



AGENDA

Council Meeting

8:00 AM - Thursday, February 22, 2024
Municipal Office

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2. DISCLOSURE OF PECUNIARY INTEREST	
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[2024 Revised Draft Budgets - Pdf](#)

- 7.8. **Parks & Recreation Manager's (Verbal) Report**
-Update on requested information from previous meeting
- 7.9. **Public Works Superintendent's (Verbal) Report**
-Update on requested information from previous meeting

8. BY-LAWS

- 8.1. By-law 12 of 2024 - Fees By-law 57 - 68
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9. NEW BUSINESS

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

- 12.1. By-law 13 of 2024 - Confirming By-law

13. ADJOURNMENT



MINUTES

Council Meeting

4:30 PM - Thursday, February 8, 2024
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, February 8, 2024, at 4:30 PM, in the Municipal Office, with the following members present:

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

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Public Works Superintendent Jamie Butler, Parks and Recreation Manager Greg Thornicroft, and County Planner Maria Cossa-Rossi

Regrets:

1 CALL TO ORDER

Mayor Ferguson called the meeting to order at 4:30pm.

2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any pecuniary interests be declared when appropriate.

3 MINUTES

a) Regular Council Meeting Minutes of January 25, 2024

RESOLUTION-2024-046

Councillor Craig Sanders made a motion that the Council meeting minutes of January 25, 2024 be approved as presented without error or omission. Deputy Mayor Frank Nemcek seconded the motion.

Carried

b) Fire Committee minutes (approved by Committee)

RESOLUTION-2024-047

Councillor Jenny Redick made a motion that the Fire Committee meeting minutes of November 21, 2023 be received and filed. Councillor Craig Sanders seconded the motion.

Carried

c) Parks & Recreation Committee minutes (approved by Committee)

RESOLUTION-2024-048

Deputy Mayor Frank Nemcek made a motion that the Parks and Recreation Committee meeting minutes of October 17, 2023 be received and filed. Councillor Jenny Redick seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) Triest / Hayter - OP / Zoning

RESOLUTION-2024-049

Councillor Craig Sanders made a motion that the Council for the Municipality of Brooke-Alvinston approve the Official Plan Amendment and Zoning By-law Amendment applications for the 2.3 acre portion of the subject lands only, which was the subject of the approved severance application, File B-002/23. Should the severance lapse due to non compliance with the severance conditions, the 2.3 acre portion of lands will revert to its original industrial OP designation and original industrial (M1) zone classification. Councillor Jenny Redick seconded the motion.

Carried

- b) Everett Thorne - LaSalle Line

Mr. Thorne was present at Council to discuss the current and future development of LaSalle Line west.

6 CORRESPONDENCE

- a) Correspondence Addressed to Council

Council reviewed and discussed the submitted letters of Anne Redick (proposed sidewalks on Millpond) and Mary Lou Robbins (floods).

- b) Municipal Correspondence

RESOLUTION-2024-050

Councillor Jenny Redick made a motion that the circulated municipal correspondence be received and filed for information. Councillor Craig Sanders seconded the motion.

Carried

- c) Correspondence Requiring Action

RESOLUTION-2024-051

Councillor Don McCabe made a motion that Council supports the request from Prince Edward County regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements. Councillor Craig Sanders seconded the motion.

Carried**7 STAFF REPORTS**

- a) **Drainage Superintendent's Report:** Pray and Benner Duffy Drain Tender results

RESOLUTION-2024-052

Councillor Jenny Redick made a motion that Council accepts the low tender submitted by Bruce Poland & Sons in the amount of \$30,817.81 (including HST). Councillor Craig Sanders seconded the motion.

Carried

- b) **Drainage Superintendent's Report:** 9-10 Sideroad Drain Tender Results

RESOLUTION-2024-053

Deputy Mayor Frank Nemcek made a motion that Council accepts the low tender submitted by Bruce Poland & Sons in the amount of \$23,684.80 (including HST). Councillor Jenny Redick seconded the motion.

Carried

- c) **Treasurer's Report:** Accounts Payable Listing - January 2024

RESOLUTION-2024-054

Councillor Jenny Redick made a motion that Council receive and file the Accounts Payable Listing for January 2024 Councillor Craig Sanders seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Grants Update

RESOLUTION-2024-055

Councillor Jenny Redick made a motion that staff be directed to submit grants under the Earth Day Canada EV Program, Ontario Trillium Program and RED Grant Councillor Craig Sanders seconded the motion.

Carried

- e) **Clerk Administrator's Report:** Fees Review and By-law

RESOLUTION-2024-056

Councillor Craig Sanders made a motion that Council review and approve the Updated Municipal Fees Schedules as presented and pass the related By-law at the February 22, 2024 session of Council; and that the by-law be effective April 1, 2024 with the exception of:

Schedule I (ice) effective October 1, 2024 and any new bookings (Auditorium, Upper Hall). Deputy Mayor Frank Nemcek seconded the motion.

Carried

- f) 2024 Dust Suppressant

RESOLUTION-2024-057

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston acknowledge the report provided by the Public Works Superintendent regarding the 2024 dust suppressant needs for the Municipality; and that the quote received from Den Mar Brines for \$263.15 flake/ tonne be accepted prior to budget approval; and that Council waives the requirements for a competitive process in favour of a negotiated process with Den Mar Brines for the provision of dust suppressant for the Municipality for the reason that the Public Works Superintendent has worked extensively with this supplier in the past and has obtained a price for the product that is within the draft budgeted amount and is anticipated to be lower than other suppliers. Councillor Craig Sanders seconded the motion.

Carried**8 BY-LAWS**

- a) By-law 8 of 2024 - Drain Maintenance

RESOLUTION-2024-058

Councillor Jenny Redick made a motion that By-law 8 of 2024 be read a first, second and third time and finally passed this 8th day of February, 2024. Councillor Don McCabe seconded the motion.

Carried

- b) By-law 9 of 2024 - Zoning By-law Amendment

RESOLUTION-2024-059

Deputy Mayor Frank Nemcek made a motion that By-law 9 of 2024 be read a first, second and third time and finally passed this 8th day of February, 2024. Councillor Craig Sanders seconded the motion.

Carried

- c) By-law 10 of 2024 - OP Amending By-law

RESOLUTION-2024-060

Councillor Jenny Redick made a motion that By-law 10 of 2024 be read a first, second and third time and finally passed this 8th day of February, 2024. Councillor Don McCabe seconded the motion.

Carried

9 NEW BUSINESS

- a) February 22, 2024 Meeting - Start time 8:00 a.m.

A reminder was sent regarding the amended start time of the next Council meeting.

- b) Appointment to LGPSB

The Clerk Administrator noted the correspondence received from the Township of Warwick noting Warwick will offer to represent both communities for two years and Brooke-Alvinston the subsequent two years.

- c) Hockeyville Promotion

RESOLUTION-2024-061

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston sponsor one hour of free ice and a pizza party for the minor hockey sport or other organization with the most submissions for Hockeyville for the BAICCC. Councillor Craig Sanders seconded the motion.

Carried

- d) Christmas Celebration Committee

Don McCabe and the Parks & Recreation Manager (alternate Clerk Administrator) were appointed to the Christmas Celebration Committee.

- e) 2024 Draft Budget discussion

The following notations were made to the 2024 budget deliberations:

- 1) reduce the fire budget by \$14,000 (radios and proposed kitchen cabinetry)
- 2) remove upper hall sound system \$10,000

There was discussion on the need of sidewalk improvements or removing it from the budget with more discussion to follow.

- f) Go CODE Girl @ UWO

Don McCabe noted the planned event and requested it be advertised in the municipal office.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law 11 of 2024 - Confirming By-law

RESOLUTION-2024-062

Councillor Jenny Redick made a motion that By-law 11 of 2024 be read a first, second and third time and finally passed this 8th day of February, 2024. Councillor Don McCabe seconded the motion.

Carried

13 ADJOURNMENT

Councillor Sanders made a motion to adjourn the meeting at 6:00pm.

Clerk-Administrator

Mayor



**MUNICIPALITY OF BROOKE-ALVINSTON
NOTICE OF ADOPTION OF
OFFICIAL PLAN AMENDMENT AND PASSING OF
ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Municipality of Brooke-Alvinston, on February 8, 2024, passed By-law 9 of 2024, under Section 34 of the Planning Act, to amend the Zoning By-law in addition to By-law 10 of 2024, under Section 22 and 17(22) of the Planning Act, to adopt Amendment No. 7 to the Brooke-Alvinston Official Plan. Official Plan Amendment No. 7 is being submitted to the County of Lambton for approval.

THE ZONING BY-LAW AMENDMENT amends the Brooke-Alvinston Zoning By-law 9 of 2013 by changing the zoning on a 2.3 acre portion of the lands described as BROOKE CON 6 PT LOT 18 from "Industrial (M1)" to "Mixed Commercial/Industrial (CM)" Zone.

THE OFFICIAL PLAN AMENDMENT amends the Official Plan by changing the land use designation on a 2.3 acre portion of the lands described as BROOKE CON 6 PT LOT 18 from "Industrial" to "Mixed Commercial/Industrial". The redesignation and rezoning are conditions required to be met for severance application B002/23.

TAKE NOTICE that any person or public body is entitled to receive notice of the decision of approval of Official Plan Amendment No. 7 from the County of Lambton if a written request to be notified (including personal or public body’s address) is made to the County of Lambton Planning and Development Services Department, County of Lambton Administration Building, Box 3000 Wyoming, On, N0N 1T0 Phone: 519-845-0801. A Notice of Decision from the County of Lambton will set out the requirements and last date for filing a notice of appeal of the Official Plan Amendment.

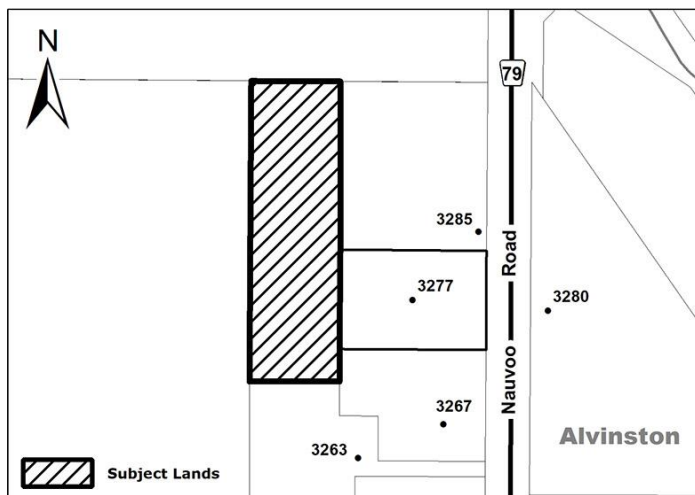
APPEALS to the Ontario Land Tribunal in respect of the Zoning By-law Amendment may be made by filing with the Administrator-Clerk of the Municipality of Brooke-Alvinston a written notice of appeal, not later than the 29th day of February 2024, setting out the reasons for the appeal and accompanied by the Ontario Land Tribunal fee made payable to the Minister of Finance.

ONLY INDIVIDUALS, corporations and public bodies may appeal a by-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

NO OTHER APPLICATIONS are being considered at this time.

A **KEY MAP** showing the location of the lands to which the Amendments apply, is attached.

COMPLETE COPIES of the Amendments are available for inspection during regular office hours at the Municipality of Brooke-Alvinston’s office at 3236 River St., Alvinston ON.



Janet Denkers, Clerk Administrator

Municipality of Brooke-Alvinston
3236 River Street, Box 28
Alvinston, ON N0N 1A0
Telephone: 519-898-2173
Fax: 519-898-5653
Email: jdenkers@brookealvinston.com

Dated: February 9, 2024

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



February 12, 2024

Emily Febrey
C/O St. Clair Region Conservation Authority
205 Mill Pond Crescent
Strathroy, ON N7G 3P9

Dear Ms. Febrey:

It is understood that the SCRCA will be hosting an event at AW Conservation Area in conjunction with and to celebrate the Maple Syrup Festival in Brooke-Alvinston March 16-17, 2024.

With details provided, the event planned and located at the Conservation Area is deemed to be municipally significant as it falls within the definition of a municipally significant event; serves the public interest and will host no less than 100 members of the general public.

We request that in obtaining insurance, the municipality be listed as additionally insured.

Yours truly,


Janet Denkers
Clerk Administrator

c Brooke-Alvinston Council

*Feb 12/24
Followed up to
ensure Munro Honey
asked to attend
(Request by D. McCabe)*



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

**Member
Municipalities**

- Township of Adelaide-Metcalfe
- Municipality of Brooke-Alvinston
- Municipality of Chatham-Kent
- Township of Dawn-Euphemia
- Township of Enniskillen
- Municipality of Lambton Shores
- Municipality of Middlesex Centre
- Village of Newbury
- Village of Oil Springs
- Town of Petrolia
- Town of Plympton-Wyoming
- Village of Point Edward
- City of Sarnia
- Municipality of Southwest Middlesex
- Township of St. Clair
- Municipality of Strathroy-Caradoc
- Township of Warwick

Notification Letter - Special Occasion Permit

February 12, 2024

To: Municipal Administrator and Clerk, Janet Denkers – Alvinston ON N0N 1A0

Re: A. W. Campbell Maple Syrup Event

The St. Clair Region Conservation Authority (SCRCA) is hosting an event called "The A. W. Campbell Maple Syrup Festival" on March 16th and 17th, 2024 from 10 a.m. to 3 p.m. (each day) at the A. W. Campbell Conservation Area (8477 Shiloh Line, Alvinston, ON N0N 1A0).

On March 16th, this event, in addition to the education demonstrations and vendors, will host several local breweries where they will be able to sell beer to attendees 19 and older. Please see sketch below of the event location, as not the entirety of 8477 Shiloh Line is part of the Event. Participants will be directed to this location and will only have access to the highlighted portion on the sketch attached.

The A. W. Campbell Maple Syrup Festival is a family friendly event, where most attendees are parents or grandparents with children under the age of twelve. The addition of local breweries adds an "perk" for the adults braving the cold for their children to learn about the history of our golden pride, maple syrup. This event will also result in an economic opportunity for local brewers, reaching a potential new audience.

This Event is deemed as Municipally significant for its rich history and its partnership with the Alvinston Fire Fighters Association (AFFA). The AFFA host their annual Pancake Breakfast the same weekend. Participants from the Maple Syrup Festival are encouraged to go to the Breakfast, and vice versa for those at the Breakfast. Proceeds from this event support the Alvinston Fire Fighters Association and Conservation Area upgrades at SCRCA properties.

Please contact me if you have any questions,

Emily Febrey
Communications & Education Technician
St. Clair Region Conservation Authority
efebrey@scrca.on.ca
519-245-3710 ext. 253

MINUTES

LAMBTON SENIORS' ADVISORY COMMITTEE

MS Teams Virtual Meeting

December 19, 2023

Committee Representatives	
COL County Council	Councillor Dan Sageman
Municipality of Brooke-Alvinston	Jeannette Douglas
Township of Dawn-Euphemia	Heather Childs
Township of Enniskillen	Mary Lynne McCallum
Municipality of Lambton Shores	Bill Weber
Village of Oil Springs	Cathy Martin
Town of Petrolia	Sherry Hamilton
Town of Plympton-Wyoming	Maggie Eastman
Village of Point Edward	Lois Lafond
City of Sarnia	Jamie Dillon
Township of St. Clair	Avril Helps
Township of Warwick	Jodi Campbell
Navigating Senior Care Lambton	Arlene Patterson

Present: Bill Weber (Chair), Mary Lynn McCallum (Vice-Chair), Sherry Hamilton, Lois Lafond, Jodi Campbell, Jamie Dillon, Avril Helps, Arlene Patterson, Maggie Eastman, Dan Sageman, Anita Trusler (COL staff/recorder)

1. Welcome/Call to Order/Land Acknowledgement

B. Weber called the meeting to order at 9:02 a.m.

B. Weber read the County of Lambton land acknowledgement statement.

Guest Presentation: Andrew Meyer, General Manager, Cultural Services Division

A. Meyer asked to meet with the LSAC in follow-up to the minutes from the October 24th meeting where the County's network of 25 libraries were identified as an asset for outreach and education. A. Meyer provided an update on new kiosks that have been installed in all COL libraries funded through a Tourism grant. The kiosks offer both an interactive display and a brochure rack where community resources can be shared with community members. The kiosks were first launched to promote the Tourism Sarnia-Lambton Blue Coast app, and are currently being used to promote the Local Immigration Partnership Welcome

App. A. Meyer offered that a spring information campaign option is available (April-June 2024) if the LSAC would like to promote services and supports for seniors www.agefriendlySarniaLambton.com.

Discussion:

A. Patterson asked if the kiosk could also link to information about the new LSAC. A. Meyer confirmed that more than one website can be linked on the interactive display.

#1 (L. Lafond/J. Dillon): That A. Trusler follow-up with A. Meyer to develop a spring communication plan for Age-Friendly Sarnia-Lambton and the Lambton Seniors' Advisory Committee and provide an update to LSAC at the January meeting.

Carried.

2. Approval of the Agenda/Additions

A. Patterson requested that Advocacy Centre for the Elderly be added as agenda item 5.3 under New Business.

#2 (D. Sageman/L. Lafond): That the agenda for December 19, 2023, be approved as amended.

Carried.

3. Approval of the Minutes from October 24, 2023

#3 (M. McCallum/M. Eastman): That the minutes from October 24, 2023, be approved as presented.

Carried.

4. Business Arising from the Last Meeting

4.1 Update on action items from the October 24th LSAC meeting.

i) New Horizons Collective Impact Grant

A. Trusler updated the committee that the Age-Friendly Sarnia Lambton System Navigation Committee did not submit a New Horizons Collective Impact Grant due to the tight turnaround for grant submission deadlines. The committee continues to explore funding opportunities.

Discussion:

LSAC has new opportunities now that three LSAC members are participating on the Age-Friendly EXPO Planning Committee. J. Dillon suggested that funding needs and opportunities can be shared with system navigation partners who will collaborate on seniors funding initiatives in the future, in partnership with LSAC.

ii) Executive Lead, Sarnia Lambton Ontario Health Team - Health System Planning Updates

A. Trusler informed the committee that Nadine Neve, Executive Director of the Sarnia-Lambton Ontario Health Team, is confirmed to attend the January LSAC meeting to provide a presentation on Health System Planning and changes to Home and Community Care.

iii) 2024 Age-Friendly EXPO Planning Committee

J. Dillon attended the first 2024 EXPO Planning Committee meeting on Dec. 5th and it was a good experience. The committee is assembling a board to assess volunteer needs with more than 100 vendors anticipated. Parking and transportation shuttle arrangements are being coordinated with Gateway Casino. Sponsorship opportunities will be made available. The next EXPO Planning Committee meeting is scheduled for Jan. 5, 2024. J. Dillon will bring a report back to the LSAC at the January meeting. J. Dillon, S. Hamilton, and L. Lafond are all representing LSAC on the EXPO Planning Committee.

4.2 Rural Transportation Planning

B. Weber attended the Nov. 29th County Council meeting to listen to the Huron Shores Area Transit presentation. The presentation slides have been shared on the LSAC Basecamp project platform and a recording of the presentation/meeting can be accessed on the COL [website](#). Future rural transportation planning discussion will take place at County Council in 2024.

New [intercity bus transit](#) announced between Sarnia, Strathroy and London (three trips daily) that will have linkages to Toronto

<https://www.theobserver.ca/news/local-news/new-sarnia-strathroy-london-bus-service-launches-2>

Discussion:

S. Hamilton stated that the Huron Shores Area Transit presentation was excellent, and she has hopes that municipalities south of the 402 and in Eastern Lambton County will explore similar transit planning opportunities.

5. New Business

5.1 2024 LSAC Meeting Schedule (proposed for approval)

- January 23, 2024 (Virtual or at Sarnia, Lambton Shared Service Centre)
- March 26, 2024 (Wyoming, Committee Room 1)
- May 28, 2024 (Wyoming, Committee Room 1)
- July 23, 2024 (Wyoming, Committee Room 1)
- September 24, 2024 (Wyoming, Committee Room 1)
- November 26, 2024 (Wyoming Committee Room 1)

#4 (D. Sageman/J. Dillon): That the proposed 2024 LSAC meeting schedule be approved as presented.

Carried.

5.2 RTOERO Future of Aging Summit (May 15-17, 2024)

S. Hamilton shared that RTOERO will be hosting a Future of Aging Summit in Toronto May 15-17, 2024. More details are available on the website. S. Hamilton brought the event to the attention of the Town of Petrolia but was asked to present it to the LSAC. Registration to attend is \$550 (rates increase to \$650 in January 2024) or there is an option to receive summit slides/handouts after the event for \$150.

#5 (S. Hamilton/J. Dillon): That a request be submitted to the County to consider covering the costs to send a staff member or LSAC representative to the RTOERO Future of Aging Summit.

Carried.

5.3 Advocacy Centre for the Elderly

A. Patterson informed committee members that a study (funded by the Department of Justice) is seeking input from community members to better understand their experiences in navigating and supporting seniors' issues, how they tried to resolve those problems, and the impacts of those problems. They have found there is very little data on serious problems experienced by seniors. ACE Research has been contracted to conduct one on one interviews with community members (paid time for interview). Please email A. Patterson

if you are interested in learning more and/or participating.

6. Standing Items

6.1 Committee roundtable

No roundtable updates provided.

7. Next steps/Action Items

Next meeting scheduled for January 23rd, at 9:00 a.m. (virtual MS Teams meeting link and in-person option at Lambton Shared Services Centre, 162 Lochiel Street, Sarnia)

8. Adjournment

B. Weber adjourned the meeting at 9:55 a.m.

MINUTES

LAMBTON SENIORS' ADVISORY COMMITTEE

Committee Room 1, Wyoming Administration Building

October 24, 2023

Committee Representatives	
COL County Council	Councillor Dan Sageman
Municipality of Brooke-Alvinston	Jeannette Douglas
Township of Dawn-Euphemia	Heather Childs
Township of Enniskillen	Mary Lynne McCallum
Municipality of Lambton Shores	Bill Weber
Village of Oil Springs	Cathy Martin
Town of Petrolia	Sherry Hamilton
Town of Plympton-Wyoming	Maggie Eastman
Village of Point Edward	Lois Lafond
City of Sarnia	Jamie Dillon
Township of St. Clair	Avril Helps
Township of Warwick	Jodi Campbell
Navigating Senior Care Lambton	Arlene Patterson

Present: Bill Weber (Chair), Mary Lynn McCallum (Vice-Chair), Sherry Hamilton, Lois Lafond, Heather Childs (virtual), Jeanette Douglas, Jodi Campbell, Jamie Dillon, Cathy Martin, Avril Helps, Arlene Patterson, Maggie Eastman, Dan Sageman, Anita Trusler (COL staff/recorder)

1. Welcome/Call to Order/Land Acknowledgement

B. Weber called the meeting to order at 9:00 a.m.

B. Weber read the County of Lambton land acknowledgement statement.

Guest Presentation: Andrew Bolter, Executive Director, Community Legal Assistance Sarnia <https://www.claslegalclinic.ca/>

2. Approval of the Agenda/Additions

#1 (D. Sageman/J. Campbell): That the agenda for October 24, 2023, be approved as amended.

Carried.

3. Approval of the Minutes from August 22, 2023

#2 (M. McCallum/J. Dillon): That the minutes from August 22, 2023, be approved as presented.

Carried.

4. Business Arising from the Last Meeting

4.1 Update on motions passed at the August 22nd LSAC meeting.

- i) Distribution network be created for the purpose of sharing and distributing resources to seniors throughout Lambton County.

A. Trusler shared an updated Lambton County senior's clubs/groups distribution contact list document that was created based on listings in www.agefriendlysarnialambton.ca . Next steps should include some outreach by committee members in their respective municipalities to add any smaller grass roots seniors' groups that are not listed through www.agefriendlysarnialambton.ca

Discussion:

C. Martin shared that Oil Springs also has a Legion that should be included in the list.

B. Weber suggested that under the communication priority identified by LSAC, there may be opportunities to send out a regular newsletter to seniors' groups to share information and keep seniors informed. This could be included as part of a future grant proposal.

Committee members discussed the asset of the County's network of 25 libraries as a resource for outreach and education. CLAS has delivered workshops on how to navigate Landlord Tenant Issues. S. Hamilton has been working with OPP to deliver workshops on mental health, social media, and community safety. Libraries and local churches and seniors' groups should be considered as a resource for communication moving forward.

- ii) Grant funding opportunities to support recommendations related to information and communication of services and supports for seniors.

A. Trusler informed the group that the Government of Canada launched the 2023-2024 Call for Concepts (CFC) under the pan-Canadian stream of the [New Horizons for Seniors Program \(NHSP\)](#) to invest in projects across Canada. Age-Friendly Sarnia-Lambton is looking for partners to submit a Collective Impact Funding proposal for Sarnia-Lambton. The communication needs identified by LSAC would be a good fit and a great

opportunity to collaborate with other community partners on a joint initiative to support seniors. Grant proposals are due by November 15th, so turnaround time is quick.

Discussion:

J. Dillon suggested that a subgroup of LSAC members be created to explore funding opportunities.

#3 (C. Martin/J. Campbell): That LSAC support the New Horizons Collective Impact grant initiative and have A. Trusler pursue next steps with community partners. Grant proposal ideas to be shared with LSAC on Basecamp and committee members to be provided minimum 3-day period to provide feedback.

Carried.

iii) LSAC representation on the 2024 Age-Friendly Expo planning committee

A. Trusler distributed a copy of the 2024 Age-Friendly Sarnia Lambton EXPO planning guide (a copy has also been saved to Basecamp). J. Dillon, L. Lafond and S. Hamilton expressed interest in representing LSAC at the 2024 EXPO planning committee. A. Trusler will submit their names to Julie Harries, Health Promoter at Lambton Public Health, for next steps.

5. New Business

5.1 Rural Transportation Planning Update

A. Trusler informed LSAC members that Rural/Inter-Community Transit will be discussed at the Nov. 29th County Council meeting. Huron Shores Area Transit has also been asked to present to Council on their current service offerings.

6. Standing Items

6.1 Committee roundtable

A. Patterson shared awareness about proposed legislation under the Ontario Health Teams called Convenient Care at Home Act, with a proposed 2025 start. The province is looking to invest over \$125 million to Ontario Health Teams to help coordinate care. The bill has not yet passed, and Arlene will keep LSAC members updated moving forward.

A. Patterson indicated that community members are not aware of current health systems changes and what the future Sarnia-Lambton Ontario Health Team will look like or what impact this may have on care.

A. Trusler suggested that the Executive Lead of the Sarnia-Lambton Ontario Health Team could be invited to a future LSAC meeting to provide an update for the committee.

#4 (S. Hamilton/J. Dillon) That the Executive Lead of the Sarnia Lambton Ontario Health Team be invited to an upcoming LSAC meeting.

Carried.

J. Dillion informed the group that the Committee of Adjustment in Sarnia is advocating for secondary dwelling units (700 sq ft). Grants are available. D. Sageman added that the province recently passed Bill 23, More Homes Built Faster Act, allowing up to three dwellings on one property. County Council also passed a motion on October 4th to create a pilot Additional Dwelling Unit Incentive Program, following the Ontario Priorities Housing Initiative Program Guidelines.

7. Next steps/Action Items

Next meeting scheduled for December 17, 2023, at 9:00 a.m. (virtual meeting using MS Teams).

Moving forward into 2024, the committee agreed to continue meeting on the 4th Tuesday every other month, starting on January 23rd. A. Trusler will draft a meeting schedule for review and approval at the December meeting.

8. Adjournment

B. Weber adjourned the meeting at 10:45 a.m.

LAMBTON GROUP POLICE SERVICES BOARD MEETING AGENDA



LAMBTON GROUP
POLICE SERVICES
BOARD

Location: Lambton OPP Headquarters

Date: Wednesday, February 21, 2024

Time: **3:00 pm**

Session: **#1/2024**

1. Call to Order
2. Declaration of Conflict of Interest
3. Adoption of the Agenda
4. 2024 Term Election
5. Minutes of Previous Meeting
 - a) Session 5/2023, October 2023
6. Business Arising from Minutes
7. Detachment Report
 - a. November/December 2023
 - b. video presentation from Darryl Manley, Project 1-in-3
 - c. update from Colleen Bresette, MCRT grant 2023 review
8. Member's Report
 - a) Greg Nemcek, Chair
 - i. Continued Update on St. Clair Office
 - ii. Incoming municipal appointees
 - iii. Second Community Member at Large
 - iv. Auditors (BDO) engagement letter
 - v. Billing Changes – April 1 2024
 - b) Board Members
9. Correspondence

- a) OAPSB – Detachment Board feedback, circulated Feb 5/24
- b) OPP News Portal (Lambton)
 - a. 7 media releases in January
 - b. 2 media releases in February (to date)
- c) CIBC Interest Allocation report, December

10. Accounts/Finance

a) Accounts paid

January:

**Lambton Group Police Services Board
Cheque Register-Summary-Bank**

AP5090 Page : 1
Date : Jan 02, 2024 Time : 10:20 am

Vendor : 12000 To 98999
Pay Date : 01-Dec-2023 To 31-Dec-2023
Bank : 1 - LGPSB

Seq : Cheque No Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
3814	07-Dec-2023	24018	MINE & YOURS	Issued	128	C	2,040.78
3815	07-Dec-2023	24001	MINISTER OF FINANCE	Issued	128	C	771,403.00
3816	07-Dec-2023	24019	MINISTER OF FINANCE	Issued	128	C	50,887.76
3817	19-Dec-2023	14003	CIBC VISA	Issued	133	C	127.11
3818	19-Dec-2023	24022	[REDACTED]	Issued	133	C	64.40
3819	28-Dec-2023	18012	[REDACTED]	Issued	137	C	711.84
00009-0001	14-Dec-2023	28010	[REDACTED]	Issued	132	T	92.22
00010-0001	28-Dec-2023	13001	[REDACTED]	Issued	138	T	99.18
00010-0002	28-Dec-2023	14025	[REDACTED]	Issued	138	T	121.80
00010-0003	28-Dec-2023	15008	[REDACTED]	Issued	138	T	98.83
00010-0004	28-Dec-2023	16001	EASTLINK	Issued	138	T	308.24
Total Computer Paid :		825,234.68	Total EFT PAP :	0.00	Total Paid :		825,954.96
Total Manually Paid :		0.00	Total EFT File :	720.27			

11 Total No. Of Cheque(s) ..

b) 2023 year end report

Acct_Code	Account_Name	Actual	Budget	Variance
70 - 70-3-02000-0310	LGPSB Prov Grant-Vulnerable MCRT	87,345	126,410 -	39,065
70 - 70-3-02000-0313	LGPSB Prov Grant-R.I.D.E.	14,709	-	14,709
70 - 70-3-02000-0315	LGPSB Prov Grant-C.S. Prisoner Transport	21,824	25,000 -	3,176
70 - 70-3-02000-0325	LGPSB Prov Grant-CSP Priorities 1-in-3	269,388	256,786	12,602
70 - 70-3-02000-1010	LGPSB Federal Grants	-	-	-
70 - 70-3-02000-1110	LGPSB Other Municipalities	9,266,814	9,256,845	9,969
70 - 70-3-02000-6110	LGPSB F&S Chgs-Insurance Reports	59,580	70,000 -	10,420
70 - 70-3-02000-7010	LGPSB Investment Income-CKLAG	52,752	9,000	43,752
70 - 70-3-02000-8010	LGPSB Other Revenue	-	-	-
70 - 70-3-02000-8015	LGPSB Other Revenue-Charge to Members	69,000	69,000	0
70 - 70-3-02000-8090	LGPSB Other Revenue-Recoveries Prior Yrs	-	126,202 -	126,202
Total Revenue		9,841,412	9,939,243 -	97,831
70 - 70-4-02000-0180	LGPSB Wages-Honorarium	5,454	7,180	1,726
70 - 70-4-02000-0510	LGPSB Building Rent	101,152	110,167	9,015
70 - 70-4-02000-0586	LGPSB Adm-Janitorial	22,053	25,000	2,947
70 - 70-4-02000-0610	LGPSB Adm-Travel	4,417	3,000 -	1,417
70 - 70-4-02000-0628	LGPSB Adm-Training	19	1,000	981
70 - 70-4-02000-0629	LGPSB Adm-Memberships	5,234	3,200 -	2,034
70 - 70-4-02000-0640	LGPSB Adm-Postage & Courier	227	120 -	107
70 - 70-4-02000-0650	LGPSB Adm-Office Supplies	-	33	33
70 - 70-4-02000-0677	LGPSB Adm-Bank Charges	217	-	217
70 - 70-4-02000-0679	LGPSB Adm-Accounting Fees	3,134	3,200	66
70 - 70-4-02000-0683	LGPSB Adm-Insurance Fees	8,283	7,600 -	683
70 - 70-4-02000-0695	LGPSB Adm-Miscellaneous	4,310	3,500 -	810
70 - 70-4-02000-0699	LGPSB Adm-Amortization Expense	1,751	1,800	49
70 - 70-4-02000-0810	LGPSB Adm-Audit Fees	9,173	7,200 -	1,973
70 - 70-4-02000-8510	LGPSB S.D.-Provincial Contract	9,266,805	9,256,845 -	9,960
70 - 70-4-02000-8513	LGPSB S.D.-R.I.D.E. Program	14,709	-	14,709
70 - 70-4-02000-8514	LGPSB S.D.-Programs-Vulnerable MCRT	86,348	126,410	40,062
70 - 70-4-02000-8520	LGPSB S.D.-Programs-CSP Priorities 1-in-3	267,101	256,786 -	10,315
70 - 70-4-02000-9920	LGPSB Transfer to Reserve	-	126,202	126,202
Total Expense		9,800,388	9,939,243	138,855
Net Surplus/(Deficit)		41,024	-	41,024

11. Public Input

12. Other Business

13. Adjournment

Next Regular Meeting: Wednesday, April 24 at 3:00 p.m.

LAMBTON GROUP POLICE SERVICES BOARD



LAMBTON GROUP
POLICE SERVICES
BOARD

Mailing Address:

Box 273 | Petrolia, ON | N0N 1R0

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

MEMO

To: ALL MEMBER MUNICIPALITY CAO, CLERKS & TREASURERS
 From: Greg Nemcek, Chair
 RE: recent email circulated to CAO and Mayor's from OPP MPB Financial Services Unit (OPP)
 Date: February 17, 2024

This memo is to circulate to the member municipalities clarification in relation to an email that was sent to the CAO and Mayor's from the OPP MPB Financial Services Unit (OPP) dated February 1, 2024.

The board was unaware of this process change made by the OPP Financial Services Department and apologize for any confusion that may have been created when issued directly to the municipalities.

Going forward once the changes are implemented on April 1, 2024, with the assumption that the Ministry will continue to provide the emails to our attention, that outline the details by municipality (i.e. quarterly revenues), the County Finance Department should have the information needed.

What this will mean for each municipality:

1. The LGPSB will no longer be issuing (through the County) monthly invoices to collect each municipal share of the Provincial contract, as each municipality will pay their portion directly to the province
2. The credits currently received by LGPSB for revenues from both the CSPT Grant and quarterly detachment revenues will need to be collected from each municipality, as it is being assumed that municipalities will now be receiving the credits directly.
3. The LGPSB will continue billing each municipality for the current budgeted deficit (see highlighted below). In correlation to collecting the revenues mentioned above, this will be billed quarterly to each municipality.

Once you have had an opportunity to review the above information as a municipality, we would like to request confirmation of such, like wise should you have any questions please do not hesitate to respond and contact us. We understand that all municipalities, received the memo but if you did not we can source one and send to your attention.

LAMBTON GROUP POLICE SERVICES BOARD



LAMBTON GROUP
POLICE SERVICES
BOARD

Mailing Address:

Box 273 | Petrolia, ON | N0N 1R0

Website: www.lgpsb.ca

e-mail: info@lgpsb.ca

In the meantime, I have reached out to the Ministry to ask why this significant change in process wasn't communicated to the Police Board along with the municipalities, and just confirm that this new process is to start with the Apr.15 bill date.

As you are all aware our board takes great lengths to ensure that there is flowing communication between the board and our member municipalities and it is disappointing to us that this information was not circulated with advance notice, rather just issued to municipalities directly.

I greatly appreciate your time and attention to this, and always welcome communication.

Sincerely,

Greg Nemcek
Board Chair

cc: Insp. Chris Avery, OPP
Lori Titus, County Finance
Mandi Pearson, Secretary
LGPSB Board Members

LAMBTON GROUP POLICE SERVICES BOARD
2024 Annual Recovery by Municipality
Based on OPP information package dated September 26, 2023

Municipality	2024 Municipal Share		2022 Reconciliation Municipal Share		Current Deficit Municipal Share		Total 2024 Annual Amount \$	2024 Monthly Amount \$
	Annual	Monthly	Annual	Monthly	Annual	Monthly		
Brooke Alvinston	382,994	31,916.17	7,430	619.17	3,444	287.03	393,868	32,822.37
Dawn-Euphemia	321,839	26,819.92	11,611	967.58	2,894	241.20	336,344	28,028.70
Enniskillen	419,983	34,998.58	75,747	6,312.25	3,777	314.75	499,507	41,625.58
Lambton Shores	2,761,907	230,158.92	214,213	17,851.08	24,839	2,069.90	3,000,959	250,079.90
Oil Springs	99,875	8,322.92	1,691	140.92	898	74.85	102,464	8,538.69
Petrolia	1,088,442	90,703.50	21,317	1,776.42	9,789	815.73	1,119,548	93,295.65
Plympton Wyoming	1,147,173	95,597.75	20,332	1,694.33	10,317	859.74	1,177,822	98,151.82
St Clair	2,250,309	187,525.75	38,641	3,220.08	20,238	1,686.49	2,309,188	192,432.32
Warwick	584,717	48,726.42	1,972	164.33	5,259	438.21	591,948	49,328.96
Sub-Total	9,057,239	754,769.93	392,954	32,746.16	81,455	6,787.90	9,531,648	794,303.99
Difference	0		0		0			
Total	9,057,239		392,954		81,455		794,303.99	

From: ca.office (MNRF) <ca.office@ontario.ca>

Sent: Friday, February 16, 2024 3:53 PM

To: ca.office (MNRF) <ca.office@ontario.ca>

Cc: Keyes, Jennifer (MNRF) <jennifer.keyes@ontario.ca>

Subject: Update: Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario – Ministry of Natural Resources and Forestry and Extension of Minister's Fee Direction

This message is being sent on behalf of Jennifer Keyes, Director, Resources Planning and Development Policy Branch, MNRF

Good afternoon:

I am writing to inform you of recent updates under the *Conservation Authorities Act* (the act) regarding the regulation of development for the protection of people and property from natural hazards in Ontario. Amendments to the act that were made in recent years to update the conservation authorities permitting framework and associated regulations will come into effect on April 1, 2024. These changes will clarify and streamline regulatory requirements to focus on natural hazards and public safety and provide greater transparency in the permitting process.

Updated rules for the protection of people and property from natural hazards
Effective April 1, 2024, updated permitting related provisions of the act will come into effect, supported by a new Ontario Regulation (O. Reg.) 41/24: Prohibited Activities, Exemptions and Permits, which set out prohibited activities and areas where a conservation authority permit is required, exemptions for permits for certain low-risk activities, the process for applying for a conservation authority permit, and service requirements for conservation authorities in reviewing permit applications. The new rules will apply to all conservation authorities and replace the existing 36 conservation authority-specific regulations.

Key changes include:

- Updating some definitions and areas where development activities are prohibited, while maintaining important provincial standards.
- Requirements for mapping of regulated areas to be made available online and for public notification to be given of any changes.
- Exemptions from the requirement for a conservation authority permit for some low-risk activities, subject to certain conditions, such as sheds, removable docks, garage rebuilds, fencing, and agricultural drainage.
- Limiting the conditions that can be included on a permit to matters related to natural hazards and public safety and general permit administration.
- Service standards for permit issuance including pre-consultation and confirmation of complete applications within 21-days and requiring annual reporting on permitting statistics including reporting on the level of conservation authority compliance with new regulatory requirements.

- Enabling applicants to appeal to the Ontario Land Tribunal (OLT) if a permit decision is not made within 90-days and appeals of permitting fees charged by conservation authorities to the OLT.
- Enabling Minister of Natural Resources and Forestry's tools regarding the review of permit decisions and the issuance of permits.
- Updated enforcement powers and offence provisions under the act, including stop work orders and increased penalties.

A decision notice is now available at the Environmental Registry of Ontario, posting #019-2927: Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario.

Minister's Fee Direction

I would also like to notify you that the Minister has extended his Direction (through the issuance of a new Direction) to conservation authorities to not change any fees charged as part of their programs and services associated with planning, development, and permitting. This extended direction is in effect as of January 1, 2024, until December 31, 2024.

If you have any questions, please reach out to the Ministry of Natural Resources and Forestry at ca.office@ontario.ca.

Sincerely,

Jennifer Keyes
Director, Resources Planning and Development Policy Branch
Ministry of Natural Resources and Forestry
ca.office@ontario.ca

Ministry of Transportation

Ministère des Transports



Assistant Deputy Minister's Office
Integrated Policy and Planning
Division

Bureau du sous-ministre adjointe
Division des politiques et de la
planification intégrées

438 University Avenue
12th Floor
Toronto ON M5G 2K8
Tel. (647) 302-7129

438 Avenue University
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Tel. (647) 302-7129

**Memo to Chief Administrative Officers re:
Licence Plate Renewal**

I am writing to provide further information regarding the Government of Ontario's announcement on Feb. 15, 2024, regarding proposed changes to the way licence plates are renewed in Ontario.

The government has announced it will be introducing legislation related to the renewal of licence plates in the coming days, and more details regarding the proposed changes will be released over the coming months.

It is important to note the Government of Ontario is not eliminating licence plate renewals nor is it proposing changes to the plate denial process. The introduction of a new plate renewal process will not change the way municipalities collect unpaid fines.

Plate denial information will continue to support municipal fine collection. As a plate nears its expiry date, the automated system will check if the plate has fines, outstanding tolls, or insurance issues. If the plate has none of these issues, it will be renewed automatically for one year. If the plate has any of these issues, renewal will not proceed and the vehicle owner will be notified that they need to take action, which will include paying any fines or their plate will expire.

Expired plates will continue to be subject to roadside enforcement.

MTO and partner ministries have consulted with key stakeholders, including municipal court managers, throughout the development of this proposal. Further consultations will be held in spring 2024 to discuss the proposal in more detail.

We thank you for your support on this important initiative.

If you have further questions, please contact Katie De Palma at katie.depalma@ontario.ca.

Sincerely,

Jonathan Lebi, Assistant Deputy Minister
Ministry of Transportation

**Ministry of the Environment,
Conservation and Parks**

Environmental Assessment
Modernization Branch

135 St. Clair Avenue West
4th Floor
Toronto ON M4V 1P5

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

Direction de la modernisation des processus
d'évaluation environnementale

135, avenue St. Clair Ouest
4^e étage
Toronto ON M4V 1P5



February 16, 2024

Greetings,

The Ministry of the Environment, Conservation and Parks (ministry) continues to take action to modernize Ontario's environmental assessment (EA) program.

Building on our [spring 2023 proposal](#) to evaluate environmental assessment (EA) requirements for municipal infrastructure projects, I would like to inform you about a new proposal arising out of the spring proposal. This new proposal is to revoke the Municipal Class EA and make a regulation under the *Environmental Assessment Act* that will clearly identify which municipal infrastructure projects are subject to the streamlined EA process and the process they must follow. This approach will help us eliminate unnecessary burden on lower-impact projects and reduce duplicative requirements.

As you may be aware, Ontario has been working to modernize its almost 50-year-old environmental assessment program since 2019. We have been working to make changes that will reduce delays on infrastructure projects that matter most to Ontario communities, while maintaining appropriate environmental oversight and consultation opportunities.

In July 2020, Ontario amended the *Environmental Assessment Act* (EA Act) to enable moving to a project list approach. To fully implement these changes, regulations are needed to list projects subject to comprehensive EA (i.e. Part II.3 projects), list projects subject to streamlined EA regulation requirements (Part II.4 projects), and set out the streamlined EA process for Part II.4 projects. The streamlined EA project list and process regulations will eventually replace the current complex system of class environmental assessments that apply to certain types of projects. It is the ministry's vision that the modernized streamlined regulations will eliminate duplication and provide clear expectations regarding consultation and defined timelines while maintaining environmental protections.

Implementation of the 2020 EA Act amendments started with the proposal for projects that will be subject to comprehensive (Part II.3) EA requirements, which remains under consideration. The new proposal is premised on the comprehensive EA project list proposal being implemented, and the relevant EA Act amendments proclaimed into force.

The ministry is seeking your feedback as we develop the first of the streamlined EA project lists and process regulations. The proposed regulation would set out municipal infrastructure projects undertaken by municipalities, that will be subject to the new Part

11.4 of the amended Act. These projects would be required to undertake a streamlined EA process set out in the regulation (the proposed Municipal Project Assessment Process (MPAP)).

The proposed streamlined MPAP would be a time-limited process. The proposed regulation would create a six-month timeline for the process. The regulation would be accompanied by guidance for proponents of projects subject to the new regulation. The guidance would help Indigenous communities and the public understand the process and how to get involved in a project.

For more information about this proposal, please visit <https://ero.ontario.ca/notice/019-7891>. Please note that the comment period ends on March 17, 2024.

Please do not hesitate to contact the ministry's EA Modernization team at EAmmodernization.mecp@ontario.ca with any questions you may have.

Sincerely,



Annamaria Cross
Director, Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks



From the Office of the Clerk
 The Corporation of the County of Prince Edward
 T: 613.476.2148 x 1021 | F: 613.476.5727
 clerks@pecounty.on.ca | www.thecounty.ca

February 16, 2024

Please be advised that during the regular Council meeting of February 13, 2024 the following resolution regarding support for a review of the Ontario Works and Ontario Disability Support Program Financial Assistance Rates was carried.

RESOLUTION NO. 2024-81

DATE: February 13, 2024

MOVED BY: Councillor Roberts

SECONDED BY: Councillor Hirsch

WHEREAS poverty is taking a devastating toll on communities, undermining a healthy and prosperous Ontario, with people in receipt of Ontario Works and Ontario Disability Support Program being disproportionately impacted;

WHEREAS the cost of food, housing, medicine, and other essential items have outpaced the highest inflation rates seen in a generation;

WHEREAS people in need of social assistance have been legislated into poverty, housing insecurity, hunger, poorer health, their motives questioned, and their dignity undermined;

WHEREAS Ontario Works (OW) Financial Assistance rates have been frozen since 2018 (\$733 per month);

WHEREAS Ontario Disability Support Program (ODSP) benefit rates have been increased by 6.5 per cent as of July 2023 to keep up with inflation, however even with the increase, ODSP rates still fall below their value in 2018 (\$1,376 when adjusted for inflation) and significantly below the disability-adjusted poverty line (\$3,091 per month)

WHEREAS OW and ODSP rates do not provide sufficient income for a basic standard of living and, as a result, hundreds of thousands of people across Ontario who rely on these programs live in poverty;

WHEREAS the poverty risk profile for Prince Edward County created by Vital Signs states that 10.1% - 13.5% of County residents are living on low income;



From the Office of the Clerk
 The Corporation of the County of Prince Edward
 T: 613.476.2148 x 1021 | F: 613.476.5727
 clerks@pecounty.on.ca | www.thecounty.ca

WHEREAS designated Service Managers are doing their part, but do not have the resources, capacity, or tools to provide the necessary income and health related supports to people experiencing poverty; and

WHEREAS leadership and urgent action is needed from the Provincial Government to immediately develop, resource, and implement a comprehensive plan to address the rising levels of poverty in Ontario, in particular for those on Ontario Works and Ontario Disability Support Programs;

THEREFORE BE IT RESOLVED THAT the Council of Prince Edward County joins the Town of Orangeville to calls on the Provincial Government to urgently:

- a) At least double Ontario Works and ODSP rates and index rates to inflation, answering calls already made by “Raise the Rates” campaign and the “Income Security Advocacy Centre”;
- b) Commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen;
- c) Commit to jointly working between the Ministry of Children, Community, and Social Services and the Ministry of Health on the best methods of assessing client needs and then matching those in need to the services they require;

AND FURTHER THAT a copy of this resolution be sent to the Minister of Children, Community, and Social Services, the Minister of Health, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, Prince Edward Lennox and Addington Social Services, the Eastern Ontario Wardens Caucus, and all Ontario Municipalities.

CARRIED

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Hirsch, and Marcia Wallace, CAO

February 8, 2024

Rural Ontario Municipal Association
 Attn: Board of Directors
 Via email roma@roma.on.ca

Ontario Good Roads Association
 Attn: Board of Directors
 Via email info@goodroads.ca

Via email

RE: return to combined ROMA and OGRA conferences

Dear ROMA & OGRA Board of Directors,

During the February 5, 2024 regular meeting of council, council in response to a notice of motion from Deputy Mayor Joel Field the following resolution passed:

MOVED: Bill Clark

SECONDED: Chad Hyatt

WHEREAS as a past attendee of combined conferences, it makes great sense for the OGRA & ROMA conferences to be returned to a combined conference effort, not only financially for the municipality but also for availability for participation of members of Council and staff; and

WHEREAS these conferences afford a vital opportunity for delegations with members of our provincial parliament, returning to a combined conference provides a better respect to their availability and participation; and

WHEREAS during the 2019 OGRA conference AGM a resolution was passed regarding the re-establishment of an annual combined conference for both OGRA & ROMA; and

WHEREAS it is understandable that little movement has happened since the resolution at the 2019 OGRA conference AGM was passed, due to delays of the COVID-19 pandemic; and

WHEREAS not all persons who wish to attend can do so in person, that a hybrid participation option be considered for the sessions;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Petrolia call upon both the ROMA & OGRA boards to re-establish a combined OGRA & ROMA annual conference.

FURTHERMORE that this resolution be forwarded to Premier Doug Ford, Minister Paul Calandra, MPP Bob Bailey and be circulated to Municipalities of Ontario; as amended

Carried

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

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc:

Premier Doug Ford premier@ontario.ca
Hon. Paul Calandra Paul.Calandra@pc.ola.org
MPP Bob Bailey, Sarnia-Lambton bob.bailey@pc.ola.org
Ontario Municipalities

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

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



Received
Feb 14/24



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

I hereby give notice that the 12th Concession Drain is out of repair and request that:

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

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

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

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

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

The following work is required:

replace existing access bridge - too narrow

Property Description: Lot 9 Concession 13 Roll Number _____

911 address 7000 LaSalle Lane

Dated at the Municipality of Brooke-Alvinston this 13 day of February, 2024

Jim Holbrook
Name-please print

Name-please print

J. Holbrook
Signature

Signature

Telephone: [Redacted]

Cell _____

Email address: [Redacted]

tel.com.ca

Additional Comments if any:



Petition for Drainage Works by Owners Form 1

Drainage Act, R.S.O. 1990, c. D.17, clause 4(1)(a) or (b)

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

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

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

The area requires drainage includes approx. 60 acres in the west half of Lot 10, Concession 1 and a portion of the Little Ireland Road road allowance in Concession 1.



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

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the Drainage Act for a drainage works. In accordance with sections 10(4), 48 and 38(1) of the Drainage Act, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

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

Contact Person (Last Name) Parkins (First Name) Thomas

Address Road/Street Number 2392 Road/Street Name Little Ireland Rd

Location of Project Lot W1/2 L10 Concession 1 Municipality Brooke-Alvinston Former Municipality (if applicable) Brooke

- What work do you require? (Check all appropriate boxes)
[] Construction of new open channel
[X] Construction of new tile drain
[] Deepening or widening of existing watercourse (not currently a municipal drain)
[] Enclosure of existing watercourse (not currently a municipal drain)
[] Other (provide description)

Name of watercourse (if known)

Estimated length of project 300 metres

General description of soils in the area clay

- What is the purpose of the proposed work? (Check appropriate box)
[] Tile drainage only
[] Surface water drainage only
[X] Both

Petition filed this day of , 20

Name of Clerk (Last, first name) Signature

Proposed Resolution
Appoint R. Dobbin Engineering Inc.
under Section 4 of the Drainage Act

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

Number	Property Description
2342	CON 1 PTLot 10 RR 2SR11181 Parts 1 and 2 93.44 acers.
Ward or Geographic Township	Parcel Roll Number
Brooke	02700

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

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
Parkins, Thomas Scott	Tom Parkins	2024/02/09
Howes, Wendy Anne	Wendy Howes	2024/02/09
Howe-Parkins, Glyn Matthew	Glyn Parkins	2024/02/09

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation.
Position Title	Date (yyyy/mm/dd)

Number	Property Description
Ward or Geographic Township	Parcel Roll Number

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

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation.
Position Title	Date (yyyy/mm/dd)

Check here if additional sheets are attached Clerk Initial

Petitioners become financially responsible as soon as they sign a petition.

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act, R.S.O. 1990, c. D. 17 sub. 6(1).*
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act, R.S.O. 1990, c. D. 17 sub. 10(4).*
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act, R.S.O. 1990, c. D. 17 s. 43.*
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act, R.S.O. 1990, c. D. 17 s. 61.*

Notice of Collection of Personal Information

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

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



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Lasalle Line Reconstruction
Meeting: Council - 22 Feb 2024
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That the Council of the Municipality of Brooke-Alvinston acknowledge the report provided by the Public Works Superintendent regarding the construction of LaSalle Line; and that Council waives the requirements for a competitive process in favour of a negotiated process with McKenzie & Henderson for the provision of hauling crushed gravel for the construction of LaSalle Line (west) to the site for the reason that the Public Works Superintendent has worked with this supplier in the past and has obtained a price for the product that is within the draft budgeted amount; has the preferred equipment for consistent unloading of the gravel; and was the low tender in September 2023 when the job was tendered.

Background:

In September 2023 we tendered for the supply, haul and spreading with hopper type equipment of approximately 21,000 tonnes of granular M with minimum 60% crushed.

McKenzie and Henderson were the low tenders at \$456,327.90.

Due to weather events and seasons changing, it was realized that the timing was too delayed to start the project and Council approved the stockpiling of the material to be used in the Spring / Summer of 2024. McKenzie & Henderson weighed and hauled all material to the MTO site.

In preparation of the construction, we wish to secure the hauling of the material not only for our planning but also for the haulers.

The municipal procurement bylaw stipulates that:

The acquisition of all goods and/or service having an estimated value greater than \$10,000 shall be obtained using a Request for Tender / Proposal process and may require vendor pre-qualification. The requirements of the competitive process may be waived under the authority of the Council of the Municipality of Brooke-Alvinston. In this case, the competitive process will be replaced by the negotiated method. Should the negotiated method of purchase be employed, the Council of the Municipality of Brooke-Alvinston must clearly state that this was the case and give the justification for the decision (By-law 64 of 2016 s. 7.04 (b))

Comments:

We are recommending this process for the following reasons:

- 1) McKenzie & Henderson have weighed the material when delivered to the MTO and by using McKenzie & Henderson this process is eliminated
- 2) McKenzie & Henderson have the equipment to drop material in all spots with hydro wires and other obstacles not being an issue
- 3) Mackenzie Henderson has all the proper equipment to load and haul the material
- 4) We have a good working relationship with Mackenzie & Henderson , they are aware of the work, will plan to be ready for us and would like to see the work through and get the job done for the Municipality.

Financial Considerations:

Mackenzie & Henderson offered a price of \$3.80 per tonne plus \$20,000.00 for loading equipment, usage and movement of equipment. The 2024 budget has allocated \$175,000 for the road construction which includes this pricing in addition to new culverts and grinding.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accessory Building
Meeting: Council - 22 Feb 2024
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the property owner of 3164 Nauvoo Road be permitted to construct an accessory building prior to the main use on the lot provided an agreement with the following conditions is met and once a final commitment letter from the builder is received.

Background:

Property municipally known as 3164 Nauvoo Road has been purchased with the intent of the purchaser to build a new home and accessory building . A letter of intent to build has been submitted to the Municipality.

The Property owner has requested consideration of Council to construct an outbuilding prior to house construction for safe keeping of tools and other equipment necessary (see attached letter).

The request to build the accessory building does not comply with the municipal zoning by-law prior to the main use being constructed.

Comments:

Conditions to consider in allowing the request:

- Applicant to submit site drawing with all proposed buildings and structures with height proposed and to include setbacks and site triangle
- Planning staff to review design to ensure compliance with zoning
- If compliant, applicant to apply for Building Permit for all buildings and structures
- Submit a contract or letter of intent with Builder (currently on file)
- Agreement with municipality with \$7,500 security deposit to be returned upon dwelling occupancy permit
- Agreement to be registered on title with applicant paying full cost
- Agreement to be approved by Council with expiry of Agreement one year
- Extension of Agreement to be approved by Council with 6 month increment extensions
- Non-compliance: Municipality retains \$7,500 security and shop to be demolished

The property owner has reviewed this report and is satisfied with the conditions.

Financial Considerations:

None associated at this time.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Council Remuneration - 2023
Meeting: Council - 22 Feb 2024
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Statement of Council Remuneration and Expenses attached, provided as required by the Municipal Act.

Background:

Section 284 of the Municipal Act requires that the treasurer, each year, on or before March 31, to provide the council with an itemized statement of remuneration and expenses paid in the previous year to each member in respect of his or her services as a member of council.

Comments:

The statement is a public record. It will be published on the website and posted in the municipal office.

ATTACHMENTS:

[Council Remuneration 2023 Report](#)

MUNICIPALITY OF BROOKE-ALVINSTON

Statement of Council Remuneration - 2023
as per Council Remuneration By-law 5 of 2011

	Yearly Honorariu	Regular Council	Special Council	Committee Meetings	Seminars & Conferences	Expenses	Total
Mayor David Ferguson	\$4,800.00	\$3,675.00	\$1,225.00	\$1,400.00	\$875.00	\$1,859.95	\$13,834.95
Councillor Frank Nemcek	\$2,700.00	\$3,275.00	\$900.00	\$700.00	\$300.00	\$1,991.53	\$9,866.53
Councillor Craig Sanders	\$2,400.00	\$2,550.00	\$1,050.00	\$600.00	\$450.00	\$2,271.65	\$9,321.65
Councillor Don McCabe	\$2,400.00	\$3,450.00	\$900.00	\$2,500.00	\$1,050.00	\$2,469.18	\$12,769.18
Councillor Jennifer Redick	\$2,400.00	\$3,300.00	\$1,050.00	\$600.00	\$450.00	\$2,424.98	\$10,224.98
TOTAL	\$14,700.00	\$16,250.00	\$5,125.00	\$5,800.00	\$3,125.00	\$11,017.29	\$56,017.29

Stephen Ikert

Stephen Ikert
Treasurer

8-Feb-24

per section 284, Municipal Act S.O. 2001, C. 25



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2024 Large Item Event
Meeting: Council - 22 Feb 2024
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That one municipal large item disposal event be held June 3-7, 2024 and that the large item disposal event procedure as outlined be approved.

Background:

In 2021 the Municipality tried a new initiative of having Large Item Day being replaced with Large Item Week. The week long event has been well received by the public in 2021, 2022 and 2023.

Comments:

Having the Large Item week provides more flexibility for the residents in dropping their items off. We would like to arrange the disposal week over 5 consecutive days (Monday-Friday) the week of June 3-7, 2024 at the following times:

Monday	10 am- 3 pm
Tuesday	10 am- 7 pm
Wednesday	10 am- 3 pm
Thursday	10 am- 7 pm
Friday	8 am-12 noon

The gates would be locked each evening. Pickard's would receive ample notice of the event.

The procedure would be:

- Two staff with equipment on site at the former MTO location on Nauvoo
- Residents enter the area and unload their vehicles themselves where indicated
- Staff can assist with large items by using the backhoe
- Steel, tires and electronics would have their own designated areas as current practice

By hosting the event in June, weather will be better and staffing more available.

Financial Considerations:

\$13,000 has been budgeted for the week event.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Lambton County Municipal Association Banquet
Meeting: Council - 22 Feb 2024
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the March 28, 2024 regular session of Council be adjusted from 4:30 p.m. to xxxx to accommodate the LCMA banquet being held in Camlachie.

Background:

The Lambton County Municipal Association annual meeting and banquet is held yearly. The Municipality is a member and as Clerk, I recently completed my term on the board.

Comments:

2024 marks the 175th anniversary of Lambton County. Council and staff will be receiving invitations shortly. Mark your calendars.

The meeting / banquet will be held on March 28th in Camlachie with a social hour at 5:30 pm and dinner at 6:30 pm.

The evening is a nice opportunity to meet and mingle with current and former politicians and current and former municipal and County employees in Lambton County.

Financial Considerations:

Membership (\$220) is paid yearly by the Municipality.

ATTACHMENTS:

[LCMA Banquet invitation](#)

Janet Denkers

From: Leah Klompstra <leah.klompstra@county-lambton.on.ca>
Sent: February 8, 2024 1:23 PM
To: Janet Denkers
Subject: LCMA Membership Renewal & Banquet Registration (Brooke-Alvinston)

Dear Council and Senior Staff:

We are excited to invite you to the 2024 LCMA Annual Meeting & Banquet and are looking forward to a great event.

Please see the information below to renew your membership and register for the Annual Meeting & Banquet.

LCMA Membership Renewal

Membership for the 2024 year is **\$220** per municipality. This payment can be made online through the following link:

[LCMA Membership Renewal Form](#)

LCMA Annual Meeting & Banquet Registration

We are excited to welcome presenters from Lambton County's Cultural Services Division to this year's Annual Meeting & Banquet, who will be taking us on a journey through Lambton County's history as we mark Lambton's 175th anniversary this year.

Location: Camlachie Community Centre
6767 Camlachie Rd, Camlachie, ON N0N 1E0

Date: **Thursday, March 28, 2024**

Time: Social hour at 5:30 p.m.
Dinner at 6:30 p.m.

Once your membership has been renewed, you will be eligible for 5 complimentary tickets to the 2024 LCMA Banquet. To register for the banquet, please click the following link. **One person will complete the form on behalf of each municipality**, and you will be emailed a digital receipt.

You will also be able to purchase additional tickets through the online form at the following link for **\$30** each.

Registration closes Monday, March 11th at 4:30 p.m.

**** Please note, each Municipality is asked to bring two gifts to be included in the raffle at the event.**

*Before registering, please have the names of **all** individuals attending the event – you will be required to enter the names of the individuals attending for the 5 complimentary tickets, as well as any additional tickets you purchase.*

If you need to purchase additional tickets after this form has been completed, please contact Leah Klompstra at leah.klompstra@county-lambton.on.ca.

[LCMA Annual Meeting & Banquet Registration Form](#)



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2024 Revised Draft Budgets
Meeting: Council - 22 Feb 2024
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council approve the 2024 Draft Budgets as revised for General Operating and Capital and for Water and Sewer Operating and Capital, including the related Budgeted Reserves and Reserve Fund Contributions/withdrawals.

Background:

The Draft 2024 Budgets were presented at the January 24, 2024 Council meeting and were again discussed at the February 8, 2024 Council meeting. The following adjustments have been made:

General Taxation Operating and Capital Budgets

- The Fire Capital Budget was reduced by \$9,815 by removing 2 radios and reducing the Firehall office & training room upgrades. A Monitor for P3 was added which will be funded by Memorial Donations.
- The Public Works Capital Budget was increased by \$3,226 to account for the actual cost of our yearly tractor upgrade (based on the hour meter).
- The Recreation & Culture Capital Budget was reduced by \$3,000 by removing the upgrades to the sound systems for the auditorium and upper hall (\$10,000) and by adding Safety Netting (\$7,000) for the arena. \$5,000 less is budgeted to be taken from Community Centre Reserves to fund 2024 Capital Expenditures.
- There were also some year end adjustments made to 2023 which affected the budgeted surplus from 2023 available to be used in 2024. The most notable adjustment was for year end gravel and other inventories which allowed a projected/budget increase of \$50,000 in Public Works/Roads Reserves.

Water and Wastewater Operating and Capital Budgets

- The Water and Wastewater 2023 Projections/Actuals were updated to reflect actual expenditures incurred.
- As a result, the 2024 Operating and Capital Budgets were adjusted to reflect the capital work completed in 2023 and the resulting Budgeted Capital work to be completed in 2024.

Comments:

General Taxation - Operating and Capital Budgets:

The net result is that the revised General Operating and Capital budgeted tax requirement is \$3,505,730 or an increase of \$197,004 over 2023. This represents a 5.95% increase in taxes

collected or a 6.61% increase in our local tax rate, assuming the County makes no changes to the Tax Ratios.

This will equate to a a local (municipal) tax increase of:

- \$53.42 for each \$100,000 of assessed value for properties in the Residential Tax Class, and
- \$12.07 for each \$100,000 of assessed value for properties in the Farm Tax Class.

At this time Lambton County has not yet set its Budget/Tax Rates and the Province has made no changes to the Education Tax Rates.

Water and Wastewater Budgets:

The Water and Wastewater Operating Budgets are funded through Water and Wastewater Rates which are set to increase 1% and 4%, respectively, as per By-law 6 of 2023. Any excess of Revenues over Expenditures goes to their respective Reserve Funds which in turn funds their Capital Budgets. The current rates/increases appear to be sufficient to sustain the Operating and Capital requirements.

ATTACHMENTS:

[2024-BA-Budgets - updated for February 22, 2024](#)

COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS				CAPITAL				TOTAL BUDGET				2023 to 2024 BUDGET DIFF
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	
GENERAL BUDGET													
EXPENDITURES													
GENERAL GOVERNMENT													
1 COUNCIL	57,400	81,587	24,187	75,650			-		57,400	81,587	24,187	75,650	18,250
2 COUNCIL SUPPORT	187,575	178,221	(9,354)	198,250			-		187,575	178,221	(9,354)	198,250	10,675
3 ADMINISTRATION	368,483	349,108	(19,375)	389,430	62,500	66,224	3,724	35,000	430,983	415,332	(15,651)	424,430	(6,553)
	613,458	608,916	(4,542)	663,330	62,500	66,224	3,724	35,000	675,958	675,140	(818)	698,330	22,372
PROTECTION													
4 FIRE - ALVINSTON	274,379	282,466	8,087	302,731	385,000	352,259	(32,741)	63,385	659,379	634,725	(24,654)	366,116	(293,263)
5 FIRE - WATFORD	5,540	4,588	(952)	6,221			-		5,540	4,588	(952)	6,221	681
6 FIRE - ADMINISTRATION	52,500	48,821	(3,679)	50,000			-		52,500	48,821	(3,679)	50,000	(2,500)
7 POLICE	391,901	390,901	(1,000)	393,868			-		391,901	390,901	(1,000)	393,868	1,967
8 CONSERVATION AUTHORITY	27,443	27,443	-	30,216			-		27,443	27,443	-	30,216	2,773
9 INSPECTIONS & CONTROL	46,900	49,842	2,942	46,500			-		46,900	49,842	2,942	46,500	(400)
10 EMERGENCY MEASURES	3,450	3,255	(195)	3,450			-		3,450	3,255	(195)	3,450	-
	802,113	807,316	5,203	832,986	385,000	352,259	(32,741)	63,385	1,187,113	1,159,575	(27,538)	896,371	(290,742)
TRANSPORTATION SERVICES													
11 ROADS - MATERIALS & SERVICES	868,750	709,139	(159,611)	753,750	682,500	442,898	(239,602)	1,378,250	1,551,250	1,152,037	(399,213)	2,132,000	580,750
12 PUBLIC WORKS OVERHEAD	690,756	644,629	(46,127)	752,367	-	-	-	-	690,756	644,629	(46,127)	752,367	61,611
13 VEHICLES & EQUIP	174,500	139,087	(35,413)	165,000	406,800	203,011	(203,789)	205,726	581,300	342,099	(239,201)	370,726	(210,574)
14 SNOW REMOVAL	32,250	28,740	(3,510)	32,250	-	-	-	-	32,250	28,740	(3,510)	32,250	-
15 STREET LIGHTS - ALVINSTON	13,000	12,550	(450)	14,000	-	-	-	-	13,000	12,550	(450)	14,000	1,000
16 STREET LIGHTS - INWOOD	7,500	8,512	1,012	7,750	-	-	-	-	7,500	8,512	1,012	7,750	250
	1,786,756	1,542,657	(244,099)	1,725,117	1,089,300	645,909	(443,391)	1,583,976	2,876,056	2,188,566	(687,489)	3,309,092	433,037
ENVIRONMENTAL													
17 STORM SEWER	68,252	68,252	-	68,252					68,252	68,252	-	68,252	-
18 WASTE COLLECTION/DISPOSAL	95,961	97,295	1,334	102,964	-	-	-	-	95,961	97,295	1,334	102,964	7,003
19 RECYCLING	84,500	84,409	(91)	26,133	-	-	-	-	84,500	84,409	(91)	26,133	(58,367)
	248,714	249,957	1,243	197,349	-	-	-	-	248,714	249,957	1,243	197,349	(51,364)

COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS				CAPITAL				TOTAL BUDGET				2023 to 2024 BUDGET DIFF	
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)		(13)
EXPENDITURES cont'd														
HEALTH														
20 HOSPITAL/CEMETERIES - DONATIONS	5,750	5,750	-	5,750			-		5,750	5,750	-	5,750		-
21 CEMETERY OPERATIONS	85,904	56,711	(29,193)	61,487	-	-	-	-	85,904	56,711	(29,193)	61,487		(24,417)
	91,654	62,461	(29,193)	67,237	-	-	-	-	91,654	62,461	(29,193)	67,237		(24,417)
RECREATION AND CULTURAL														
22 CANADA DAY	21,250	20,565	(685)	24,750	-	-	-	-	21,250	20,565	(685)	24,750		3,500
23 COMMUNITY CENTER / RECREATION	526,675	574,445	47,770	639,213	106,838	79,743	(27,095)	201,000	633,513	654,187	20,674	840,213		206,700
24 CC - CONCESSION/VENDING	3,500	4,649	1,149	4,400	-	-	-	-	3,500	4,649	1,149	4,400		900
25 INWOOD REC	8,266	13,757	5,491	9,342	34,058	38,006	3,948	5,000	42,324	51,763	9,439	14,342		(27,982)
26 LIBRARY - ALVINSTON	7,690	6,403	(1,287)	8,684	-	-	-	-	7,690	6,403	(1,287)	8,684		994
27 LIBRARY - INWOOD	5,313	4,383	(930)	5,387	-	-	-	-	5,313	4,383	(930)	5,387		74
	572,694	624,201	51,507	691,776	140,896	117,748	(23,148)	206,000	713,590	741,949	28,359	897,776		184,186
PLANNING AND DEVELOPMENT														
28 PLANNING & ZONING	16,500	12,504	(3,996)	32,500	-	-	-	-	16,500	12,504	(3,996)	32,500		16,000
29 COMMERCIAL INDUSTRIAL	12,250	8,008	(4,242)	13,750	-	-	-	10,000	12,250	8,008	(4,242)	23,750		11,500
30 POST OFFICE	40,000	46,505	6,505	44,000					40,000	46,505	6,505	44,000		4,000
31 AGRICULTURE & REFORESTATION	31,500	30,860	(640)	36,250					31,500	30,860	(640)	36,250		4,750
32 MUNICIPAL DRAIN WORK	470,000	992,418	522,418	650,000					470,000	992,418	522,418	650,000		180,000
33 TILE DRAIN LOANS	5,000	6,460	1,460	6,000					5,000	6,460	1,460	6,000		1,000
	575,250	1,096,755	521,505	782,500	-	-	-	10,000	575,250	1,096,755	521,505	792,500		217,250
OTHER/RESERVES														
34 RESERVES	20,718	29,378	8,660	30,000	-	-	-	-	20,718	29,378	8,660	30,000		9,282
35 RESERVE FUNDS		-	-	-					-	-	-	-		-
	20,718	29,378	8,660	30,000	-	-	-	-	20,718	29,378	8,660	30,000		9,282
36 TOTAL EXPENDITURES	4,711,356	5,021,642	310,285	4,990,296	1,677,696	1,182,140	(495,556)	1,898,361	6,389,052	6,203,782	(185,270)	6,888,656		499,604

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COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS				CAPITAL				TOTAL BUDGET				2023 to 2024 BUDGET DIFF	
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)		(13)
REVENUES														
FEES AND CHARGES														
37 GENERAL GOVERNMENT	16,800	15,936	(864)	15,500			-		16,800	15,936	(864)	15,500		(1,300)
38 INSPECTIONS & CONTROL	44,500	54,521	10,021	49,500			-		44,500	54,521	10,021	49,500		5,000
39 TRANSPORTATION	5,000	7,640	2,640	5,000			-		5,000	7,640	2,640	5,000		-
40 WASTE COLLECTION & RECYCLING	-	1,792	1,792	-			-		-	1,792	1,792	-		-
41 CEMETERY	85,904	56,711	(29,193)	61,487			-		85,904	56,711	(29,193)	61,487		(24,417)
42 COMMUNITY CENTER - ALVINSTON	196,750	233,047	36,297	241,150			-		196,750	233,047	36,297	241,150		44,400
43 CC - CONCESSION/VENDING	4,220	5,014	794	4,470			-		4,220	5,014	794	4,470		250
44 CANADA DAY	16,000	15,565	(435)	19,750			-		16,000	15,565	(435)	19,750		3,750
45 PLANNING FEES	9,000	8,162	(838)	7,000			-		9,000	8,162	(838)	7,000		(2,000)
46 HANGING BASKETS/COMMUNITY GROUP	2,860	3,010	150	3,000			-		2,860	3,010	150	3,000		140
47 POST OFFICE	50,000	60,371	10,371	55,000			-		50,000	60,371	10,371	55,000		5,000
48 MUNICIPAL DRAIN BILLINGS	330,000	716,153	386,153	435,000			-		330,000	716,153	386,153	435,000		105,000
49 TILE DRAIN LOANS	5,000	6,430	1,430	6,000			-		5,000	6,430	1,430	6,000		1,000
	766,034	1,184,351	418,317	902,857	-	-	-	-	766,034	1,184,351	418,317	902,857		136,823
MUNICIPAL														
50 BROOKE FIRE RESCUE	52,301	63,597	11,296	56,437	61,600	58,695	(2,905)	10,141	113,901	122,292	8,391	66,578		(47,323)
52 COUNTY POLICING GRANT, etc.	11,910	11,910	-	11,910	-	-	-	-	11,910	11,910	-	11,910		-
53 DONATIONS	-	15,614	15,614	-	17,500	31,768	14,268	525	17,500	47,381	29,881	525		(16,975)
	64,211	91,121	26,910	68,347	79,100	90,463	11,363	10,666	143,311	181,583	38,272	79,013		(64,298)
ONTARIO FUNDING														
54 OCIF - GRANT	-	-	-	-	593,253	400,000	(193,253)	589,268	593,253	400,000	(193,253)	589,268		(3,985)
55 EFFICIENCY FUNDING	-	-	-	-	-	(3,767)	(3,767)	-	-	(3,767)	(3,767)	-		-
56 PROVINCIAL - Other	-	-	-	-	-	-	-	-	-	-	-	-		-
57 OMRFA DRAIN SUPERINTENDENT GRANT	15,000	14,885	(115)	17,500	-	-	-	-	15,000	14,885	(115)	17,500		2,500
58 OMAFRA - DRAIN SUBSIDY GRANTS	140,000	276,287	136,287	215,000	-	-	-	-	140,000	276,287	136,287	215,000		75,000
59 OMPF - GRANT	453,900	453,900	-	397,700	-	-	-	-	453,900	453,900	-	397,700		(56,200)
	608,900	745,071	136,171	630,200	593,253	396,233	(197,019)	589,268	1,202,153	1,141,305	(60,848)	1,219,468		17,315

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COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS				CAPITAL				TOTAL BUDGET				2023 to 2024 BUDGET DIFF	
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)		(13)
REVENUES cont'd														
CANADA FUNDING														
60	FEDERAL - other			-	50,000	49,997	(3)	-	50,000	49,997	(3)	-	(50,000)	
61	FEDERAL CCBF (formerly GAS TAX)				-	-	-	408,268	-	-	-	408,268	408,268	
62	FEDERAL CANADA DAY	5,250	5,000	(250)	5,000			-	5,250	5,000	(250)	5,000	(250)	
		5,250	5,000	(250)	5,000	50,000	49,997	(3)	408,268	55,250	54,997	(253)	413,268	358,018
OTHER														
63	LICENCES, PERMITS, RENTS	16,130	16,640	510	16,330			-	16,130	16,640	510	16,330	200	
64	FINES AND PENALTIES	45,000	59,320	14,320	50,000			-	45,000	59,320	14,320	50,000	5,000	
65	OTHER REVENUES	64,500	124,384	59,884	84,500			-	64,500	124,384	59,884	84,500	20,000	
AREA RATINGS														
66	ALVINSTON AREA RATING	47,507	47,823	317	40,987			-	47,507	47,823	317	40,987	(6,520)	
67	INWOOD AREA RATING	17,210	17,441	231	15,655			-	17,210	17,441	231	15,655	(1,555)	
		64,717	65,264	547	56,642	-	-	-	64,717	65,264	547	56,642	(8,075)	
RESERVES/RESERVE FUNDS/FINANCING														
68	RESERVES	329,044	(19,932)	(348,976)	342,600	427,188	110,000	(317,188)	210,848	756,232	90,068	(666,164)	553,448	(202,784)
69	FINANCING			-		-	-	-	-	-	-	-	-	-
		329,044	(19,932)	(348,976)	342,600	427,188	110,000	(317,188)	210,848	756,232	90,068	(666,164)	553,448	(202,784)
TAXATION														
70	ADJUSTMENTS/WRITE-OFFS	(70,000)	(60,996)	9,004	(30,000)			-	(70,000)	(60,996)	9,004	(30,000)	40,000	
71	SUPPLEMENTAL	20,000	20,698	698	20,000			-	20,000	20,698	698	20,000	-	
72	UTILITY TRANSMISSION	15,000	15,442	442	15,400			-	15,000	15,442	442	15,400	400	
		(35,000)	(24,856)	10,144	5,400	-	-	-	(35,000)	(24,856)	10,144	5,400	40,400	
73	TOTAL REVENUES	1,928,786	2,246,363	317,578	2,161,876	1,149,541	646,693	(502,848)	1,219,050	3,078,326	2,893,056	(185,270)	3,380,926	302,599
74	NET EXPENDITURES OVER REVENUE	(2,782,570)	(2,775,278)	7,292	(2,828,420)	(528,155)	(535,448)	(7,292)	(679,311)	(3,310,726)	(3,310,726)	0	(3,507,730)	(197,005)
75	ADJUSTMENTS													
76	NET ADJUSTMENTS	-	-	-	-	-	-	-	-	-	-	-	-	-
77	TO BE RAISED BY TAXES								3,310,726	3,310,726	(0)	3,507,730		
									Tax Increase	197,004		5.95%		

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COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS					CAPITAL					TOTAL BUDGET					2023 to 2024 BUDGET DIFF
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		
WATER & SEWER BUDGETS																
ALVINSTON WATER SYSTEM																
ALVINSTON WATER REVENUES																
1	ONTARIO - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	FEDERAL - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	RESERVE FUNDS -withdrawal out	-	-	-	-	27,000	-	(27,000)	55,000		27,000	-	(27,000)	55,000		28,000
4	WATER - ALVINSTON	346,071	377,580	31,509	354,461	-	-	-	-		346,071	377,580	31,509	354,461		8,390
5	WATER - ALVINSTON - OTHER CHGS	-	-	-	-	-	-	-	-		-	-	-	-		-
TOTAL ALVINSTON WATER REVENUES		346,071	377,580	31,509	354,461	27,000	-	(27,000)	55,000		373,071	377,580	4,509	409,461		36,390
ALVINSTON WATER EXPENDITURES																
6	WATER - ALVINSTON	309,854	316,740	6,886	324,082	27,000	-	(27,000)	55,000		336,854	316,740	(20,114)	379,082		42,227
7	RESERVE FUNDS - transfer in	36,217	60,840	24,624	30,379	-	-	-	-		36,217	60,840	24,624	30,379		(5,838)
TOTAL ALVINSTON WATER EXPENDITURES		346,071	377,580	31,509	354,461	27,000	-	(27,000)	55,000		373,071	377,580	4,509	409,461		36,390
NET ALVINSTON WATER SURPLUS/EXPENDITURE		-	-	(0)	-	-	-	-	-		-	-	(0)	-		-

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COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS					CAPITAL					TOTAL BUDGET					
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 to 2024 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
WATER & SEWER BUDGETS																
ALVINSTON SEWER SYSTEM																
ALVINSTON SEWER REVENUES																
1	ONTARIO - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	FEDERAL - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	RESERVE FUNDS -withdrawal out	-	-	-	-	216,000	72,737	(143,263)	204,000		216,000	72,737	(143,263)	204,000		(12,000)
4	LOAN PROCEEDS	-	-	-	-	-	-	-	-		-	-	-	-		-
5	WASTE WATER - ALVINSTON	216,779	211,158	(5,621)	223,212	-	-	-	-		216,779	211,158	(5,621)	223,212		6,433
6	ALVINSTON OTHER SEWER CHGS	-	-	-	-	54,000	18,184	(35,816)	51,000		54,000	18,184	(35,816)	51,000		(3,000)
TOTAL ALVINSTON SEWER REVENUES		216,779	211,158	(5,621)	223,212	270,000	90,921	(179,079)	255,000		486,779	302,079	(184,700)	478,212		(8,567)
ALVINSTON SEWER EXPENDITURES																
7	WASTE WATER - ALVINSTON	179,055	183,753	4,698	189,705	270,000	90,921	(179,079)	255,000		449,055	274,674	(174,381)	444,705		(4,350)
8	RESERVE FUNDS - transfer in	37,724	27,405	(10,319)	33,507	-	-	-	-		37,724	27,405	(10,319)	33,507		(4,217)
TOTAL ALVINSTON SEWER EXPENDITURES		216,779	211,158	(5,621)	223,212	270,000	90,921	(179,079)	255,000		486,779	302,079	(184,700)	478,212		(8,567)
NET ALVINSTON SEWER SURPLUS/EXPENDITURE		-	-	-	-	-	-	-	-		-	-	-	-		0

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COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS					CAPITAL					TOTAL BUDGET					
	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 BUDGET	2023 Projections	OVER (UNDER)	2024 BUDGET	!	2023 to 2024 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
WATER & SEWER BUDGETS																
INWOOD SEWER SYSTEM																
INWOOD SEWER REVENUES																
1	ONTARIO - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	FEDERAL - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	RESERVE FUNDS -withdrawal out	-	-	-	-	54,000	18,184	(35,816)	51,000		54,000	18,184	(35,816)	51,000		(3,000)
4	LOAN PROCEEDS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	WASTE WATER - INWOOD	62,715	62,715	-	65,221	-	-	-	-	-	62,715	62,715	-	65,221	-	2,506
6	INWOOD SEWER CAPITAL & CONNECTION	59,856	59,731	(125)	59,556	-	-	-	-	-	59,856	59,731	(125)	59,556	-	(300)
TOTAL INWOOD SEWER REVENUES		122,570	122,445	(125)	124,776	54,000	18,184	(35,816)	51,000		176,570	140,629	(35,941)	175,776		(794)
INWOOD SEWER EXPENDITURES																
7	WASTE WATER - INWOOD	108,860	105,050	(3,811)	110,908	54,000	18,184	(35,816)	51,000		162,860	123,234	(39,626)	161,908		(953)
8	RESERVE FUNDS - transfer in	13,710	17,395	3,685	13,869	-	-	-	-		13,710	17,395	3,685	13,869		159
TOTAL INWOOD SEWER EXPENDITURES		122,570	122,445	(125)	124,776	54,000	18,184	(35,816)	51,000		176,570	140,629	(35,941)	175,776		(794)
NET INWOOD SEWER SURPLUS/EXPENDITURE		-	-	0	-	-	-	-	-		-	-	-	-		(0)

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MUNICIPALITY OF BROOKE-ALVINSTON
2024 DRAFT CAPITAL PROPOSALS - DETAIL by DEPARTMENT

<u>DEPARTMENT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
GENERAL GOVERNMENT	COPIER/PRINTER/COMPUTERS	35,000	New Computers and Copier/Printer/Scanner
		<u>35,000</u>	
BROOKE FIRE RESCUE	EQUIPMENT	4,185	Monitor for P3 (Memorial Donations)
	BUNKER GEAR	14,000	Bunker gear - 4 sets @ \$3,500 each
	BUILDING	20,000	Firehall office & training room upgrades
	EQUIPMENT	13,200	Rope rescue equip, canopy, gen, lighting
	TRAINING EQUIPMENT	12,000	Training pad build
		<u>63,385</u>	
PUBLIC WORKS	ROAD REHABILITATION	175,000	Finish LasSalle Line West Reconstruction of Base
	MAJOR CULVERT CONSTRUCTION	75,000	Replace 2 Large Culverts
	CONSTRUCTION	1,113,250	Railroad, Elm, Centre storm water and roads
	CONSTRUCTION	15,000	Sidewalks
	TRACTOR	10,726	Yearly tractor upgrade
	PLOW TRUCK(S)	195,000	Truck Chassis & Plow, ordered 2022, not receiving until 2024
		<u>1,583,976</u>	
RECREATION & CULTURE	BUILDING - EQUIPMENT	12,000	Compressor Room Vent Stack upgrade
	REFRIGERATION SYSTEM	150,000	Replace Condenser
	ARENA NETTING	7,000	Safety Netting
	FIXTURE UPGRADES	20,000	Replace toilets with commercial grade
	BUILDING - UPGRADES	12,000	Dressing Room Doors - replace
		<u>201,000</u>	
INWODD & ALVINSTON	EQUIPMENT / SIGNAGE	5,000	New Flag pole and new town signs - Inwood
	EQUIPMENT / SIGNAGE	10,000	New garbages, tree cages & banners - Alvinston
		<u>15,000</u>	
TOTAL CAPITAL - TAXATION BUDGET		<u>1,898,361</u>	
CAPITAL - WATER & SEWER			
ALVINSTON SEWER	PLANT EQUIPMENT	180,000	Bar Screens, sludge pumps, mixers (not complete in 2023)
ALVINSTON SEWER	PLANT EQUIPMENT	75,000	Blowers, fine bubble diffusers, HVAC
ALVINSTON WATER	CONTRACTOR	55,000	Leak detection
TOTAL CAPITAL - WATER AND SEWER		<u>310,000</u>	

**MUNICIPALITY OF BROOKE-ALVINSTON
2024 RESERVE CONTRIBUTION/WITHDRAWAL PROPOSALS**

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	2022 Actual	-----2023 Budgeted-----		----- 2023 Projected -----		-----2024 Budgeted-----			
	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>	<u>Adjustments</u>	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>
RESERVES									
BUDGET SURPLUS	318,056	-	(324,432)	(6,376)	348,976	342,600	-	(342,600)	-
WORKING CAPITAL	874,612	-	(4,612)	870,000		870,000	-	-	870,000
ELECTION	-	5,000	-	5,000	-	5,000	5,000	-	10,000
GENERAL	475,000	-	-	475,000		475,000	-	-	475,000
MUNICIPAL BUILDING	40,000	-	-	40,000		40,000	-	-	40,000
BROOKE FIRE RESCUE	135,000	-	(135,000)	-	8,660	8,660	-	(8,660)	-
ROADS	564,282	15,718	(250,000)	330,000	275,000	605,000	-	(165,000)	440,000
COMMUNITY CENTER	137,188	-	(42,188)	95,000	42,188	137,188	25,000	(37,188)	125,000
CANNABIS IMPLEMENTATION	20,000	-	-	20,000		20,000	-	-	20,000
ALVINSTON LIGHTING	5,000	-	-	5,000	-	5,000	-	-	5,000
TOTAL RESERVES	<u>2,569,138</u>	<u>20,718</u>	<u>(756,232)</u>	<u>1,833,624</u>	<u>674,824</u>	<u>2,508,448</u>	<u>30,000</u>	<u>(553,448)</u>	<u>1,985,000</u>
Deferred Revenue (Restricted Grants)									
Ontario Community Infrastructure Fund (OCIF)	278,538	314,715	(593,253)	-	217,346	217,346	371,922	(589,268)	-
Canada Community Benefit Fund (CCBF - formerly Gas Tax)	232,094	89,074	-	321,168	4,807	325,975	82,293	(408,268)	-
TOTAL DEFERRED REVENUE	<u>510,631</u>	<u>403,789</u>	<u>(593,253)</u>	<u>321,168</u>	<u>222,153</u>	<u>543,321</u>	<u>454,215</u>	<u>(997,536)</u>	<u>-</u>
GRAND TOTAL	<u>3,079,769</u>	<u>424,507</u>	<u>(1,349,485)</u>	<u>2,154,792</u>	<u>896,977</u>	<u>3,051,769</u>	<u>484,215</u>	<u>(1,550,984)</u>	<u>1,985,000</u>

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2023 - 2024 WATER & WASTEWATER RESERVE FUNDS

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	2022 Actual	2023 Budgeted		2023 Projected		2024 Budgeted			
	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>	<u>Adjustments</u>	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>
SEWER - Alvinston	133,252	87,724	(216,000)	4,976	140,259	145,235	83,507	(204,000)	24,741
SEWER - Inwood	44,996	13,710	(54,000)	4,706	41,971	46,677	13,869	(51,000)	9,546
WATER - Alvinston	167,680	36,217	(27,000)	176,896	35,828	212,724	30,379	(105,000)	138,103
ALVINSTON GENERAL	<u>63,654</u>	<u>20,000</u>	<u>(50,000)</u>	<u>33,654</u>	<u>34,032</u>	<u>67,686</u>	<u>20,000</u>	<u>-</u>	<u>53,654</u>
Total Reserve Funds	\$ 409,581	\$ 157,650	\$ (347,000)	\$ 220,232	\$ 252,090	\$ 472,321	\$ 147,754	\$ (360,000)	\$ 226,043

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THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

By-Law Number 18 of 2023

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

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

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

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

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

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

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

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

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator

SCHEDULE A
ADMINISTRATIVE SERVICES FEES
 By-Law Number xx of 2024

DESCRIPTION	FEE OR CHARGE
Tax Certificates or Water Certificates (each)	\$40.00
Zoning Certificates	\$55.00
Return Cheque charge	\$35.00
Fax – local exchange	\$1.00/transmission
Fax – long distant exchange	\$3.00/transmission
Fax – overseas	\$7.50/transmission
Fax – received will be charged the same rates as a photo copy	
Black & White copies	
Photocopies – letter (per side)	\$ 0.50 per sheet
Photocopies – legal (per side)	\$ 0.50 per sheet
Photocopies – 11 x 17 (per side)	\$ 0.50 per sheet
Colour copies	
Photocopies – letter (per side)	\$ 1.25 per sheet
Photocopies – legal (per side)	\$ 1.75 per sheet
Photocopies – 11 x 17 (per side)	\$ 2.50 per sheet
Interest on all accounts and charges other than taxes	1.25% per month
Commissioning Signatures (non ratepayer)	\$5.00 per signature
Tax Bill Reprint / Statement	\$10.00 per bill
License to conduct a Lottery	
For local community group - prize value < than \$1,000.00	\$5.00
For local community group - prize value > than \$1,000.00	\$25.00
A local community group is defined as a not for profit organization operating in the municipality, the proceeds of which are used for community projects within Brooke-Alvinston.	
All other licenses	3% of the prize value
Break Open	3% of the prize value
Vendor Fee or patio license (per season)	\$200.00
POA Processing Fees	\$50.00
Administration fees for preparing historical information for ratepayers and/or their representative(s), providing certified copies of by-laws or preparation of other material shall be charged, at the discretion of the Treasurer, a fee based on costs incurred for time spent by municipal staff, as well as the charges above as they may apply.	\$40/hr - Staff; \$60/hr - Manager

**SCHEDULE B
BUILDING PERMIT FEES
By-Law Number xx of 2024**

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

**SCHEDULE C
ANIMAL CONTROL FEES**

By-Law Number xx of 2024

DESCRIPTION		YEARLY FEE OR CHARGE
Kennel licence		\$125.00
Dogs:		
Altered / Unaltered		
First dog > 3 mo	Valid rabies certificate	\$25.00
Second dog > 3 mo	Valid rabies certificate	\$25.00
Altered / Unaltered		
First dog > 3 mo	No Valid rabies certificate	\$45.00
Second dog > 3 mo	No Valid rabies certificate	\$45.00
1 st Restricted dog	Valid rabies certificate	\$150.00
	No rabies certificate	\$200.00
Replacement tags		\$10.00
Redemption Fee (dog impoundment)	First offence	\$125
Redemption Fee (dog impoundment)	2nd offence - same dog	\$275
Redemption Fee (dog impoundment)	3+ offence - same dog	\$300

**SCHEDULE D
FIRE & EMERGENCY SERVICES FEES
By-Law Number xx of 2024**

DESCRIPTION	FEE OR CHARGE
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Emergency 911 Civic addressing:

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

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

**SCHEDULE E
PUBLIC WORKS DEPARTMENT FEES
By-Law Number xx of 2024**

DESCRIPTION	FEE OR CHARGE
Road Occupancy Permit	\$150.00; plus a \$2,500 refundable deposit
Culvert – one allowable / property (8m)	Owner pays costs for culvert over 8m
Drains – road crossings	50% owner; 50% municipality
Laneways	1 access / assessed property owner; additional laneways at owner’s expense
Equipment/manpower rates for any customer work performed work:	
Backhoe	\$95/hr
Dump truck	\$95/hr
Foreman	\$60/hr
Laborer	\$45/hr
Gravel (delivery extra)	\$25/tonne
Cement Gravel	\$25/tonne
Rip Rap	\$55/tonne
Culverts, and other items not listed	Cost, plus 5%
Sale of used material (e.g. culverts) shall be at a cost determined by the Public Works Manager.	

**SCHEDULE F
PLANNING AND DEVELOPMENT FEES
By-Law Number xx of 2024**

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

SCRCA = St. Clair Region Conservation Authority

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

**SCHEDULE G
FREEDOM OF INFORMATION FEES
By-Law Number xx of 2024**

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

**SCHEDULE H
PROPERTY STANDARDS FEES**

By-Law Number xx of 2024

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

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

SCHEDULE I
BROOKE-ALVINSTON-INWOOD COMMUNITY CENTRE FEES
 By-Law Number xx of 2024

DESCRIPTION	FEES/CHARGES <i>(H.S.T.extra, unless otherwise noted)</i>				
Effective Date (2024 rates are effective April 1, 2024)	2024	2025	2026	2027	2028
MAIN AUDITORIUM					
Daily Rental - Includes Kitchen & Bar (12 hr max)	\$605.00	\$623.00	\$642.00	\$661.00	\$681.00
Daily Rental -12 hour max -New Years	\$1,000.00	\$1,030.00	\$1,061.00	\$1,093.00	\$1,126.00
Daily Rental - Hall & Kitchen only (12 hr max)	\$566.00	\$583.00	\$600.00	\$618.00	\$637.00
Extra Day Set Up (7:30am-4:00pm)	\$225.00	\$232.00	\$239.00	\$246.00	\$253.00
Additional hourly setup (above extra day setup)	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Half Day Rental (4 hours or less)	\$305.00	\$314.00	\$323.00	\$333.00	\$343.00
Funeral Rental - Includes Kitchen & Bar	\$295.00	\$304.00	\$313.00	\$322.00	\$332.00
Kitchen only - per hour	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Bar supplies charge	\$55.00	\$57.00	\$59.00	\$61.00	\$63.00
Set up by staff (Tables/Chairs)	\$80.00	\$82.00	\$84.00	\$87.00	\$90.00
Booking deposit (due day of booking)	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00
Damage Deposit (refundable)	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
Youth Activity - Per Person - <i>H.S.T. Included</i>	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Summer fitness programs (Apr 1 - Sept 30)/hour	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Winter fitness programs (Oct 1 - Mar 31)/hour	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
Stag & Doe - Special Damage Deposit	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00
ICE (effective October 2024)					
Prime Time - per hour (4:00pm-12:00 midnight)	\$150.00	\$155.00	\$160.00	\$165.00	\$170.00
Non Prime Time - hourly (5am-4pm Mon-Fri, excluding Stat Holidays, School Holidays and School Professional Development Days)	\$100.00	\$103.00	\$106.00	\$109.00	\$112.00
Minor Sports - per hour	\$130.00	\$134.00	\$138.00	\$142.00	\$146.00
Non Prime Time Week Day/hour/elementary age child (9am-3:30pm on snow/fog days only) HST incl.	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Non Prime Time Week Day/hour/individual (walk-ins - 9am-3:30pm) HST incl.	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Moms & Tots	N/C	N/C	N/C	N/C	N/C
UPSTAIRS HALL & MEETING ROOM					
Hall - Full Day/Evening (Includes Kitchen/Bar)	\$140.00	\$144.00	\$148.00	\$152.00	\$157.00
Hall - Half Day/Evening (4 hours or less)	\$75.00	\$77.00	\$79.00	\$81.00	\$83.00
Hall - Service Club/Outreach Program Meeting	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Hall Set up Fee	\$40.00	\$41.00	\$42.00	\$43.00	\$44.00
Kitchen only (per hour)	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
Damage Deposit	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Summer fitness programs (Apr 1 - Sept 30)/hour	\$37.00	\$38.00	\$39.00	\$40.00	\$41.00
Winter fitness programs (Oct 1 - Mar 31)/hour	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Meeting Room (4 hours or less)	\$23.00	\$19.00	\$20.00	\$21.00	\$22.00
ARENA FLOOR					
Day/Night Rental - 12 hours maximum	\$577.00	\$594.00	\$612.00	\$630.00	\$649.00
Hourly Rate	\$65.00	\$67.00	\$69.00	\$71.00	\$73.00
BALL DIAMONDS & MISC					
Ball Diamond adult games / season	\$500.00	\$515.00	\$530.00	\$546.00	\$562.00
Ball Tournament 1 diamond / weekend	\$200.00	\$206.00	\$212.00	\$218.00	\$225.00
Ball Tournament 2 diamond / weekend	\$375.00	\$386.00	\$398.00	\$410.00	\$422.00
Additional liming fee - per game (if requested)	\$40.00	\$41.00	\$42.00	\$43.00	\$44.00
Minor Ball - Annual Fee/child (excludes T-ball)	\$14.00	\$1,078.00	\$1,110.00	\$1,143.00	\$1,177.00
Inwood Pavillion/day (12 hours or less - unstaffed)	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Alvinston Pavillion/day (12 hours or less - unstaffed)	\$70.00	\$72.00	\$74.00	\$76.00	\$78.00
Grounds Rental - per day (12 hours or less)	\$160.00	\$165.00	\$170.00	\$175.00	\$180.00
Grounds / Pavillion Clean Up Charge	\$180.00	\$185.00	\$191.00	\$197.00	\$203.00
Bodily Fluids Clean Up Charge (min extra charge)	\$200.00	\$206.00	\$212.00	\$218.00	\$225.00
Chairs - wooden (each)	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Tables - picnic or other wooden tables (each)	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Blackout fee - Private Event (per day)	\$462.00	\$476.00	\$490.00	\$505.00	\$520.00
Blackout fee - Public Event (per day)	\$229.00	\$236.00	\$243.00	\$250.00	\$258.00

**SCHEDULE J
WATER & SEWER CONNECTION/DISCONNECTION & RELATED FEES**

By-Law Number xx of 2024

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

**SCHEDULE K
MISCELLANEOUS FEES
By-Law Number xx of 2024**

DESCRIPTION	FEE OR CHARGE
Marriage Licences	\$100.00
Marriage Ceremonies	
- Normal Working Hours	\$250.00
- weekends / after hours	\$300.00
Advertising at BAICCC	
- Advertising – wall	\$125.00 + H.S.T.
- Advertising – boards	\$200.00 + H.S.T.
- Advertising – outer board	\$55.00 + H.S.T.
- Olympia - wrapping	Minimum \$1,050.00/year + H.S.T. (5 year contract) (Advertiser pays for wrapping charges)
- Olympia – individual business	\$150.00 + H.S.T. per ad
- Ice Lay Logos - 8 x 8	\$500.00 + H.S.T./season
- Ice Lay Logos - 4 x 4	\$300.00 + H.S.T./season
- Ice Lay Logos - 1 x 4	\$300.00 + H.S.T./season