



AGENDA

Council Meeting

4:30 PM - Thursday, October 10, 2024
Municipal Office

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- 7.4. **Treasurer's Report:** Budgeted Donation to Hospital Foundation(s) 53
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- 8.3. By-law 46 of 2024 - Tile Loan By-law 102 - 103
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9. NEW BUSINESS

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

- 12.1. By-law 47 of 2024 - Confirming By-law

13. ADJOURNMENT



MINUTES

Council Meeting

4:30 PM - Thursday, September 26, 2024
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, September 26, 2024, at 4:30 PM, in the Municipal Office, with the following members present:

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

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

Regrets:

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of September 12, 2024

Amendments were:

Councillor Redick requested that Optimist Project be changed to Community Project (motion 2024-236) - *special note -this was not in the minutes presented

Councillor McCabe requested the note under New Business for Doors Open Lambton be amended to reflect the correct date of September 28th; and that the typo in motion 2024-338 be corrected.

RESOLUTION-2024-339

Councillor Jenny Redick made a motion that the regular Council meeting minutes of September 12, 2024 be approved as amended. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

The Mayor noted that a concern was presented to staff regarding him discussing and voting on funds to the Brooke-Alvinston Community Fund of which is on the Board. He noted that he has been appointed to the Fund by Council, similar to members appointed to the SCRCA which provides him the opportunity to vote.

5 DELEGATIONS & TIMED EVENTS

a) Consideration of Drainage Works - Saunders Drain

There were no assessed owners present at the meeting.

RESOLUTION-2024-340

Councillor Craig Sanders made a motion that the meeting to consider the Saunders Report be opened. Councillor Don McCabe seconded the motion.

Carried

RESOLUTION-2024-341

Councillor Jenny Redick made a motion that the Engineer's Report on the Saunders Drain be adopted. Councillor Craig Sanders seconded the motion.

Carried

6 CORRESPONDENCE

- a) Municipal Correspondence

RESOLUTION-2024-342

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

Carried

- b) Request for Support - Central Family Health Team

RESOLUTION-2024-343

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston refer the request for \$300 to the Central Family Health Team to the 2025 budget deliberations. Councillor Craig Sanders seconded the motion.

Carried

7 STAFF REPORTS

- a) **Drainage Superintendent's Report:** - Drain Maintenance Requests

RESOLUTION-2024-344

Councillor Craig Sanders made a motion that R. Dobbin Engineering be appointed under s. 78 of the Drainage Act. Councillor Jenny Redick seconded the motion.

Carried

- b) **Public Works Superintendent's Report:** Proposed Monitoring Station

RESOLUTION-2024-345

Councillor Craig Sanders made a motion that Council make a motion to accept the request made by the St. Clair Region Conservation Authority (SCRCA). Councillor Don McCabe seconded the motion.

Carried

RESOLUTION-2024-346

Deputy Mayor Frank Nemcek made a motion that the SCRCA be requested to pay a fee for the use of the road allowance in placing of the monitoring station. Councillor Jenny Redick seconded the motion.

Carried

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

Councillor McCabe declared a Conflict of Interest and left the room.

RESOLUTION-2024-347

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston has no objections to the Hayter Memorial Tournament Committee obtaining a Special Occasion Permit for the 2024 Hayter Memorial Hockey Tournament (November 15-16, 2024) as the event is deemed an event of municipal significance to the community;

And that the Council of the Municipality of Brooke-Alvinston allow alcohol to be served in the stands at the 2024 Hayter Memorial Hockey Tournament games provided prescribed conditions are followed.

Councillor Craig Sanders seconded the motion.

Carried

- d) **Fire Chief's Report:** Updates to the Municipality of Brooke-Alvinston Establishing and Regulating Bylaw

RESOLUTION-2024-348

Councillor Jenny Redick made a motion that Council review and approve the presented changes to the existing Fire Department's Establishing and Regulating bylaw; and that if approved, the by-law be presented at the October 10th meeting for adoption. Councillor Craig Sanders seconded the motion.

Carried

- e) **Fire Chief's Report:** Amendment to the Automatic Aid Agreement between the Municipality, Village of Oil Springs and the Township of Enniskillen.

RESOLUTION-2024-349

Councillor Don McCabe made a motion For Council to review the addition of Appendix 'B' to the existing Automatic Aid Agreement, Bylaw 1 of 2023. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- f) **Treasurer's Report:** Financing Options for Arena Repair/Improvements

RESOLUTION-2024-350

Councillor Jenny Redick made a motion that the report from the Treasurer be received and filed. Councillor Craig Sanders seconded the motion.

Carried

- g) **Parks & Recreation Manager's Report:** BAICCC Improvements

RESOLUTION-2024-351

Councillor Jenny Redick made a motion that this report be received and filed as an update to all of the immediate upgrades done in the BAICCC in order to open for users (ice). Deputy Mayor Frank Nemcek seconded the motion.

Carried

8 BY-LAWS

- a) Saunders Drain - First & Second Reading

RESOLUTION-2024-352

Councillor Craig Sanders made a motion that By-law 42 of 2024 be read a first and second time. Councillor Jenny Redick seconded the motion.

Carried

- b) McTaggart Drain -Third & Final Reading

RESOLUTION-2024-353

Deputy Mayor Frank Nemcek made a motion that By-law 37 of 2024 be read a third and final time. Councillor Craig Sanders seconded the motion.

Carried

9 NEW BUSINESS

- a) Verbal report from the Fire Chief: proposed software purchase

The Fire Chief provided a verbal update on new software he is investigating and will report back at a future meeting.

- b) The Mayor noted the upcoming Fall Fair this weekend.
- c) Councillor McCabe noted the proposed increase of \$29k in the draft SCRCA budget.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2024-354

Councillor Don McCabe made a motion that By-law 43 of 2024 be read a first, second and third time and finally passed this 26th day of September, 2024. Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

Councillor Sanders made a motion to adjourn the meeting at 5:15 p.m..

Clerk-Administrator

Mayor

SCHEDULE OF ASSESSMENT

To replace two farm culverts in Lot 14, Concession 7; to replace one access culvert with lawn enclosure in Lot 15, Concession 7; and to provide maintenance provisions for future drainage works.

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Culverts		Channel		Total
					Benefit	Outlet	Benefit	Outlet	
6	W1/2 Lot 13	3.12	30-044	D. Van Damme	-	-	-	11.00	11.00
	E1/2 Lot 13	5.2	30-045	B. Ophof	-	1.00	-	19.00	20.00
	W1/2 Lot 14	5.20	30-046	1432234 Ontario Ltd.	-	8.00	-	19.00	27.00
	E1/2 Lot 14 & W1/4 Lot 15	6.74	30-047	1432234 Ontario Ltd.	-	11.00	-	24.00	35.00
7	NE 1/4 Lot 13	10.12	30-086	Jacob MacKellar Farms Ltd.	-	417.00	-	36.00	453.00
	S1/2 & pt. S1/4 Lot 13	22.27	30-088	L. Lightfoot	250.00	912.00	-	79.00	1,241.00
	W1/4 Lot 14	40.05	30-089	Jacob MacKellar Farms Ltd.	250.00	1,460.00	-	126.00	1,836.00
	pt. W1/2 Lot 14	0.42	30-090	Jacob MacKellar Farms Ltd.	-	17.00	-	1.00	18.00
	E1/2 Lot 14	40.47	30-091	5001702 Ontario Limited	28,385.00	9,282.00	-	131.00	37,798.00
	S1/2 Lot 15	39.86	30-092	1432234 Ontario Ltd.	250.00	6,353.00	-	142.00	6,745.00
	S1/2 N1/2 Lot 15	20.23	30-093	M. McRae	-	2,688.00	-	72.00	2,760.00
	N1/4 Lot 15	20.23	30-094	M. McRae	-	2,688.00	-	72.00	2,760.00
	W1/2 Lot 16	6.07	30-095	T M Bahro Farms Ltd.	-	807.00	-	22.00	829.00
	E1/2 Lot 16	3.24	30-096	J. Koncovy	-	430.00	-	12.00	442.00
8	E1/2 Lot 13	4.05	30-130	D. Gilroy	-	269.00	-	7.00	276.00
	W1/4 Lot 14	2.02	30-131	1551701 Ontario Inc.	-	134.00	-	4.00	138.00
	Ctr. 1/2 Lot 14	6.07	30-132	J. Douglas	-	807.00	-	22.00	829.00
	E1/4 Lot 14	2.02	30-133	D. McGugan	-	134.00	-	4.00	138.00
	W1/2 Lot 15	5.26	30-134	L. Gilroy	-	524.00	-	14.00	538.00
	E1/2 Lot 15	4.05	30-13601	E. Gilroy	-	538.00	-	14.00	552.00
	W1/2 Lot 16	16.19	30-13705	1152513 Ontario Ltd.	-	2,151.00	-	58.00	2,209.00
	E1/2 Lot 16	6.07	30-138	A. McEachren	-	484.00	-	13.00	497.00
Total Agricultural Lands					29,135.00	30,115.00	-	902.00	60,152.00

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Culverts		Channel		Total
					Benefit	Outlet	Benefit	Outlet	
Non Agricultural Lands									
6	pt. S1/2 Lot 15	0.62	30-09210	P. McTavish	14,192.00	57.00	-	4.00	14,253.00
Total Non Agricultural Lands					14,192.00	57.00	-	4.00	14,253.00
Municipal Lands									
	Shiloh Line	3.78		Municipality of Brooke-Alvinston	34,861.00	1,298.00	-	54.00	36,213.00
	Old Walnut Rd	2.53		Municipality of Brooke-Alvinston	-	1,470.00	-	27.00	1,497.00
	Brooke Line	1.21		Municipality of Brooke-Alvinston	-	482.00	-	13.00	495.00
Total Municipal Lands					34,861.00	3,250.00	-	94.00	38,205.00
Total Area 277.09					78,188.00	33,422.00	-	1,000.00	112,610.00



Lambton Seniors Advisory Committee

Seniors Advisory Committee (SAC) Background



Throughout 2017-2019 NSCL and CLAS worked to identify the following concerns from seniors in Lambton County.

Staffing levels throughout the systems of care are low

Wait times for low-income Long-Term Care beds and Retirement Home space can be extremely long.

Many seniors learn about what services are available to them mainly through word-of-mouth.

There is a lack of communication to seniors about available services and how to access them.



SAC Background

In 2020, a task force of community agencies was formed to create the initial terms of reference for the Lambton Seniors Advisory Committee. The following rationale would guide the development:

- Lambton has an aging population
- Lambton County has a higher proportion of seniors compared to the province
- Seniors are identified as a priority population under the new Sarnia-Lambton Ontario Health Team
- It builds on Age-Friendly community planning initiatives in Lambton County
- It aligns with the County of Lambton's 10 Year Housing and Homelessness Plan and Lambton Public Health's Healthy Aging Strategic Priority





SAC Background

- The Seniors Advisory Committee held its inaugural meeting in February 2023
- Membership on the committee is for a term length of 2 years.
- The main premise the Committee operates under is all seniors are entitled to age safely and with dignity.
- The Seniors Advisory Committee reports to the Warden and County Council on issues that affect seniors in Lambton County





Seniors Advisory Committee Members

- Committee members include one senior representative from each of the 11 local County of Lambton municipalities, one County of Lambton Councillor, one County of Lambton staff member, and one member from Navigating Senior Care Lambton.



SAC Goal

- The Committee works to address the challenges experienced by seniors to ensure our local communities support healthy ageing.
- The guiding premise is that all seniors are entitled to age safely and with dignity.





SAC Functions

- Act as a liaison for seniors to enrich the health and quality of life for all seniors.
- Solicit input and act as a representative for issues that affect local seniors.





SAC Priorities

Advocate

Advocate for improved transportation services to reduce isolation of seniors.

Increase

Increase the sense of belonging of seniors to their community

Improve

Improve access to health care and wellbeing services by promoting community access points

Promote

Promote residents to plan for their elder years.

SAC Accomplishments



Members of the committee sit on the Age Friendly Expo planning committee.



SAC members are available to their communities for consultation through attendance at events like the Age friendly Expo



The SAC committee has prioritized transportation concerns and have advocated for Council initiatives



In partnership with the COL libraries the SAC has launched a campaign to educate residents on community supports through the Age Friendly Website

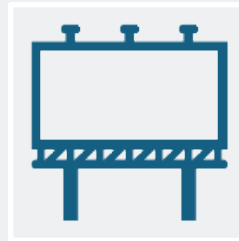


The SAC has educated members by utilizing guest speakers at committee meetings on topics such as system navigation and transportation

SAC Challenges



THE SAC HAS LIMITED ABILITY TO PROMOTE PRIORITIES DUE TO LACK OF FUNDING



A LACK OF RECOGNITION OF THE SAC COMMITTEE AS A SEPARATE ENTITY FROM OTHER COMMUNITY PARTNERS



LIMITED OPPORTUNITIES TO ADDRESS TRANSPORTATION BARRIERS IN THE COMMUNITY



Next Steps

1

Continue to support the SAC committee by seeking consultation on topics that affect seniors in the community.

2

Work with the SAC to hold/attend events in the community where networking with residents can occur.

3

Support requests from the SAC for input on projects that is informed by their outreach in the community.



Questions



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

Phone: 519.898.2173

Fax: 519.898.5653



October 1, 2024

NOTICE OF COURT OF REVISION Saunders Drain

Please be advised that the Brooke-Alvinston Council has set aside
Thursday, October 24, 2024 at 4:30 p.m.
for the Court of Revision for the Saunders Drain.

A copy of the Engineer's report was mailed to you on September 4, 2024. A first and second reading of By-law 42 of 2024 was done on September 26, 2024, at the meeting to consider the report. A copy is available upon request.

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

**Janet Denkers
Clerk Administrator**



PUBLIC NOTICE MINOR VARIANCE APPLICATION COMMITTEE OF ADJUSTMENT

APPLICATION NUMBER: **A001/24**
(Ken and Barb Alderman)

LOCATION OF PROPERTY: 3255 and 3259 Nauvoo Road
CON 6, PT LOT 18, RP 25R3621, PT 1

PURPOSE OF APPLICATION:

Relief from provisions of Table "A" of the Brooke-Alvinston Zoning By-law 9 of 2013 which requires a minimum front yard width of 30 metres whereas 7.62 metres is requested and a reduction in the rear yard setback from 7 metres to 3 metres. The requested variance is required as a condition of consent (B006/24) approval.

TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed Tuesday, October 29, 2024, at 9:00 a.m. for the purpose of a public hearing into this matter.

Signed, written submissions regarding the application will be accepted by the Secretary-Treasurer, at the address listed below, prior to the hearing. If you wish to submit written comments or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 12:00 p.m. noon on October 28, 2024. The public hearing will be held in person at the Municipal Office, located at 3236 River Street in Alvinston, Ontario N0N 1A0.

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

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

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

Additional information regarding the application will be available to the public for inspection at the Municipality of Brooke-Alvinston office, 3236 River Street, P.O. Box 28, Alvinston, Ontario N0N 1A0, during general office hours (8:30am to 4:30pm, Monday to Friday, excluding statutory holidays).



 Subject Property

Janet Denkers
Secretary-Treasurer
Committee of Adjustment

Email:
jdenkers@brookealvinston.com
Phone: 519-898-2173
Fax: 519-898-5653
Dated: October 1, 2024

FOR IMMEDIATE RELEASE
October 4, 2024



TOURISM
Sarnia-Lambton

**WORLD UNDER 17 HOCKEY CHALLENGE
 MEDAL ROUND & POOL A - B TICKET PACKAGES,
 LAMBTON SHORES & PETROLIA EXHIBITION GAMES
 NOW ON SALE**

LAMBTON COUNTY, ON – Hockey fans, get ready for an exhilarating experience! Mini Ticket Packages for Pool A & B games and the highly anticipated Medal Round Games of the 2024 World Under-17 Hockey Challenge are now on sale, along with the Full Tournament Ticket Packages!

The prestigious World Under 17 tournament is coming to Sarnia Lambton, in just four shortly weeks, November 1-9 and it will feature fierce competition among some of the world's top hockey nations, including Czechia, Sweden, Finland, USA, our Canadian Red and White teams.

Join us for three thrilling exhibition games taking place across Lambton County November 1st:

- Team Canada Red will face off against Sweden in Petrolia
- Canada White will battle the USA in Lambton Shores.
- Finland and Czechia will compete in Sarnia.

These exciting matchups are just a taste of the action that awaits fans in this remarkable tournament.

Tickets links can be found by visiting: <http://www.ontbluecoast.com/worldu17/>

Fans looking to purchase tickets for exhibition games in Lambton Shores and Petrolia will be directed to purchase tickets through Ticketscene, while all Sarnia tournament games will be played at Progressive Auto Sales Arena, and fans will be directed to the Sarnia Sting ticketing site or can visit the Sarnia Sting box office.

Don't miss out on your chance to witness the future stars of hockey showcase their skills and passion for the game. Tickets are expected to sell fast, so secure yours today!

Additionally, we invite local businesses and organizations to explore partner opportunities with us for this incredible event. Join us in making the 2024 World Under-17 Hockey Challenge a memorable experience for athletes and fans alike!

For tickets and partnership inquiries, please contact:

Tourism Sarnia Lambton
 519 336 3232
 MPerrin@TourismSarniaLambton.com



1455 Venetian Boulevard, Point Edward, Ontario N7T 7W7
 T: 1.800.265.0316 • 519.336.3232
 F: 519.336.3278
 E: info@tourismsarnialambton.com • www.tourismsarnialambton.com



Ontario Honours and Awards
Secretariat

Secrétariat des distinctions et prix de
l'Ontario

1075 Bay Street, 7th Floor
Toronto, Ontario M5S 2B1
Tel: 416-314-7526
Toll Free: 1-877-832-8622
www.mcm.gov.on.ca

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Toronto (Ontario) M5S 2B1
Télé : 416 314-7526
Sans frais : 1 877 832-8622
www.mcm.gov.on.ca

October 2024

Dear Friends,

Voluntarism is often described as the heartbeat of our communities. Recognizing volunteers for their selfless efforts formally acknowledges their essential role in addressing needs, building trust, and creating stronger communities across Ontario.

The province of Ontario recognizes the contributions of our volunteers in a number of impactful ways. It is my pleasure to invite you to consider nominating volunteers in your community for one or more of our volunteer recognition programs.

Ontario Volunteer Service Awards

Deadline: November 15, 2024

Organizations can nominate their volunteers for an Ontario Volunteer Service Award to recognize their continuous service ranging from five to 65 years. Youth (under 24 years old) can be recognized for two or more years of continuous service.

June Callwood Outstanding Achievement Award for Voluntarism

Deadline: December 15, 2024

Individuals and groups are recognized for outstanding commitment to volunteering and service to their community.

Nominations are reviewed by an independent selection committee who are appointed by the Minister of Citizenship and Multiculturalism.

Recipients are presented with this award during Volunteer Service Award ceremonies in their community.

To submit a nomination online, please register for the Ontario Honours and Awards Portal.

All nominations must be submitted electronically through the Ontario Honours and Awards Portal. Paper copies will not be accepted.

The Ministry will provide more information about the ceremonies to recognize these volunteers in early 2025.

If you have questions about the Ontario Volunteer Service Awards or the June Callwood Outstanding Achievement Awards, or how to submit a nomination online, please contact

Ministry of Agriculture,
Food and Agribusiness

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074

Ministère de l'Agriculture,
de l'Alimentation et de l'Agroentreprise

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074



Ontario

September 27, 2024

Janet Denkers
Clerk-Administrator
Municipality of Brooke-Alvinston
jdenkers@brookealvinston.com

Dear Ms. Denkers:

The governments of Canada and Ontario are investing up to \$1.5 million over four years to support international agri-food workers (IAWs) in Ontario through the new IAW Welcoming Communities Initiative. IAWs are key contributors to Ontario's \$51 billion agri-sector, and this investment reflects our commitment to attracting and retaining them. In doing so, we are helping to enhance their quality of life and supporting our goal of making Ontario the destination of choice for IAW's.

The IAW Welcoming Communities Initiative supports not-for-profits and municipalities such as yourself in delivering access to services and an inclusive and welcoming environment for IAWs. Eligible activities include developing translation supports, expanding transportation services, promoting cultural and recreational events, and more.

The IAW Welcoming Communities Initiative intake will open on October 8, 2024, to November 19, 2024. Successful projects can receive up to 75 per cent in cost-shared funding, up to a maximum of \$100,000. Applications demonstrating financial need may be eligible for a higher-level of cost-share funding. The initiative guidelines are available online: www.ontario.ca/page/international-agri-food-workers-welcoming-communities-initiative.

Please contact the Agricultural Information Contact Centre (AICC) by phone at 1-877-424-1300 or by e-mail at ag.info.omafa@ontario.ca if you have any questions.

Sincerely,

Rob Flack
Minister of Agriculture, Food and Agribusiness



Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

Ministry of Agriculture,
Food and Agribusiness

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074

Ministère de l'Agriculture,
de l'Alimentation et de l'Agroalimentaire

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074



Ontario

September 24, 2024

Janet Denkers
Clerk-Administrator
Municipality of Brooke-Alvinston
jdenkers@brookealvinston.com

Dear Ms. Denkers:

I am pleased to share that the governments of Canada and Ontario are investing up to \$1.5 million in our new Agricultural Workforce Equity and Diversity Initiative (AWEDI) to help minority groups start and grow businesses in the agri-food sector.

Funded through the Sustainable Canadian Agricultural Partnership (Sustainable CAP), AWEDI provides grants of up to \$100,000 to support agribusiness ventures led by underrepresented groups, including Indigenous peoples, 2SLGBTQI+ people, persons with disabilities, youth, women or members of French linguistic minority communities.

AWEDI is open to applications from organizations, research bodies, municipalities or Indigenous communities. Successful projects will support underrepresented groups in accessing spaces and equipment to grow or process agri-food products, as well as resources to help with financing.

Applications will open on October 8, 2024, and will be open until December 3, 2024.

Our government is committed to increasing the entrepreneurial diversity of our agricultural sector through our Grow Ontario Strategy. AWEDI will reinforce additional efforts our government has taken to cultivate agri-food talent, while enabling more Ontarians to share in the success of our growing agri-food industry. Should you have any questions about this or any other Ministry programs, please call 1-877-424-1300.

Sincerely,

Rob Flack
Minister of Agriculture, Food and Agribusiness



Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

Good afternoon,

Today, the ministry posted a proposal on the Environmental Registry of Ontario to consult on proposed amendments to O. Reg. 208/19, and O. Reg. 172/03 to allow transit authorities such as Metrolinx to make changes to municipal sewage and drinking water distribution works that are part of transit projects, helping deliver this critical infrastructure faster while maintaining environmental safeguards.

The proposal would designate transit authorities such as Metrolinx as “prescribed persons” under O. Reg. 208/19 and define water distribution works that Metrolinx constructs as part of a municipal drinking water system under O.Reg. 172/03. This would enable transit authorities to construct or alter sewage or water distribution infrastructure as part of transit projects under the authority of the municipality’s Consolidated Linear Infrastructure (CLI) Environmental Compliance Approval (ECA) or drinking water works permit, helping to get important transit projects built faster and ensuring environmental requirements are being met.

The proposal is posted for a 45-day comment period and closes on November 11 2024.

As with the current requirements, the alterations would need to be completed in accordance with conditions of the municipality’s CLI ECA or drinking water works permit, including meeting ministry design standards.

By eliminating the need for individual applications for sewage or water distribution works that eventually will be owned by the municipality, the proposed changes would help expedite and streamline the approvals process for alterations to municipally owned sewage or water distribution works delivered as part of transit projects.

More information about these proposed changes is available on the Environmental Registry of Ontario here: <https://ero.ontario.ca/notice/019-8728> which can also be used to provide feedback on this proposal.

If you have any questions, please reach out to Carolyn Coulson, Senior Program Advisor at: carolyn.coulson@ontario.ca.

Thank you,

Heather Malcolmson,
Director, Client Services and Permissions Branch
Environmental Assessment and Permissions Division

Oct. 3, 2024

To the Municipality of Brooke-Alvinston,

The citizens of Brooke-Alvinston and Watford have nowhere to dump furniture and other garbage that will not fit in our garbage bins.

I went to the township office to ask where to take over-sized garbage (ex. Mattresses, Furniture), and was told to take it to Watford.

When I called Watford Landfill, the price was \$160 per ton.

Why does Toronto get to dump their garbage there and we can't?

I believe in London, it's \$35 per truck load.

Bruce Robins
7981 Railroad Line
Alvinston
519-615-4468





The Corporation of the City of Temiskaming Shores
 Regular Council Meeting
 Tuesday, September 17, 2024

Resolution

Provincial decision regarding alcohol sales in convenience stores and locations that sell fuel to drivers, and the development of a comprehensive provincial alcohol strategy

Resolution No. 2024-332

Moved by: Councillor Whalen

Seconded by: Councillor Wilson

Whereas excessive consumption of alcohol has a negative impact on many communities because of detrimental health effects, road safety, and other harms; and

Whereas the number of cases of individuals driving under the influence are increasing in Ontario, and the Timiskaming District has recently seen its highest rate ever for impaired driving infractions with 10 in April of 2024; and

Whereas jurisdictions with broader access to alcohol have higher rates of driving under the influence and crashes associated with alcohol; and

Whereas alcohol causes at least seven types of cancer and is a risk factor for, disease, disability and premature death, and is a direct cause of 4,300 deaths and 195,000 emergency department visits per year in Ontario; and

Whereas alcohol related emergency department visits increased 18 percent after the introduction of alcohol sales in grocery stores in Ontario; and

Whereas 35 percent of youth in grades 10 and 11 in the Timiskaming District have indicated that they consumed alcohol at 13 years or younger; and

Whereas 49 percent of youth in grades 10 and 11 in the Timiskaming District have been drunk at least once in their life; and

Whereas alcohol related harms cost the Ontario economy 7 billion dollars a year; and

Whereas alcohol is a factor in many domestic, sexual and physical assaults in Ontario; and

Whereas most tax revenue generated by the sale of alcohol goes to the province yet the costs and harms that are alcohol related are borne by the municipalities in the form of policing and social services and public health costs.

Therefore be it resolved that Council for the City of Temiskaming Shores requests the Government of Ontario reverse their decision to allow alcohol to be sold in more locations and implement the following recommendations:

1. Permit municipalities to opt out of retail alcohol expansion;
2. Grant municipalities the powers to use zoning to determine where new alcohol retail locations are acceptable;
3. Not permit alcohol sales within 150 m of schools, daycares, or substance use facilities;
4. Prohibit the sale of Alcohol at gas stations;
5. Require health warning labels on all alcohol containers;
6. Dedicate a portion of provincial alcohol revenue to addressing alcohol related harms; and
7. Develop and implement a comprehensive provincial alcohol strategy, in partnership with municipalities, that prioritizes health and safety and considers the costs associated with alcohol consumption.

Further that a copy of this resolution be provided to the Honourable Doug Ford, Premier of Ontario; the Honourable Sylvia Jones, Deputy Premier and Minister of Health; the Honourable Doug Downey, Attorney General; the Honourable Prabmeet Sarkaria, Minister of Transportation; John Vanthof, MPP Timiskaming Cochrane; AMO; FONOM; ROMA; Temiskaming Municipal Association (TMA); Timiskaming Health Unit (Planet Youth Timiskaming); Temiskaming Shores OPP Detachment Board; and all Ontario Municipalities.

Carried

Certified True Copy
City of Temiskaming Shores



Logan Belanger
Municipal Clerk

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 7.4.
Resolution Number 2024-325
Title: Resolution stemming from May 15, 2024 Regular Meeting of Council - Item 10.1 -
 Correspondence #12
Date: August 14, 2024

Moved by: Councillor Loftus
Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports Resolution #26-24 passed by Public Health Sudbury and Districts, regarding recommendations for Government Regulations of nicotine pouches;
AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Premier of Ontario, Doug Ford; the Deputy Premier and Minister of Health, Sylvia Jones; our local member of Provincial Parliament (MPP); the Association of Municipalities of Ontario (AMO); the Public Health Sudbury & Districts; and all Ontario Municipalities.

CARRIED

MAYOR



Public Health
Santé publique
SUDBURY & DISTRICTS

April 22, 2024

VIA ELECTRONIC MAIL

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

Dear Premier Ford:

Re: Recommendations for Government Regulation of Nicotine Pouches

In July 2023, Health Canada gave approval to Imperial Tobacco Canada to sell Zonnic under the Natural Health Product Regulations as a Nicotine Replacement Therapy (NRT) product. Consequently, Zonnic is sold under the Health Canada approval without adhering to the restrictions of the Federal Tobacco and Vaping Products Act, 1997 and the Smoke-Free Ontario Act, 2017.

Since this time, nicotine pouches have become widely available to youth. These flavoured pouches can be legally purchased by those under 18 years of age in Ontario. The unrestricted sale, display, and promotion of nicotine pouches contribute to accessibility, normalization, and potential health hazards. Nicotine is highly addictive and its use, in any form, is unsafe for children¹ and youth². Exposure to nicotine can have adverse effects on the developing brains of children and youth and increases the likelihood of initiation and long-term use of tobacco².

In March 2024, Public Health Sudbury & Districts released an advisory alert to local health system partners sharing concerns related to nicotine pouches. Additionally, letters were sent to education directors, educators, and parents to increase awareness of the availability and risks of nicotine pouches to children and youth.

At its meeting on April 18, 2024, the Board of Health for Public Health Sudbury & Districts took further action and carried the following resolution #26-24:

Sudbury

1300 rue Paris Street
Sudbury ON P3E 3A3
t: 705.522.9200
f: 705.522.5182

Elm Place

10 rue Elm Street
Unit / Unité 130
Sudbury ON P3C 5N3
t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

1 rue King Street
Box / Boîte 58
St.-Charles ON P0M 2W0
t: 705.222.9201
f: 705.867.0474

Espanola

800 rue Centre Street
Unit / Unité 100 C
Espanola ON P5E 1J3
t: 705.222.9202
f: 705.869.5583

Île Manitoulin Island

6163 Highway / Route 542
Box / Boîte 87
Mindemoya ON P0P 1S0
t: 705.370.9200
f: 705.377.5580

Chapleau

34 rue Birch Street
Box / Boîte 485
Chapleau ON P0M 1K0
t: 705.860.9200
f: 705.864.0820

toll-free / sans frais

1.866.522.9200

phsd.ca



The Honourable Doug Ford
 April 22, 2024
 Page 2

WHEREAS Health Canada approved nicotine pouches for sale under the Natural Health Product regulations providing no restrictions on advertising or sale to children and youth; and

WHEREAS the unrestricted sale, display, and promotion of nicotine pouches contribute to their accessibility, the normalization of nicotine use, and potential health hazards; and

WHEREAS nicotine is highly addictive and its use, in any form, is unsafe for children and youth; and

WHEREAS exposure to nicotine can have adverse effects on the developing brains of adolescents and young adults and increases the likelihood of initiation and long-term use of tobacco products; and

WHEREAS the emergence of nicotine pouch products occurred rapidly without requiring adherence to the restrictions of the federal Tobacco and Vaping Products Act, 1997, and the Smoke-Free Ontario Act, 2017; and

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts strongly encourage Health Canada to take immediate action to close the regulatory gap that permits the sale of nicotine pouches to youth under 18 years of age; and

FURTHER THAT the Board of Health urge Health Canada to strengthen regulations to restrict the sale of new and emerging tobacco and nicotine products, ensuring that nicotine availability to children and youth never occur again; and

FURTHER THAT the Board of Health for Public Health Sudbury & Districts strongly encourage the Government of Ontario to exclusively sell nicotine pouches from behind pharmacy counters, limit their display in retail settings, and restrict their promotion, especially to youth; and

FURTHER THAT the Government of Ontario expand the Smoke-Free Ontario Strategy to create a comprehensive, coherent public health-oriented framework for the regulation of vaping and all nicotine-containing products.

We strongly encourage the Government of Ontario to follow immediately the Government of British Columbia and the Government of Québec to exclusively sell nicotine pouches in pharmacies, specifically behind the counter. This decision reduces product availability, restricts their promotion, and limits their display in retail settings.

Until tighter restrictions of nicotine pouches are implemented, the widely available and accessible product will continue to expose children and youth to nicotine. The Board of Health for Public Health Sudbury & Districts strongly encourages the Government of Ontario to expand the Smoke-Free Ontario Strategy to create a comprehensive, coherent public health-oriented framework for the regulation of vaping and all nicotine-containing products.

The Honourable Doug Ford
 April 22, 2024
 Page 3

We thank you for your speedy attention to this important issue, and we continue to look forward to opportunities to work together to promote and protect the health of Ontarians.

Sincerely,



René Lapierre
 Chair, Board of Health



M. Mustafa Hirji, MD, MPH, FRCPC
 Acting Medical Officer of Health and Chief Executive Officer

cc: Honourable Mark Holland, Minister of Health of Canada
 Honourable Sylvia Jones, Deputy Premier and Minister of Health
 Honourable Ya'ara Saks, Canada's Minister of Mental Health and Addictions and Associate Minister of Health
 Honourable Michael Parsa, Minister of Children, Community and Social Services
 Yasir Naqvi, Parliamentary Secretary to the Minister of Health, Honorable Mark Holland
 Dr. Kieran Moore, Chief Medical Officer of Health of Ontario
 France Gélinas, Member of Provincial Parliament, Nickel Belt
 Jamie West, Member of Provincial Parliament, Sudbury
 Michael Mantha, Member of Provincial Parliament, Algoma-Manitoulin
 Viviane Lapointe, Member of Parliament, Sudbury
 All Ontario Boards of Health
 Association of Local Public Health Agencies

¹ U.S. Department of Health and Human Services. (2014). "The Health Consequences of Smoking-50 Years of Progress: A Report of the Surgeon General."

<https://www.ncbi.nlm.nih.gov/books/NBK294308/#ch5.s2>

² National Center for Chronic Disease Prevention and Health Promotion (US) Office on Smoking and Health. (2016). "E-cigarette Use Among Youth and Young Adults: A Report of the Surgeon General."

Retrieved on January 30, 2024 from

www.cdc.gov/tobacco/sqr/ecigarettes/pdfs/2016_sqr_entire_report_508.pdf.



Friday, September 27, 2024

Sent via email
premier@ontario.ca

Hon. Doug Ford
 Premier of Ontario
 Legislative Bldg, Rm 281
 Queen's Park
 Toronto, Ontario M7A 1A1

Dear Premier Ford,

Re: Roadside Zoos Legislation

On Sunday, August 18, 2024 the Western Ontario Wardens' Caucus passed the following motion:

Moved by B. Clarke, seconded by K. Marriott:

“THAT this report titled “Roadside Zoos” be received and filed; and

THAT the Western Ontario Wardens' Caucus pass the following resolution and forward to all 117 municipalities in Western Ontario;

WHEREAS Ontario has more private non-native (“exotic”) wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and,

WHEREAS the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native (“exotic”) wild animals in captivity; and,

WHEREAS non-native (“exotic”) wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and,

WHEREAS the keeping of non-native (“exotic”) wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and,

WHEREAS owners of non-native (“exotic”) wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and,

WHEREAS municipalities have struggled, often for months or years, to deal with non-native (“exotic”) wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and,

AND WHEREAS the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers'

Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

THEREFORE, BE IT RESOLVED THAT the Western Ontario Wardens' Caucus hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population;

AND BE IT FURTHER RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Premier of Ontario (premier@ontario.ca), Ontario Solicitor General (michael.kerzner@ontario.ca), Ontario Minister for Natural Resources and Forestry (graydon.smith@ontario.ca) and AMO (amo@amo.on.ca) , AMCTO (advocacy@amcto.com) , and MLEAO (mleo@mleoa.ca)." - **CARRIED**

Sincerely,



Glen McNeil,
Chair, Western Ontario Wardens' Caucus

cc:

Hon Michael Kerzner, Solicitor General
Hon. Graydon Smith, Minister for Natural Resources and Forestry
Association of Municipalities of Ontario
Association of Municipal Clerks and Treasurers
Municipal Law Enforcement Officers' Association
Western Ontario Municipalities



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



2024 CHRISTMAS CAMPAIGN

GIFT DONATION DEADLINE November 30, 2024

White Gift Sunday for churches December 2, 2024 (latest date)

It is **CRUCIAL** to have **ALL GIFT DONATIONS** in by this date. We understand this may make it a little more challenging for some and apologize in advance for ANY inconvenience this may cause and truly appreciate your patience and understanding. This will allow us a short time to do last minute shopping to ensure that there will be enough gifts for all the children in time for delivery.

GIFTS FOR ALL AGES ARE APPRECIATED

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



GIFT DEPOT LOCATION & HOURS

DROP OFF LOCATION

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

DROP OFF HOURS

November 12 - December 2, 2024 9AM – 5PM Monday to Saturdays
If you require any additional information, would like to donate toys **before Nov 12** or need to make alternate arrangements, please call Sandra or Nicola @ 226-349-8660 (please leave message)

FOOD DONATIONS, PACKING LOCATION & VOLUNTEERING

PACKING LOCATION

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

FOOD DONATIONS

Beginning Monday December 2 to December 15, food donations may be brought to the Church (gym foyer) during office hours. Monday to Thursday 9:30AM – 4PM. For other arrangements please call 226-349-8660.



****PLEASE DO NOT GO TO THE CHURCH OFFICE. Gym Foyer Doors will be unlocked.**

VOLUNTEERING

Volunteers are crucial and always needed. Please watch for upcoming details, or by calling 226-349-8660.

Please note: As this is a fast-paced and physically demanding job, we ask no children under the age of 12



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



2024 CHRISTMAS CAMPAIGN

RECEIVED

OCT 02 2024

September 2, 2024

Dear Friend of Christmas for Everyone

This is our **53rd annual campaign** and once again we are requesting your generous support to help fill the ever-growing needs of the less fortunate in our communities at Christmas. Christmas for Everyone provides Christmas food hampers and gifts for children age 16 and younger.

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

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

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

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

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

Thank you for your time, interest and generosity.

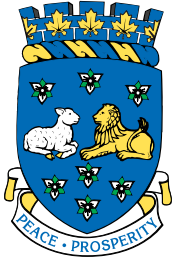
May we all have a wonderful Holiday Season!

Sandra Hartman
Coordinator

Nicola Daniel
Toy Dept Assistant

Lyn McManaman
Treasurer

Christmas 2023 Report
Hundreds of food boxes, gift cards and fresh vegetables were packed for over 450 families as well as numerous bags containing gifts for over 400 children. These were delivered throughout the County of Lambton by 13 volunteer County Fire Departments and volunteer drivers.



September 26, 2024

The Right Honourable Justin Trudeau, Prime Minister of Canada

Dear Prime Minister:

Re: Solve the Crisis

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on September 25, 2024, approved the following motion:

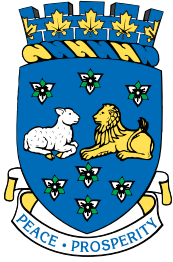
Whereas there is a humanitarian crisis in cities, large and small, urban and rural, across Ontario. We need immediate action at all levels of government, starting with the Province; and

Whereas the homelessness, mental health and addictions crisis continues to grow with 3432 drug related deaths in Ontario in 2023 as well as with an estimated 234,000 Ontarians experiencing homelessness and over 1400 homeless encampments across Ontario communities in 2023; and

Whereas the province has provided additional funding for mental health, addictions and homelessness programs, including the recently announced Homelessness and Addiction Recovery Treatment (HART) Hubs, it does not adequately address the growing crisis and the financial and social impact on municipalities and regions across the province; and

Whereas municipalities and regions are stepping up and working with community partners to put in place community-specific solutions to address this crisis, but municipalities and regions lack the expertise, capacity, or resources to address these increasingly complex health care and housing issues alone; and

Whereas this is primarily a health issue that falls under provincial jurisdiction and municipalities and regions should not be using the property tax base to fund these programs; and



Whereas there is no provincial Minister focused on this crisis leading to unanswered questions that span over a dozen ministries, and a lack of support to manage the increasing needs of those who are unhoused.

Now Therefore be it resolved that the Region of Waterloo supports the Solve the Crisis Campaign;

And calls on provincial and federal governments to commit to immediate action to solve the Humanitarian Crisis that Ontario is facing as the numbers of unhoused individuals and those suffering with mental health & addictions grows exponentially;

AND that the province officially makes Homelessness a Health Priority;

AND appoints a responsible Minister and Ministry with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports;

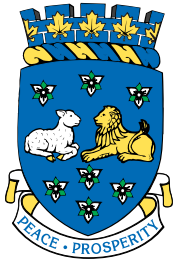
AND request that the provincial government strike a task force with broad sector representatives including municipalities, regions, healthcare, first responders, community services, the business community and the tourism industry to develop a *Made in Ontario Action Plan*;

AND that this provincial task force reviews current programs developed by municipalities, regions and community partners that have proven successful in our communities, to ensure that solutions can be implemented quickly and effectively to tackle this crisis.

AND provides the adequate, sufficient and sustainable funding to ensure that municipalities have the tools and resources to support individuals suffering with mental health and addictions, including unhoused people and those from vulnerable populations that may be disproportionately impacted;

And that this Council calls on the residents across the Region of Waterloo to join us in appealing to the provincial and federal governments for support by visiting SolveTheCrisis.ca and showing your support;

And further that a copy of this motion be sent to:



REGIONAL MUNICIPALITY OF WATERLOO

OFFICE OF THE REGIONAL CLERK

150 Frederick Street, 2nd Floor
 Kitchener ON N2G 4J3 Canada
 Telephone: 519-575-4400
 TTY: 519-575-4608
 Fax: 519-575-4481
www.regionofwaterloo.ca

- **The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada**
- **The Honourable Doug Ford, Premier of Ontario**
- **The Honourable Sylvia Jones, Deputy Premier and Minister of Health**
- **The Honourable Paul Calandra, Minister of Municipal Affairs and Housing**
- **The Honourable Michael Parsa, Minister of Children, Community and Social Services**
- **The Honourable Michael Tibollo, Associate Minister of Mental Health and Addictions**
- **Local and area MPs, MPPs and Heads of Council**
- **The Association of Municipalities of Ontario, Ontario's Big City Mayors and Mayors and Regional Chairs of Ontario**

Please accept this letter for information purposes only. If you have any questions please contact Regional Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

Please forward any written responses to this letter to William Short, Director, Council & Administrative Services/Regional Clerk
regionalclerk@regionofwaterloo.ca

Yours sincerely,

William Short, Director Council and Administrative Services/Regional Clerk

cc: Region of Waterloo Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

September 20, 2024

BY E-MAIL

Hon. Andrea Khanjin, Minister of the Environment, Conservation and Parks
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

Dear Minister Khanjin:

Ontario Deposit Return Program

I hope this letter finds you well. I am writing to formally address the recent discussions surrounding the Ontario Deposit Return Program, particularly regarding our community residents asking us about the recycling of nonalcoholic beverage plastics.

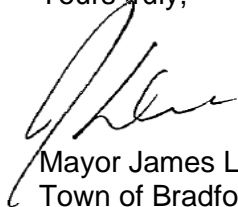
Whereas the Ontario Deposit Return Program has successfully incentivized the recycling of alcoholic beverage containers, resulting in the removal of over 204,000 tonnes of greenhouse gas emissions, we recognize the potential for similar success with nonalcoholic beverages.

The Ministry of the Environment, Conservation and Parks highlighted in their June 2023 letter that they are considering the adoption of a deposit-and-return system for nonalcoholic beverages. This initiative presents a unique opportunity to further promote recycling, reduce litter, and encourage sustainable practices among consumers.

Therefore, I am proud to announce that our Council endorses the expansion of the Ontario Deposit Return Program to include nonalcoholic beverage containers. We believe that this expansion will not only enhance environmental stewardship but also foster a culture of sustainability within our community.

We encourage all stakeholders to support this initiative and work collaboratively towards its implementation. Together, we can make a significant impact on our environment and set a positive example for future generations.

Yours truly,



Mayor James Leduc
Town of Bradford West Gwillimbury

CC:

Hon. Peter Bethlenfalvy, Minister of Finance
Hon. Caroline Mulroney, Member of Provincial Parliament for York-Simcoe
MPP Sandy Shaw, Opposition Environment, Conservation and Parks Critic
Ontario's Municipal Councils and Conservation Authorities



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Application to the Ministry of Sport: Community Sport and Recreation Fund (CSRIF)
Meeting: Council - 10 Oct 2024
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

Whereas the Ministry of Tourism, Sport and Recreation has announced the intake of applications for the Sport and Recreation Infrastructure Fund (CSRIF);
 And whereas the Brooke-Alvinston Inwood Community Centre Complex (BAICCC), has experienced substantial infrastructure failures in the ice plant area in 2024 in addition to significant deterioration in the arena floor;

And whereas staff have identified capital improvements and forecasted operational budgets each year in accordance with the municipal asset management plan and in most cases observance of immediate failure of infrastructure;

And whereas the arena floor has been noted to be in critical shape due to discernable cracks across the arena floor, the finding of decayed poly pipes and the unpredictability and the more common occurrence of brine leaks due to the floor conditions with the estimated price for replacement of the floor and piping being \$1,200,000;

And that the dehumidifier in the ice rink area of the BAICCC has reached its lifespan and as noted in the asset management plan is due for replacement in the year 2025 at an estimated cost of \$70,000;

And that the Compressor is similarly at the end of its lifespan and identified for replacement with an estimated cost of \$75,000;

And that the Chiller is similarly at the end of its lifespan and identified for replacement with an estimated cost of \$110,000;

And due to the total cost of the itemized infrastructure being \$1,750,000 and that the specified 50% cost sharing portion under the CSRIF fund is \$875,999 to be contributed by the Municipality or under special circumstances that 30% or \$525,000 be contributed with special consideration;

And because due to emergency purchases identified prior to the ice plant operation for the condenser (budgeted at \$137,00 + labour) , glycol loop (\$37,000) and brine pump (\$7,500 +

labour) in addition to labour costs exceed what was budgeted in 2024 and depleted the department reserves;

That staff be directed to make application under the Special Consideration Community Sport and Recreation Infrastructure Fund in the amount of \$1,750,000.

Background:

Applications are now being accepted for the CSRIF. The deadline is October 29th.

Comments:

Staff are currently in the process of drafting the application. In addition to the application submission, staff continually discuss and research options and studies including studies to decrease negative environmental impacts in the facility

Financial Considerations:

The Municipality is responsible for contributing up to 50% of the total amount applied for or in special circumstances, 30%. In a report from the Treasurer earlier, this would need to be financed.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Creative County
Meeting: Council - 10 Oct 2024
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That staff be directed to work with the St. Clair Region Conservation Authority (SCRCA) to submit an application for consideration to the Lambton Creative County Grant Program to commemorate the Campbell House.

Background:

In keeping the legacy alive and the history of the Campbell House at the AW Campbell Conservation Area, we would like to work with the SCRCA to make an application to the fund for some sort of recognition.

Comments:

With permission of Council, staff will connect with the SCRCA and submit an application for consideration.

Financial Considerations:

The County of Lambton has allocated a budget of \$75,000 in available funding for the 2025 program year



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Year-to-Date (to September 30) Budget to Actual Comparisons
Meeting: Council - 10 Oct 2024
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

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

Background:

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

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

Comments:

The year-to-date budget to actual results to September 30, 2024 are attached. Council is encouraged to review the year-to-date results.

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

Financial Considerations:

Overall most Operating Expenditures to-date are within budget. Some capital expenditures have been made to date. A brief overview of expenditures by department shows:

- **General Government** - Expenditures are generally just under budget overall - no capital expenditures have been made this year to date for computers or photocopier.
- **Protection Services** - Expenditures are generally just under budget overall.
- **Transportation Services** - Operating costs are generally under budget other than we had to replace three streetlight posts in the downtown area that were not budgeted for. Capital costs are below budget since the Railroad Street project isn't complete and it came in way under budget. We also purchased an Emergency Road Closure Trailer (not budgeted for), but we received a grant to cover the purchase.
- **Environmental Services** - Garbage and Recycling collection are on budget. However, Large garbage week cost more than budgeted.

- **Health Services** - Cemetery operations are on budget. The current year's hospital foundation donation has not been made to-date.
- **Recreation and Culture** - Operating costs for the Community Centre/Arena are over budget due mainly to the icemaking equipment repairs required identified at startup. On the capital side, the Community Centre grounds received an unbudgeted electrical upgrade which was offset with by a donation/ contribution from Alvinston Pro Rodeo; a new large screen TV and shot clock was also purchased/installed in the area for the Killer Bees (these were paid for by a donation). The budgeted condenser replacement has been installed, but there are have been a number of other issues discovered on installation/startup: needed a new Glycol Head; needed a new Brine Pump, etc.
- **Planning and Development** - Overall Planning and Development operating expenditures are under budget for the year due to: (1) planned zoning bylaw amendments that will not likely happen this year and (2) municipal drain work that is under budget to date (tends to happen in the fall after harvest).
- **Revenues** - most revenues are close to budget:
 - building permits are below budget;
 - ice rental and other community centre income is over budget due to longer ice season in the spring;
 - there has been more severance fee income this year than budgeted;
 - Municipal capital revenues/donations are above budget due to contributions/donations to fund electrical upgrades and a new TV and shot clock.
 - Provincial grant monies have been adjusted to reflect the lower than expected costs of the Railroad street project - can only use for infrastructure.
 - Reserve contributions are adjusted to balance the budget for timing differences in revenues and expenses.
- **Water and Sewer - Revenues and Expenditures**
 - Year-to-date operating revenues are slightly over budget; operating expenditures are slightly under budget. Any surpluses go to reserves to fund future capital expenditures. On the capital side the Sewer Plant Bar Screen project is complete and the Blower/Fine Bubble Diffuser project has yet to be completed. On the Water side, the budget capital money for leak detection has not been spent yet.

ATTACHMENTS:

[2024-Brooke-Alvinston Budget-to-actual - Sept 30](#)

MUNICIPALITY OF BROOKE-ALVINSTON

2024 Budget to Actual Comparison

To September 30, 2024

ALL DEPARTMENTS

EXPENDITURES

GENERAL GOVERNMENT

		OPERATING				CAPITAL				TOTAL				
		2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	% of Total budget Used
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1	COUNCIL	75,650	58,988	41,428	17,559				-	75,650	58,988	41,428	17,559	54.8%
2	COUNCIL SUPPORT	198,250	150,566	142,416	8,150				-	198,250	150,566	142,416	8,150	71.8%
3	ADMINISTRATION	389,430	312,342	303,944	8,398	35,000	20,000	-	20,000	424,430	332,342	303,944	28,398	71.6%
TOTAL		663,330	521,896	487,789	34,107	35,000	20,000	-	20,000	698,330	541,896	487,789	54,107	69.9%

PROTECTION SERVICES

4	BROOKE FIRE RESCUE	352,731	267,361	238,621	28,740	63,385	58,985	47,361	11,624	416,116	326,346	285,982	40,364	68.7%
5	FIRE - WATFORD	6,221	6,221	5,755	466				-	6,221	6,221	5,755	466	92.5%
6	POLICE	393,868	295,401	295,402	(0)				-	393,868	295,401	295,402	(0)	75.0%
7	CONSERVATION AUTHORITY	30,216	30,216	30,216	0				-	30,216	30,216	30,216	0	100.0%
8	INSPECTIONS & CONTROL	46,500	35,495	33,284	2,211				-	46,500	35,495	33,284	2,211	71.6%
9	EMERGENCY MEASURES	3,450	1,875	2,049	(174)				-	3,450	1,875	2,049	(174)	59.4%
TOTAL		832,986	636,569	605,326	31,243	63,385	58,985	47,361	11,624	896,371	695,554	652,687	42,867	72.8%

TRANSPORTATION SERVICES

10	ROADS - MATERIALS & SERVICES	753,750	505,660	467,548	38,112	1,378,250	935,000	796,586	138,414	2,132,000	1,440,660	1,264,135	176,525	59.3%
11	PUBLIC WORKS OVERHEAD	752,367	569,459	504,808	64,652				-	752,367	569,459	504,808	64,652	67.1%
12	VEHICLES & EQUIP	165,000	112,550	109,395	3,155	205,726	205,726	221,232	(15,506)	370,726	318,276	330,627	(12,351)	89.2%
13	SNOW REMOVAL	32,250	12,250	11,266	984				-	32,250	12,250	11,266	984	34.9%
14	STREET LIGHTS - ALVINSTON	14,000	10,500	21,879	(11,379)				-	14,000	10,500	21,879	(11,379)	156.3%
15	STREET LIGHTS - INWOOD	7,750	5,812	4,813	999				-	7,750	5,812	4,813	999	62.1%
TOTAL		1,725,117	1,216,232	1,119,710	96,522	1,583,976	1,140,726	1,017,818	122,908	3,309,092	2,356,957	2,137,528	219,430	64.6%

ENVIRONMENTAL

16	STORM SEWER	68,252	34,126	34,126	-				-	68,252	34,126	34,126	-	50.0%
17	WASTE COLLECTION/DISPOSAL	102,964	80,473	81,594	(1,121)				-	102,964	80,473	81,594	(1,121)	79.2%
18	RECYCLING	26,133	24,558	24,556	2				-	26,133	24,558	24,556	2	94.0%
TOTAL		197,349	139,157	140,276	(1,119)	-	-	-	-	197,349	139,157	140,276	(1,119)	71.1%

HEALTH

19	HOSPITAL/CEMETERIES - DONATIONS	5,750	5,750	750	5,000				-	5,750	5,750	750	5,000	13.0%
20	CEMETERY OPERATIONS	61,487	46,115	43,283	2,832	-	-	-	-	61,487	46,115	43,283	2,832	70.4%
TOTAL		67,237	51,865	44,033	7,832	-	-	-	-	67,237	51,865	44,033	7,832	65.5%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2024 Budget to Actual Comparison

To September 30, 2024

RECREATION AND CULTURAL

	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	% of Total budget Used
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
21 PARKS & RECREATION & CANADA DAY	24,750	24,750	26,664	(1,914)	-	-	65,430	(65,430)	24,750	24,750	92,095	(67,345)	372.1%
22 COMMUNITY CENTER - ARENA	639,213	481,631	484,836	(3,206)	201,000	201,000	271,992	(70,992)	840,213	682,631	756,829	(74,198)	90.1%
23 COMMUNITY CENTER - CONCESSION	4,400	1,900	1,914	(14)				-	4,400	1,900	1,914	(14)	43.5%
24 INWOOD REC	9,342	8,588	6,701	1,887	5,000	-	-	-	14,342	8,588	6,701	1,887	46.7%
25 LIBRARY - ALVINSTON	8,684	6,745	6,563	182	-	-	-	-	8,684	6,745	6,563	182	75.6%
26 LIBRARY - INWOOD	5,387	4,006	3,864	142	-	-	-	-	5,387	4,006	3,864	142	71.7%
	691,776	527,620	530,543	(2,924)	206,000	201,000	337,423	(136,423)	897,776	728,620	867,966	(139,347)	96.7%

PLANNING AND DEVELOPMENT

27 PLANNING & ZONING	32,500	16,850	8,046	8,804				-	32,500	16,850	8,046	8,804	24.8%
28 COMMERCIAL INDUSTRIAL	13,750	12,456	12,266	190	10,000	4,000	3,786	214	23,750	16,456	16,053	403	67.6%
29 POST OFFICE	44,000	33,000	35,443	(2,443)				-	44,000	33,000	35,443	(2,443)	80.6%
30 AGRICULTURE & REFORESTATION	36,250	27,110	23,985	3,125				-	36,250	27,110	23,985	3,125	66.2%
31 MUNICIPAL DRAIN LOANS	-	-	-	-				-	-	-	-	-	0.0%
32 MUNICIPAL DRAIN WORK	650,000	330,000	296,000	34,000				-	650,000	330,000	296,000	34,000	45.5%
33 TILE DRAIN LOANS	6,000	6,000	5,271	729				-	6,000	6,000	5,271	729	87.8%
	782,500	425,416	381,011	44,405	10,000	4,000	3,786	214	792,500	429,416	384,798	44,618	48.6%

OTHER/RESERVES

34 RESERVES	30,000	30,000	30,000	-				-	30,000	30,000	30,000	-	100.0%
35 RESERVE FUNDS	-	-	-	-				-	-	-	-	-	
	30,000	30,000	30,000	-	-	-	-	-	30,000	30,000	30,000	-	100.0%

36 TOTAL EXPENDITURES

	4,990,296	3,548,756	3,338,689	210,067	1,898,361	1,424,711	1,406,388	18,323	6,888,656	4,973,466	4,745,077	228,389	68.9%
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MUNICIPALITY OF BROOKE-ALVINSTON

2024 Budget to Actual Comparison

To September 30, 2024

REVENUES

FEES AND CHARGES

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	OPERATING				CAPITAL				TOTAL					
	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	% of Total budget Used	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
37	GENERAL GOVERNMENT	15,500	11,588	13,619	2,032	-	-	-	-	15,500	11,588	13,619	2,032	87.9%
39	PROPERTY INSPECTION & CONTROL	49,500	39,438	35,679	(3,758)	-	-	-	-	49,500	39,438	35,679	(3,758)	72.1%
40	TRANSPORTATION/ROADS	5,000	2,500	2,494	(6)	-	-	-	-	5,000	2,500	2,494	(6)	49.9%
41	WASTE COLLECTION & RECYCLING	-	-	230	230	-	-	-	-	-	-	230	230	0.0%
42	CEMETERY	61,487	46,115	43,283	(2,832)	-	-	-	-	61,487	46,115	43,283	(2,832)	70.4%
43	COMMUNITY CENTER - ALVINSTON	241,150	143,647	156,452	12,805	-	-	-	-	241,150	143,647	156,452	12,805	64.9%
44	COMMUNITY CENTER - CONCESSION	4,470	2,610	2,877	267	-	-	-	-	4,470	2,610	2,877	267	64.4%
46	CANADA DAY	19,750	19,750	18,664	(1,086)	-	-	-	-	19,750	19,750	18,664	(1,086)	94.5%
47	PLANNING FEES	7,000	5,125	12,863	7,738	-	-	-	-	7,000	5,125	12,863	7,738	183.8%
48	HANGING BASKETS/COMMUNITY GROUP	3,000	3,000	3,075	75	-	-	-	-	3,000	3,000	3,075	75	102.5%
49	POST OFFICE	55,000	41,220	47,342	6,122	-	-	-	-	55,000	41,220	47,342	6,122	86.1%
50	AGRICULTURE & REFORESTATION	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
51	MUNICIPAL DRAIN BILLINGS	435,000	230,000	199,000	(31,000)	-	-	-	-	435,000	230,000	199,000	(31,000)	45.7%
52	TILE DRAIN LOANS	6,000	6,000	5,271	(729)	-	-	-	-	6,000	6,000	5,271	(729)	87.8%
		902,857	550,992	540,985	(10,007)	-	-	-	-	902,857	550,992	540,985	(10,007)	59.9%
MUNICIPAL														
53	BROOKE FIRE RESCUE	56,437	42,328	29,387	(12,941)	10,141	-	5,281	5,281	66,578	42,328	34,668	(7,660)	52.1%
53	COUNTY POLICING & OTHER GRANTS	11,910	11,910	11,910	-	-	-	-	-	11,910	11,910	11,910	-	100.0%
54	DONATIONS	-	-	1,500	1,500	525	525	122,705	122,180	525	525	124,205	123,680	0.0%
		68,347	54,238	42,797	(11,441)	10,666	525	127,986	127,461	79,013	54,763	170,783	116,020	216.1%
ONTARIO														
55	OCIF	-	-	-	-	589,268	392,845	200,000	(192,845)	589,268	392,845	200,000	(192,845)	33.9%
56	PROVINCIAL - other	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
57	OMRFA DRAIN SUPERINTENDENT	17,500	13,125	11,621	(1,504)	-	-	-	-	17,500	13,125	11,621	(1,504)	66.4%
58	OMAFRA - DRAIN SUBSIDIES	215,000	100,000	97,000	(3,000)	-	-	-	-	215,000	100,000	97,000	(3,000)	45.1%
59	PROVINCIAL - other	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
60	OMPF	397,700	298,275	298,275	-	-	-	-	-	397,700	298,275	298,275	-	75.0%
		630,200	411,400	406,896	(4,504)	589,268	392,845	200,000	(192,845)	1,219,468	804,245	606,896	(197,350)	49.8%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2024 Budget to Actual Comparison

To September 30, 2024

CANADA

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	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	!	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	!	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
61 CANADA - Other	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
62 CANADA - FCM	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
63 FEDERAL GAS TAX - CCBF	-	-	-	-		408,268	408,268	408,268	-		408,268	408,268	408,268	-		100.0%
64 FEDERAL CANADA DAY	5,000	5,000	8,000	3,000					-		5,000	5,000	8,000	3,000		160.0%
65 FEDERAL Other	-	-	-	-		-	-	17,517	17,517		-	-	17,517	17,517		
	5,000	5,000	8,000	3,000		408,268	408,268	425,785	17,517		413,268	413,268	433,785	20,517		105.0%
66 LICENCES, PERMITS, RENTS	16,330	12,248	12,124	(123)					-		16,330	12,248	12,124	(123)		74.2%
67 FINES AND PENALTIES	50,000	37,500	50,624	13,124					-		50,000	37,500	50,624	13,124		101.2%
68 OTHER REVENUES	84,500	63,375	61,316	(2,059)					-		84,500	63,375	61,316	(2,059)		72.6%
AREA RATINGS																
69 ALVINSTON AREA RATING	40,987	40,987	41,284	297					-		40,987	40,987	41,284	297		100.7%
70 INWOOD AREA RATING	15,655	15,655	15,655	(0)					-		15,655	15,655	15,655	(0)		100.0%
	56,642	56,642	56,939	297		-	-	-	-		56,642	56,642	56,939	297		100.5%
RESERVES/RESERVE FUNDS/FINANCING																
71 RESERVES	342,574	133,368	(50,056)	(183,424)		210,848	210,848	210,848	-		553,422	344,216	160,792	(183,424)		29.1%
72 FINANCING -OTHER																
	342,574	133,368	(50,056)	(183,424)		210,848	210,848	210,848	-		553,422	344,216	160,792	(183,424)		29.1%
TAXATION																
73 GENERAL TAXATION	3,507,756	2,630,817	2,630,817	0					-		3,507,756	2,630,817	2,630,817	0		75.0%
74 ADJUSTMENTS/WRITE-OFFS	(30,000)	(30,000)	(19,887)	10,113					-		(30,000)	(30,000)	(19,887)	10,113		66.3%
75 SUPPLEMENTAL	20,000	20,000	24,455	4,455					-		20,000	20,000	24,455	4,455		122.3%
76 UTILITY TRANSMISSION	15,400	15,400	15,448	48					-		15,400	15,400	15,448	48		100.3%
	3,513,156	2,636,217	2,650,833	14,616		-	-	-	-		3,513,156	2,636,217	2,650,833	14,616		75.5%
77 TOTAL REVENUES	5,669,606	3,960,980	3,780,458	(180,522)		1,219,050	1,012,486	964,619	(47,867)		6,888,656	4,973,466	4,745,077	(228,389)		68.9%
78 NET REVENUE OVER EXPENDITURES	679,311	412,224	441,769	29,545		(679,311)	(412,224)	(441,769)	(29,545)		-	0	0	0		

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2024 Budget to Actual Comparison

To September 30, 2024

WATER & SEWER

REVENUE

	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	!	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	!	2024 Total Budget	2024 YTD Budget	2024 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
1 ONTARIO - GRANTS				-		-	-	-	-		-	-	-	-		0.0%
2 FEDERAL - GRANTS				-		-	-	-	-		-	-	-	-		0.0%
3 LOANS				-		-	-	-	-		-	-	-	-		0.0%
4 RESERVE FUNDS				-		310,000	310,000	182,313	(127,687)		310,000	310,000	182,313	(127,687)		0.0%
5 WASTE WATER - ALVINSTON	223,212	149,641	159,629	9,988					-		223,212	149,641	159,629	9,988		71.5%
6 WASTE WATER - INWOOD	65,221	65,221	65,221	-					-		65,221	65,221	65,221	-		100.0%
7 INWOOD SEWER CAPITAL & CONNECTION	59,556	59,556	59,556	0					-		59,556	59,556	59,556	0		100.0%
8 WATER - ALVINSTON	354,461	239,547	268,462	28,914					-		354,461	239,547	268,462	28,914		75.7%
9 WATER - ALVINSTON - OTHER CHGS	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
TOTAL WATER & SEWER REVENUES	702,449	513,965	552,867	38,902		310,000	310,000	182,313	(127,687)		1,012,449	823,965	735,180	(88,785)		72.61%

EXPENDITURES

10 WASTE WATER - ALVINSTON	189,705	145,305	135,263	10,042		204,000	204,000	145,850	58,150		393,705	349,305	281,114	68,192		71.4%
11 WASTE WATER - INWOOD	110,608	95,206	90,104	5,102		51,000	51,000	36,463	14,537		161,608	146,206	126,567	19,639		78.3%
12 WATER - ALVINSTON	324,082	242,297	255,327	(13,030)		55,000	55,000	-	55,000		379,082	297,297	255,327	41,970		67.4%
13 RESERVE FUND	78,054	31,156	72,173	(41,017)					-		78,054	31,156	72,173	(41,017)		92.5%
TOTAL WATER & SEWER EXPENDITURES	702,449	513,965	552,867	(38,902)		310,000	310,000	182,313	127,687		1,012,449	823,965	735,180	88,785		72.61%

NET WATER & SEWER EXPENDITURES

	-	-	-	0		-	-	-	-		-	-	-	0		
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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Budgeted Donation to Hospital Foundation(s)
Meeting: Council - 10 Oct 2024
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council provide direction on where to direct the budgeted donation of \$5,000 towards one or more local Hospital Foundations.

Background:

The Municipality of Brooke-Alvinston does not have a hospital within its municipal boundary. Our residents are served by local hospitals in Petrolia (Charlotte Eleanor Englehart Hospital), Newbury (Four Counties Health Services) or Strathroy (Strathroy Middlesex General) for regular health services. Some residents may also travel to Sarnia, London, Chatham or beyond depending on the type of health service required.

Hospitals typically receive funding for Operating Activities through the Provincial Government. However, funding for major equipment purchases is usually raised via requests for donations.

Comments:

During Budget deliberations Council asked that \$5,000 be budgeted for a contribution to a local hospital foundation for their capital needs. At the time, no decision was made as to which hospital foundation to support.

In the past, the Municipality has donated a total of \$20,000 (\$5,000 in each of 2018, 2019, 2022 and 2023) to Four Counties Health Services Foundation for different capital campaigns upon request. The Municipality has never (in recent history) donated to any other Hospital Foundation.

In addition, the Four Counties Health Services Foundation have requested and are scheduled to be a delegation at the next Council meeting.

Financial Considerations:

\$5,000 budgeted funds.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - September 2024
Meeting: Council - 10 Oct 2024
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Accounts Payable Listing for September 2024.

Background:

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

ATTACHMENTS:

[Posted Accounts Payable List - September 2024](#)

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	003608 HALLIE MARIE JORIS	SEPT2024 REFUND ON WATER/SEWER CONNECTI	09/10/2024	09/10/2024	2,225.64
01-0000-0498	003500 RWAM INSURANCE ADMINISTRATORS INC	100001-0924 RWAM BENEFITS	09/03/2024	09/03/2024	2.68
01-0000-0610	003203 JIM LUCAN	SEP2024 REFUND ON TAXES	09/10/2024	09/10/2024	642.35
01-0000-2295	003594 RECEIVER GENERAL	2024-09-20 DEDUCTIONS	09/18/2024	09/18/2024	350.00
01-0000-2295	003594 RECEIVER GENERAL	24-09-06 DEDUCTIONS	09/10/2024	09/10/2024	731.14
		Account Total			1,081.14
01-0000-2426	000018 CLOVER MART	0036 FOOD BANK PURCHASES	09/11/2024	09/11/2024	194.62
01-0000-2426	000018 CLOVER MART	0037 FOOD BANK PURCHASES	09/26/2024	09/26/2024	296.34
01-0000-2426	003561 ANGIE BARESICH	SEP2024 FOOD BANK PURCHASES	09/11/2024	09/11/2024	1,553.16
		Account Total			2,044.12
		Department Total			5,995.93
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	-425.00
		Department Total			-425.00
GOVERNANCE					
01-0240-7306	003086 DON MCCABE	AUG2024 TRAVEL	09/10/2024	09/10/2024	114.60
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2409 ARMORS-BUSINESS LUNCH	09/10/2024	09/10/2024	95.06
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2409 MUNRO HONEY-PROMO	09/10/2024	09/10/2024	16.00
01-0240-7399	002864 STEVE CARAPIET	SEP2024 VOLUNTEER APPRECIATION EVENT	09/10/2024	09/10/2024	200.00
01-0240-7399	002572 JANET DENKERS	SEP2024 VOLUNTEER APPRECIATION	09/25/2024	09/25/2024	141.71
		Account Total			452.77
		Department Total			567.37
COUNCIL SUPPORT					

Accounts Payable

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0241-7117	003500	RWAM INSURANCE ADMINISTRATORS INC	100001-0924 RWAM BENEFITS	09/03/2024	09/03/2024	336.47
01-0241-7117	003503	GREEN SHIELD CANADA	16447372-0924 GREEN SHIELD BENEFITS	09/03/2024	09/03/2024	972.46
Account Total						1,308.93
01-0241-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	53.11
01-0241-7350	002572	JANET DENKERS	AUG2024 TRAVEL & MEAL	09/10/2024	09/10/2024	60.00
01-0241-7399	002572	JANET DENKERS	AUG2024 TRAVEL & MEAL	09/10/2024	09/10/2024	28.19
01-0241-7399	002572	JANET DENKERS	SEP2024 EMPLOYEE APPRECIATION	09/25/2024	09/25/2024	53.00
Account Total						81.19
Department Total						1,503.23

CORPORATE MANAGEMENT

01-0250-7117	003500	RWAM INSURANCE ADMINISTRATORS INC	100001-0924 RWAM BENEFITS	09/03/2024	09/03/2024	568.42
01-0250-7117	003503	GREEN SHIELD CANADA	16447372-0924 GREEN SHIELD BENEFITS	09/03/2024	09/03/2024	1,186.16
Account Total						1,754.58
01-0250-7301	000279	BMO BANK OF MONTREAL	0502677-2409 OFFICE SUPPLIES	09/10/2024	09/10/2024	11.00
01-0250-7301	000279	BMO BANK OF MONTREAL	0502677-2409 DOLLAR STORE-OFFICE SUPPLIES	09/10/2024	09/10/2024	18.07
01-0250-7301	000165	MANLEY'S BASICS	1156708 OFFICE SUPPLIES	09/05/2024	09/05/2024	18.07
01-0250-7301	000165	MANLEY'S BASICS	1157636 OFFICE SUPPLIES	09/25/2024	09/25/2024	215.97
01-0250-7301	000165	MANLEY'S BASICS	1157713 OFFICE SUPPLIES	09/25/2024	09/25/2024	7.19
01-0250-7301	000100	MCNAUGHTON HOME HARDWARE CENTRE	458429 WATER	09/05/2024	09/05/2024	11.07
01-0250-7301	000100	MCNAUGHTON HOME HARDWARE CENTRE	460780 OFFICE SUPPLIES	09/25/2024	09/25/2024	7.38
01-0250-7301	002572	JANET DENKERS	SEP2024 OFFICE SUPPLIES	09/25/2024	09/25/2024	58.38
01-0250-7301	003052	CHERYL BEAUGRAND	SEP2024 OFFICE/SHOP SUPPLIES	09/25/2024	09/25/2024	28.24
Account Total						375.37

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	59.48
01-0250-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	161.19
01-0250-7303	003464	FIBERNETICS CORPORATION	705074 PHONE LINES	09/10/2024	09/10/2024	67.74
Account Total						288.41
01-0250-7304	002187	INTEGRATED DIGITAL SOLUTIONS	AR370575 PHOTOCOPIER MAINTENANCE CONTRA	09/10/2024	09/10/2024	72.12
01-0250-7304	002187	INTEGRATED DIGITAL SOLUTIONS	AR374188 PHOTOCOPIER MAINTENANCE CONTRA	09/10/2024	09/10/2024	173.71
Account Total						245.83
01-0250-7305	003217	MUN OF BROOKE-ALVINSTON - EFT	851540 POSTAGE	09/18/2024	09/18/2024	11.86
01-0250-7305	003217	MUN OF BROOKE-ALVINSTON - EFT	861723 MAILING	09/27/2024	09/27/2024	20.40
Account Total						32.26
01-0250-7310	002215	KEYSTONE TECHNOLOGIES LTD.	22016 IT SUPPORT	09/10/2024	09/10/2024	176.56
01-0250-7310	002215	KEYSTONE TECHNOLOGIES LTD.	22055 IT LICENCING	09/10/2024	09/10/2024	641.53
01-0250-7310	002215	KEYSTONE TECHNOLOGIES LTD.	22078 IT BACKUP SERVICES	09/16/2024	09/16/2024	1,516.27
Account Total						2,334.36
01-0250-7320	000174	LAMBTON COUNTY CLERKS & TREASURERS	SEP2024 MEMBERSHIP	09/11/2024	09/11/2024	50.00
01-0250-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	74818 BASEMENT DEHUMIDIFIERS	09/10/2024	09/10/2024	677.93
01-0250-7350	003441	DUSTIN MCNAUGHTON	AUG2024 WATER READ TRAVEL	09/10/2024	09/10/2024	46.80
01-0250-7399	002572	JANET DENKERS	SEP2024 EMPLOYEE APPRECIATION	09/25/2024	09/25/2024	31.50
01-0250-7410	003607	MNP	11676679 2023 AUDIT	09/10/2024	09/10/2024	5,932.50
01-0250-7410	003607	MNP	11858611 2023 AUDIT	09/10/2024	09/10/2024	16,670.32
Account Total						22,602.82
Department Total						28,439.86

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Vendor 000000 Through 999999

Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
FIRE STATION - ALVINSTON					
01-0411-7125	002224 ALL SEASONS TROPHIES	64105 ACCOUNTABILITY TAGS	09/18/2024	09/18/2024	19.21
01-0411-7150	000119 THREE MAPLES VARIETY	126628 TRAINING LUNCHES	09/10/2024	09/10/2024	81.96
01-0411-7150	000048 WATFORD HOME HARDWARE / CARIS HARDV	184446 TRAINING SUPPLIES	09/10/2024	09/10/2024	32.75
01-0411-7150	000048 WATFORD HOME HARDWARE / CARIS HARDV	188648 TRAINING MATERIALS	09/10/2024	09/10/2024	102.51
01-0411-7150	002127 SCOTT AUTO WRECKERS	3040 TRAINING SUPPLIES	09/10/2024	09/10/2024	203.40
		Account Total			420.62
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	53.11
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	56.65
		Account Total			109.76
01-0411-7320	000279 BMO BANK OF MONTREAL	0502677-2409 AMAZON-SHIPPING	09/10/2024	09/10/2024	11.29
01-0411-7320	000119 THREE MAPLES VARIETY	126627 FUEL/VHICLE MAINTENANCE SUPPLY	09/10/2024	09/10/2024	807.01
		Account Total			818.30
01-0411-7330	003217 MUN OF BROOKE-ALVINSTON - EFT	861785 FIRE DEPARTMENT MAILER	09/27/2024	09/27/2024	247.32
01-0411-7340	000279 BMO BANK OF MONTREAL	0502677-2409 BEST BUY-WIFI ADAPTER	09/10/2024	09/10/2024	67.79
01-0411-7340	000279 BMO BANK OF MONTREAL	0502677-2409 MCNAUGHTONS HH-PLUG REPAIRS	09/10/2024	09/10/2024	29.36
01-0411-7340	003364 R & C CLEANING	AUG24 CLEANING	09/10/2024	09/10/2024	150.00
		Account Total			247.15
01-0411-7345	003232 CANADIAN IPG CORPORATION	00576979 FILL STATION REPAIR	09/10/2024	09/10/2024	226.00
01-0411-7351	000163 STEVE KNIGHT	AUG2024 FIRE CHIEFS MEETING	09/10/2024	09/10/2024	50.00
01-0411-7360	002649 ALLIED MEDICAL	538454 MEDICAL SUPPLIES	09/18/2024	09/18/2024	147.65
01-0411-7370	002957 RACHEL BRYANS	SEP2024 FUEL FOR S5	09/25/2024	09/25/2024	85.85

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7372	000119 THREE MAPLES VARIETY	126627 FUEL/VHICLE MAINTENANCE SUPPLY	09/10/2024	09/10/2024	45.12
01-0411-7372	003598 PROFIRE EMERGENCY EQUIPMENT INC.	INVP066273 REPLACEMENT P3 SEAT SWITCH	09/10/2024	09/10/2024	225.89
		Account Total			271.01
01-0411-7460	002223 COUNTY OF LAMBTON	39107 RADIO SYSTEM	09/18/2024	09/18/2024	1,769.71
		Department Total			4,412.58
POLICE					
01-0420-7460	000055 LAMBTON GROUP POLICE SERVICES BOARD	2512 LAMBTON POLICE SERVICE DEFECIT	09/20/2024	09/20/2024	1,305.10
01-0420-7460	002180 MINISTER OF FINANCE	300909241058018 MONTHLY POLICING	09/12/2024	09/12/2024	32,535.00
		Account Total			33,840.10
		Department Total			33,840.10
PROTECTIVE INSPECTION & CONTROL					
01-0440-7470	002223 COUNTY OF LAMBTON	39156 BUILDING PERMITS	09/18/2024	09/18/2024	3,325.00
01-0440-7470	002223 COUNTY OF LAMBTON	39156 BUILDING PERMITS	09/18/2024	09/18/2024	467.67
		Account Total			3,792.67
01-0440-7472	003467 J.S.G. ANIMAL REMOVAL	1602 KENNEL INSPECTION	09/10/2024	09/10/2024	171.76
01-0440-7472	003502 SARNIA AND DISTRICT HUMANE SOCIETY	QUARTER 1,2024 ADJ ANIMAL CONTROL COSTS	09/20/2024	09/20/2024	60.07
01-0440-7472	003502 SARNIA AND DISTRICT HUMANE SOCIETY	QUARTER 2,2024 ADJ ANIMAL CONTROL COSTS	09/20/2024	09/20/2024	173.40
		Account Total			405.23
01-0440-7476	002223 COUNTY OF LAMBTON	39157 PROPERTY STANDARDS	09/18/2024	09/18/2024	315.00
01-0440-7476	002223 COUNTY OF LAMBTON	39157 PROPERTY STANDARDS	09/18/2024	09/18/2024	42.35
01-0440-7476	002223 COUNTY OF LAMBTON	39158 MILING FOR PROPERTY STANDARDS	09/18/2024	09/18/2024	10.78
		Account Total			368.13
		Department Total			4,566.03
RUP - GRAVEL PATCH					
01-0516-7301	000152 MCKENZIE & HENDERSON LTD.	0000045463 STOCK PILE M GRAVEL	09/12/2024	09/12/2024	21,738.87

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total					21,738.87
RUP - DUST CONTROL					
01-0518-7401	002463 DEN-MAR BRINES LIMITED	D0357184 LASALLE BRINE	09/25/2024	09/25/2024	3,035.46
Department Total					3,035.46
RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0446827-0676-5 BIN RENTAL	09/10/2024	09/10/2024	247.26
Department Total					247.26
RT&M - SIGNS					
01-0550-7301	000191 CEDAR SIGNS	INV/2024/3848 REPLACEMENT OF STOP SIGNS	09/12/2024	09/12/2024	714.45
Department Total					714.45
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0924 HYDRO	09/05/2024	09/05/2024	22.28
Department Total					22.28
PUBLIC WORKS - OVERHEAD					
01-0560-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	100001-0924 RWAM BENEFITS	09/03/2024	09/03/2024	1,279.36
01-0560-7117	003503 GREEN SHIELD CANADA	16447372-0924 GREEN SHIELD BENEFITS	09/03/2024	09/03/2024	1,613.56
Account Total					2,892.92
01-0560-7125	003457 BRENT BAKER	SEP2024 WORK BOOTS	09/27/2024	09/27/2024	200.00
01-0560-7301	000119 THREE MAPLES VARIETY	126626 OFFICE SUPPLIES/SM ENGINE FUEL	09/10/2024	09/10/2024	160.51
01-0560-7301	003052 CHERYL BEAUGRAND	SEP2024 OFFICE/SHOP SUPPLIES	09/25/2024	09/25/2024	35.53
Account Total					196.04
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	218.95
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	147.90
Account Total					366.85
01-0560-7304	003136 NAPA GLENCOE	130-558064 SHOP SUPPLIES-H & S REPLACEMEN	09/18/2024	09/18/2024	392.20

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7304	003136 NAPA GLENCOE	130-558067 SHOP SUPPLIES	09/18/2024	09/18/2024	45.19
01-0560-7304	003136 NAPA GLENCOE	130-558123 SHOP SUPPLIES-CREDIT	09/18/2024	09/18/2024	-22.60
01-0560-7304	003136 NAPA GLENCOE	130-559596 SHOP SUPPLIES	09/18/2024	09/18/2024	271.75
01-0560-7304	003136 NAPA GLENCOE	130-560156 SHOP SUPPLIES	09/27/2024	09/27/2024	50.84
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	181239 CANADA FLAG ROPE	09/11/2024	09/11/2024	4.85
01-0560-7304	000076 LINDE CANADA INC.	44834597 CYLINDER	09/11/2024	09/11/2024	406.69
01-0560-7304	003389 CERTIFIED LABORATORIES	942094 SHOP SUPPLIES	09/05/2024	09/05/2024	348.77
		Account Total			1,497.69
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0924 HYDRO	09/11/2024	09/11/2024	637.89
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0824 HYDRO	09/05/2024	09/05/2024	274.04
		Account Total			911.93
01-0560-7310	000131 BEARCOM CANADA CORP	5779112 GPS & RADIOS	09/10/2024	09/10/2024	335.61
01-0560-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	182839 EXTERIOR LIGHTS	09/11/2024	09/11/2024	58.71
01-0560-7341	000132 A-1 SECURITY SYSTEMS	196321 SECURITY SYSTEMS	09/18/2024	09/18/2024	636.64
01-0560-7398	000074 MACKENZIE OIL LIMITED	11273 FUEL	09/26/2024	09/26/2024	3,715.96
01-0560-7398	000074 MACKENZIE OIL LIMITED	11279 FUEL	09/26/2024	09/26/2024	828.05
01-0560-7398	000074 MACKENZIE OIL LIMITED	B144435 FUL-CLEAR	09/10/2024	09/10/2024	689.76
01-0560-7398	000074 MACKENZIE OIL LIMITED	B144436 FUEL-MARKED	09/10/2024	09/10/2024	3,473.89
		Account Total			8,707.66
01-0560-7399	000279 BMO BANK OF MONTREAL	0502677-2409 ARMORS-WORKING LUNCH	09/10/2024	09/10/2024	95.89
		Department Total			15,899.94

2011 INTERNATIONAL

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0603-7372	003136 NAPA GLENCOE	130-560194 TAIL LIGHT	09/27/2024	09/27/2024	43.23
01-0603-7372	003136 NAPA GLENCOE	130-560302 TAIL LIGHT	09/27/2024	09/27/2024	44.41
Account Total					87.64
Department Total					87.64

2018 WESTERN STAR

01-0604-7372	003465 DYNAMIC DIESEL REPAIR INC	2781 REPAIRS	09/05/2024	09/05/2024	224.32
01-0604-7372	000041 DELTA POWER EQUIPMENT	P14356 WHEEL NUT	09/26/2024	09/26/2024	36.49
Account Total					260.81
Department Total					260.81

2021 Dodge RAM 4 x 4 pickup

01-0621-7370	000074 MACKENZIE OIL LIMITED	11182 FUEL FOR PICKUPS	09/11/2024	09/11/2024	479.49
Department Total					479.49

2019 FORD 4x4 PICKUP

01-0622-7370	000074 MACKENZIE OIL LIMITED	11182 FUEL FOR PICKUPS	09/11/2024	09/11/2024	479.50
01-0622-7372	003136 NAPA GLENCOE	130-558044 BATTERY FOR TRUCK	09/10/2024	09/10/2024	358.84
Department Total					838.34

CAT BACKHOE

01-0631-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	18466 RAD & CYLINDER REPAIR	09/25/2024	09/25/2024	5,430.31
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071481188 SEAL KIT	09/25/2024	09/25/2024	11.91
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071481369 HYDRAULIC HARD LINE	09/25/2024	09/25/2024	558.88
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071481473 BUCKET PINS	09/26/2024	09/26/2024	7.10
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071481732 BUCKET CYLINDER PINS	09/26/2024	09/26/2024	83.82
Account Total					6,092.02
Department Total					6,092.02

KUBOTA TRACTOR

01-0633-7370	000074 MACKENZIE OIL LIMITED	B144722 FUEL FOR GRASS CUTTING	09/11/2024	09/11/2024	518.00
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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total					518.00
SMALL ENGINE EQUIPMENT					
01-0634-7370	000119 THREE MAPLES VARIETY	126626 OFFICE SUPPLIES/SM ENGINE FUEL	09/10/2024	09/10/2024	39.06
Department Total					39.06
BUSHOG					
01-0635-7372	000042 ADVANTAGE FARM EQUIPMENT LTD.	J16190 BLADES FOR BUSH HOG	09/18/2024	09/18/2024	260.46
Department Total					260.46
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0924 HYDRO	09/05/2024	09/05/2024	635.59
Department Total					635.59
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	150.00
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	90153607 CHEMICALS	09/27/2024	09/27/2024	1,675.60
01-0810-7432	000034 CENTRAL SANITATION INC.	I32867 SLUDGE REMOVAL	09/18/2024	09/18/2024	437.31
01-0810-7432	000034 CENTRAL SANITATION INC.	I33419 SLUDGE REMOVAL	09/26/2024	09/26/2024	388.72
Account Total					2,501.63
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000046151 OPERATIONS CONTRACT	09/05/2024	09/05/2024	9,858.28
Department Total					12,509.91
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	50.00
Department Total					50.00
WATERWORKS SYSTEM					
01-0830-5535	003217 MUN OF BROOKE-ALVINSTON - EFT	0090853 WATER TOWER CONSUMPTION	09/10/2024	09/10/2024	15.03
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	50.00
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000046151 OPERATIONS CONTRACT	09/05/2024	09/05/2024	8,742.25

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total						8,807.28
WASTE COLLECTION						
01-0840-7480	000026	BLUEWATER RECYCLING ASSOC.	27805 WASTE & RECYCLING	09/10/2024	09/10/2024	7,496.99
Department Total						7,496.99
RECYCLING						
01-0860-7480	000026	BLUEWATER RECYCLING ASSOC.	27805 WASTE & RECYCLING	09/10/2024	09/10/2024	524.70
Department Total						524.70
ALVINSTON COMMUNITY CENTRE						
01-1635-7117	003500	RWAM INSURANCE ADMINISTRATORS INC	100001-0924 RWAM BENEFITS	09/03/2024	09/03/2024	617.89
01-1635-7117	003503	GREEN SHIELD CANADA	16447372-0924 GREEN SHIELD BENEFITS	09/03/2024	09/03/2024	1,186.16
Account Total						1,804.05
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	104.01
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0924 PHONE & INTERNET SERVICE	09/10/2024	09/10/2024	79.66
01-1635-7303	003464	FIBERNETICS CORPORATION	705074 PHONE LINES	09/10/2024	09/10/2024	33.84
Account Total						217.51
01-1635-7330	000279	BMO BANK OF MONTREAL	0502677-2409 ICE MARKERS	09/10/2024	09/10/2024	89.43
01-1635-7330	002481	JET ICE LIMITED	129485 ICE PAINT	09/26/2024	09/26/2024	1,548.53
01-1635-7330	000100	MCNAUGHTON HOME HARDWARE CENTRE	457584 CONCRETE MIX-ARENA FLOOR	09/10/2024	09/10/2024	7.90
01-1635-7330	000212	LEONARD MITCHELL	664778 CONCRETE MIX FOR ARENA FLOOR	09/25/2024	09/25/2024	7.63
01-1635-7330	000100	MCNAUGHTON HOME HARDWARE CENTRE	K59774 SCREWS FOR ARENA BOARDS	09/25/2024	09/25/2024	70.04
01-1635-7330	000100	MCNAUGHTON HOME HARDWARE CENTRE	K59832 PIPE INSULATION/GROUNDS MATERI	09/25/2024	09/25/2024	58.22
Account Total						1,781.75
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	175062 ARENA SUPPLIES	09/18/2024	09/18/2024	123.09
01-1635-7340	000048	WATFORD HOME HARDWARE / CARIS HARDV	176490 ARENA SUPPLIES	09/18/2024	09/18/2024	57.26

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	177209 ARENA SUPPLIES	09/18/2024	09/18/2024	35.57
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	185077 ARENA SUPPLIES	09/18/2024	09/18/2024	96.55
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	186564 SHOP SUPPLIES	09/10/2024	09/10/2024	26.13
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	19104 WASTE DISPOSAL	09/12/2024	09/12/2024	310.18
01-1635-7340	000132 A-1 SECURITY SYSTEMS	196125 ALARM REPAIRS	09/10/2024	09/10/2024	452.00
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	457914 ARENA SUPPLIES	09/10/2024	09/10/2024	28.24
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	460621 ARENA SUPPLIES	09/26/2024	09/26/2024	57.75
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	460812 ARENA SUPPLIES	09/26/2024	09/26/2024	128.27
		Account Total			1,315.04
01-1635-7341	003610 THE FLAG SHOP	31732 NEW LARGER FLAG FOR POLE@ARENA	09/12/2024	09/12/2024	129.89
01-1635-7341	000100 MCNAUGHTON HOME HARDWARE CENTRE	K59832 PIPE INSULATION/GROUNDS MATERI	09/25/2024	09/25/2024	55.64
		Account Total			185.53
01-1635-7372	000168 WATFORD AUTO PARTS	5329-300520 FILTERS/OIL FOR MOWERS	09/10/2024	09/10/2024	95.27
01-1635-7441	003568 ULINE	14803163 ENTRANCE MATTING/SAFETY BARRIE	09/25/2024	09/25/2024	2,815.70
		Department Total			8,214.85
CONCESSION / BOOTH & VENDING					
01-1637-7382	000279 BMO BANK OF MONTREAL	0502677-2409 WALMART-BAR POP	09/10/2024	09/10/2024	72.32
01-1637-7382	000279 BMO BANK OF MONTREAL	0502677-2409 SUPERSTORE-BAR POP	09/10/2024	09/10/2024	97.27
		Account Total			169.59
		Department Total			169.59
ALVINSTON LIBRARY					
01-1641-7340	002214 GERBER ELECTRIC LTD	00028305 BALAST REPLACEMENT	09/18/2024	09/18/2024	205.66
01-1641-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	458624 TOILET	09/10/2024	09/10/2024	248.57
01-1641-7340	003364 R & C CLEANING	AUG24 CLEANING	09/10/2024	09/10/2024	700.00

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total					1,154.23
Department Total					1,154.23
COMMERCIAL & INDUSTRIAL					
01-1820-7399	000048 WATFORD HOME HARDWARE / CARIS HARDV	182360 ALVINSTON WELCOME SIGN	09/11/2024	09/11/2024	8.40
Department Total					8.40
AGRICULTURE & REFORESTATION					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	124.24 DRAINAGE SUPERINTENDENT	09/11/2024	09/11/2024	3,793.13
Department Total					3,793.13
TILE DRAINAGE					
01-1850-7210	000279 BMO BANK OF MONTREAL	0502677-2409 MIN OF FINANCE-DEBENTURE 2016-	09/10/2024	09/10/2024	967.50
01-1850-7710	000279 BMO BANK OF MONTREAL	0502677-2409 MIN OF FINANCE-DEBENTURE 2016-	09/10/2024	09/10/2024	5,065.04
Department Total					6,032.54
COUNTY OF LAMBTON TAXATION					
01-9400-9100	002223 COUNTY OF LAMBTON	38994 3 RD INSTALMENT	09/18/2024	09/18/2024	509,553.00
Department Total					509,553.00
EDUCATION ENGLISH PUBLIC					
01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	Q3-2024 3RD INSTALMENT	09/18/2024	09/18/2024	212,290.00
Department Total					212,290.00
EDUCATION FRENCH PUBLIC					
01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	Q3-2024 3RD INSTALMENT	09/18/2024	09/18/2024	1,991.00
Department Total					1,991.00
EDUCATION ENGLISH SEPARATE					
01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	Q3-2024 3RD INSTALMENT	09/18/2024	09/18/2024	55,241.00
Department Total					55,241.00
EDUCATION FRENCH SEPARATE					
01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	Q3-2024 3RD INSTALMENT	09/18/2024	09/18/2024	6,660.00
Department Total					6,660.00

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ROADS					
20-0500-5240	003611 MINISTER OF FINANCE	SEP2024 CEPG GRANT	09/12/2024	09/12/2024	100.00
Department Total					100.00
LASALLE WEST REPAIRS					
20-0511-7301	000152 MCKENZIE & HENDERSON LTD.	0000045448 HAULING OF GRAVEL	09/12/2024	09/12/2024	102,830.00
20-0511-7301	000048 WATFORD HOME HARDWARE / CARIS HARDV	189711 GRADE STAKES	09/11/2024	09/11/2024	365.89
20-0511-7301	000048 WATFORD HOME HARDWARE / CARIS HARDV	189770 GRADE STAKES	09/11/2024	09/11/2024	42.21
20-0511-7301	003609 CLAUSSEN FARMS CUSTOM FARMING INC.	2024 08159 PULVERIZING OF LASALLE	09/11/2024	09/11/2024	15,226.75
20-0511-7301	002840 JLH EXCAVATING INC.	E15535 EXCAVATOR FOR CULVERT INSTALL	09/10/2024	09/10/2024	8,610.60
20-0511-7301	000044 TOWNSHIP OF ENNISKILLEN	IVC04976 WATER LINE REPAIR	09/10/2024	09/10/2024	1,853.17
Account Total					128,928.62
Department Total					128,928.62
ROAD VEHICLE / EQUIPMENT					
20-0600-8050	000191 CEDAR SIGNS	INV/2024/3888 EMERGENCY GRANT	09/18/2024	09/18/2024	1,036.48
Department Total					1,036.48
COMMUNITY CENTRE					
20-1635-8012	002741 OES INC.	120247 SHOT CLOCK FOR SCOREBOARD	09/26/2024	09/26/2024	1,469.00
20-1635-8019	003219 FASTSIGNS	684-71130 NEW TV	09/27/2024	09/27/2024	62,432.50
Department Total					63,901.50
MUNICIPAL DRAINS - CONSTRUCTION					
20-2800-7401	000113 R DOBBIN ENGINEERING INC	120.24 SAUNDERS DRAIN	09/10/2024	09/10/2024	3,390.00
Department Total					3,390.00
MUNICIPAL DRAINS - MAINTENANCE					
20-2900-7401	002337 TOWNSHIP OF ADELAIDE METCALFE	0007807 HAY DRAIN	09/18/2024	09/18/2024	1,342.01
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	1021 6-7 SIDEROAD DRAIN	09/10/2024	09/10/2024	28,967.10

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number	Vendor Name	Invoice Number	Invoice Item Description	Invoice Date	Entry Date	Item Amount
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1026	12TH CONCESSION DRAIN	09/25/2024	09/25/2024	18,290.77
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1029	12TH CONC ROAD DRAIN HB	09/25/2024	09/25/2024	787.18
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1030	STEWART & 6-7 CONC DRAIN MAINT	09/25/2024	09/25/2024	888.44
20-2900-7401	002823	KT EXCAVATING	INV-1067	FOSTER DRAIN	09/12/2024	09/12/2024	2,005.75
20-2900-7401	000044	TOWNSHIP OF ENNISKILLEN	IVC04973	CAMERON DRAIN	09/10/2024	09/10/2024	375.30
Account Total							52,656.55
Department Total							52,656.55
Total Paid Invoices							1,214,279.54
Total Unpaid Invoices							0.00
Total Invoices							1,214,279.54

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

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

01-0000	ASSETS & LIABILITIES	5,995.93
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	567.37
01-0241	COUNCIL SUPPORT	1,503.23
01-0250	CORPORATE MANAGEMENT	28,439.86
01-0411	FIRE STATION - ALVINSTON	4,412.58
01-0420	POLICE	33,840.10
01-0440	PROTECTIVE INSPECTION & CONTROL	4,566.03
01-0516	RUP - GRAVEL PATCH	21,738.87
01-0518	RUP - DUST CONTROL	3,035.46
01-0549	RT&M - LITTER/GARBAGE PICKUP	247.26
01-0550	RT&M - SIGNS	714.45
01-0551	RT&M - INTERSECTION LIGHTING	22.28
01-0560	PUBLIC WORKS - OVERHEAD	15,899.94
01-0603	2011 INTERNATIONAL	87.64
01-0604	2018 WESTERN STAR	260.81
01-0621	2021 Dodge RAM 4 x 4 pickup	479.49
01-0622	2019 FORD 4x4 PICKUP	838.34
01-0631	CAT BACKHOE	6,092.02
01-0633	KUBOTA TRACTOR	518.00
01-0634	SMALL ENGINE EQUIPMENT	39.06
01-0635	BUSHOG	260.46
01-0752	STREET LIGHTING - INWOOD	635.59
01-0810	SANITARY SEWER SYSTEM	12,509.91
01-0811	INWOOD SEWER SYSTEM	50.00
01-0830	WATERWORKS SYSTEM	8,807.28
01-0840	WASTE COLLECTION	7,496.99
01-0860	RECYCLING	524.70
01-1635	ALVINSTON COMMUNITY CENTRE	8,214.85
01-1637	CONCESSION / BOOTH & VENDING	169.59
01-1641	ALVINSTON LIBRARY	1,154.23
01-1820	COMMERCIAL & INDUSTRIAL	8.40
01-1840	AGRICULTURE & REFORESTATION	3,793.13
01-1850	TILE DRAINAGE	6,032.54
01-9400	COUNTY OF LAMBTON TAXATION	509,553.00
01-9500	EDUCATION ENGLISH PUBLIC	212,290.00
01-9510	EDUCATION FRENCH PUBLIC	1,991.00
01-9520	EDUCATION ENGLISH SEPARATE	55,241.00
01-9530	EDUCATION FRENCH SEPARATE	6,660.00
20-0500	ROADS	100.00
20-0511	LASALLE WEST REPAIRS	128,928.62
20-0600	ROAD VEHICLE / EQUIPMENT	1,036.48

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Invoice Entry Date 09/01/2024 to 09/30/2024 Paid Invoices Cheque Date 09/01/2024 to 09/30/2024

Account	Vendor Number	Vendor Name	Invoice Number	Invoice Item Description	Invoice Date	Entry Date	Item Amount
	20-1635	COMMUNITY CENTRE					63,901.50
	20-2800	MUNICIPAL DRAINS - CONSTRUCTION					3,390.00
	20-2900	MUNICIPAL DRAINS - MAINTENANCE					52,656.55
						Report Total	1,214,279.54



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2025 Policing Costs
Meeting: Council - 10 Oct 2024
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council received and file the OPP Annual Billing Statement for 2025

Background:

The OPP has notified Lambton Area Municipalities of their Estimated Costs for 2025, as well as their Reconciled Costs for 2023. Every fall the OPP notifies municipalities what their budgeted billing will be for the coming year, as well as, reconciling the costs from the prior year's budget to actual results.

Comments:

The 2025 Grand Total Billing for 2025 for Brooke-Alvinston will be \$465,444. This is an increase of approximately \$71,575 over our 2024 billing and represents an increase of more than 18%. Most municipalities across Ontario that are policed by the OPP are facing similar increases with one municipality reporting that they received a 30% increase in their policing costs representing a 7% increase in their budget just to cover it.

Financial Considerations:

To cover our policing increase, our 2025 tax budget will have to go up just over 2%. This will make it very difficult to have a reasonable tax increase overall without curtailing other services and will limit our ability to save for needed infrastructure and equipment replacements.

ATTACHMENTS:

[2025 OPP Policing Costs](#)

OPP 2025 Annual Billing Statement**Brooke-Alvinston M**

Estimated costs for the period January 1 to December 31, 2025

Please refer to www.opp.ca for 2025 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,060		
	Commercial and Industrial	59		
	Total Properties	1,119	189.44	211,978
Calls for Service	(see summaries)			
	Total all municipalities	209,489,870		
	Municipal portion	0.0887%	166.05	185,810
Overtime	(see notes)		17.66	19,759
Contract Enhancements	(see summary)		11.61	12,990
Prisoner Transportation	(per property cost)		1.67	1,869
Accommodation/Cleaning Services	(per property cost)		5.70	6,378
Total 2025 Estimated Cost			392.12	438,784
2023 Year-End Adjustment	(see summary)			26,660
Grand Total Billing for 2025				465,444
2025 Monthly Billing Amount				38,787

OPP 2023 Reconciled Year-End Summary
Brooke-Alvinston M
Reconciled cost for the period January 1 to December 31, 2023

			<u>Cost per Property \$</u>	<u>Reconciled Cost \$</u>	<u>Estimated Cost \$</u>
Base Service	Property Counts				
	Household	1,043			
	Commercial and Industrial	<u>62</u>			
	Total Properties	<u><u>1,105</u></u>	174.11	192,397	183,056
Calls for Service					
	Total all municipalities	187,830,598			
	Municipal portion	0.0880%	149.62	165,334	157,189
Overtime			19.57	21,622	13,468
Contract Enhancements	(see summary)		9.92	10,961	10,460
Prisoner Transportation	(per property cost)		1.45	1,602	1,293
Accommodation/Cleaning Services	(per property cost)		<u>5.06</u>	<u>5,591</u>	<u>5,381</u>
Total 2023 Costs			<u><u>359.74</u></u>	<u><u>397,508</u></u>	<u><u>370,847</u></u>
2023 Billed Amount				<u><u>370,847</u></u>	
2023 Year-End-Adjustment				<u><u>26,660</u></u>	

Notes

The Year-End Adjustment above is included as an adjustment on the 2025 Billing Statement.

This amount is incorporated into the monthly invoice amount for 2025.

The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER XXX OF 2024

BEING A BY-LAW TO ESTABLISH AND REGULATE A FIRE DEPARTMENT

WHEREAS Section 2 of the Fire Prevention and Protection Act requires every municipality to establish a program which must include public education with respect to fire safety and certain components of fire prevention, and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;

AND WHEREAS Section 5. (0.1) of the *Fire Protection and Prevention Act*, S.O. 1997, c.4, provides that the Council of a municipality may by by-law establish, maintain and operate a Fire Department;

AND WHEREAS Sections 8 and 11 of the Municipal Act authorize a municipality to provide any service that the municipality considers necessary or desirable for the public, and to pass by-laws respecting health, safety and well being of persons, protection of persons and property and services that the municipality is authorized to provide

AND WHEREAS Section 20 (1) of the Municipal Act, S.O. 2001, c.25, provides that a municipality may enter into an agreement with one or more municipalities to provide for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

BE IT THEREFORE ENACTED by the Municipal Council of the Municipality of Brooke-Alvinston as follows:

1. DEFINITIONS

1.1. In this by-law, including the recital, the following terms shall have the meanings set out below unless the subject matter or context requires another meaning to be ascribed;

- a) "*Agreement*" means the Fire Services Agreement
- b) "*Approved*" means approved by Council;
- c) "*Automatic Aid*" means any agreement under which a municipality agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another municipality where a Fire Department is capable of responding more quickly than any Fire Department situated in the other municipality; or a municipality agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another municipality where a Fire Department in the municipality is capable of providing the quickest supplemental response to fires, rescues and emergencies occurring in the part of another municipality;
- d) "*Auxiliary Firefighter*" means a person who is appointed to provide certain limited functions in support of the delivery of Fire Protection Services;
- e) "*Clerk Administrator*" means person appointed by Council to function as the Clerk Administrator for the Municipality of Brooke-Alvinston;

- f) "*Captain*" means an officer appointed by the Fire Chief, in command of an assigned company of Firefighters and/or equipment;
- g) "*Chief Fire Official*" means the Assistant to the Fire Marshal who is the Fire Chief or a member or members of the fire department appointed by the Fire Chief;
- h) "*Public Fire and Life Safety Educator*" means an Officer appointed by the Fire Chief to provide for fire prevention and fire safety education programs;
- i) "*Confined Space*" means any space that has limited or restricted means for entry or exit (i.e., tanks, vessels, silos, storage bins, hoppers, vaults, trenches, excavations and pits) and that is not designed for human occupancy;
- j) "*Corporation*" means The Corporation of The Municipality of Brooke-Alvinston;
- k) "*Council*" means the Council of The Municipality of Brooke-Alvinston;
- l) "*Councils of the Municipalities*" means the Council of the Municipality of Brooke-Alvinston and the Council of the Township of Dawn-Euphemia and the Council of the Municipality of Southwest Middlesex;
- m) "*Fire Area*" means the area serviced by Brooke Fire Rescue as defined in Appendix "D" attached to this bylaw;
- n) "*Fire Committee*" means the Committee as created by the Fire Service Agreement and includes members of the Township of Dawn-Euphemia and Municipality of Southwest Middlesex;
- o) "*Fire Chief*" means the person appointed by the Council to function as Fire Chief for the Corporation in accordance with the requirements of the FPPA;
- p) "*Fire Code*" means the fire code established under Part IV of the FPPA;
- q) "*Fire Department*" means Brooke Fire Rescue as a whole;
- r) "*Fire Station*" means the physical location housing fire apparatus and fire protection equipment;
- s) "*Fire Protection Services*" includes fire suppression, fire prevention, fire safety education, mitigation, prevention and safety education of the risk created by unsafe levels of carbon monoxide, communications and support services, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services;
- t) "*Fire Protection Agreement*" is a contract between municipalities, other agencies, individuals, or a company that clearly defines the responsibilities, terms, conditions and all other aspects of the fire services purchased, provided and/or required;
- u) "*FPPA*" means the Fire Protection and Prevention Act 1997, S.O. 1997, Chapter 4 as amended, revised, re-enacted and/or consolidated from time to time and any successor statute thereto;
- v) "*Firefighter*" means a person appointed to the Fire Department and assigned to undertake Fire Protection Services, and includes Officers and Volunteer/On-call Firefighters;

- w) "*Inspector*" means the Fire Chief, or a Firefighter designated by the Fire Chief as an inspector in accordance with Section 19 of the FPPA;
- x) "*Lieutenant*" means a Captain in training;
- y) "*Limited Services*" means a variation of services significantly differentiating from the norm because of extenuating circumstances, such as deployment of volunteer Firefighters in insufficient numbers to safely conduct the delivery of Fire Protection Services, which may include but are not limited to environmental factors, obstructions, remote properties, private roadways, lanes and drives.
- z) "*Mutual Aid Plan*" means a program to provide/receive assistance in the case of a major emergency in a municipality, community or area where resources in a municipality, community or area have been depleted but does not include Automatic Aid.
- aa) "*Officer*" means any Firefighter with the rank of Lieutenant or higher.
- bb) "*Training Officer*" means an Officer appointed by the Fire Chief to develop, coordinate, manage, implement and evaluate training programs to ensure safety of all Fire Department personnel in accordance with national, federal, provincial and municipal standards.
- cc) "*Volunteer/On-call Firefighter*" means a Firefighter who provides Fire Protection Services either voluntarily or for an hourly wage.

2. ESTABLISHMENT

- 2.1. The fire service established for The Municipality of Brooke-Alvinston to be known as Brooke Fire Rescue (the "Fire Department") and the head of the Fire Department shall be known as the Fire Chief;
- 2.2. The Mission and Goals of the Fire Department shall be those contained in Appendix "A;"
- 2.3. In addition to the Fire Chief, the fire service shall consist of a Station Chief and such number of other members as may be deemed necessary by council, appointed by the Municipality, and shall be structured in conformance with the approved Organizational Chart (Appendix "B"), forming part of this By-law;
- 2.4. The provisions of this by-law are subject to FPPA, 1997 and all other applicable legislations and by-laws and to the provisions of any agreement and/or accord between the Municipality and Firefighters.

3. COMPOSITION

- 3.1. The Fire Department shall be organized in accordance with the Organizational Chart (Appendix "B").

3.2. In addition to the Fire Chief, the Fire Department personnel shall consist of a Station Chief, Public Fire and Life Safety Educator, Training Officer, Captains, Lieutenants, Volunteer/On-call Firefighters and any other personnel position that may be established from time to time.

3.3. The Fire Chief shall be appointed by By-law of the Council.

4. EMPLOYMENT

4.1. The Fire Chief may recommend for employment any qualified person as a Firefighter and is subject to the approved hiring policies of the Corporation.

4.2. The hiring of Volunteer/On-call Firefighters shall be in accordance with the Municipality of Brooke-Alvinston Brooke Fire Rescue Hiring Policy.

4.3. If a physician finds that a Volunteer/On-call Firefighter is physically unfit to perform his/her assigned duties, that Firefighter will be offered a leave of absence until he/she is fit to resume duties as a Firefighter or Officer. Return to work documentation from the Physician is required.

4.5. A person appointed as a Firefighter for firefighting and/or fire prevention duties shall be on probation for twelve (12) months in accordance with the Fire Department Hiring Policy unless otherwise noted.

4.6. Any probationary Firefighter may be discharged for any just cause upon recommendation by the Fire Chief to the Clerk Administrator.

4.7. All recommendations for appointments, promotions and demotions will be reported to the Clerk Administrator by the Fire Chief.

4.8. The remuneration of all Firefighters shall be approved by Council.

4.9 Any Firefighter may be discharged for any just cause upon recommendation by the Fire Chief to the Clerk Administrator in accordance with current Municipality of Brooke-Alvinston policies.

5. CORE SERVICES

5.1. The core services of the Fire Department, as approved by Council shall be those contained in Appendix "C."

5.2. Nothing in this Bylaw will restrict the Fire Department in providing only core services or limiting the provision of Fire Protection Services.

6. LEVELS OF SERVICE

- 6.1. The Fire Department will provide all properties within the Municipality of Brooke-Alvinston and as determined in applicable Fire Service and Automatic Aid agreements (as shown in Appendix "D") with an equal level of response, both in equipment and Firefighter personnel.
- 6.2. Limited Services may be provided by the Fire Department. Limited Services may also result from those conditions identified in Core Services (Appendix "C") such as; travel distance, trained personnel responding, water supply, environmental factors and structural integrity.
- 6.3. In consideration of the reliance by the Fire Department on the response of Volunteer/On-call Firefighters, whose deployment to emergencies in sufficient numbers cannot in all instances be guaranteed, adverse climate conditions, delays or unavailability of specialized equipment required by the Fire Department, or other extraordinary circumstances which may impede the delivery of Fire Protection Services, any Approved service set out in Appendix "C" (Core Services) may from time to time be provided as a Limited Service as defined in this by-law, as determined by the Fire Chief, his or her designate or the highest ranking Officer in charge of a response.
- 6.4. The Corporation shall accept no liability for the provision of Limited Services by the Fire Department as reasonably necessary.

7. RESPONSIBILITIES & AUTHORITY OF FIRE CHIEF

- 7.1. The Fire Chief shall be the head of the Fire Department and will be responsible to the Council, reporting through the Clerk Administrator for proper administration and operation of the fire service.
- 7.2. The Fire Chief shall report to the Clerk Administrator and attend the Municipality of Brooke-Alvinston Management Team on an as needed basis.
- 7.3. The Fire Chief or designate shall exercise all powers and duties mandated by FPPA and any applicable legislation. This will include making such general orders, policies, procedures, rules and regulations and to take such other measures as may be considered necessary for the proper administration and efficient operation of the Fire Services Department, without restricting the generality of the foregoing:
- 7.4. For the care and protection of all property belonging to the Fire Department;
 - a) For arranging for the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Fire Department;

- b) For arranging and implementation of Automatic Aid, Mutual Aid Plan and other negotiated fire protection and emergency service agreements within the Municipality of Brooke-Alvinston borders and/or within the municipal borders adjoining municipalities;
- c) For determining and establishing the qualifications and criteria for employment or appointment and the duties of all Firefighters;
- d) For the conduct and the discipline of Firefighters;
- e) For preparing and upon approval by Council, implementing and maintaining Core Services (Appendix "C") as identified in this by-law.
- f) Function as Community Emergency Management Coordinator in the preparation, implementation and maintenance of any emergency plans, organizations, services or measures established or to be established by the Municipality of Brooke-Alvinston;
- g) For keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department and reporting of same to the office of the Fire Marshal.
- h) For keeping such other records as may be required by Council, the Fire Committee and FPPA;
- i) For preparing and presenting three quarterly reports and an annual report of the Fire Department, to Council;
- j) For preparing and presenting the annual estimates of the Fire Department to the Municipality of Brooke-Alvinston, and for exercising control over the budget approved by Council for the Fire Department, provide that such general orders, policies, procedures, rules and regulations and other measures do not conflict with the provisions of this By-law or any other By-law of the Municipality of Brooke-Alvinston, including, without limitation, those requiring the prior approval of or notice to Council or the satisfaction of certain conditions, general or otherwise, specified by Council before such measures can be implemented, or with the provisions of FPPA or with the provisions of any collective agreement or other written agreement that may be applicable.
- k) Arranging for the provision of dispatch services from an external agency to dispatch appropriate Fire Department resources;
- l) Liaising with dispatch centre;
- m) Providing current municipal information to the dispatch centre, including response protocols, mapping, local streets, property, and water service information, road closures, and caution notes;
- n) Monitoring Fire Department dispatch centre performance and resolving any service issues.
- o) Arranging for maintenance, repair and technical support of Fire Department telecommunications and computer systems;

- p) Developing specifications for Fire Department radios, communications devices and systems and computers;
 - q) Arranging interface capabilities with other data systems.
- 7.5. The Fire Chief shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, rules and regulations made under this By-law and for the enforcement of any other By-laws of the Municipality of Brooke-Alvinston respecting Fire Protection Services, and shall review periodically such By-laws, including this By-law, recommend to Council such amendments as the Fire Chief considers appropriate and, in the case of general orders, policies, procedures, rules and regulations made under this By-law, revise or terminate any of them if the Fire Chief considers it appropriate.
- 7.6. The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under FPPA including, without limitation, the authority to enforce compliance with the Fire Code and to delegate his or her powers or duties in accordance with Section 6. (6) of FPPA to a Firefighter. Further, the Fire Chief shall be afforded the ability to take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property and shall be able to enforce all municipal by-laws respecting fire prevention.
- 7.7. The Fire Chief may consult with the association representing Firefighters.
- 7.8. The Fire Chief will liaise with the Office of the Fire Marshal of Ontario and any other office or organization (local, regional, provincial or federal) as required by Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Corporation.
- 7.9. The Fire Chief is authorized to contribute to and assist in the formulation of Mutual Aid Plan, Automatic Aid and emergency service agreements or response plans with other emergency agencies and further, is authorized by Council to perform the duties of regional Fire Coordinator as required.
- 7.10 The Fire Chief may utilize Firefighters as the Fire Chief may determine, from time to time, to assist in the performance of his duties and/or perform the role as required of a designate in such a manner as to include, but not be limited to, the following:
- a) Provide administrative support and customer assistance for facilities and services provided by the Fire Department;
 - b) Assist with the development of the Brooke Fire rescue annual budget(s) and participate in budgetary control;
 - c) Complete response, training, maintenance and personnel records as required;

- d) Arrange for the provision of new facilities, equipment, and apparatus;
- e) Consult with the local Firefighters' association;
- f) Consult with other emergency response and safety agencies;
- g) Consult with other departments within the Municipality of Brooke-Alvinston and participate on committees or be involved in functions as required;
- h) Provide emergency communications/dispatch, firefighting and emergency response duties and/or assist at emergency or life supporting incidents as required by the Fire Chief to prevent, control, and extinguish fires, and further prevent fire and life safety tragedy;
- i) Conduct investigations of fires by Fire Department personnel in concert with Investigators of the Office of the Fire Marshal and the Police Service;
- j) Perform specialized emergency and/or rescue response such as a vehicle/auto/machinery extrication, land based static water/ice/rescue, open water rescue, hazardous materials response (emergency decontamination), hi/low/angle rope and confined space rescue, render emergency patient care and other life saving measures as per Fire Department policies;
- k) Conduct, facilitate and participate in training at Fire Station or other approved sites and keep clear and concise records of said training as per the Training Policy.
- l) Research and/or develop recent technologies and strategies to maintain safe operating efficiency and effectiveness in emergency or routine operations;
- m) Prepare and conduct examinations of Firefighters as required;
- n) Conduct in-service fire prevention audits, visits, inspections and/or other pre-planning familiarization inspections of premises and occupancies on a complaint, request or proactive basis as required;
- o) Enforce all legislation pertaining to fire prevention and the Fire Code and respond to all fire and life safety complaints and/or concerns as appropriate;
- p) Provide Fire & Life Safety Education and distribution of educational materials as appropriate;
- q) Perform apparatus and equipment maintenance cleaning, checks, inspection and testing at stations or other as required;
- r) Coordinate and address joint health and other safety issues between other departments within the Municipality of Brooke-Alvinston and the Fire Department, and within the Fire Department itself;
- s) Ensure the Joint Health and Safety Committee performs, meets and provides recommendations to Administration as required by legislation, and further that all staff confirm and abide by safety practices to ensure a safe workplace;
- t) Prepare quarterly, statistical data or other analysis reports as required;

- u) Assist in the preparation and implementation of Departmental emergency plans and contingencies in conjunction with the Municipality of Brooke-Alvinston 's Emergency Plan;
- v) Perform other duties as assigned and comply with all other requirements of the job description and abide by all orders, policies, procedures, rules and regulations as provided.

8. SUPERVISION – GENERAL DUTIES & RESPONSIBILITIES

- 8.1. The Station Chief, in the absence of the Fire Chief shall have all the powers and may perform the duties of the Fire Chief;
- 8.2. The Firefighters support of the Fire Department, while on duty shall be under the direction and control of the Fire Chief or the next ranking officer present in any place;
- 8.3. When the Fire Chief designates a Firefighter to act in place of an Officer in the Fire Department, such Firefighter, when so acting, has all the powers and shall perform all the duties of the Officer replaced;
- 8.4. The Fire Chief and all other Officers shall protect and guard all property entrusted to their care and the Fire Chief, all Officers and all Firefighters, insofar as lies in their power, shall take proper measures to protect all Firefighters of the Fire Department from accident, injury or death as a result of duty;
- 8.5. All matters pertaining to or affecting the Fire Department proposed or contemplated by Firefighters must be submitted to the Fire Chief before any action is taken. Firefighters are forbidden to take any part in any proposition contemplating any effect, directly or indirectly, upon the Fire Department or its operation, except after consultation with the Fire Chief;
- 8.6. Every Firefighter and administrative support staff person shall conduct themselves in accordance with the general orders, policies, procedures, rules and regulations made by the Fire Chief and shall give their whole and undivided attention while on duty to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with FPPA and any other written agreement that may be applicable;
- 8.7. The Fire Chief may reprimand or suspend any Firefighter for insubordination, inefficiency, misconduct, tardiness or for non-compliance with any of the provisions of this By-law, departmental policies or procedures, guidelines or the general orders and departmental rules that, in the opinion of the Fire Chief, would be detrimental to the discipline and efficiency of the Fire Department. Disciplinary action shall be in

accordance with the disciplinary procedures as outlined in the Fire Department's Standard Operating Guidelines.

9. FIRE DEPARTMENT OPERATIONS

- 9.1. A Firefighter may enter private property to suppress any fire or other hazardous condition.
- 9.2. A Firefighter may pull down or demolish any building or structure when considered necessary to prevent the spread of fire.

10. FIRE PREVENTION

10.1. The Fire Chief shall delegate to the Public Fire and Life Safety Educator delegating in total or in part the following duties pertaining to the function of Fire Prevention and Public Fire and Life Safety Education:

- a) Enforce and maintain compliance with the FPPA including but is not limited to:
 - Public Education
 - Smoke and Carbon Monoxide Alarm Program
 - Distribution of Fire Safety Information
 - Inspections
 - Fire Code Compliance & Enforcement
 - Maintaining a current Community Risk Assessment profile
- b) Prepare an annual report and budget for all aspects of Public Fire and Life Safety Education to be submitted to the Fire Chief.

11. TRAINING

11.1. The Fire Chief shall delegate to the Training Officer, delegating in total or in part the following duties pertaining to the function of Firefighter Training and Certification as required by Ontario Regulation 343/22 made under the Fire Protection and Prevention Act, 1997:

- a) Establish a Fire Department Training Program for Firefighters that conforms to NFPA 1001, Standard for Fire Fighter Professional Qualifications, NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications, NFPA 1072 Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications and NFPA 1006, Standard for Technical Rescuer Professional Qualifications;
- b) Providing access to training facilities by coordinating access to appropriate training facilities and delivering hands on training to staff;

- c) Providing station training by delivering curriculum specific to operational and strategic needs;
- d) Providing program development services by developing trainer facilitators, coordinating core curriculum, providing officer training and development;
- e) All training will comply with the Occupational Health & Safety Act and applicable provincial legislation and regulations;
- f) Prepare an annual report and budget for all aspects of Training to be submitted to the Fire Chief.

11.2. Training shall be implemented in accordance with the Fire Department Training Policy.

12. RECOVERY OF COSTS

12.1. Recovery of Costs – Additional Expenses

- a) In addition to the Recovery of Costs provisions in Part VIII of FPPA, The Fire Chief may require the owner of the property or the person having control of the property within or outside the Corporation to pay costs or fees for fire and emergency response or other administrative services provided to them. Invoicing for response services or recovery of fees will be conducted in accordance with the Municipality Fee structure By-law
- b) If as a result of a Fire Department response to a fire or emergency incident, the Fire Chief or his designate determines that it is necessary to incur additional expenses, retain a private contractor, rent special equipment not normally carried on a fire apparatus or use more materials than are carried on a fire apparatus in order to suppress or extinguish a fire, preserve property, prevent damage to equipment owned by or contracted to the Corporation, assist in or otherwise conduct fire cause investigation or determination or otherwise carry out the duties and functions of the Fire Department and/or to generally make "safe" an incident or property, the owner of the property or the person having control of the property within or outside the Corporation requiring or causing the need for additional service or expense shall be charged the full costs to provide the additional service including all applicable taxes in accordance with the provisions of the Corporations Fee structure Bylaw”.

13. EMERGENCY RESPONSES OUTSIDE LIMITS OF MUNICIPALITY

13.1. The Fire Department shall not respond to a call with respect to a fire or an emergency incident outside the limits of the Corporation except with respect to a fire or an emergency:

- a) In a municipality with which a Fire Protection Agreement has been entered into to provide Fire Protection Services;
- b) At the discretion of the Fire Chief to a municipality authorized to participate in the Lambton County Mutual Aid plan established by a fire coordinator appointed

by the Ontario Fire Marshal, emergency fire service plan and program or any other organized plan or program on a reciprocal basis;

- c) On property beyond the Corporation boundary where the Fire Chief or his designate determines that immediate action is necessary to preserve and protect life and/or property and the correct department is notified to respond and/or assumes command or establishes alternative measures acceptable to the Fire Chief or designate;
- d) Respond due to a request for special assistance as required through a declaration of a provincial or federal emergency and such request has been approved by the Fire Chief, the CAO and the Mayor.

14. FIRE ALARMS

- 14.1. No person shall prevent, obstruct, or interfere in any manner whatsoever with the communication of a fire alarm to the Fire Department or with the Fire Department responding to a fire alarm that has been activated;
- 14.2. Where fire alarms are required in buildings no person shall silence or reset the fire alarm without the approval of an authorized representative of the Fire Department.

15. CONFLICT

- 15.1. Where this By-law conflicts with another By-law of the Corporation, this By-law shall supersede and prevail over that other By-law to the extent of the conflict.

16. SHORT TITLE

- 16.1. This By-law shall be known as the Fire Department “Establish and Regulate a Fire Department By-law.

17. PENALTY

- 17.1. Any person who violates any provisions of this By-law is upon conviction, guilty of an offence and shall be liable to a fine, in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, c.P.33, as amended.

18. REPEAL OF BY-LAWS

- 18.1. By-law No. 41 of 2020 is hereby repealed.

And Further that this By-law shall come into force and take effect upon the enactment thereof.

Enacted and passed this ____ day of _____, 2024

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator

By-law No. XXX of 2024

Appendix A – Mission and Goals

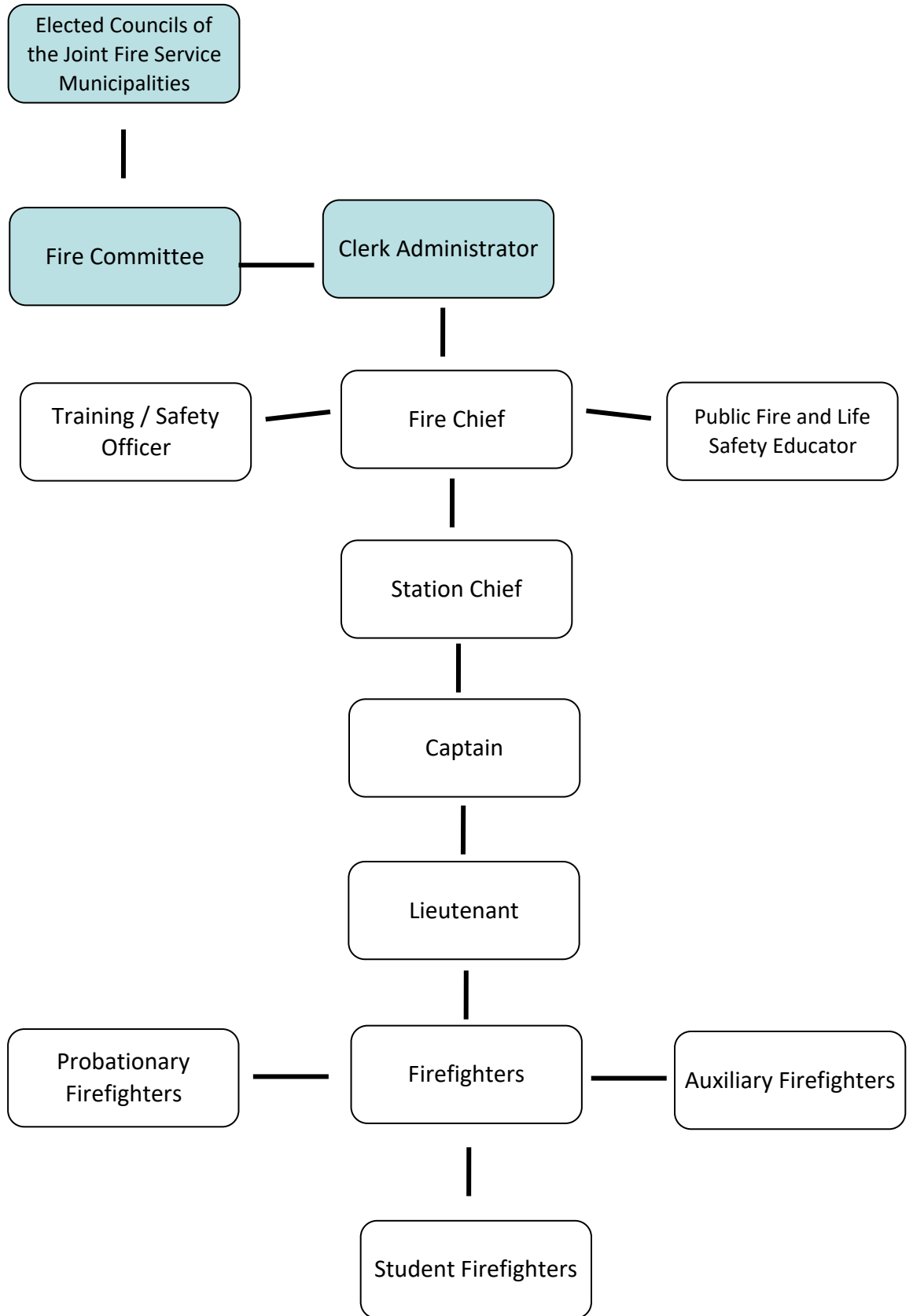
Mission Statement

Our mission is to - 'Provide fire prevention, protection and rescue services to help people and minimize property loss for the residents and visitors to Brooke-Alvinston'

Goals – Brooke Fire Rescue will:

- Provide appropriate public fire and life safety education and other fire prevention programs and measures as legislated by the FPPA;
- Provide exceptional training to its members through well planned programs followed by appropriate testing and documentation;
- Provide effective, timely and adequately staffed emergency response and assistance as appropriate to the needs and circumstances of the municipality and as required by the FPPA and other applicable legislation.

Appendix B – Organizational Chart



Appendix C– Core Services

Municipal Responsibilities - FPPA Part II

Every municipality shall,

- a) Establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and
- b) Provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances.

Fire Protection Services includes fire suppression, fire prevention, fire safety education, mitigation, prevention and safety education of the risk created by unsafe levels of carbon monoxide, communications and support services, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services;

Core services provided by the Fire Department shall be identified under seven (7) main categories including:

1. Fire Suppression
2. Other Emergency Responses
3. Services Requiring Outside Agencies
4. Fire Prevention and Fire & Life Safety Education
5. Training

1. Fire Suppression

The Fire Department protection area including Fire Service Agreement areas covers approximately four hundred (400) square kilometers. Fire Department response to some areas may exceed twenty (20) minutes due to the travel distance from the relevant station and road grades. Weather conditions will also be a major factor in response times in urban and particularly rural areas.

The Fire Department shall respond to overheats, pre-fire conditions and fire conditions including but not limited to:

- a) **Structures** - commercial, residential, industrial and agricultural
- b) **Vehicles** – highway, agricultural, commercial, industrial, recreational
- c) **Chimneys** – commercial, residential, industrial and agricultural
- d) **Outdoor areas** – agricultural, grass, brush and trash bins

These services shall be performed utilizing SCBA, PPE, apparatus and a wide array of hand tools and other technical equipment by personnel trained to the required NFPA Standards for Fire Services and will include forcible entry, ventilation, exposure protection, salvage and overhaul.

1.1 Interior Suppression & Rescue

- a) Performed only when staffing and building integrity permit entry;
- b) Performed with fire suppression support;
- c) Performed as water supply permits;
- d) Implemented to rescue trapped persons.

1.2 Offensive Operations (interior fire suppression)

- a) Performed only when staffing, water supply and building integrity permit entry;
- b) Implemented to prevent further dollar loss.

1.3 Defensive Operations

- a) Performed when there is insufficient staffing and/or structural instability;
- b) Performed as water supply permits;
- c) Implemented to reduce loss to surrounding areas.

1.1. Factors Affecting Effectiveness and Response For Fire Suppression Operations

1.1.1 Areas without Municipal Water Supply

- a) ninety (90) percent of BFR response area does not have municipal water supply
- b) Municipal water supply in some locations does not have adequate flow volumes to supply Fire Department pumping apparatus
- c) In areas without Municipal water supply the Fire Department will respond with water tankers.
- d) This service does not meet Superior Tanker Shuttle accreditation.

1.1.2 Rural Firefighting Operations

- a) Areas outside of the Village of Alvinston;
- b) May or may not have municipal water supply;
- c) Increased response times due to travel distance, road and weather conditions;
- d) Fire suppression operations will be determined by accessibility, staffing, structural integrity and water supply.

2. Other Emergency Responses

The Fire Department will respond as requested when dispatched and to aid with the OPP or EMS.

2.1 Motor Vehicle Accidents

- a) Response as a tiered agency;
- b) Traffic control in absence of OPP as needed;
- c) Patient care in accordance with current BFR requirements
- d) Scene stabilization;
- e) Spill/debris cleanup.

2.2 Vehicle Extrication

- a) Response as a tiered agency;
- b) Gain access to patients trapped in vehicles, for removal by EMS or other agencies;
- c) Using hand tools, heavy hydraulics and air bags as required;
- d) Personnel trained to NFPA 1001 Standard for Fire fighter Professional Qualifications.

2.3 Remote Extrication

- a) To assist police and/or EMS in the search/extrication of patients from remote locations;
- b) Typical patients include hikers, bikers, skiers, horseback riders, snowshoeing, climbers;
- c) Respond with ATV and/or RTV and trailer mounted stretcher if available;
- d) Respond on foot where ATV/RTV access is not possible;
- e) Limited by terrain and weather conditions;

2.4 Farm Accidents

- a) Responding to remote areas, roll overs, entanglements;
- b) Using hand tools, heavy hydraulics, air bags as required;
- c) Personnel trained to NFPA 1001 Standard for Fire fighter Professional Qualifications.

2.5 Industrial Accidents

- a) Responding to entanglements, confined space, electrical hazards, chemical hazards;
- b) Using hand tools, heavy hydraulics, air bags as required;
- c) Personnel trained to NFPA 1001 Standard for Fire fighter Professional Qualifications.

2.6 Rope Rescue - Low Angle (Steep Slope)

- a) Includes the use of ropes, pulley systems, and other relevant specialized equipment used to perform remote extrication, vehicle accidents;
- a) Rescue provided using hand tools, ropes, pulley systems;
- b) Personnel trained to the NFPA 1006 Standard for Technical Rescuer Professional Qualifications and Fire Department Low Angle Rope Rescue Program.

2.10 Water Rescue Surface Water (Shoreline)

- a) Shall be delivered only for search and rescue on the surface;
- b) Does not include salvage or recovery;
- c) Personnel trained to NFPA 1006 Standard for Technical Rescuer Professional Qualifications and Fire Department Surface Water Rescue Program.

3. Services Requiring Outside Agencies

3.1 Building Collapse Rescue

- a) Personnel trained to awareness level only;
- b) Mutual Aid coordinator shall be contacted;
- c) Fire Department shall provide support and assistance to the responding agency.

3.2 Trench Rescue

- a) Personnel trained to awareness level only;
- b) Mutual Aid coordinator shall be contacted;
- c) Fire Department shall provide support and assistance to the responding agency.

3.3 Hazardous Materials (transporting, storage)

- a) Personnel trained to awareness level only;
- b) Shall include all hazardous materials and fire incidents involving propane storage;
- c) Courtright Line transportation corridor;
- d) Agricultural and industrial process;
- e) CANUTEC shall be contacted;
- f) Fire Department shall provide support and assistance to the responding agency.

3.4 Electrical Hazards

- a) Personnel trained to awareness level only;
- b) Includes responses to downed or arcing hydro wires;
- c) Bluewater Power or Hydro One and OPP shall be contacted;
- d) Fire Department shall provide scene security and traffic control as required until the responding agencies arrive.

3.5 Carbon Monoxide

- a) Personnel trained to awareness level only;
- b) Includes responses to residential and commercial carbon monoxide alarms;
- c) As requested by outside agencies (Enbridge Gas);
- d) Using air monitoring detectors determine the presence of carbon monoxide;
- e) Evacuate the areas as required;
- f) Notify outside agencies as required to respond, locate and repair source of carbon monoxide leak.

3.6 Natural Gas Leaks

- a) Personnel trained to awareness level only;
- b) Includes responses to gas line ruptures;
- c) As requested by outside agencies (Enbridge Gas);
- d) Enbridge Gas shall be contacted;
- e) OPP shall be contacted;
- f) The Fire Department may provide scene security and traffic control as required until the responding agencies arrive.

3.7 Confined Space Rescue

- a) Rescue from areas not designed for human occupancy including Grain bins;
- b) Restricted means for entry or exit;
- c) Back up for municipal employees working in these areas including but not limited to cisterns and vaults and municipal water tower (interior only);
- d) Rescue shall be provided using hand tools, ropes, tripod and confined space self-contained breathing equipment;
- e) Personnel trained to NFPA 1006 Standard for Technical Rescuer Professional Qualifications.

3.8 High Angle Rescue

- a) Used to support confined space rescue;
- b) Rescues along the steep slopes, grain bins, and structures;
- c) Rescue provided using hand tools, ropes, pulley systems;
- d) Personnel trained to the NFPA 1006 Standard for Technical Rescuer Professional Qualifications.

4. Fire Prevention and Fire & Life Safety Education

4.1 Inspections

- a) Inspections shall be completed in accordance with the FPPA on complaint or request;
- b) Investigations completed in accordance with the FPPA;
- c) Review and approval of fire safety plans as required by the Ontario Fire Code.

4.2 Enforcement

- a) The Ontario Fire Code shall be enforced in accordance with the FPPA.

4.3 Public Education

- a) Maintain social media accounts with seasonal fire safety messages;
- b) Distribution of fire and life safety information administered in accordance with the FPPA and Fire Department Prevention Policy;
- c) Enhanced education for agricultural industry and rural community;
- d) Enhanced education for school age children
- e) Attendance at Special and Community events;
- f) Design and implementation of public education programs as required by the FPPA;
- g) Fire extinguisher training.

4.4 Smoke / Carbon Monoxide (CO) alarm program

- a) A residential smoke / Carbon Monoxide alarm program shall be on going as required by the FPPA;
- b) Smoke and CO alarms for residential occupancies shall be provided to those in need and in accordance with fire prevention division policies.

4.5 Community Risk Assessment

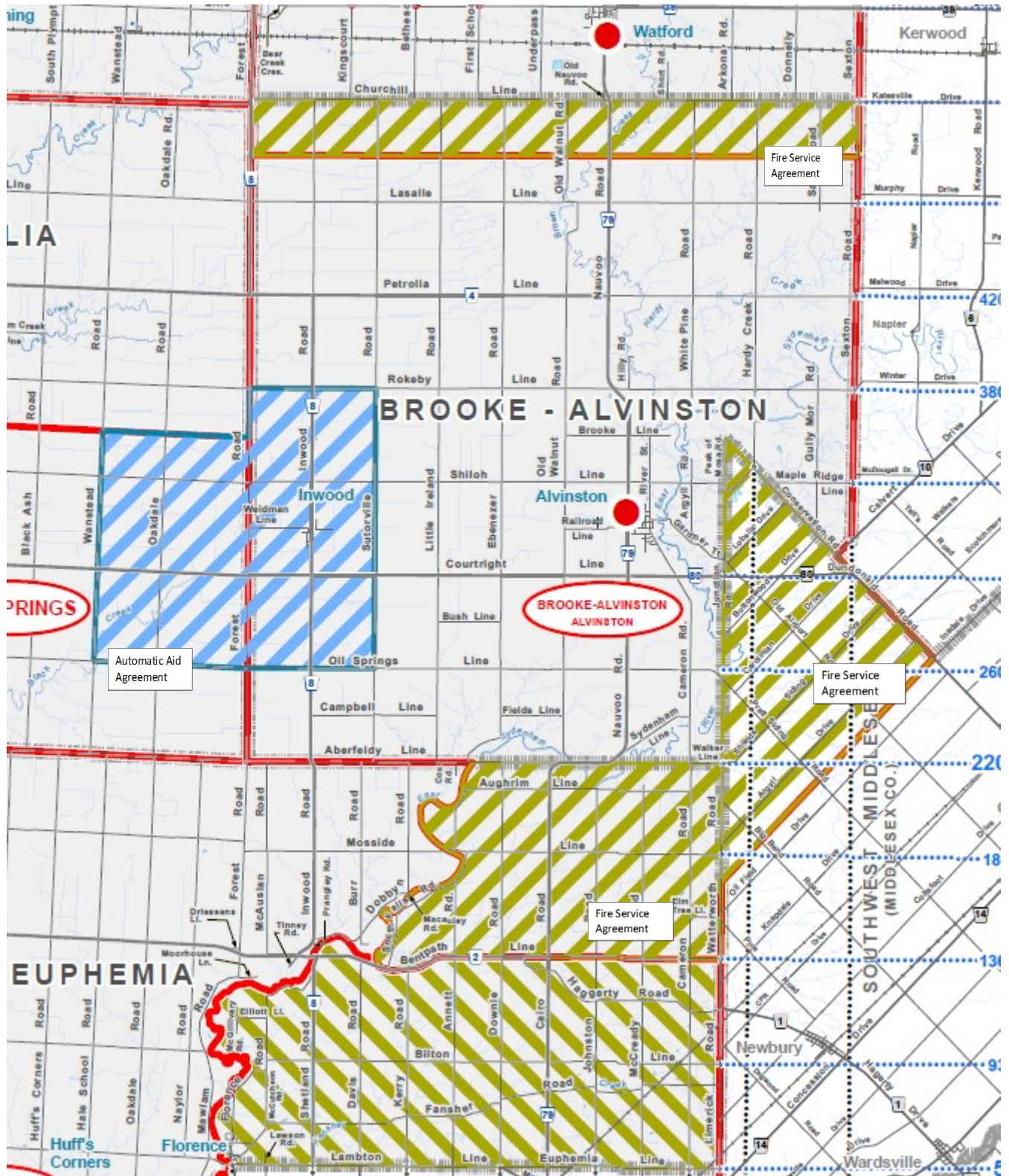
- a) A Community Risk Assessment shall be maintained annually as required by the FPPA;

5. Training

All BFR Training shall comply with the requirements of Ontario regulation 343/22 Firefighter Certification made under the Fire Protection and Prevention Act, 1997;

- a) NFPA 1001 Standard for Fire Fighter Professional;
- b) NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications
- c) NFPA 1072 Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications
- d) NFPA 1006 Standard for Technical Rescuer Professional Qualifications;
- e) NFPA 1021 Standard for Fire Officer Professional Qualifications;
- f) NFPA 1041 Standard for Fire Service Instructor Professional Qualifications;
- g) NFPA 1521 Standard for fire Department Safety Officer Professional Qualifications;
- h) Training will be conducted in accordance with the Fire Department training policy and in accordance with Ontario Fire Service certification requirements including Ontario Seal level Standards;
- i) Other related industry training standards and reference materials may be used as reference guides for Fire Department training as approved by the Fire Chief;
- j) All training will comply with the Occupational Health and Safety Act and applicable provincial legislation.

Appendix D– Response Area



THE CORPORATION OF THE TOWNSHIP OF ENNISKILLEN

BY-LAW 53 OF 2024

Amended By-Law to Authorize an Automatic Aid Agreement between the Municipality of Brooke-Alvinston, Village of Oil Springs and the Township of Enniskillen

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

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

WHEREAS Section 2(6) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4 authorizes a municipality to enter into an automatic aid agreement with other municipalities to provide and/or receive fire protection services; and

WHEREAS the Municipality of Brooke-Alvinston, The Village of Oil Springs and The Township of Enniskillen agree as follows:

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ENNISKILLEN ENACTS AS FOLLOWS:

1. That the Mayor and Clerk are hereby authorized to execute the agreement between the Corporation of the Municipality of Brooke-Alvinston the Corporation of the Village of Oil Springs and the Corporation of the Township of Enniskillen, as per the attached Schedule A; the Fire Area described in Appendix A and the response criteria in Appendix B.
2. That all other by-laws or parts of by-laws inconsistent with this by-law are hereby repealed.
3. That this By-law shall come into force and take effect upon passing.

Read a first, second and third time and finally passed this xx day of October, 2024.

Mayor

Administrator-Clerk

SCHEDULE “A” to By-Law 53 of 2024

THIS AGREEMENT made in duplicate and shall be effective upon passing

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

Hereinafter referred to as the “Municipality of Brooke-Alvinston” Party of the First Part

AND

THE CORPORATION OF THE TOWNSHIP OF ENNISKILLEN

Hereinafter referred to as the “Township of Enniskillen” Party of the Second Part

AND

THE CORPORATION OF THE VILLAGE OF OIL SPRINGS

Hereinafter referred to as the “Village of Oil Springs”

WHEREAS Section 2 (6) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4 authorizes a municipality to enter into an automatic aid agreement with other municipalities to provide and/or receive fire protection services; and

WHEREAS the Municipality of Brooke-Alvinston, the Village of Oil Springs and the Township of Enniskillen operate fire protection services and manages assets suitable to meet municipal responsibilities required by the Fire Protection and Prevention Act, through a fire department situated within their respective municipality; and

WHEREAS the Municipality of Brooke-Alvinston and the Village of Oil Springs and the Township of Enniskillen are prepared to make available fire protection services as defined in Appendix “A” attached to and forming part of this agreement; and

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto agree as follows:

1. Definitions:

In this agreement,

- a. “Appendix A” means the description of the fire protection areas for the Municipality of Brooke-Alvinston and Township of Enniskillen attached to and forming part of this Agreement.
- b. “Appendix B” means the description of the fire protection services for the Municipality of Brooke-Alvinston, Village of Oil Springs, and Township of Enniskillen attached to and forming part of the Agreement.
- c. “Fire Chief” means the Chief of the Brooke Fire Rescue and Oil Springs South Enniskillen Fire Departments.
- d. “Fire protection services” means and includes activities defined in the Fire Protection and Prevention Act, more particularly described as: includes fire suppression, training of persons

involved in the provision of fire protection services, rescue and emergency services and delivery of all these services.”

2. Obligations

MUNICIPALITY OF BROOKE-ALVINSTON

The Municipality of Brooke-Alvinston shall ensure that:

- (a) Fire protection services will be supplied to all the properties and residents (barring extenuating circumstances, such as environmental factors, obstructions, remote and/or inaccessible properties, private road ways, lanes, and drives) situated within the geographical area as shown in Appendix “A”. These services shall be consistent with the level of service outlined in the current by-law establishing and regulating the Brooke Fire Rescue Department and shall not include such services as ice, water, high angle or trench rescue.
- (b) The fire apparatus and personnel of the fire department will respond to occurrences in the fire area of Appendix “A” in a like manner as if the response were in the Municipality of Brooke-Alvinston
- (c) The Brooke Fire Rescue Fire Chief or designate shall have full authority and control over any and all activities in in the fire areas as per Appendix “A”, until command is transferred to the Enniskillen/Oil Springs/Petrolia Fire Department upon arrival.
- (d) On scene Incident Command may be transferred to the responding department in each specific geographic area as identified in Appendix “A” as soon as practical and will ultimately assume overall command of the scene, coordinate operations; arrange any additional assistance, which may be required, and do all necessary reporting, and investigation. Each department on scene shall continue to assist if requested, either through this agreement or through a declaration of Mutual Aid.

TOWNSHIP OF ENNISKILLEN AND THE VILLAGE OF OIL SPRINGS

The Township of Enniskillen and Village of Oil Springs shall ensure that:

- (a) Fire protection services will be supplied to all the properties and residents (barring extenuating circumstances, such as environmental factors, obstructions, remote and/or inaccessible properties, private road ways, lanes, and drives) situated within the geographical area as shown in Appendix “A”. These services shall be consistent with the level of service outlined in the current by-law establishing and regulating the Oil Springs South Enniskillen Fire Department and shall not include such services as ice, water, high angle or trench rescue.
- (b) The fire apparatus and personnel of the fire department will respond to occurrences in the fire area of Appendix “A” in a like manner as if the response were in the Township of Enniskillen
- (c) The Brooke Fire Rescue / Oil Springs South Enniskillen Fire Department Chief or designate shall have full authority and control over any and all activities in in the fire areas as per Appendix “A”, until command is transferred to upon arrival.
- (d) On scene Incident Command may be transferred to the responding department in each specific geographic area as identified in Appendix “A” as soon as practical and will ultimately

assume overall command of the scene, coordinate operations; arrange any additional assistance, which may be required, and do all necessary reporting, and investigation. Each department on scene shall continue to assist if requested, either through this agreement or through a declaration of Mutual Aid.

2. **Limitations**

The Fire Chief or designate may:

- (a) refuse to supply responses if response personnel, apparatus and/or equipment are required in the County or elsewhere, under the provisions of the County Mutual Fire Aid Plan and Program.
- (b) order the return of such personnel, apparatus and/or equipment that is responding to or is at the scene of an incident in the fire area. In such cases the fire chief or designate may summon assistance in accordance with Section 2(c).

4. **No Reimbursement for Costs**

The Municipality of Brooke-Alvinston understands that as a result of this agreement, there will be no reimbursement of costs associated with fire calls situated within the area defined in Appendix "A" to this agreement for the term of this agreement.

5. **Amendment or Termination**

This Agreement

- (a) Shall remain in force until either party provides written notice of termination at least ninety (90) days prior to the desired date of termination and shall be reviewed by the respective Councils every four (four) years from the effective date.
- (b) May be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days written notice of the proposed amendment(s); or
- (c) This agreement shall be deemed to be terminated, without a requirement of notice, December 31, 2028

6. **Municipal Liability Insurance**

- (a) Each Municipality shall notify their respective insurance companies of this agreement

7. **Indemnity for Provision/Non-Provision of Fire Protection Services**

- (a) The Municipality of Brooke-Alvinston agrees to defend, indemnify and save harmless The Corporation of the Township of Enniskillen and the Corporation of the Village of Oil Springs and its elected officials, officers, employees and agents (collectively, the "Indemnified Parties") from and against any and all claims of any nature, actions, damages, losses, expenses, fines, costs (including reasonable legal fees) (collectively, "Losses") suffered or incurred by the Indemnified Parties, or any one of them, caused by, directly or indirectly, the Municipality of Brooke-Alvinston's (including, for greater certainty, its employees, officers,

agents and volunteer's) negligence in the performance of its obligations under this Agreement, its willful misconduct and/or failure to perform its obligations, save and except that the Municipality of Brooke-Alvinston shall not be required to defend, indemnify and save harmless any Indemnified Parties for any Losses or parts thereof resulting from the Indemnified Parties' own negligence and/or willful misconduct. The Corporation of the Township of Enniskillen and Village of Oil Springs agrees to defend, indemnify and save harmless The Municipality of Brooke-Alvinston for Losses on the same terms and conditions hereof, *mutatis mutandis*. Any and all rights and obligations of either party under this paragraph 8(a) that have accrued prior to the termination of this Agreement shall survive the termination of this Agreement.

8. Severability

- (a) The invalidity or unenforceability of any provision of this Agreement or any covenant in it shall not affect the validity or enforceability of any other provisions or covenant in it and the invalid provision or covenant shall be deemed to be severable.

9. Effective Date

- (a) This Agreement shall come into effect on the day of 2024.

IN WITNESS WHEREOF the parties hereto sign by their duly authorized signing officers in that regard.

THE CORPORATION OF THE TOWNSHIP OF ENNISKILLEN

Mayor, Kevin Marriott

Administrator-Clerk, Duncan McTavish

THE CORPORATION OF THE VILLAGE OF OIL SPRINGS

Mayor, Ian Veen

Clerk-Treasurer, Martha Gawley

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

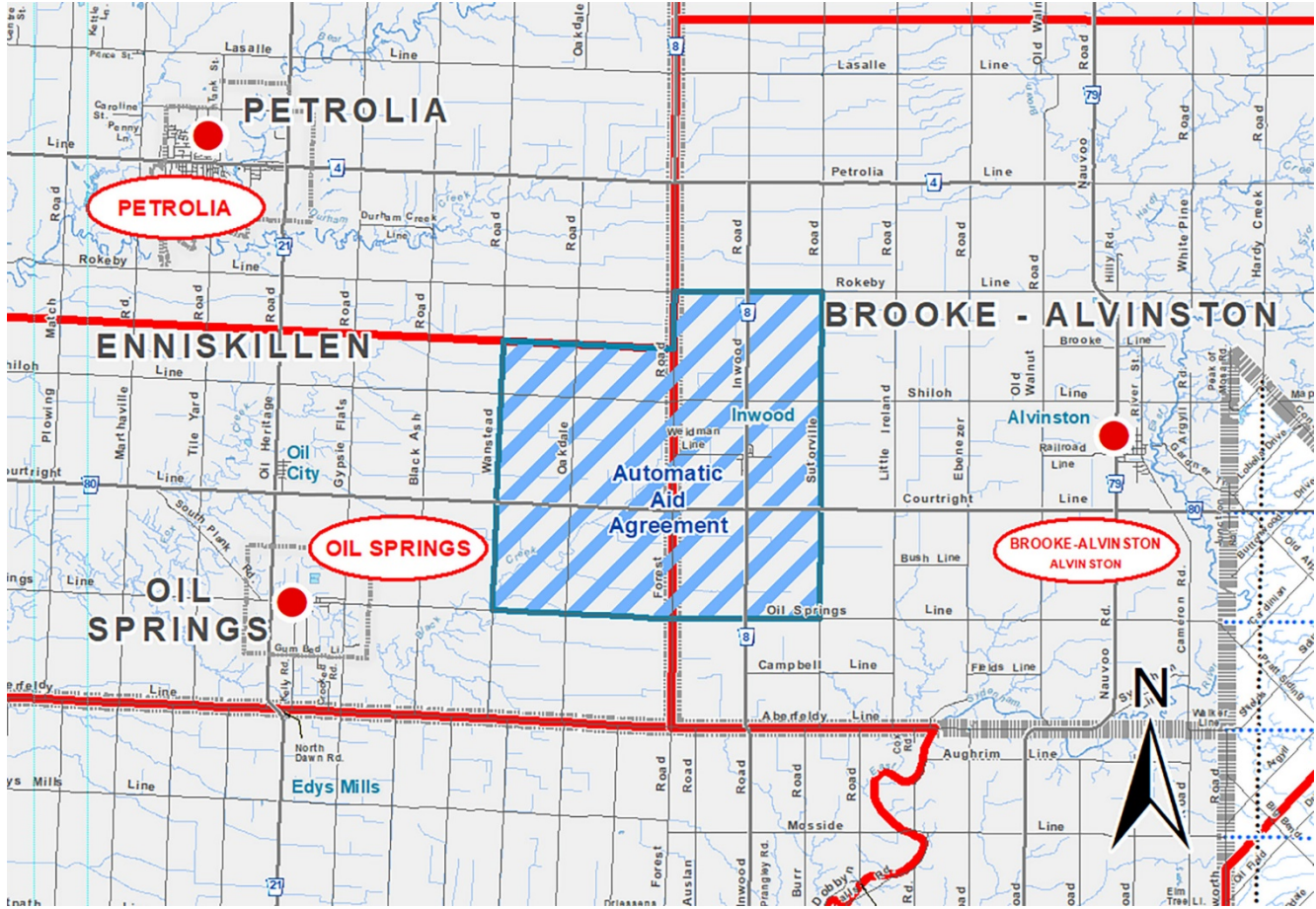
Mayor, David Ferguson

Clerk Administrator, Janet Denkers

Appendix A
to
By-law Number 53 of 2024

FIRE AREAS SERVICED BY BROOKE FIRE DEPARTMENT

The Fire Area shall consist of:



Appendix B
to
By-law Number 53 of 2024

FIRE AREAS SERVICES RESPONSE CRITERIA
MUNICIPALITY OF BROOKE-ALVINSTON (BROOKE FIRE RESCUE) AND THE VILLAGE OF OIL
SPRINGS AND THE TOWNSHIP OF ENNISKILLEN (OIL SPRINGS FIRE DEPARTMENT)

1. This Automatic Aid agreement will be active between the hours of 06:00 and 18:00 hours Monday to Friday only. All other times will require a Mutual Aid request for assistance.
2. This Automatic Aid agreement will apply to these specific types of response:
 - All structure, equipment and vehicle fires
 - All motor vehicle collisions
 - All agricultural equipment collisions and entrapments

RATING BY-LAW

Tile Drainage Act, R.S.O. 1990, c. T.8, s.8

THE CORPORATION OF THE
Municipality of Brooke-Alvinston
BY-LAW NUMBER 46 of 2024

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

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

AND WHEREAS the council has, upon their application, lent the owners the total sum of \$50,000.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

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

First Reading 2024-Oct-10
yyyy/mm/dd

Second Reading 2024-Oct-10
yyyy/mm/dd

Provisionally adopted this 10 day of October, 2024

David Ferguson
Name of Head of Council

Signature

Janet Denkers
Name of Clerk

Signature

Third Reading 2024-Oct-10

Enacted this 10 day of October, 2024

David Ferguson
Name of Head of Council

Signature

Corporate Seal

Janet Denkers
Name of Clerk

Signature

I, Janet Denkers, clerk of the Corporation of the Municipality of Brooke-Alvinston certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

Janet Denkers
Name of Clerk

Signature

The Corporation of the Municipality of Brooke-Alvinston
Schedule 'A' to By-law Number 46 of 2024

Property Owner Information*				Description of Land Parcel to Which the Repayment Charge Will be Levied				Proposed date of loan (YYYY-MM-DD)	Sum to be loaned \$	Annual rate to be imposed \$
LANGFORD, ALAN	LANGFORD, MARCY	0		Lot: 28 & 29	Con: 11			2024-Nov-01	\$ 50,000.00	\$ 6,793.40
-	-									
5824 LASALLE LINE		PETROLIA	ONT	Roll #: 3815	120	050	05200			
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
0	0	0		Lot:	Con:					
-	-									
				Roll #:						
TOTAL *								\$ 50,000.00	\$ 6,793.40	

* If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided. Only the owner(s) of the property may apply for a loan.