;
- The completion of risk assessments at nine Conservation Areas and Lambton County Properties including the identification of common hazards and potential mitigation measures; and
- The completion of 84 property inspections which resulted in 69 work orders created (by the end of 2022, 58 of these work orders had been completed).

2023-2024 Water & Erosion Control Infrastructure (WECI) Projects: The Ministry of Natural Resources and Forestry (MNR) issued two calls for project applications to the 2023-2024 Water & Erosion Control Infrastructure (WECI) funding program. The SCRCA submitted 7 projects with a total WECI funding request of \$765,000. Proposed projects included shoreline protection, repairs and improvements to the W. Darcy McKeough Floodway, and infrastructure projects at the A.W. Campbell and L.C. Henderson Conservation Areas. Applications are reviewed by a committee consisting of Provincial and Conservation Authority staff representatives. If funding is confirmed, a list of approved projects may be available in May 2023.

Watershed Conditions: Water levels on the surrounding Great Lakes are projected to remain above average over the next six months. February water levels on Lakes Huron, St. Clair and Erie remained above their long-term average, however Lakes Huron and Erie were both down from their 2020 records highs by 84 cm and 54 cm, respectively. Lake St. Clair was 63 cm below its 1986 record high. Current flood threat is low to moderate owing to lower waters but higher reactivity from saturated soils. Spring rain events have the potential to cause minor, nuisance flooding into natural floodplain areas.

Planning and Regulations Activity: Between February 1 and March 31, 2023, staff issued 39 permits and responded to 98 inquiries under O. Reg 171/06 *Development, Interference of Wetlands, and Alterations to Shorelines and Watercourses*. Additionally, 23 permits were issued during the same timeframe under the *Drainage Act* and Section 28 Regulations Team (DART) protocol. Planning activity between February 1st and

March 31st included the review and comment on 65 municipal plan input and review files, 4 environmental assessments, and 6 legal inquiries.

Winter Conservation Education Programs: The St. Clair Education Team was busy throughout the winter months, delivering in-class sponsored programs to area students. All programs were fully booked, and interest exceeded capacity and funding.

Aquatic Species at Risk: Funded by the Canada Nature Fund, this program has engaged over 3,600 students this year, either as an in-class program or connecting virtually to the Aquatic Species at Risk webinar. Webinar recordings have been accessed over 100 times, representing between 100 – 2,500 student viewings.

Phosphorus 101: Sponsored by Friends of the St. Clair River, this program introduces students from Grades 8-12 to the issue of phosphorus loading into our watershed and Lake Erie. Over 400 students participated between January and April 2023.

River Rap: This Friends of the St. Clair River sponsored program was a great success. Almost 500 students participated between January and March 2023, learning about the St. Clair River.

Spring Water Awareness Schoolyard Program: Plains Midstream Canada continues to sponsor this important program that will teach 1,100 students on how to stay safe this April.

2023 Maple Syrup Festival at A.W. Campbell Conservation Area: After three years of cancellations due to the COVID-19 pandemic, the SCRCA was delighted to welcome visitors back to the A.W. Campbell Conservation Area for the return of the Maple Syrup Festival. Despite frigid temperatures, close to 500 people attended the two-day event held on Saturday, March 18th and Sunday, March 19th. Demonstrations on the historical production and importance of maple syrup in the lives of First Nations peoples and pioneers were run between 10 am and 3 pm by St. Clair Education Staff. Other activities included guided hikes, kid-friendly crafts/activities, refreshments, horse-drawn wagon rides, and an engaging information booth hosted by the SCRCA Biology department.

The SCRCA Education Team also hosted the Sweet Maple Syrup education program for almost 200 students the week following the festival.

For more information, contact:
Ken Phillips, General Manager
519-245-3710 ext. 236
kphillips@scrca.on.ca

Ministry of Natural Resources and Forestry

Policy Division

Crown Forests and Lands Policy Branch
70 Foster Drive, 3rd Floor
Sault Ste. Marie ON P6A 6V5

Ministère des Richesses naturelles et des Forêts

Division de la politique

Direction des politiques relatives aux forêts et aux terres de la Couronne
70, Rue Foster, 3^{ème} étage,
Sault Ste Marie ON P6A 6V5



June 12, 2023

SUBJECT: Proposal to Amend Three Regulated Manuals under the Crown Forest Sustainability Act

Greetings:

Today, the Ministry of Natural Resources and Forestry posted a Proposal Notice on the Environmental Registry (ER #:019-6823) for a 60-day period to seek input on proposed amendments to the Forest Management Planning Manual; Forest Information Manual and Scaling Manual (i.e., Forest Manuals). The proposed revisions will support commitments identified in the Forest Sector Strategy and will continue to modernize the forest management planning and wood measurement processes while continuing to provide for the responsible management of Ontario's forests.

We invite you to review the proposals on the Environmental Registry and provide comments. If you have any questions, please contact the identified project lead.

Sincerely,

Original signed by

Peter D. Henry, R.P.F.
Director
Crown Forests and Lands Policy Branch

Ministry of Natural Resources and Forestry
Policy Division

Director's Office
Crown Forests and Lands Policy Branch
70 Foster Drive, 3rd Floor
Sault Ste. Marie, ON P6A 6V5

Ministère des Richesses naturelles et des Forêts
Division de la politique

Bureau du directeur
Direction des politiques relatives aux forêts et aux terres de la Couronne
70, rue Foster, 3^e étage
Sault Sainte Marie, ON P6A 6V5



June 23, 2023

Hello,

We are writing to let you know that amendments were made to the following two regulations under the *Public Lands Act* (amendments will come into effect on July 1st, 2023):

- Ontario Regulation 161/17: Occupation of Public Lands under Section 21.1 of the Act
- Ontario Regulation 326/94: Crown Land Camping Permit (this regulation is applicable to non-residents of Canada camping on provincial public land north of the French and Mattawa Rivers)

The *Public Lands Act* (PLA) and its regulations provide the framework for the management and use of public lands in Ontario, including public lands covered by water. Ontario Regulation 161/17 provides that a camping unit may be placed and used on public land without express authorization from the ministry, as long as the requirements set out in the Act and regulation are met.

Proposal notices for the amendments were posted on Ontario's Regulatory Registry and the Environmental Registry of Ontario (ERO) (ERO number 019-6590) for a 46-day comment period between February 24, 2023 and April 11, 2023. In addition, the ministry hosted a series of online information sessions with Indigenous communities and organizations, municipalities, and stakeholders during this period.

The definitions in O. Reg. 161/17 were amended to clarify that floating accommodations cannot be placed or used for outdoor accommodation or camping purposes on public land covered by water. The same amendments were made to the definitions in O. Reg. 326/94 so the same restriction will apply to non-residents camping on public land covered by water north of the French and Mattawa Rivers.

None of the regulatory changes apply to a person exercising their rights protected by section 35 of the *Constitution Act, 1982* (Aboriginal or treaty rights).

The regulatory changes will not affect someone exercising their right to navigate, including reasonable moorage, which can only be regulated by the federal government (Transport Canada).

We invite you to review the details of the regulatory changes in the ERO decision notice (ERO number [019-6590](#)).

Sincerely,

Peter D. Henry, R.P.F.
Director, Crown Forests and Lands Policy Branch
Ministry of Natural Resources and Forestry

c: Pauline Desroches, Manager, Crown Lands Policy Section

From: Andrews, David <David.Andrews@dfo-mpo.gc.ca>
Sent: Monday, June 26, 2023 12:17 PM
To: Andrews, David <David.Andrews@dfo-mpo.gc.ca>
Subject: Publication of Proposed Management Plan for Mapleleaf and Rainbow on the Species at Risk Public Registry

Greetings:

I am pleased to inform you that the proposed Management Plan for the Mapleleaf (*Quadrula quadrula*) Great Lakes – Upper St. Lawrence Population, and Rainbow (*Villosa iris*) in Canada, 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 in the 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 this 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 Mapleleaf and Rainbow are both 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 developed to prevent species of Special Concern from becoming Endangered or Threatened.

The proposed Management Plan for the Mapleleaf (*Quadrula quadrula*) Great Lakes – Upper St. Lawrence Population, and Rainbow (*Villosa iris*) 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 conserve the species.

DFO values your input on this 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 document and your continued dedication and interest in the conservation of aquatic species at risk.

Sincerely,

Dave Andrews (he/him)
Species at Risk Biologist, Species at Risk Program
Fisheries and Oceans Canada/Government of Canada
E-mail: David.Andrews@dfo-mpo.gc.ca

Greetings:

I am pleased to inform you that the proposed Management Plan for Northern Sunfish, 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 Northern Sunfish 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 Northern Sunfish 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



Town of Bradford West Gwillimbury
 100 Dissette St., Unit 4
 P.O. Box 100, Bradford, Ontario, L3Z 2A7
 Telephone: 905-775-5366
 Fax: 905-775-0153
www.townofbwg.com

Office of the Mayor

9 June 2023

VIA EMAIL

Hon. François-Philippe Champagne PC MP
 Minister of Innovation, Science and Economic Development
 Via email: ministerofisi-ministredeisi@ised-isde.gc.ca

Hon. Marie-Claude Bibeau PC MP
 Minister of Agriculture
 Via email: Marie-Claude.Bibeau@parl.gc.ca

Dear Ministers:

On behalf of the Council of the Town of Bradford West Gwillimbury, we are writing to you pursuant to the enclosed motion to endorse the right-to-repair movement and to call on your government to expedite the promised consultations to enshrine this principle in consumer-protection law, with specific consultations and measures related to supporting the agricultural sector undertaken.

Right to Repair is a simple environmental and consumer protection measure: it ensures consumers are able to reasonably access repairs to electronic and other devices at a fair price, rather than creating a monopoly through technology companies only being able to repair their own products. This measure will also help reduce waste by combatting planned obsolescence, where companies make products that are only intended to last for a period of some years, and are not really repairable.

Further, farmers and growers are intimately familiar with the particular nuances of this issue when it comes to increasingly high-tech agricultural equipment. As the “soup and salad bowl of Canada”, Bradford West Gwillimbury is home to many farmers and growers, so we know firsthand how important an issue these consultations will be.

Our Council has shown in recent years that we are at the forefront of advocating for important environmental protections, including the Freshwater Action Fund, and we are grateful to our new Green Initiatives Committee for recommending this current piece of advocacy to protect the environment and consumers.

A copy of the motion is enclosed. We would be happy to meet with you or your representatives to discuss this further.

Sincerely yours,



James Leduc
Mayor

CC: John Barlow, MP Foothills
 Rick Perkins, MP South Shore—St. Margarets
 Alistair MacGregor, MP Cowichan—Malahat—Langford
 Rachel Blaney, MP North Island—Powell River
 Scot Davidson, MP York—Simcoe
 Federation of Canadian Municipalities
 Association of Municipalities of Ontario
 Ontario's Municipal Councils
 Ontario's Conservation Authorities

At its Regular meeting of Council held on Tuesday, June 6, 2023, the Town of Bradford West Gwillimbury Council approved the following resolution:

Resolution: 2023-199

Moved: Councillor Verkaik

Seconded: Councillor Harper

Whereas the “right-to-repair” movement seeks to ensure consumers of electronic products, including mobile phones and computers, as well as agricultural equipment, are able to make routine fixes to damaged products without having to rely on the manufacturer and to affordably make such repairs; and

Whereas this movement and efforts against “planned obsolescence” seeks to ensure affordability for consumers and to protect our environment by reducing electronic waste; and

Whereas the agricultural sector has unique needs related to specialized electronic farm equipment and the ability to make repairs in a timely and affordable manner, especially during the growing season; and

Further to a commitment in the 2023 federal budget that “the government will work to implement a right to repair, with the aim of introducing a targeted framework for home appliances and electronics in 2024. The government will launch consultations this summer, including on the right to repair and the interoperability of farming equipment, and work closely with provinces and territories to advance the implementation of a right to repair” (p. 38); and

Be it therefore resolved that the committee recommend Council endorse the right-to-repair movement through a letter from the Mayor and Green Initiatives Committee Chair to call on the federal government to expedite the promised consultations to enshrine this principle in consumer-protection law, with specific consultations and measures related to supporting the agricultural sector undertaken; and

That a copy of this resolution and letter be shared with the Minister of Innovation, Science and Economic Development; the Minister of Agriculture and their critics; and the Member of Parliament for York—Simcoe; and to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO) and Ontario’s Municipal Councils, with a request for their endorsement of same.

Result: CARRIED.



MUNICIPALITY OF
North Perth

www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L5

Phone: 519-291-2950

Toll Free: 888-714-1993

June 26, 2023

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

RE: Vacant Building Official Positions

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held June 5, 2023 regarding vacant building official positions:

Moved by Councillor Rothwell **Seconded by** Councillor Duncan

WHEREAS building officials in Ontario examine building plans and inspect building construction to ensure compliance with the Ontario Building Code to ensure public safety;

AND WHEREAS in October 2022, Premier Doug Ford and the Ontario government announced their intent to build 1.5 million homes in the next ten years in an effort to generate enough supply to meet a high demand for now and in the future;

AND WHEREAS according to the Ontario Building Officials Association over 50 per cent of existing building officials are eligible to retire;

AND WHEREAS according to the Ontario Building Officials Association building officials are in high demand;

AND WHEREAS many municipalities across Ontario have job postings for building officials that remain unfilled;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to provide support to municipalities to fill vacant building official positions;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Steve Clark, Minister of Municipal Affairs and Housing, Provincial opposition parties, Matthew Rea MPP, all municipalities in Ontario and AMO.

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. Steve Clark, Minister of Municipal Affairs and Housing
Provincial Opposition Parties
Perth-Wellington MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



Legislative Services

June 27, 2023

Sent via email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Honourable and Dear Sir:

Re: Bill 97, The Helping Homebuyers, Protecting Tenants Act, 2023 and Protect Tenants from "Bad Faith" – Renovictions – City of Quinte West Correspondence

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of June 26, 2023 received and supported correspondence from the City of West Quinte dated June 2, 2023 requesting the Province to pass Bill 97, The Helping Homebuyers, Protecting Tenants Act, 2023 and Protect Tenants from "Bad Faith" – Renovictions.

Attached please find a copy of the City of West Quinte correspondence dated June 2, 2023

Thank you for your attention to this matter.

Kind regards,

Ashlea Carter, AMP
Deputy Clerk

acarter@forterie.ca
AC:dlk

Attach.

c.c. The Honourable Steve Clark, Minister of Municipal Affairs and Housing minister.mah@ontario.ca
The Honourable Todd Smith, Minister of Energy Todd.Smithco@pc.ola.org
Federation of Municipalities of Ontario resolutions@fcm.ca
Eastern Ontario Wardens Caucus meredith.staveley-watson@eowc.org
The Association of Municipalities of Ontario amo@amo.on.ca
John Machesney, City Clerk, City of Quinte West christinae@quintewest.ca
All Ontario Municipalities

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

P.O. Box 490
7 Creswell Drive
Trenton, Ontario K8V 5R6
www.quintewest.ca



A Natural Attraction

Tel: 613-392-2841
Toll Free: 1-866-485-2841
Josh.machesney@quintewest.ca

Josh Machesney, City Clerk

June 2, 2023

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building
Queen's Park, Toronto, ON M7A 1A1

RE: Resolution – "Renovictions" Support Request

Dear Premier Ford:

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 31, 2023 Council passed the following resolution:

Motion No 23-245 – Notice of Motion – Councillor McCue - Renovictions
Moved by Councillor McCue
Seconded by Councillor Card

WHEREAS renovictions, a practice by which landlords evict tenants from their homes by claiming they will complete major renovations, demolish or convert the unit to commercial use, has had a significant adverse impact on Quinte West residents in the past few months;

AND WHEREAS renovictions have been and continue to be a contributing factor in perpetuating the Provincial housing crisis by making rental housing less affordable for Ontarians, particularly for seniors, individuals with disabilities, single-parent families, and students;

AND WHEREAS municipalities in Ontario have no ability to protect their residents from renovictions;

AND WHEREAS the Ontario Provincial Government has tabled legislation: Bill 97, the Helping Homebuyers, Protecting Tenants Act, 2023, to protect tenants from "bad faith" renovictions and to add more resources to the Landlord Tenant Board;

AND WHEREAS Quinte West City Council passed Motion 23-300 directing staff to prepare a resolution for Council's consideration on the matter;

RECEIVED
JUN 26 2023
BY COUNCIL

NOW THEREFORE BE IT RESOLVED THAT the City of Quinte West Council urges the Province to:

- **Pass Bill 97, the Helping Homebuyers, Protecting Tenants Act, 2023;**
- **Add regulations requiring landlords to provide renovation updates when they evict tenants to ensure tenants are updated when they can exercise their right of return in order to protect tenants from “bad faith” renovations;**
- **Consider an increase in fines for landlords who are found to have undertaken “bad faith” renovations;**

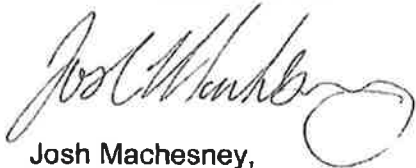
AND THAT Ontario municipalities be urged to voice their concerns regarding “bad faith” renovations;

AND FURTHER THAT a copy of this resolution be sent to all Ontario municipalities, the Hon. Doug Ford, Premier of Ontario, the Hon. Steve Clark, Minister of Municipal Affairs and Housing; Todd Smith, Bay of Quinte MPP, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), and the Eastern Ontario Wardens Caucus. Carried

We trust that you will give favourable consideration to this request.

Yours truly,

CITY OF QUINTE WEST



Josh Machesney,
City Clerk

cc: Hon. Steve Clark, Minister of Municipal Affairs and Housing
 Hon. Todd Smith, Minister of Energy, MPP, Bay of Quinte
 Carole Saab, CEO, Federation of Canadian Municipalities (FCM)
 Colin Best, President, Association of Municipalities of Ontario (AMO)
 Jim Pine, CAO, Eastern Ontario Wardens Caucus
 All Municipalities in Ontario

June 29, 2023

Hon. Stephen Lecce
 Minister of Education
Stephen.Lecceco@pc.ola.org

Via email

RE: recommendation for amendment to the current regulations for licensed home-based childcare operators to increase allowable spaces.

Dear Minister Lecce,

During the June 26, 2023 regular meeting of council, council in response to recent publicly raised concern heard a report from staff in relation to the above, with the following resolution passed:

Moved: Liz Welsh

Seconded: Chad Hyatt

WHEREAS in response the Petrolia Childcare Advocacy Group's recent delegation to Council where they identified a shortage of child care spaces in the Town of Petrolia; and

WHEREAS through additional research undertaken by the Town Staff, and in consultation with the County of Lambton Social Services, it has been further identified that there is an extreme shortage of child care spaces not only across the County but the Province as a whole; and

WHEREAS in response to the identified need the County hosted a community information night to educate members of the public who may be able to offer a licensed home-based child care service;

NOW THEREFORE *the Council of the Town of Petrolia recommends to the Hon. Stephen Lecce, Minister of Education, that in time for the 2023 school year amendment to the current regulations be made to allow licensed home-based child care operators the ability to provide two (2) before and after school care spaces to school aged children, in addition the permitted six (6) full time child care spaces; and*

THAT in an effort to attract and retain qualified early childhood educators, the Minister of Education, review the current wage bracket for early childhood educators with implementation of an increase to wages to align with the services provided; and

THAT the province provides more capital based funding sources for the construction of new centre-based facilities; and

THAT the province considers increasing the current goal of thirty-three percent (33%) access ratio, to align better with the current provincial situation and anticipated population growth over the next ten (10) years; and

THAT these items be considered sooner rather than later, to assist in remedying the critical child care shortage experienced in Petrolia, Lambton, and across the province; and

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



THAT this recommendation be forwarded to Hon. Doug Ford, Premier of Ontario | Hon. Michael Parsa, Minister of Children, Community & Social Services | Mr. Bob Bailey, MPP of Sarnia-Lambton | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex | Mr. Kevin Marriott, Warden of Lambton County | Municipalities of Ontario;

Carried

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc:

Hon. Doug Ford, Premier of Ontario premier@ontario.ca | Hon. Michael Parsa, Minister of Children, Community & Social Services Michael.Parsaco@pc.ola.org | Mr. Bob Bailey, MPP of Sarnia-Lambton bob.bailey@pc.ola.org | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex Monte.McNaughtonco@pc.ola.org | Mr. Kevin Marriott, Warden of Lambton County Monte.McNaughtonco@pc.ola.org | Municipalities of Ontario

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www.selwylntownship.ca

June 29, 2023

Hon. Doug Ford
Premier of Ontario
Room 4620
99 Wellesley St. W.,
Toronto, Ontario M7A 1A1

Via Email: premier@ontario.ca

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals

Councillor Brian Henry – Councillor John Boyko –

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the 'traditional' cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR's can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR's is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR's are here to stay; and

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the Province;

That the Township of Selwyn request that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further

That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc...

That a copy of this resolution be sent to all Ontario municipalities for support as well as to Minister of Municipal Affairs and Housing Steve Clark, local M.P.P. Dave Smith and M.P. Michelle Ferreri.

Carried.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Megin Hunter

Megin Hunter
Office Assistant/Receptionist
mhunter@selwyntownship.ca

cc: steve.clark@pc.ola.org
michelle.ferreri@parl.gc.ca
dave.smithco@pc.ola.org
All Ontario Municipalities



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Requests from the Optimist Club - Tanner Redick Memorial Ball Tournament
Meeting: Council - 13 Jul 2023
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston declares the Tanner Redick Memorial Ball Tournament being held July 27-30, 2023 as an event of municipal significance and acknowledges that the Alvinston Optimist Club 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 2023 Memorial Tournament.

Background:

The Tanner Redick Memorial Tournament will be held July 27-30, 2023 on the BAICCC grounds. A special occasion permit is required for the event. The Tournament (3rd year) has routinely been declared an event of municipal significance due to the nature of the event. It also fits the criteria recently adopted by Council in declaring an event to be municipally significant as it:

- a. Falls within the definition of a municipally significant event
- b. Serves the public interest by upholding the by-laws and policies of the Municipality and any other applicable legislation
- c. Will host no less than 100 members of the general public

Criteria of the Municipal Significant Event Policy to issue a Special Occasion Permit is met with the Tanner Redick Memorial Tournament.

Comments:

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

Financial Considerations:

There are no financial considerations associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Surplus Dwelling-Petrolia Line
Meeting: Council - 13 Jul 2023
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston approve the use of the existing dwelling at 7523 Petrolia Line by Dan Macrae for a 6 month period beginning August 1, 2023 while a new dwelling is being constructed; and that a security deposit of \$500 be remitted to the Municipal Office prior to the issue of the building permit; and that the security deposit be held by the Municipality until the construction is complete, the demolition permit obtained and occupancy issued.

Background:

A request has been submitted by Dan Macrae to request permission to live in the current home while a new home is constructed on the same property.

Comments:

In accordance with the municipal zoning by-law, in the agricultural area, only one home is permitted per lot. The Municipality has provided temporary permissions such as this in the past without incident. If a subsequent extension is needed, Council can revisit the request at that time.

Financial Considerations:

A \$500 deposit is requested and upon the demolition permit being obtained for the old dwelling and a final occupancy issued for the new dwelling, the deposit of \$500 would be returned.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Four Counties Transportation
Meeting: Council - 13 Jul 2023
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That this report be received and filed for information.

Background:

Council had endorsed the Municipality to approach Four Counties Transportation to provide transportation to residents in Brooke-Alvinston.

A Four Counties Transit Committee meeting was held virtually on June 26th and Jeannette Douglas and I attended.

Comments:

A staff report was presented to the Committee by the CAO of West Elgin. The report focused on residents attending the Day Program at Four Counties. Due to the distance required and the length of time their current passengers are on the bus, it was not feasible to extend the service to Brooke-Alvinston.

Jeannette noted that the ridership would be preferable for residents (seniors) to assist in getting groceries or going to Doctor appointments in the Glencoe area and not specifically the Day Program.

Ms. Badura will take this information into account, prepare a report for the Committee and consider a potential pilot project for these trips. More information will follow when it becomes available.

Financial Considerations:

None associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - June 2023
Meeting: Council - 13 Jul 2023
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Accounts Payable Listing for June 2023.

Background:

The Accounts Payable Listing is provided for information purposes only. Any questions should be directed to the treasurer or appropriate department head. In most cases the goods or services have already been provided and the Municipality is already legally obligated to make the payment(s) with a preference to pay on time to avoid late payment charges.

ATTACHMENTS:

[Posted Accounts Payable List - June 2023](#)

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	003541 STEVE SOUTH	JUNE2023 OVERPAYMENT ON WATER ACCT	06/14/2023	06/14/2023	215.37
01-0000-0020	003543 DEANNA DUPUIS	JUNE2023 REFUND WATER DEPOSIT	06/26/2023	06/26/2023	56.30
			Account Total		271.67
01-0000-0498	003500 RWAM INSURANCE ADMINISTRATORS INC	JUNE2023 RWAM	06/01/2023	06/01/2023	2.68
01-0000-2426	000018 CLOVER MART	00038 FOOD BANK PURCHASES	06/21/2023	06/21/2023	181.65
01-0000-2426	000018 CLOVER MART	037 FOOD BANK PURCHASES	06/07/2023	06/07/2023	262.22
01-0000-2426	002996 NANCY FAFLAK	JUNE2023 FOOD BANK PURCHASES	06/07/2023	06/07/2023	120.00
01-0000-2426	003452 JEANINE VAN DAMME	JUNE2023 FOOD BANK PURCHASES	06/07/2023	06/07/2023	1,020.02
			Account Total		1,583.89
01-0000-2429	003238 KATHRYN SHAILER	06/2023 SUMMER SUNDYS	06/21/2023	06/21/2023	1,400.00
01-0000-2429	003238 KATHRYN SHAILER	JUNE2023 R LEITCH MEM. AND SUMMER SUND	06/02/2023	06/02/2023	412.18
01-0000-2429	003238 KATHRYN SHAILER	JUNE2023 R LEITCH MEM. AND SUMMER SUND	06/02/2023	06/02/2023	600.00
			Account Total		2,412.18
			Department Total		4,270.42
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	-425.00
			Department Total		-425.00
GOVERNANCE					
01-0240-7303	002598 DAVID FERGUSON	JUNE2023 PHONE	06/12/2023	06/12/2023	60.00
01-0240-7398	000092 SPECIALTY RUBBER STAMPS	5179 NAME PLATE	06/14/2023	06/14/2023	18.36
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2306 SENIOR OF THE YEAR FRAME	06/09/2023	06/09/2023	45.19
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2306 LAMBTON SHORES CONGRATS	06/09/2023	06/09/2023	67.75
01-0240-7399	002408 JEANNETTE DOUGLAS	JUNE2023 SENIORS ADVISORY COMMITTEE	06/28/2023	06/28/2023	100.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total					212.94
01-0240-7420	003542 AIRD & BERLIS LLP	1341727 INTEGRITY COMMISSIONER	06/20/2023	06/20/2023	1,149.78
Department Total					1,441.08
COUNCIL SUPPORT					
01-0241-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	JUNE2023 RWAM	06/01/2023	06/01/2023	305.07
01-0241-7117	003503 GREEN SHIELD CANADA	JUNE2023 GREENSHIELD BENEFITS	06/01/2023	06/01/2023	910.96
Account Total					1,216.03
01-0241-7150	000279 BMO BANK OF MONTREAL	0502677-2306 REPORT WRITING COURSE	06/09/2023	06/09/2023	281.37
01-0241-7301	000279 BMO BANK OF MONTREAL	0502677-2306 MARRIAGE LICENCES	06/09/2023	06/09/2023	480.00
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	60.88
01-0241-7325	000279 BMO BANK OF MONTREAL	0502677-2306 OMAA CONFERENCE HOTEL	06/09/2023	06/09/2023	265.55
01-0241-7350	002572 JANET DENKERS	JUNE2023 TRAVEL-AMCTO, ETC	06/15/2023	06/15/2023	373.20
01-0241-7399	000279 BMO BANK OF MONTREAL	0502677-2306 ARENA PRINT	06/09/2023	06/09/2023	108.47
Department Total					2,785.50
CORPORATE MANAGEMENT					
01-0250-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	JUNE2023 RWAM	06/01/2023	06/01/2023	512.83
01-0250-7117	003503 GREEN SHIELD CANADA	JUNE2023 GREENSHIELD BENEFITS	06/01/2023	06/01/2023	1,111.84
Account Total					1,624.67
01-0250-7150	002223 COUNTY OF LAMBTON	37569 FIRST AID TRAINING	06/09/2023	06/09/2023	110.00
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2306 BATTERY BACK UPS	06/09/2023	06/09/2023	166.04
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2306 OFFICE SUPPLIES	06/09/2023	06/09/2023	12.99
01-0250-7301	000165 MANLEY'S BASICS	1139363 OFFICE SUPPLIES	06/15/2023	06/15/2023	42.81

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7301	000165 MANLEY'S BASICS	1139430 OFFICE SUPPLIES	06/21/2023	06/21/2023	192.08
01-0250-7301	000100 MCNAUGHTON HOME HARDWARE CENTRE	410584 WATER	06/20/2023	06/20/2023	7.38
Account Total					421.30
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	53.11
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	159.07
01-0250-7303	003464 FIBERNETICS CORPORATION	640730 PHONE	06/06/2023	06/06/2023	62.15
Account Total					274.33
01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR347142 COPIER MAINTENANCE CONTRACT	06/06/2023	06/06/2023	282.35
01-0250-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	430348-2 MAILER	06/26/2023	06/26/2023	19.42
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	20772 IT SUPPORT	06/06/2023	06/06/2023	706.25
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	20808 IT LICENCING & SUPPORT	06/07/2023	06/07/2023	511.16
Account Total					1,217.41
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	105160 MATS	06/07/2023	06/07/2023	73.73
01-0250-7399	000107 NANCY SHEPLEY	JUNE2023 WSIB SAFETY RECOGNITION	06/26/2023	06/26/2023	60.00
01-0250-7405	003353 BETTY MCKELLAR	MAY2023 OFFICE CLEANING	06/09/2023	06/09/2023	312.50
Department Total					4,395.71

FIRE STATION - ALVINSTON

01-0411-7150	000100 MCNAUGHTON HOME HARDWARE CENTRE	410371 TRAINING MATERIALS/SUPPLIES	06/26/2023	06/26/2023	195.24
01-0411-7150	002016 RON MCCABE	JUNE2023 DRIVERS MEDICAL EXAM	06/28/2023	06/28/2023	200.00
Account Total					395.24
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	53.11
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	60.66

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
				Account Total	113.77
01-0411-7330	002957 RACHEL BRYANS	06-2023 TRAVEL	06/28/2023	06/28/2023	39.60
01-0411-7330	002957 RACHEL BRYANS	JUNE2023 TRAVEL	06/28/2023	06/28/2023	304.20
				Account Total	343.80
01-0411-7340	003364 R & C CLEANING	MAY2023 FIREHALL CLEANING	06/15/2023	06/15/2023	140.00
01-0411-7350	002957 RACHEL BRYANS	06/23 OPERATIONS SAFER CONFERENCE	06/28/2023	06/28/2023	804.14
01-0411-7372	003449 CARRIER EMERGENCY VEHICLES INC.	00616 REPAIRS TO VALVES	06/06/2023	06/06/2023	1,154.14
01-0411-7372	000279 BMO BANK OF MONTREAL	0502677-2306 FIRE FRIDGE	06/09/2023	06/09/2023	862.79
01-0411-7372	003321 UPS CANADA	5474983648 LIGHTS ON R1	06/26/2023	06/26/2023	222.87
01-0411-7372	000214 KARL'S TRUCK SERVICE	W72464 TANKER 2 REPAIRS	06/14/2023	06/14/2023	489.82
01-0411-7372	000214 KARL'S TRUCK SERVICE	W72522 T2 AIR LEAK	06/15/2023	06/15/2023	325.78
				Account Total	3,055.40
01-0411-7373	003449 CARRIER EMERGENCY VEHICLES INC.	00552 ANNUAL INSPECTION TESTING	06/15/2023	06/15/2023	3,413.06
01-0411-7460	002223 COUNTY OF LAMBTON	37463 RADIO FEES	06/06/2023	06/06/2023	1,769.71
01-0411-7460	002223 COUNTY OF LAMBTON	37520 RADIO COST	06/06/2023	06/06/2023	457.78
				Account Total	2,227.49
				Department Total	10,492.90
POLICE					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2395 MONTHLY POLICING	06/01/2023	06/01/2023	32,575.07
				Department Total	32,575.07
PROTECTIVE INSPECTION & CONTROL					
01-0440-7470	002223 COUNTY OF LAMBTON	37570 BUILDING PERMIT INSPECTIONS	06/20/2023	06/20/2023	3,542.50
01-0440-7470	002223 COUNTY OF LAMBTON	37570 BUILDING PERMIT INSPECTIONS	06/20/2023	06/20/2023	343.80
				Account Total	3,886.30

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0440-7472	003467 J.S.G. ANIMAL REMOVAL	23312 ANIMAL CONTROL	06/07/2023	06/07/2023	452.00
01-0440-7476	002223 COUNTY OF LAMBTON	37572 PROPERTY STANDARDS	06/20/2023	06/20/2023	942.50
01-0440-7476	002223 COUNTY OF LAMBTON	37572 PROPERTY STANDARDS	06/20/2023	06/20/2023	187.20
01-0440-7476	002223 COUNTY OF LAMBTON	37573 PROPERTY STANDARDS CHARGES	06/20/2023	06/20/2023	791.44
		Account Total			1,921.14
		Department Total			6,259.44
RUP - GRAVEL PATCH					
01-0516-7301	002903 SCHOUTEN EXCAVATING INC.	23001-01 CONCRETE CRUSHING	06/14/2023	06/14/2023	64,644.40
		Department Total			64,644.40
RB/C - CULVERT R & M					
01-0531-7301	002022 E.S. HUBBELL HIGHWAY AND DRAINAGE	1031712 ROAD CULVERTS	06/09/2023	06/09/2023	1,022.46
		Department Total			1,022.46
RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0429068-0676-7 BIN RENTAL	06/09/2023	06/09/2023	165.60
		Department Total			165.60
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0623 HYDRO	06/06/2023	06/06/2023	21.13
		Department Total			21.13
OVERHEAD					
01-0560-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	JUNE2023 RWAM	06/01/2023	06/01/2023	1,306.74
01-0560-7117	003503 GREEN SHIELD CANADA	JUNE2023 GREENSHIELD BENEFITS	06/01/2023	06/01/2023	2,223.68
		Account Total			3,530.42
01-0560-7125	000036 VIVIAN UNIFORM RENTAL LTD.	105102 COVERALLS	06/09/2023	06/09/2023	189.61
01-0560-7150	000279 BMO BANK OF MONTREAL	0502677-2306 TRAFFIC CONTROL BOOK	06/09/2023	06/09/2023	192.10

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	270.58
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	125.58
Account Total					396.16
01-0560-7304	000279 BMO BANK OF MONTREAL	0502677-2306 TICK REMOVAL KITS	06/09/2023	06/09/2023	135.26
01-0560-7304	000279 BMO BANK OF MONTREAL	0502677-2306 CVOR RENEWAL	06/09/2023	06/09/2023	51.00
01-0560-7304	003389 CERTIFIED LABORATORIES	859060 SHOP SUPPLIES	06/26/2023	06/26/2023	353.29
01-0560-7304	000062 KUCERA UTILITY & FARM SUPPLY LTD.	CT67254 2 STROKE OIL MIX	06/09/2023	06/09/2023	29.70
Account Total					569.25
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0623 HYDRO	06/09/2023	06/09/2023	478.06
01-0560-7310	000131 BEARCOM CANADA CORP	5564434 GPS	06/06/2023	06/06/2023	335.61
01-0560-7310	000131 BEARCOM CANADA CORP	5573668 GPS	06/26/2023	06/26/2023	341.26
Account Total					676.87
01-0560-7398	000074 MACKENZIE OIL LIMITED	0136122 FUEL	06/09/2023	06/09/2023	1,095.61
01-0560-7398	000074 MACKENZIE OIL LIMITED	0136320 FUEL	06/09/2023	06/09/2023	442.11
01-0560-7398	000074 MACKENZIE OIL LIMITED	815219 FUEL	06/09/2023	06/09/2023	1,287.82
01-0560-7398	000074 MACKENZIE OIL LIMITED	815220 FUEL	06/09/2023	06/09/2023	1,670.71
01-0560-7398	000074 MACKENZIE OIL LIMITED	815640 FUEL	06/09/2023	06/09/2023	956.23
01-0560-7398	000074 MACKENZIE OIL LIMITED	815641 FUEL	06/09/2023	06/09/2023	3,013.92
Account Total					8,466.40
01-0560-7405	003353 BETTY MCKELLAR	MAY2023 OFFICE CLEANING	06/09/2023	06/09/2023	250.00
Department Total					14,748.87
21 Dodge RAM 4 x 4 pickup					
01-0621-7370	000074 MACKENZIE OIL LIMITED	815441 FUEL	06/09/2023	06/09/2023	515.35
Department Total					515.35

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
19 FORD 4x4 PICKUP					
01-0622-7370	000074 MACKENZIE OIL LIMITED	815441 FUEL	06/09/2023	06/09/2023	515.35
Department Total					515.35
CAT BACKHOE					
01-0631-7372	000068 KAL TIRE	873125898 TIRE CREDIT	06/02/2023	06/02/2023	-80.29
Department Total					-80.29
MASSEY LOADER 50C					
01-0632-7370	000074 MACKENZIE OIL LIMITED	0136118 FUEL	06/09/2023	06/09/2023	218.89
Department Total					218.89
KUBOTA TRACTOR					
01-0633-7370	000074 MACKENZIE OIL LIMITED	0136118 FUEL	06/09/2023	06/09/2023	218.89
Department Total					218.89
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0623 HYDRO	06/06/2023	06/06/2023	585.57
Department Total					585.57
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	149.28
01-0810-7432	000034 CENTRAL SANITATION / 2696235 ONTARIO LIM	0000249144 BIO SLUDGE REMOVAL	06/06/2023	06/06/2023	388.72
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	93547071 CHEMICAL FOR SEWER PLANT	06/02/2023	06/02/2023	1,846.91
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	93555876 SEWER PLANT CHEMICALS ALUM	06/26/2023	06/26/2023	5,959.57
Account Total					8,195.20
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000032306 OPERATIONS CONTRACT	06/06/2023	06/06/2023	9,354.39
Department Total					17,698.87
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	49.76
Department Total					49.76

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
WATERWORKS SYSTEM						
01-0830-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	49.76
01-0830-7312	000289	LAMBTON AREA WATER SUPPLY SYSTEM	1150 WATER USAGE (FROM JAN-MAR 2023	06/20/2023	06/20/2023	26,413.38
01-0830-7455	003240	ONTARIO CLEAN WATER AGENCY - PAP	INV00000032306 OPERATIONS CONTRACT	06/06/2023	06/06/2023	8,337.11
Department Total						34,800.25
WASTE COLLECTION						
01-0840-7480	000026	BLUEWATER RECYCLING ASSOC.	27003 JUNE WASTE COLLECTION	06/06/2023	06/06/2023	7,121.76
01-0840-7481	003211	1528564 ONTARIO LTD	084388 LARGE ITEM WEEK	06/20/2023	06/20/2023	12,599.84
01-0840-7481	000068	KAL TIRE	873126461 TIRE REPAIRS FROM LGE ITM WEEK	06/26/2023	06/26/2023	324.76
Account Total						12,924.60
Department Total						20,046.36
ALVINSTON COMMUNITY CENTRE						
01-1635-7117	003500	RWAM INSURANCE ADMINISTRATORS INC	JUNE2023 RWAM	06/01/2023	06/01/2023	634.66
01-1635-7117	003503	GREEN SHIELD CANADA	JUNE2023 GREENSHIELD BENEFITS	06/01/2023	06/01/2023	1,366.44
Account Total						2,001.10
01-1635-7150	000279	BMO BANK OF MONTREAL	0502677-2306 ORFA TRAINING,TRAVEL,ETC	06/09/2023	06/09/2023	1,204.99
01-1635-7150	002223	COUNTY OF LAMBTON	37569 FIRST AID TRAINING	06/09/2023	06/09/2023	110.00
Account Total						1,314.99
01-1635-7301	000279	BMO BANK OF MONTREAL	0502677-2306 TICK REMOVAL KITS	06/09/2023	06/09/2023	135.26
01-1635-7301	000100	MCNAUGHTON HOME HARDWARE CENTRE	410288 BATTERIES	06/28/2023	06/28/2023	51.37
Account Total						186.63
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	65.36
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0623 PHONE & INTERNET SERVICE	06/06/2023	06/06/2023	79.66

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7303	003464 FIBERNETICS CORPORATION	640730 PHONE	06/06/2023	06/06/2023	33.84
			Account Total		178.86
01-1635-7330	000048 WATFORD HOME HARDWARE / CARIS HARDV	476211 SUPPLIES	06/28/2023	06/28/2023	72.30
01-1635-7340	003136 NAPA GLENCOE	130-527633 GAS HOSE FOR PUMPS	06/14/2023	06/14/2023	114.12
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	180368 PAPER PRODUCTS	06/28/2023	06/28/2023	368.33
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	180369 ARENA SUPPLIES	06/28/2023	06/28/2023	247.87
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	411233 PAINT SUPPLIES/FLAG POLES	06/26/2023	06/26/2023	34.43
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	476211 SUPPLIES	06/28/2023	06/28/2023	675.60
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	K10161 FLAGS	06/28/2023	06/28/2023	202.99
			Account Total		1,643.34
01-1635-7341	000279 BMO BANK OF MONTREAL	0502677-2306 DOG PARK SIGN	06/09/2023	06/09/2023	65.37
01-1635-7341	000041 DELTA POWER EQUIPMENT	082372 BRUSHCUTTER & CHAIN SAW	06/14/2023	06/14/2023	564.99
01-1635-7341	000041 DELTA POWER EQUIPMENT	082460 BRUSHCUTTER & CHAIN SAW	06/14/2023	06/14/2023	630.64
01-1635-7341	003539 CARMAN MCKELLAR	200013141 ROUND UP	06/14/2023	06/14/2023	117.50
			Account Total		1,378.50
01-1635-7372	000279 BMO BANK OF MONTREAL	0502677-2306 TSSA LICENCE	06/09/2023	06/09/2023	367.50
01-1635-7372	003337 TRAM MOBILITY LIFTS	061323 ELEVATOR SERVICE	06/28/2023	06/28/2023	995.00
01-1635-7372	000136 PODOLINSKY EQUIPMENT LTD	328976 TRIMMER PARTS	06/14/2023	06/14/2023	40.09
01-1635-7372	000136 PODOLINSKY EQUIPMENT LTD	328980 LINE TRIMMER SERVICE KIT	06/28/2023	06/28/2023	-18.63
01-1635-7372	003538 ABRAM SHEET METAL & REFRIGERATION	J016067 GAS HOOK UP-REPLACE LINES	06/09/2023	06/09/2023	1,273.94
			Account Total		2,657.90
01-1635-7383	002841 KERN WATER SYSTEMS INC.	158068 ICE	06/14/2023	06/14/2023	126.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7399	000279	BMO BANK OF MONTREAL	0502677-2306 H & S MEETING	06/09/2023	06/09/2023	61.38
Department Total						9,621.00
INWOOD COMMUNITY CENTER						
01-1639-7306	000044	TOWNSHIP OF ENNISKILLEN	930050000-0623 WATER	06/14/2023	06/14/2023	45.50
01-1639-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	411233 PAINT SUPPLIES/FLAG POLES	06/26/2023	06/26/2023	48.42
01-1639-7399	002086	CR CREATIVE	INV-34402 INWOOD 150 T SHIRTS	06/20/2023	06/20/2023	640.00
01-1639-7399	003531	DONNA WATSON	VP-JB38RGCL INWOOD 150 FLYERS	06/20/2023	06/20/2023	167.91
01-1639-7399	003531	DONNA WATSON	VP-XZQKNFRH INWOOD 150 FLYERS	06/06/2023	06/06/2023	134.85
Account Total						991.18
Department Total						1,036.68
ALVINSTON LIBRARY						
01-1641-7340	003364	R & C CLEANING	MAY-2023 LIBRARY CLEANING	06/15/2023	06/15/2023	700.00
Department Total						700.00
INWOOD LIBRARY						
01-1642-7306	000044	TOWNSHIP OF ENNISKILLEN	930056000-0623 WATER	06/14/2023	06/14/2023	45.50
Department Total						45.50
PLANNING & ZONING						
01-1810-7430	000113	R DOBBIN ENGINEERING INC	100.23 DRAINAGE APPORTIONMENT	06/20/2023	06/20/2023	762.75
Department Total						762.75
AGRICULTURE & REFORESTATION						
01-1840-7455	000113	R DOBBIN ENGINEERING INC	86.23 DRAINAGE SUPERINTENDENT	06/07/2023	06/07/2023	4,527.63
Department Total						4,527.63
MUNICIPAL DRAINS						
01-1841-7230	000279	BMO BANK OF MONTREAL	0502677-2306 TILE LOAN 2020-05	06/09/2023	06/09/2023	1,488.31
01-1841-7730	000279	BMO BANK OF MONTREAL	0502677-2306 TILE LOAN 2020-05	06/09/2023	06/09/2023	863.49
Department Total						2,351.80

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	37495 2ND QUARTER COUNTY LEVY	06/01/2023	06/15/2023	500,222.00
			Department Total		500,222.00
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	JUNE2023 2ND QUARTER LEVY	06/01/2023	06/01/2023	212,889.00
			Department Total		212,889.00
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	JUNE2023 2ND QUARTER LEVY	06/01/2023	06/01/2023	2,510.00
			Department Total		2,510.00
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	JUNE2023 2ND QUARTER LEVY	06/01/2023	06/01/2023	54,865.00
			Department Total		54,865.00
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	JUNE2023 2ND QUARTER LEVY	06/01/2023	06/01/2023	6,949.00
			Department Total		6,949.00
LASALLE WEST REPAIRS					
20-0511-7301	002022 E.S. HUBBELL HIGHWAY AND DRAINAGE	1031712 CULVERTS LASALLE	06/09/2023	06/09/2023	10,456.97
			Department Total		10,456.97
ALVINSTON PARKS					
20-1620-7405	000279 BMO BANK OF MONTREAL	0502677-2306 DEFIBULATOR	06/09/2023	06/09/2023	1,920.00
20-1620-7405	003362 MATTHEW RICHARDS	JUNE2023 R LEITCH BENCH PAD	06/26/2023	06/26/2023	904.00
			Account Total		2,824.00
			Department Total		2,824.00
MUNICIPAL DRAINS - CONSTRUCTION					
20-2800-7401	002130 VAN BREE DRAINAGE	23540HB STEWART DOUGLAS DRAIN HB	06/14/2023	06/14/2023	5,286.59
20-2800-7401	000113 R DOBBIN ENGINEERING INC	81.23 MACDOUGALL DRAIN	06/06/2023	06/06/2023	1,577.76

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
20-2800-7401	000113 R DOBBIN ENGINEERING INC	82.23 BENNER DUFFY DRAIN	06/06/2023	06/06/2023	10,203.90
20-2800-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	863 6-7 CONCESSION ROAD DRAIN	06/26/2023	06/26/2023	23,515.71
20-2800-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	871 JOHNSTON-SYMRINGTON DRAIN HB	06/26/2023	06/26/2023	1,482.85
20-2800-7401	002840 JLH EXCAVATING INC.	E13711 THOMPSON DRAIN	06/26/2023	06/26/2023	42,513.89
Account Total					84,580.70
Department Total					84,580.70
MUNICIPAL DRAINS - MAINTENANCE					
20-2900-7401	003540 CRITTER CONTROL	18 MUNRO DRAIN	06/14/2023	06/14/2023	525.45
20-2900-7401	002130 VAN BREE DRAINAGE	23541HB COOK DRAIN HB	06/15/2023	06/15/2023	1,771.67
20-2900-7401	003361 GM CONSTRUCTION	870 GOV'T & KELLY DRAINS HB	06/21/2023	06/21/2023	3,912.53
Account Total					6,209.65
Department Total					6,209.65
Total Paid Invoices					1,117,536.89
Total Unpaid Invoices					-18.63
Total Invoices					1,117,518.26

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2023 to 06/30/2023 Paid Invoices Cheque Date 06/01/2023 to 06/30/2023

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

01-0000	ASSETS & LIABILITIES	4,270.42
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	1,441.08
01-0241	COUNCIL SUPPORT	2,785.50
01-0250	CORPORATE MANAGEMENT	4,395.71
01-0411	FIRE STATION - ALVINSTON	10,492.90
01-0420	POLICE	32,575.07
01-0440	PROTECTIVE INSPECTION & CONTROL	6,259.44
01-0516	RUP - GRAVEL PATCH	64,644.40
01-0531	RB/C - CULVERT R & M	1,022.46
01-0549	RT&M - LITTER/GARBAGE PICKUP	165.60
01-0551	RT&M - INTERSECTION LIGHTING	21.13
01-0560	OVERHEAD	14,748.87
01-0621	21 Dodge RAM 4 x 4 pickup	515.35
01-0622	19 FORD 4x4 PICKUP	515.35
01-0631	CAT BACKHOE	-80.29
01-0632	MASSEY LOADER 50C	218.89
01-0633	KUBOTA TRACTOR	218.89
01-0752	STREET LIGHTING - INWOOD	585.57
01-0810	SANITARY SEWER SYSTEM	17,698.87
01-0811	INWOOD SEWER SYSTEM	49.76
01-0830	WATERWORKS SYSTEM	34,800.25
01-0840	WASTE COLLECTION	20,046.36
01-1635	ALVINSTON COMMUNITY CENTRE	9,621.00
01-1639	INWOOD COMMUNITY CENTER	1,036.68
01-1641	ALVINSTON LIBRARY	700.00
01-1642	INWOOD LIBRARY	45.50
01-1810	PLANNING & ZONING	762.75
01-1840	AGRICULTURE & REFORESTATION	4,527.63
01-1841	MUNICIPAL DRAINS	2,351.80
01-9400	COUNTY OF LAMBTON TAXATION	500,222.00
01-9500	EDUCATION ENGLISH PUBLIC	212,889.00
01-9510	EDUCATION FRENCH PUBLIC	2,510.00
01-9520	EDUCATION ENGLISH SEPARATE	54,865.00
01-9530	EDUCATION FRENCH SEPARATE	6,949.00
20-0511	LASALLE WEST REPAIRS	10,456.97
20-1620	ALVINSTON PARKS	2,824.00
20-2800	MUNICIPAL DRAINS - CONSTRUCTION	84,580.70
20-2900	MUNICIPAL DRAINS - MAINTENANCE	6,209.65
	Report Total	1,117,518.26



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Tile Drainage Debenture and By-Law Imposing Special Annual Drainage Rates
Meeting: Council - 13 Jul 2023
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council authorize and direct the Treasurer to sign the "Offer to Sell" (attached) and the Mayor and the Treasurer be authorized and directed to sign the Tile Drainage Debenture 2023-08 (attached) to provide for the borrowing by the Municipality of Brooke-Alvinston of \$32,100 from the Minister of Finance; and

That the appropriate By-Law 34 of 2023 (attached), imposing special annual drainage rates as set out in Schedule A to the By-law, upon the land as described, for a period of ten years, in respect of the money borrowed under the Tile Drainage Act, be passed and enacted.

Background:

At an earlier council meeting, council approved the Tile loan application from the property owner. These are the next steps to secure the debenture from the province and levy the charges to the property owner.

Financial Considerations:

There is no impact on the municipality since the Ministry of Agriculture and Rural Affairs provides the funding.

Relationship to Strategic Plan:

Stimulates Agricultural Development

ATTACHMENTS:

[Offer to Sell - DJ](#)

[Tile Drainage Debenture - 2023-08](#)

[Rating By-law 34 of 2023](#)

OFFER TO SELL

TO THE MINISTER OF FINANCE

The Corporation of _____ Municipality _____ of _____ Brooke-Alvinston
hereby offers to sell Debenture No. _____ 2023-08 _____ in the principal amount of _____ \$32,100.00
to the Minister of Finance as authorized by Borrowing By-law No. _____ 11 of 2018 _____ of the Corporation.

The principal amount of this debenture is the aggregate of individual loans applied for and each loan is not more than 75 per cent of the cost of the drainage work constructed.

An inspector of drainage, employed by the Corporation, has inspected each drainage work for which the Corporation will lend the proceeds of this debenture and each has been completed in accordance with the terms of the loan approval given by council.

A copy of the Inspection and completion Certificate (Form 8 of the regulations under the *Tile Drainage Act*) for each drainage work, for which the Corporation will lend the proceeds of this debenture, is attached hereto.

August 01, 2023

Date

Corporate Seal

Signature of Treasurer

TILE DRAINAGE DEBENTURE

\$32,100.00

No. 2023-08

The Corporation of the _____ Municipality of _____ Brooke-Alvinston hereby promises to pay to the Minister of Finance the principal sum of \$32,100.00 of lawful money of Canada, together with interest thereon at the rate of 6 per cent per annum in ten equal instalments of \$4,361.36 on the 1st day of August, in the years 2024 to 2033, both inclusive.

The right is reserved to The Corporation of the _____ Municipality of _____ Brooke-Alvinston to prepay this debenture in whole or in part at any time or times on payment, at the place where and in the money in which this debenture is expressed to be payable, of the whole or any amount of principal and interest owing at the time of such prepayment.

This debenture, or any interest therein, is not, after a Certificate of Ownership has been endorsed thereon by the Treasurer of this Corporation, or by such other person authorized by by-law of this Corporation to endorse such Certificate of Ownership, transferable.

Dated at the _____ Municipality of _____ Brooke-Alvinston in the Province of Ontario, this 1st day of August, 2023, under the authority of By-law No. 11 of 2018 of the Corporation entitled "A by-law to raise money to aid in the construction of drainage works under the *Tile Drainage Act*."

Head of Council

Corporate Seal

Treasurer

RATING BY-LAW

THE CORPORATION OF THE
Municipality of Brooke-Alvinston

BY-LAW NUMBER 34 of 2023

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the Council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the Council has, upon their application, lent the owners the total sum of \$32,100.00 to be repaid with interest by means of rates hereinafter imposed;

BE IT THEREFORE ENACTED by the Council:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates to be levied and collected in the same manner as taxes.

Passed this 13 day of July, 2023

Corporate Seal

Head of Council

Clerk

The Corporation of the Municipality of Brooke-Alvinston
Schedule 'A' to By-law Number 34 of 2023

Page 5 of 5

Name and address of owner			Description of land drained					Proposed date of loan (YYYY-MM-DD)	Sum to be loaned \$	Annual rate to be imposed \$
JOHNSON, DELMAR			Lot :	PT 1 & 2	Con :	14 GORE	2023-Aug-01	\$ 32,100.00	\$ 4,361.36	
5387 LASALLE LINE, RR 1	PETROLIA	ONT	Roll # :	3815	120	040 13500				
* Total principal of debenture and total sum shown on by-law							TOTAL *	\$ 32,100.00	\$ 4,361.36	

Page 101 of 120



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Appointment of Banking Authorities By-law
Meeting: Council - 13 Jul 2023
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council enact By-law 35 of 2023 being a by-law to authorize officers act on behalf of the the Corporation of the Municipality of Brooke-Alvinston with respect to all banking matters and to bind the Corporation with such matters.

Background:

The Bank of Montreal has requested an updated By-law to indicate who has the power to bind the municipality with respect to all banking authorities.

Comments:

All our accounts (except for the cemetery and investment accounts) currently require two signatures (one being the Mayor or the Deputy Mayor and the other being the Treasurer or the Clerk-Administrator). The Cemetery accounts/investments currently only require one signature - Bob Alderman or Terry MacDonald. With the retirement of Bob Alderman as Secretary-Treasurer of the Cemetery Board, and in an effort to have consistent signing authorities across all municipal bank accounts, we require an updated "Banking Authorities" bylaw to direct the bank.

Financial Considerations:

None associated with this report.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Year-to-Date (to June 30) Budget to Actual Comparisons
Meeting: Council - 13 Jul 2023
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

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

Background:

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

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

Comments:

The year-to-date budget to actual results to June 30, 2023 are attached. Council is encouraged to review the year-to-date results.

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

Financial Considerations:

Overall most Operating Revenues and Expenditures to-date are within budget. Since we are just at the half way mark in the year, few major expenditures have been incurred other than for for Municipal Drain work which is higher than expected. Other major capital expenditures that are yet to be incurred are: the New Pumper Fire Truck, the new Plow Truck, La Salle Line West road base upgrades, and the Sewer Plant upgrades. Some departmental year-to-date budget expenditures are more than one quarter (50%) of the total yearly budget because some expenditures are incurred "upfront". For example: insurance, Conservation Authority assessment, etc.

ATTACHMENTS:

[2023-Brooke-Alvinston Budget-to-actual - June 30](#)

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2023 Budget to Actual Comparison

To June 30, 2023

ALL DEPARTMENTS

EXPENDITURES

GENERAL GOVERNMENT

	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	% of Total budget Used
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1 COUNCIL	57,400	28,850	40,103	(11,253)				-	57,400	28,850	40,103	(11,253)	69.9%
2 COUNCIL SUPPORT	187,575	101,962	92,461	9,501				-	187,575	101,962	92,461	9,501	49.3%
3 ADMINISTRATION	368,483	202,433	195,642	6,791	62,500	15,000	13,249	1,751	430,983	217,433	208,891	8,541	48.5%
	613,458	333,245	328,207	5,038	62,500	15,000	13,249	1,751	675,958	348,245	341,456	6,789	50.5%

PROTECTION SERVICES

4 BROOKE FIRE RESCUE	326,879	137,689	125,421	12,268	385,000	-	-	-	711,879	137,689	125,421	12,268	17.6%
5 FIRE - WATFORD	5,540	5,140	4,588	552				-	5,540	5,140	4,588	552	82.8%
6 POLICE	391,901	195,950	195,450	500				-	391,901	195,950	195,450	500	49.9%
7 CONSERVATION AUTHORITY	27,443	27,443	27,443	-				-	27,443	27,443	27,443	-	100.0%
8 INSPECTIONS & CONTROL	46,900	23,300	21,485	1,815				-	46,900	23,300	21,485	1,815	45.8%
9 EMERGENCY MEASURES	3,450	-	528	(528)				-	3,450	-	528	(528)	15.3%
	802,113	389,522	374,915	14,607	385,000	-	-	-	1,187,113	389,522	374,915	14,607	31.6%

TRANSPORTATION SERVICES

10 ROADS - MATERIALS & SERVICES	868,750	356,955	332,335	24,620	682,500	10,000	9,417	583	1,551,250	366,955	341,752	25,204	22.0%
11 PUBLIC WORKS OVERHEAD	690,756	385,593	379,322	6,271				-	690,756	385,593	379,322	6,271	54.9%
12 VEHICLES & EQUIP	174,500	83,749	49,481	34,268	406,800	-	-	-	581,300	83,749	49,481	34,268	8.5%
13 SNOW REMOVAL	32,250	12,250	7,235	5,015				-	32,250	12,250	7,235	5,015	22.4%
14 STREET LIGHTS - ALVINSTON	13,000	6,500	5,332	1,168				-	13,000	6,500	5,332	1,168	41.0%
15 STREET LIGHTS - INWOOD	7,500	3,750	3,181	569				-	7,500	3,750	3,181	569	42.4%
	1,786,756	848,797	776,885	71,912	1,089,300	10,000	9,417	583	2,876,056	858,797	786,301	72,495	27.3%

ENVIRONMENTAL

16 STORM SEWER	68,252	34,126	34,126	-				-	68,252	34,126	34,126	-	50.0%
17 WASTE COLLECTION/DISPOSAL	95,961	42,975	54,565	(11,590)				-	95,961	42,975	54,565	(11,590)	56.9%
18 RECYCLING	84,500	32,110	42,205	(10,095)				-	84,500	32,110	42,205	(10,095)	49.9%
	248,714	109,211	130,896	(21,684)	-	-	-	-	248,714	109,211	130,896	(21,684)	52.6%

HEALTH

19 HOSPITAL/CEMETERIES - DONATIONS	5,750	5,300	-	5,300				-	5,750	5,300	-	5,300	0.0%
20 CEMETERY OPERATIONS	85,904	-	1,099	(1,099)	-	-	-	-	85,904	-	1,099	(1,099)	1.3%
	91,654	5,300	1,099	4,201	-	-	-	-	91,654	5,300	1,099	4,201	1.2%

Page 2 of 6
Page 104 of 120

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2023 Budget to Actual Comparison

To June 30, 2023

RECREATION AND CULTURAL

	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	% of Total budget Used
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
21 PARKS & RECREATION & CANADA DAY	21,250	-	-	-	23,988	2,500	8,022	(5,522)	45,238	2,500	8,022	(5,522)	17.7%
22 COMMUNITY CENTER - ARENA	526,675	300,592	298,782	1,811	82,850	22,000	21,396	604	609,525	322,592	320,178	2,414	52.5%
23 COMMUNITY CENTER - CONCESSION	3,500	1,248	919	329				-	3,500	1,248	919	329	26.3%
24 INWOOD REC	8,266	4,830	7,562	(2,732)	34,058	34,058	31,065	2,993	42,324	38,888	38,627	261	91.3%
25 LIBRARY - ALVINSTON	7,690	4,938	4,024	914	-	-	-	-	7,690	4,938	4,024	914	52.3%
26 LIBRARY - INWOOD	5,313	2,778	1,822	956	-	-	-	-	5,313	2,778	1,822	956	34.3%
	572,694	314,386	313,109	1,277	140,896	58,558	60,484	(1,926)	713,590	372,944	373,593	(648)	52.4%

PLANNING AND DEVELOPMENT

27 PLANNING & ZONING	16,500	4,500	3,762	738				-	16,500	4,500	3,762	738	22.8%
28 COMMERCIAL INDUSTRIAL	12,250	5,130	4,885	245	-	-	-	-	12,250	5,130	4,885	245	39.9%
29 POST OFFICE	40,000	20,000	18,396	1,604				-	40,000	20,000	18,396	1,604	46.0%
30 AGRICULTURE & REFORESTATION	31,500	16,500	16,771	(271)				-	31,500	16,500	16,771	(271)	53.2%
31 MUNICIPAL DRAIN LOANS	-	-	-	-				-	-	-	-	-	0.0%
32 MUNICIPAL DRAIN WORK	470,000	272,500	576,933	(304,433)				-	470,000	272,500	576,933	(304,433)	122.8%
33 TILE DRAIN LOANS	5,000	3,000	9,212	(6,212)				-	5,000	3,000	9,212	(6,212)	184.2%
	575,250	321,630	629,959	(308,329)	-	-	-	-	575,250	321,630	629,959	(308,329)	109.5%

OTHER/RESERVES

34 RESERVES	20,718	20,718	20,718	-				-	20,718	20,718	20,718	-	100.0%
35 RESERVE FUNDS	-	-	-	-				-	-	-	-	-	
	20,718	20,718	20,718	-	-	-	-	-	20,718	20,718	20,718	-	100.0%

TOTAL EXPENDITURES

36 TOTAL EXPENDITURES	4,711,356	2,342,810	2,575,788	(232,978)	1,677,696	83,558	83,150	408	6,389,052	2,426,368	2,658,938	(232,570)	41.6%
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Page 3 of 6

Page 105 of 120

MUNICIPALITY OF BROOKE-ALVINSTON

2023 Budget to Actual Comparison

To June 30, 2023

REVENUES

FEES AND CHARGES

Page 4 of 6

	OPERATING				CAPITAL				TOTAL				
	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	% of Total budget Used
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
37 GENERAL GOVERNMENT	16,800	8,275	8,496	221	-	-	-	-	16,800	8,275	8,496	221	50.6%
39 PROPERTY INSPECTION & CONTROL	44,500	26,875	27,781	906	-	-	-	-	44,500	26,875	27,781	906	62.4%
40 TRANSPORTATION/ROADS	5,000	2,500	2,545	45	-	-	-	-	5,000	2,500	2,545	45	50.9%
41 WASTE COLLECTION & RECYCLING	-	-	175	175	-	-	-	-	-	-	175	175	0.0%
42 CEMETERY	85,904	-	-	-	-	-	-	-	85,904	-	-	-	0.0%
43 COMMUNITY CENTER - ALVINSTON	196,750	92,705	103,185	10,480	-	-	-	-	196,750	92,705	103,185	10,480	52.4%
44 COMMUNITY CENTER - CONCESSION	4,220	2,610	3,084	474	-	-	-	-	4,220	2,610	3,084	474	73.1%
46 CANADA DAY	16,000	-	-	-	-	-	-	-	16,000	-	-	-	0.0%
47 PLANNING FEES	9,000	4,500	2,537	(1,963)	-	-	-	-	9,000	4,500	2,537	(1,963)	28.2%
48 HANGING BASKETS/COMMUNITY GROUP	2,860	2,860	3,010	150	-	-	-	-	2,860	2,860	3,010	150	105.2%
49 POST OFFICE	50,000	25,000	27,640	2,640	-	-	-	-	50,000	25,000	27,640	2,640	55.3%
50 AGRICULTURE & REFORESTATION	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
51 MUNICIPAL DRAIN BILLINGS	330,000	-	-	-	-	-	-	-	330,000	-	-	-	0.0%
52 TILE DRAIN LOANS	5,000	-	-	-	-	-	-	-	5,000	-	-	-	0.0%
	766,034	165,325	178,453	13,128	-	-	-	-	766,034	165,325	178,453	13,128	23.3%
MUNICIPAL													
53 BROOKE FIRE RESCUE	52,301	-	9,500	9,500	61,600	-	-	-	113,901	-	9,500	9,500	8.3%
53 COUNTY POLICING & OTHER GRANTS	11,910	11,910	11,910	-	-	-	-	-	11,910	11,910	11,910	-	100.0%
54 DONATIONS	-	-	1,000	1,000	17,500	2,500	1,920	(580)	17,500	2,500	2,920	420	0.0%
	64,211	11,910	22,410	10,500	79,100	2,500	1,920	(580)	143,311	14,410	24,330	9,920	17.0%
ONTARIO													
55 OCIF	-	-	-	-	593,253	157,358	157,356	(2)	593,253	157,358	157,356	(2)	26.5%
56 PROVINCIAL - other	-	-	-	-	-	-	(3,767)	(3,767)	-	-	(3,767)	(3,767)	0.0%
57 OMRFA DRAIN SUPERINTENDENT	15,000	-	-	-	-	-	-	-	15,000	-	-	-	0.0%
58 OMAFRA - DRAIN SUBSIDIES	140,000	-	-	-	-	-	-	-	140,000	-	-	-	0.0%
59 PROVINCIAL - other	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
60 OMPF	453,900	226,950	226,950	-	-	-	-	-	453,900	226,950	226,950	-	50.0%
	608,900	226,950	226,950	-	593,253	157,358	153,589	(3,768)	1,202,153	384,308	380,539	(3,768)	31.7%

MUNICIPALITY OF BROOKE-ALVINSTON

2023 Budget to Actual Comparison

To June 30, 2023

CANADA

Page 5 of 6

65

AREA RATINGS

RESERVES/RESERVE FUNDS/FINANCING

TAXATION

NET REVENUE OVER EXPENDITURES

Page 107 of 120

	OPERATING					CAPITAL					TOTAL					
	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	!	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	!	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
61 CANADA - Other	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
62 CANADA - FCM	-	-	-	-		50,000	-	-	-		50,000	-	-	-		0.0%
63 FEDERAL GAS TAX - CCBF	-	-	-	-		-	-	-	-		-	-	-	-		
64 FEDERAL CANADA DAY	5,250	-	-	-					-		5,250	-	-	-		0.0%
65 FEDERAL Other	-	-	-	-					-		-	-	-	-		
	5,250	-	-	-		50,000	-	-	-		55,250	-	-	-		0.0%
66 LICENCES, PERMITS, RENTS	16,130	8,065	8,530	465					-		16,130	8,065	8,530	465		52.9%
67 FINES AND PENALTIES	45,000	22,500	30,031	7,531					-		45,000	22,500	30,031	7,531		66.7%
68 OTHER REVENUES	64,500	32,250	49,947	17,697					-		64,500	32,250	49,947	17,697		77.4%
69 ALVINSTON AREA RATING	47,002	23,503	23,503	-					-		47,002	23,503	23,503	-		50.0%
70 INWOOD AREA RATING	17,210	8,605	8,605	-					-		17,210	8,605	8,605	-		50.0%
	64,212	32,108	32,108	-		-	-	-	-		64,212	32,108	32,108	-		50.0%
71 RESERVES	4,612	4,612	4,612	(0)		751,620	204,404	204,404	-		756,232	209,016	209,016	(0)		27.6%
72 FINANCING -OTHER				-					-		-	-	-	-		
	4,612	4,612	4,612	(0)		751,620	204,404	204,404	-		756,232	209,016	209,016	(0)		27.6%
73 GENERAL TAXATION	3,311,230	1,623,506	1,616,451	(7,055)					-		3,311,230	1,623,506	1,616,451	(7,055)		48.8%
74 ADJUSTMENTS/WRITE-OFFS	(70,000)	(17,500)	(13,755)	3,745					-		(70,000)	(17,500)	(13,755)	3,745		19.7%
75 SUPPLEMENTAL	20,000	-	-	-					-		20,000	-	-	-		0.0%
76 UTILITY TRANSMISSION	15,000	-	-	-					-		15,000	-	-	-		0.0%
	3,276,230	1,606,006	1,602,696	(3,310)		-	-	-	-		3,276,230	1,606,006	1,602,696	(3,310)		48.9%
77 TOTAL REVENUES	4,915,079	2,109,726	2,155,737	46,011		1,473,973	364,262	359,913	(4,348)		6,389,052	2,473,987	2,515,650	41,663		39.4%
78 NET REVENUE OVER EXPENDITURES	203,723	(233,085)	(420,051)	(186,967)		(203,723)	280,704	276,764	(3,940)		-	47,619	(143,288)	(190,906)		

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2023 Budget to Actual Comparison

To June 30, 2023

WATER & SEWER

REVENUE

Page 6 of 6

	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	!	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	!	2023 Total Budget	2023 YTD Budget	2023 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
1 ONTARIO - GRANTS				-		-	-	-	-		-	-	-	-		0.0%
2 FEDERAL - GRANTS				-		-	-	-	-		-	-	-	-		0.0%
3 LOANS				-		-	-	-	-		-	-	-	-		0.0%
4 RESERVE FUNDS				-		297,000	-	-	-		297,000	-	-	-		0.0%
5 WASTE WATER - ALVINSTON	216,779	108,390	105,450	(2,940)					-		216,779	108,390	105,450	(2,940)		48.6%
6 WASTE WATER - INWOOD	62,715	31,357	31,357	-					-		62,715	31,357	31,357	-		50.0%
7 INWOOD SEWER CAPITAL & CONNECTION	59,856	29,928	29,928	-					-		59,856	29,928	29,928	-		50.0%
8 WATER - ALVINSTON	346,071	170,463	192,351	21,888					-		346,071	170,463	192,351	21,888		55.6%
9 WATER - ALVINSTON - OTHER CHGS	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
TOTAL WATER & SEWER REVENUES	685,420	340,138	359,086	18,948		297,000	-	-	-		982,420	340,138	359,086	18,948		36.55%
EXPENDITURES																
10 WASTE WATER - ALVINSTON	179,055	89,495	91,843	(2,349)		216,000	-	-	-		395,055	89,495	91,843	(2,349)		23.2%
11 WASTE WATER - INWOOD	108,860	47,263	45,659	1,605		54,000	-	-	-		162,860	47,263	45,659	1,605		28.0%
12 WATER - ALVINSTON	309,854	149,022	155,603	(6,582)		27,000	-	-	-		336,854	149,022	155,603	(6,582)		46.2%
13 RESERVE FUND	87,650	-	-	-					-		87,650	-	-	-		0.0%
TOTAL WATER & SEWER EXPENDITURES	685,420	285,780	293,105	(7,325)		297,000	-	-	-		982,420	285,780	293,105	(7,325)		29.84%
NET WATER & SEWER EXPENDITURES	-	54,358	65,981	11,623		-	-	-	-		-	54,358	65,981	11,623		



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: LaSalle Line
Meeting: Council - 13 Jul 2023
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That Council receive and file the report for information.

Background:

At the June 8th Council meeting, there was a delegation that spoke on LaSalle Line in addition to others in the neighbourhood voicing their concerns about it. We thought it prudent to seek an experts' opinion on its current state and the future modifications planned for it.

Since the delegation, narrow road signs have been ordered and installed advising of the road width. With this came further calls that the signs blocked views.

Comments:

Comments from Brian Anderson, Road Specialist of Intact Insurance are attached.

Financial Considerations:

None associated with this report.

ATTACHMENTS:

[Lasalle Line from Nauvoo Road to approximately 1.9km west](#)



July 10, 2023

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

Re: Lasalle Line

On June 20th, 2023 the undersigned undertook a review of Lasalle Line in the area that the public has voiced concern with road width and the purposed reconstruction of the road.

The planned construction project calls for a new 7m wide hot mix paved road with 1m shoulders. The 10km long project is being completed in stages. The first stage being improvements to the granular base from Nauvoo Road to #7591 Lasalle Line approximately 1.9km. The number of next stages of the project is dependent on budget. This year's planned next stage will be pulverizing the existing road surface and granular base improvements from #7591 Lassalle Line to a point west. Paving of the road will occur when budget is available, and the base improvements are completed to Forest Road.

From Nauvoo Road to approximately 1.9km west, this road section would be considered rolling. In the low areas of the road at 3 locations there are drainage ditches crossing the road. In the first low area there is a concrete bridge east of #7704 Lasalle Line. The bridge has a deck width of approximately 8.7m. The travelled roadway width measured at #7704 is approximately 8.2m. The second low area in the road at Mount Carmel Cemetery the travelled roadway width is 6.9m (measured at the road culvert). The third low area east of #7591, the travelled roadway width is 6.9m (measured at the road culvert).

The estimated (by Jamie) traffic volume on the road section is <100ADT with ≤3% of the traffic volume being heavy trucks.

Comments

1. The first question is why the Township is considering hot mix pavement (HMP) as the surface type for this road. With low traffic volumes this road could remain as a gravel surface road. When the undersigned was with the municipal office of MTO, the province would not consider subsidizing the surface treatment (tar and chip) of the road until

400ADT traffic volumes were reached. HMP required a minimum 1000ADT before being eligible for grant. Now those were the rules most municipalities followed; some would do more without a grant. Yes, Lasalle Line from Oil Heritage Road to Forest Road in Enniskillen Township is paved with a 6.7m wide pavement and gravel shoulders, but that does not mean the Brooke Alvinston must continue to pave the road east of Forest Road. A downside to paving would be that the new pavement could attract more traffic to use the road and traffic speed may increase.

2. Design consistency is important throughout the entire length of the project from Nauvoo Road to Forest Road. "Design consistency is defined as the conformance of a road's geometric and operational features with user expectancies. Where there is design inconsistency, there tends to be variable or inaccurate operating speeds and erratic manoeuvres by drivers. In fact, large variations in design features over a short distance have been found to be associated with higher crash risk at many locations. If consistency is missing in the [configuration] of the road because elements of the visual scene are unclear, ambiguous or conflicting the road user will take longer to react or will react inappropriately in selecting a speed and path." TAC Applied Human Factors in Road Safety March 2013.
3. If the municipality decides to continue with the current plan to paved the roads with HMP, the proposed 7m pavement with 1m shoulder will not be attainable through the low areas at the cemetery and east of #7591 without widening the road base. Extending the culverts on the north and south sides of the road and widening the road would be required. The Transportation Association of Canada Geometric Guidelines for Canadian Roads 2017 provides at Table 4.2.1 a recommended lane width of 3.5m but does indicate a practical lower limit of 3.3m. The narrower pavement width of 6.6m with 1m shoulder would have design consistency with the paved section of Lasalle Line in Enniskillen. The two culverts may still require extension, but to a lesser degree. The Township should check with their engineer to ensure the engineer would approve of this design; the engineer should also confirm if the two culverts require guiderail (the vertical height from bottom of ditch to the top of roadway is approaching critical at the culvert near the cemetery).

I hope this information helps in your discussions on what to do in the areas of concern. If required, I would be more than willing to attend the next council meeting virtually.

Brian Anderson | Road Specialist | Intact Public Entities

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Telephone 1-519-359-1143



Council Staff Report

To: Mayor Ferguson and Council
Subject: Amendments to By-law 42 of 2020 - By-law to enter into a Fire Services Agreement to Jointly Operate a Fire Department
Meeting: Council - 13 Jul 2023
Department: Fire Department
Staff Contact: Steve Knight, Fire Chief

Recommendation:

To review, provide feedback, and adopt changes to the Joint Fire Service agreement at time of renewal January 1, 2024

Background:

The Clerk Administrator, Treasurer and myself met with the Dawn Euphemia Clerk, Treasurer and Fire Chiefs in June (at their request) to discuss changes they would like to have to the current agreement. The current agreement expires December 2023. In accordance with the current by-law, all changes must be unanimous with all parties - those being Brooke-Alvinston, Dawn-Euphemia and Southwest Middlesex.

Should Council approve of these draft recommendations, a draft by-law with the additions / amendments will be compiled and forwarded to the Committee for review and then subsequently the affected Councils. The next Fire Committee meeting is scheduled for the end of July.

The Current BFR Strategic Operating Plan currently identifies a review of all agreement and changes as needed annually.

Comments:

Changes are noted by section of the agreement and noted in ***italics and bold text***, Deletions are noted by using ~~strikethrough~~.

1. (e) "Fire Protection Services" means a range of programs designed to protect the lives and property of the inhabitants of the fire department response area from the adverse effects of fires, sudden medical emergencies, or exposure to dangerous conditions created by man or nature and includes ~~fire prevention and public education~~, rescue, and suppression services ***in accordance with the services listed in the current Municipality of Brooke-Alvinston Bylaw 41 Of 2020 – Establish and Regulate a Fire Department.***

2. A joint committee of management shall be established and shall be composed of elected officials with two (2) representatives appointed by the Council of the Municipality of Brooke-Alvinston, one (1) representative appointed by the Council of the Township of Dawn-Euphemia and one (1) representative appointed by the Municipality of Southwest Middlesex and is to be known as the "Brooke-Alvinston Fire Committee". The fire committee representatives shall be appointed for a term

as determined by their respective Councils. Any vacancy occurring in the fire committee shall be filled within thirty (30) days of same occurring by the Council of the Municipality which had appointed the member wherein the vacancy occurred. Each Council may substitute appointed members if they cannot **attend make** a meeting. Remuneration for attendance at Brooke-Alvinston Fire Committee meetings is the responsibility of the local municipality and not the Committee. **When a vote is required and there is a tie, the tie will be resolved by weight of contribution to the annual budget.**

5.(a) The fire committee shall hold at least four (4) regularly scheduled meetings annually, and at such other times at the call of the chairperson or on petition of a majority of the members of the fire committee. **The first meeting of every calendar year will be determined by the Municipality of Brooke-Alvinston Clerk and Fire Chief. An annual meeting schedule will be determined by the Committee at the first meeting of the calendar year.**

7(b) ~~Draft~~ Minutes of meetings of the fire committee are to be ~~promptly~~ submitted **to the Clerk and designated representative of each Council within 10 business days after the meeting.** Approved fire committee minutes are to be circulated to the Council of each party to this agreement as soon as practical.

~~7(c) Quarterly financial reports will be supplied by the treasurer to the respective Fire Chief. The Fire Chief will present the financial reports to the committee at regularly scheduled meetings. The financial reports will form part of the meeting and be included in the circulation of the minutes.~~

8. (a) The annual budgeted **expenditures (capital and operating) for the following year** shall be prepared by the Fire Chief and **a draft will be** submitted to the fire committee for conditional approval by the end **of November** of ~~February~~ annually. The fire committee shall conditionally approve the budgeted **expenditures** and copies of the draft shall be provided to the participating municipalities **for information only** for approval. **and to The Council of the Municipality of Brooke-Alvinston are responsible for any amendments and for final approval. Along with the annual budgeted expenditures, the Fire Chief will endeavour to provide an estimated 5 year capital budget for information purposes only to allow participating municipalities to anticipate upcoming capital commitments.**

8. (b) Each municipality shall be invoiced and pay their share of the operating and capital expenditures in four instalments as follows:

- 25% of the ~~previous current~~ year's **actual budgeted** expenditures in February
- 25% of the ~~previous current~~ year's **actual budgeted** expenditures in May
- 25% of the current year's budgeted expenditures in August
- 25% of the current year's budgeted expenditures in November

17. (a) This agreement shall come into effect January 1, 2024 and shall remain in force for a period of three years, unless terminated earlier in accordance with section 19. The parties agree that this agreement shall be automatically renewed from year to year unless, not less than six (6) months prior to the annual renewal date, a participating party gives written notice indicating its desire to terminate the agreement.

(b) If the parties agree to dissolve either or both of the department and committee, each party shall receive 100% of its **unamortized** share of the dissolved department assets on such dissolution. **Funds due to any municipality from dissolution of assets will be paid in equal installments over the next consecutive three (3) year term.**

(e) A party desiring to cease participation in one of the departments and committee shall be subject to the provisions of clause 19 hereof and will be compensated by the remaining parties. The share of assets shall be the ~~higher~~ amount as reflected on the schedule of ~~fixed capital~~ assets less the accumulated depreciation **amortization (Net Book Value - NBV)** or, **if the asset is to be liquidated**, the estimated fair market value **(if higher, than the NBV)** as determined by an independent appraiser/**purchaser** chosen and approved by the committee. The Tangible Capital Asset Policy of the Municipality of BrookeAlvinston shall apply.

18. So often as there may be any dispute between the parties to this agreement, or any of them, with respect to any matter contained in this agreement, including, but not limited to the interpretation of this agreement. **The initial responsibility to resolve any issues arising is with the Fire Chief's and Clerks of each municipality.** Failure to resolve the same shall be submitted to arbitration under the provisions of the Municipal Arbitration's Act, R.S.O. c. 304 and the decision rendered in respect of such proceedings shall be final and binding upon the parties to this agreement. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the Municipal Arbitration's Act, then the parties hereto shall agree to the selection of a single arbitrator and, in the absence of an agreement, such arbitrator shall be appointed by a judge of the Supreme Court of Ontario pursuant to the provisions of the Arbitration's Act, R.S.O. c.25 or pursuant to any successor legislation.

19.(a) In the event that any party to this agreement wishes to cease participating in the fire committee, they may do so provided that one (1) year's written notice is given to each of the other parties **regardless of the date of notice**. Any written notice given as foresaid shall terminate this agreement as of December 31st of the following year in which notice is given.

(b) Upon ceasing participation in this agreement, all aspects of the Provincial Mutual Aid plan adopted by the Lambton County Fire Departments will apply to any and all responses in the areas formerly under this agreement.

Additional changes requested by Dawn-Euphemia include standard clauses regarding:

i) Notice of Delivery - no issues including this clause

Dawn-Euphemia would like the agreement to include a notice clause despite the agreement being municipal - municipal. The notice simply provides the civil address of each municipal office and deems notice received if given within 10 days.

ii) Indemnification Clause - no issues including this clause

An inquiry was forwarded to Intact insurance to determine if it was necessary to include as the agreement calls for a certificate of insurance for general liability for bodily injury & property damage in the amount of \$15M. Insurance commented that they had no issues with the indemnification clause. It is generally assumed that each Municipality will cover liability to their own members through the insurances purchased (VFIS, CVFS) however additional clarity poses no issues.

Financial Considerations:

Within budgeted funds, none at this time.

Relationship to Strategic Plan:

In accordance with the BFR Strategic Plan.



Council Staff Report

To: Mayor Ferguson and Council
Subject: Amendment to Zoning Bylaw 27 of 2018 - Location of Shipping Containers
Meeting: Council - 13 Jul 2023
Department: Fire Department
Staff Contact: Steve Knight, Fire Chief

Recommendation:

To amend Bylaw 27 of 2018 to permit the future development, and installation of a firefighter training facility at the Alvinston Fire Station using shipping containers. An additional clause to Section 3.3.6 - Shipping Containers All Zones - (c) "A Shipping Container, either single or stacked, shall be permitted for use as a fire training facility providing all building, fire code, National Fire Protection Association and fire industry standards are met or exceeded".

Background:

Portable storage containers (sea-cans) are ideal structures for fire departments to conduct firefighter training. Shipping containers are highly versatile and customizable, allowing fire departments to stack storage units on top of one another to create any number of unique building designs. Using shipping containers can train firefighters in crucial techniques such as:

- PPE / SCBA (5,6,7,8,9)
- portable extinguishers (10)
- ropes and knots (11)
- ladders (12,13,14,15,16)
- fire hose (26, 27, 28, 29)
- overhaul, property conservation scene preservation (41, 43, 45, 46)
- hose ops + hose streams (30, 31, 32, 33, 34, 36)
- forcible entry (17)
- structural search + rescue (18, 19, 20, 21, 22, 23)
- tech rescue + vehicle extrication (1, 2, 3, 4, 5)
- fire origin and cause (11) maintenance + testing (12, 13, 14)
- hose advances (35)
- fire suppression (37, 38, 39, 40)
- ventilation (24, 25)
- salvage + overhaul (44)
- incident scene ops (8, 9, 10)

Comments:

Benefits

It's important for firefighters to experience as close to a real-life scenario as possible when training, so they're prepared when the time comes. Fire departments can't simulate most responses using just

any building as it wouldn't be safe or economical. The benefits in using shipping containers to build custom firefighter training structures include:

- **Cost-efficiency**

Using shipping containers for firefighter training is probably the most cost-efficient option there is. [Used shipping containers are low-cost](#) to purchase and can be modified in any way the fire department sees fit. A single shipping container can cost as low as \$2,000. Plus, the department can reuse each unit several times to make the purchase worth it.

- **Durability and economical**

Shipping containers are made of an extremely durable, weather-resistant steel. They are built to withstand harsh weather conditions, even fires! This makes it easy for fire departments to reuse the same firefighter training structure for many different rounds of training. Plus, using a steel, weather-proof structure like a shipping container is the most economical and eco-conscious option.

- **Stackable**

Shipping containers can be stacked and welded together in several ways to create customized, multi-story structures. This makes it easy for fire departments to design the type of building that will be best suited to train their fire department.

- **Portable and relocatable**

Shipping containers for firefighter training are a turn-key solution. No matter where the fire department needs to conduct training, they can be transported and delivered to just about any location using a flatbed truck. They can also be picked up or relocated once the training is complete. This is ideal as fire departments may wish to conduct training in a remote area, as not to harm the nearby environment.

- **Self-Contained**

Shipping containers are considered "safer" structures for firefighter training. They are stationary, self-contained units even though they are both portable and steel-based.

- **Versatile**

Most shipping containers can support various types of fire training with a multitude of skills above those listed. This allows fire departments to train in a variety of different ways or skill-levels using the same shipping container structure. You can also add customized features to the fire training structure, such as forcible doors, panels, backdraft indicators, ventilation, and more.

- **Size and Layout Options**

There are tons of different layouts and designs to choose from with shipping container structures. This way, you can design the structure to cater to your specific fire training needs.

Summary

- Shipping containers for firefighter training are normally **40-foot containers**, but you can also utilize [20-foot containers](#) if a smaller structure is required. Many fire departments choose to start with one container initially and may stack and weld 40-foot containers on top of one another to create multi-story buildings with multiple corridors, rooms, and windows, stairways, open rooms, windows, bathrooms, closets and roof structures.
- The placement of the shipping container would be with approval of the Planning / Building department to meet appropriate setbacks in the area.

Financial Considerations:

To be determined. The 2024 budget and donations are possible sources of funding. An application for a Province of Ontario Skills Development Fund - Capital Streams grant is in process.

Relationship to Strategic Plan:

Training facility development is Included in the BFR Strategic Plan

RATING BY-LAW

THE CORPORATION OF THE
Municipality of Brooke-Alvinston

BY-LAW NUMBER 34 of 2023

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the Council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the Council has, upon their application, lent the owners the total sum of \$32,100.00 to be repaid with interest by means of rates hereinafter imposed;

BE IT THEREFORE ENACTED by the Council:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates to be levied and collected in the same manner as taxes.

Passed this 13 day of July, 2023

Corporate Seal

Head of Council

Clerk

The Corporation of the Municipality of Brooke-Alvinston
Schedule 'A' to By-law Number 34 of 2023

Name and address of owner			Description of land drained					Proposed date of loan (YYYY-MM-DD)	Sum to be loaned \$	Annual rate to be imposed \$
JOHNSON, DELMAR			Lot :	PT 1 & 2	Con :	14 GORE	2023-Aug-01	\$ 32,100.00	\$ 4,361.36	
5387 LASALLE LINE, RR 1	PETROLIA	ONT	Roll # :	3815	120	040 13500				
* Total principal of debenture and total sum shown on by-law							TOTAL *	\$ 32,100.00	\$ 4,361.36	

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER 35 OF 2023

BEING A BY-LAW TO APPOINT BANKING AUTHORITIES FOR AND ON
BEHALF OF THE CORPORATION OF THE MUNICIPALITY OF BROOKE-
ALVINSTON

WHEREAS Section 286 (1) of the *Municipal Act, 2001* requires a municipality to appoint a treasurer to be responsible for handling all off the financial affairs of the municipality on behalf of and in a manner directed by the council of the municipality,

AND WHEREAS the Council of the Corporation of the Municipality of Brooke-Alvinston (the Corporation) desires that in addition to the treasurer, all banking authorities, including the authority to bind the Corporation be delegated.

NOW THEREFORE, the Council of the Corporation of the Municipality of Brooke-Alvinston resolves and enacts:

1. THAT one of either the Treasurer or the Clerk-Administrator, and one of either the Mayor or the Deputy Mayor of the Corporation (as may be replaced from time to time pursuant to subparagraph 1(f) below, the “Authorized Person(s)”) is/are authorized to do any one or more of the following on behalf of the Corporation:
 - (a) to sign all cheques and orders for the payment of money and other negotiable instruments of the Corporation drawn on any account of the Corporation;
 - (b) to open or close any deposit or other account(s) with the Bank (the “Accounts”) and to sign authorization, set-up or other documentation and agreements with the Bank regarding any of the Accounts, any services (including, without limitation, cash management services) or any other matter as such Authorized Person(s) in his, her or their sole discretion deem advisable or as the Bank may request including, without limitation, providing for ratification of any signature or action on behalf of the Corporation;
 - (c) to negotiate with, deposit with or transfer to the Bank (but for credit to the Corporation’s account only) all or any bills of exchange, promissory notes, cheques and orders for the payment of money and other negotiable instruments, and for the said purpose to endorse the same on behalf of the Corporation (by rubber stamp or otherwise);
 - (d) to arrange, settle, balance and certify all books and accounts between the Corporation and the Bank; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;
 - (e) to obtain delivery from the Bank of all or any stocks, bonds, and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid binding receipts therefor;
 - (f) to revoke or modify any or all of the authorizations herein and to authorize on behalf of the Corporation from time to time at his, her, or their discretion other person(s) or Authorized Person(s) to do all or any of the foregoing including the matters set out in this subparagraph 1(f).
2. That By-law Number 8 of 2016 is hereby repealed.

READ A FIRST AND SECOND TIME THIS 13th DAY OF JULY, 2023.

READ A THIRD TIME AND FINALLY PASSED THIS 13th DAY OF JULY, 2023.

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator