



AGENDA

Council Meeting

4:30 PM - Thursday, February 13, 2025
Municipal Office

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8. BY-LAWS

- 8.1. By-law 55 of 2024 - Third and final reading Watt Drain 2003 Branch A
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9. NEW BUSINESS

10. CLOSED SESSION

- 10.1. In accordance with section 239(2):
(b) personal matters about an identifiable individual including municipal or local board employees - *Senior of the Year Nomination, Staffing, Job Descriptions*

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



MINUTES

Council Meeting

3:30 PM - Thursday, January 23, 2025
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, January 23, 2025, at 3:30 PM, in the Municipal Office, with the following members present:

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

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

Regrets:

1 CALL TO ORDER

The Mayor called the meeting to order at 3:30 p.m.

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of January 9, 2025

RESOLUTION-2025-024

Councillor Craig Sanders made a motion that the minutes from the January 9, 2025 meeting be approved as presented without any error or omission.
Councillor Jenny Redick seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) 3:30 p.m. 2025 Draft Budget Presentation

The Treasurer presented the draft 2025 Budget to Council. All departments were reviewed. Staff were directed to redraft the budget with the comments received.

b) Alvinston Optimist Club - Presentation by H. Symington

Hannah Symington, President of the Alvinston Optimist Club was present at Council to present a cheque in the amount of \$5,000.00 to go towards offsetting the operations deficit at the Brooke-Alvinston Inwood Community Centre.

RESOLUTION-2025-025

Councillor Jenny Redick made a motion that the \$5,000.00 donation go toward offsetting the operational deficit in the Parks & Recreation Department.
Councillor Craig Sanders seconded the motion.

Carried

6 CORRESPONDENCE

- a) Municipal Correspondence

RESOLUTION-2025-026

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

Carried

- b) City of Woodstock - Children's Aid Society

RESOLUTION-2025-027

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports the request from the City of Woodstock to urge all levels of government to work together to improve upstream intervention and support to prevent the tragic outcomes we are seeing as a result of inadequate funding. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) County of Renfrew - Child Welfare Funding

RESOLUTION-2025-028

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

Carried

- d) Town of Kearney - Build More Homes Act.

RESOLUTION-2025-029

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports the request from the Town of Kearney to urge the government to consider creating tailored policies that recognize the specific conditions and requirements of rural areas, ensuring that any regulatory changes support sustainable and contextually appropriate growth. Deputy Mayor Frank Nemcek seconded the motion.

Carried

7 STAFF REPORTS

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

RESOLUTION-2025-030

Councillor Jenny Redick made a motion that Staff be directed to forward the maintenance request for the Gray Drain No. 2 to the Drainage Superintendent with the power to act. Councillor Craig Sanders seconded the motion.

Carried

- b) **Clerk Administrator's Report**: Inwood Ball Booth

RESOLUTION-2025-031

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston grant approval for the Shiloh Inwood United Church group to use the Inwood Ball Booth Canteen (June 20-22, July 19,2025). Councillor Don McCabe seconded the motion.

Carried

- c) **Clerk Administrator's Report**: Committee for Hockeyville

RESOLUTION-2025-032

Councillor Jenny Redick made a motion that Council as a Whole be appointed to a Municipal Hockeyville Committee should the submitted bid be successful; and that any formal communications to the Kraft Hockeyville Group be made through Council; and that Council endorse the application to bid the BAICCC as the successful recipient and contribute up to \$250 in their support. Councillor Craig Sanders seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Committee of Adjustment Terms of Reference

RESOLUTION-2025-033

Deputy Mayor Frank Nemcek made a motion that the Terms of Reference for the Committee of Adjustment be approved as amended. Councillor Jenny Redick seconded the motion.

Carried

- e) **Clerk Administrator's Report:** Livestock Evaluators

RESOLUTION-2025-034

Councillor Jenny Redick made a motion that the County of Lambton be appointed as Livestock Evaluator for the Municipality. Councillor Craig Sanders seconded the motion.

Carried

- f) **Public Works Superintendent's Report:** 2025 Dust Suppressant

RESOLUTION-2025-035

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston acknowledge the report provided by the Public Works Superintendent regarding the 2025 dust suppressant needs for the Municipality; and that the quote received from Den Mar Brines for \$263.15 flake/ tonne be accepted prior to budget approval; and that Council waives the requirements for a competitive process in favour of a negotiated process with Den Mar Brines for the provision of dust suppressant for the Municipality for the reason that the Public Works Superintendent has worked extensively with this supplier in the past and has obtained a price for the product that is within the draft budgeted amount and is anticipated to be lower than other suppliers. Councillor Craig Sanders seconded the motion.

Carried

- g) **Fire Chief's Report:** Brooke Fire Rescue 2024 Activity report

RESOLUTION-2025-036

Councillor Jenny Redick made a motion to receive and file the annual BFR activity report Councillor Don McCabe seconded the motion.

Carried**8 BY-LAWS****9 NEW BUSINESS**

- a) The Fire Chief noted the Alvinston Firemen's Association Fish Fry scheduled for Feb. 7, 2025
- b) Councillor Redick noted that the U15 and U18's recently won International Silver Stick Competitions.
- c) Councillor McCabe noted that Service Canada has 1 hour per month slated at the Alvinston Library to assist residents as needed. He also noted the Lambton Farm Safety event on Feb 6th and that he has a ticket available should anyone wish to attend.

- d) The Public Works Superintendent noted that gravel tenders went out this week and a report on the outcome will be presented at a future Council meeting.

10 CLOSED SESSION

- a) In accordance with section 239(2):
 (b) personal matters about an identifiable individual including municipal or local board employees - *Senior of the Year Nomination*

RESOLUTION-2025-037

Councillor Jenny Redick made a motion that Council move into Closed Session. Councillor Craig Sanders seconded the motion.

Carried

11 RISE AND REPORT

Closed session was held to discuss personnel matters about identifiable individuals. Staff directed to proceed as outlined in closed session.

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law 6 of 2025 - Confirming By-law

RESOLUTION-2025-038

Councillor Don McCabe made a motion that By-law 6 of 2025 be read a first, second and third time and finally passed this 23rd day of January, 2025. Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

The meeting was adjourned at 5:32 p.m.

Clerk-Administrator

Mayor



MINUTES

Council -Special Meeting

2:00 PM - Monday, January 27, 2025

Municipal Office / virtual

The Council -Special of the Brooke-Alvinston was called to order on Monday, January 27, 2025, at 2:00 PM, in the Municipal Office / virtual, 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, and Public Works Superintendent Jamie Butler

Regrets:

1 CALL TO ORDER

The Mayor called the meeting to order at 2pm sharp.

Council members present in person were: Mayor David Ferguson, Deputy Mayor Frank Nemcek and Councillor Don McCabe. Members attending virtually were Councillors Jenny Redick and Craig Sanders.

2 DISCLOSURE OF PECUNIARY INTEREST

3 STAFF REPORTS

a) Potential Grader Purchase in advance of budget approval

The Special Meeting of Council was called to discuss the immediate purchase of a grader. The Public Works Superintendent was advised that 2 graders were available to purchase and ready to go March 1st. The graders were the specifications requested. In advance of the budget approval, staff requested a special meeting to inform Council of the grader availability and potential cost savings and timely delivery of a unit. The 1997 grader would either be traded in or sold on gov deals.

In lieu of tendering, the Municipality is enrolled in the Canoe purchasing program through LAS whereby the canoe group seek out low tenders. The proposed Grader was the same canoe price.

RESOLUTION-2025-001

Councillor Don McCabe made a motion that the Municipality recognizes the general practice of obtaining competitive pricing for all equipment and in some cases services in accordance with the municipal by-law 64 of 2016;

And that the Municipality is a member of the CANOE purchasing group through LAS whereby the Canoe group completes competitive bid processes on behalf of municipalities.

And whereas TORMONT has identified that the pricing for a 2025 CAT 150 Motor Grader matches the CANOE price for the same unit;

And whereas TORMONT has the grader available effectively Feb 2025 for purchase;

And whereas the delay of purchasing a grader would significantly impact the

time of delivery for a new grader;

And whereas the said unit is lower than the budgeted cost;

And whereas repairs are still needed on the 1997 unit;

And whereas the only issue on the grader in the Jan 23, 2025 budget discussion was payment in 2025 / 2026 and that the funds came from the reserves;

Be it resolved that Council authorize the purchase of the grader specified above. Deputy Mayor Frank Nemcek seconded the motion.

Carried

b) Confirming By-law

RESOLUTION-2025-002

Councillor Don McCabe made a motion that by-law 7 of 2025 be read a first, second and third time and finally passed this 27th day of January 2025. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 ADJOURNMENT

Councillor Sanders made a motion to adjourn the meeting at 2:10 p.m..

Clerk-Administrator

Mayor



NOTICE OF APPLICATION AND PUBLIC MEETING

Pursuant to Section 34 of the *Planning Act, R.S.O.*
1990, as amended.

APPLICATION FOR ZONING BY-LAW AMENDMENT

OWNER:	Rysan Farms Ltd. (C/O Mike Sanders)
ADDRESS:	1040 Melwood Drive
LEGAL:	West Part of Lot 1, Concession 5, in the geographic Township of Metcalfe, Township of Adelaide Metcalfe, County of Middlesex
Roll Number:	394601103002800
File No:	Z01-2025

The Municipality's Council will hold a Public Meeting to consider the subject application.

Meeting Date: **Tuesday, February 18th, 2025**
The Council meeting will begin at 7:00 p.m. although the exact time of the item is unknown.

Time: **7:00 PM**

Place: **The Township of Adelaide Metcalfe Municipal Office**
Lower Level
2340 Egremont Drive, Strathroy, ON

Broadcasted live on the Municipality's YouTube Channel

<https://www.youtube.com/@adelaidemetcalfecouncilmee3890>

PURPOSE AND EFFECT

The purpose and effect of the Zoning By-law Amendment application is to implement a condition of Consent B01-2023, which was conditionally approved by the Committee of Adjustment on March 20th, 2023 to sever approximately 1.4 ha (3.5 ac) from an existing 40.4 ha (100.0 ac) farm parcel to facilitate the disposal of a residence surplus to a farming operation as a result of farm consolidation.

The Zoning By-law Amendment application proposes to rezone the '**Severed Parcel**' of Consent B01-2023 from 'General Agriculture (A) Zone' to 'Surplus Dwelling (SD) Zone' and to rezone the '**Retained Parcel**' of Consent B01-2023 from 'General Agriculture (A) Zone' to 'Agriculture Only (AO) Zone.'

Description and Location of Subject Land

The subject lands are located on the north side of Melwood Drive, east of Sexton Road, and have a municipal address of 1040 Melwood Drive. Sexton Road is the boundary line between the Township of Adelaide Metcalfe in Middlesex County and the Municipality of Brooke-Alvinston in Lambton County. The lands are approximately 40.4 ha (100.0 ac) in size and surrounding uses are predominantly agricultural in nature. The lands are legally described as West Part of Lot 1, Concession 5, in the geographic Township of Metcalfe, Township of Adelaide Metcalfe, County of Middlesex.

The '**Severed Parcel**' currently contains a single-detached dwelling, two accessory structures and an unoccupied barn. The accessory structures and unoccupied barn are required to be demolished as a condition of Consent B01-2023. The lands are serviced by a private well and septic system, and have an existing access to Melwood Drive.

The '**Retained Parcel**' currently contains lands used for agricultural crop production and is vacant of any buildings/structures. The lands are not serviced by the private well and septic system, and an access is required to be confirmed as a condition of Consent B01-2023. A portion of the lands are regulated by the St. Clair Region Conservation Authority.

The subject lands are within the 'Agricultural Area' per 'Schedule A-1' of the Adelaide Metcalfe Official Plan. The '**Retained Parcel**' contains 'Woodlands (4 ha or greater)' and 'Woodlands (less than 4 ha)' per 'Schedule B' of the Adelaide Metcalfe Official Plan. The subject lands are currently zoned 'General Agriculture (A) Zone' within the Adelaide Metcalfe Zoning By-law.

A key map illustrating the location of the subject lands is attached.

INFORMATION ON THE APPLICATION

In accordance with Section 34(10.4) of the Planning Act, R.S.O. 1990, c. P.13, as amended, the Township of Adelaide Metcalfe has deemed this application to be complete for the purposes of Section 34(10.1) and (10.2) of the Planning Act.

For more information on the application, please visit the website or contact the County of Middlesex Planner listed below.

Website: www.adelaidemetcalfe.on.ca
Planner: Ashley Sawyer – 519-930-1009 or asawyer@middlesex.ca

PURPOSE OF THE MEETING:

- For the applicant to present the proposal
- For members of the public to ask questions and share their view on the proposal
- For Council to receive a recommendation report from the planner and to make a decision on the application.

The report will be available on the Township website the Thursday prior to the meeting.

WRITTEN COMMENTS

If you wish to comment on the application, you are encouraged to provide written comments to the Clerk by email mbarnier@adelaidemetcalfe.on.ca or by mail 2340 Egremont Drive, RR 5, Strathroy, Ontario, N7G 3H6 by **noon on Friday, February 14th, 2025**. Please include the file number, your full name, address, and an email or telephone number at which you can be reached. Written submissions must also indicate if you wish to make an oral submission at the meeting or wish to participate remotely. All persons wishing to participate remotely will be contacted by the Clerk and given electronic access instructions.

Please note that pursuant to Section 1.0.1 of the Planning Act, and in accordance with Section 32(e) of the Municipal Freedom of Information and Protection of Privacy Act, it is the policy of the Township of Adelaide-Metcalfe to make all planning applications and supporting material, including written submissions regarding the application and received by the Clerk, available to the public. Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report, Council Agenda and Council Minutes.

APPEAL PROCEDURE

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Township of Adelaide Metcalfe to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Township of Adelaide Metcalfe before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Township of Adelaide Metcalfe before the by-law is passed, the person or public body may not be added as a part to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Notwithstanding the above, subsection 34(19) of the Planning Act defines the parties that are eligible to appeal the decision to the Ontario Land Tribunal.

HOW TO STAY INFORMED

If you wish to be notified of the decision of the Adelaide Metcalfe Council, you must make a written request to the Township of Adelaide Metcalfe at 2340 Egremont Drive, RR 5, Strathroy, Ontario, N7G 3H6.

This notice has been circulated to the required agencies and all landowners within 120 metres of the subject property, and has been posted on the subject property, in accordance with the Planning Act. If you are aware of any person(s) affected by this application who have not received a copy of this notice, it would be appreciated if you would so advise them.

Date of Notice: January 29th, 2025

Mike Barnier
 Clerk
 Township of Adelaide Metcalfe
 Tel: (519) 247-3687
 Email: mbarnier@adelaidemetcalfe.on.ca

APPLICATION FOR ZONING BY-LAW AMENDMENT: Z1-2025

Owner/Applicant: Rysan Farms Ltd.
Agent: Ashley Podolinsky, McKenzie Lake Lawyers LLP



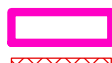
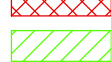

1040 Melwood Drive
West Part of Lot 1, Concession 5
Township of Metcalfe



Township of ADELAIDE METCALFE

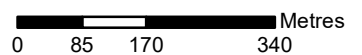


Published by the County of Middlesex
Planning Department
399 Ridout Street North, London, ON N6A 2P1
(519) 434-7321
January 2025

-  Lands to be rezoned from 'General Agriculture (A) Zone' to 'Surplus Dwelling (SD) Zone'
-  Lands to be rezoned from 'General Agriculture (A) Zone' to 'Agriculture Only (AO) Zone'
-  Zone Boundary
-  CA Regulated Area
-  Significant Woodlands



1:10,000



Disclaimer: This map is for illustrative purposes only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation.



NOTICE OF INTENT

OWNER:	Rysan Farms Ltd. (C/O Mike Sanders)
AGENT:	Johnathon Barnett and Ashley Podolinsky, McKenzie Lake Lawyers
ADDRESS:	1040 Melwood Drive
LEGAL:	West Part of Lot 1, Concession 5, in the geographic Township of Metcalfe, Township of Adelaide Metcalfe, County of Middlesex
Roll Number:	394601103002800
File No:	B01-2023

Meeting Date: **Tuesday, February 18th, 2025**

Time: 7:00 PM

The Council meeting will begin at 7:00 p.m. although the exact time of the item is unknown.

Place: **The Township of Adelaide Metcalfe Municipal Office**

Lower Level

2340 Egremont Drive, Strathroy, ON

Broadcasted live on the Municipality's YouTube Channel

<https://www.youtube.com/@adelaidemetcalfecouncilmee3890>

PURPOSE AND EFFECT

Consent B01-2023 was conditionally approved by the Township's Committee of Adjustment on March 20th, 2023 to sever approximately 1.4 ha (3.5 ac) from an existing 40.4 ha (100.0 ac) farm parcel to facilitate the disposal of a residence surplus to a farming operation as a result of farm consolidation. Pursuant to Section 53(23) of the *Planning Act*, a request to remove Condition #9 has been submitted by the agent, on behalf of the property owner. Condition #9 states "That the drain assessment schedules be revised in accordance with the Drainage Act, as amended, to be commissioned and paid for by the owners, to the satisfaction of the Township, if applicable." The rationale for the request is that a reassessment has been confirmed by the Township's Drainage Superintendent as not required.

Description and Location of Subject Land

The subject lands are located on the north side of Melwood Drive, east of Sexton Road, and have a municipal address of 1040 Melwood Drive. Sexton Road is the boundary line between the Township of Adelaide-Metcalfe in Middlesex County and the Municipality of Brooke-Alvinston in Lambton County. The lands are approximately 40.4 ha (100.0 ac) in size and surrounding uses are predominantly agricultural in nature. The lands are legally described as West Part of Lot 1, Concession 5, in the geographic Township of Metcalfe, Township of Adelaide Metcalfe, County of Middlesex.

The '**Severed Parcel**' of Consent B01-2023 currently contains a single-detached dwelling, two accessory structures and an unoccupied barn. The accessory structures and unoccupied barn are required to be demolished as a condition of Consent B01-2023. The lands are serviced by a private well and septic system, and have an existing access to Melwood Drive.

The '**Retained Parcel**' of Consent B01-2023 currently contains lands used for agricultural crop production and is vacant of any buildings/structures. The lands are not serviced by the private well and septic system, and an access is required to be confirmed as a condition of Consent B01-2023. A portion of the lands are regulated by the St. Clair Region Conservation Authority.

The subject lands are within the 'Agricultural Area' per 'Schedule A-1' of the Adelaide Metcalfe Official Plan. The '**Retained Parcel**' contains 'Woodlands (4 ha or greater)' and 'Woodlands (less than 4 ha)' per 'Schedule B' of the Adelaide Metcalfe Official Plan. The subject lands are currently zoned 'General Agriculture (A) Zone' within the Adelaide Metcalfe Zoning By-law.

A key map illustrating the location of the subject lands is attached.

INFORMATION ON THE APPLICATION:

For more information on the application, please visit the website or contact the planner.

Website: www.adelaidemetcalfe.on.ca

Planner: Ashley Sawyer – 519-930-1009 or asawyer@middlesex.ca

PURPOSE OF THE MEETING

- For the applicant to present the proposal
- For members of the public to ask questions and share their view on the proposal
- For the Committee of Adjustment to receive a recommendation report from the planner and to make a decision on the application.

The planning report will be available on the Township website the Thursday prior to the meeting.

WRITTEN COMMENTS

If you wish to comment on the application, you are encouraged to provide written comments to the Clerk by email mbarnier@adelaidemetcalfе.on.ca or by mail 2340 Egremont Drive, RR 5, Strathroy, Ontario, N7G 3H6 by **noon on Friday, February 14th, 2025**. Please include the file number, your full name, address, and an email or telephone number at which you can be reached. Written submissions must also indicate if you wish to make an oral submission at the meeting or wish to participate remotely. All persons wishing to participate remotely will be contacted by the Clerk and given electronic access instructions.

Please note that pursuant to Section 1.0.1 of the Planning Act, and in accordance with Section 32(e) of the Municipal Freedom of Information and Protection of Privacy Act, it is the policy of the Township of Adelaide-Metcalfе to make all planning applications and supporting material, including written submissions regarding the application and received by the Clerk/Secretary-Treasurer of the Committee of Adjustment, available to the public. Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report, Council Agenda and Council Minutes.

OTHER PLANNING ACT APPLICATIONS: Consent - B01-2023
Zoning By-law Amendment - Z1-2025

APPEAL PROCEDURE

If a person or public body has the ability to appeal the decision of the Committee of Adjustment of the Township of Adelaide-Metcalfе in respect of the proposed consent to the Ontario Land Tribunal but does not make written submissions to the Committee of Adjustment of the Township of Adelaide-Metcalfе before it gives or refuses to give a provisional consent, the Tribunal may dismiss the appeal.

Notwithstanding the above, subsection 53(19) of the Planning Act defines the parties that are eligible to appeal the decision to the Ontario Land Tribunal.

HOW TO STAY INFORMED

If you wish to be notified of the decision of the Adelaide Metcalfе Council, you must make a written request to the Township of Adelaide Metcalfе at 2340 Egremont Drive, RR 5, Strathroy, Ontario, N7G 3H6.

This notice has been circulated to the required agencies and all landowners within 60 metres of the subject property, and has been posted on the subject property, in accordance with the Planning Act. If you are aware of any person(s) affected by this application who have not received a copy of this notice, it would be appreciated if you would so advise them.

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

Date of Notice: January 31st, 2025

Mike Barnier
Secretary Treasurer – Committee of Adjustment
Township of Adelaide Metcalfе
Tel: (519) 247-3687
Email: mbarnier@adelaidemetcalfе.on.ca

APPLICATION FOR CONSENT: B01-2023

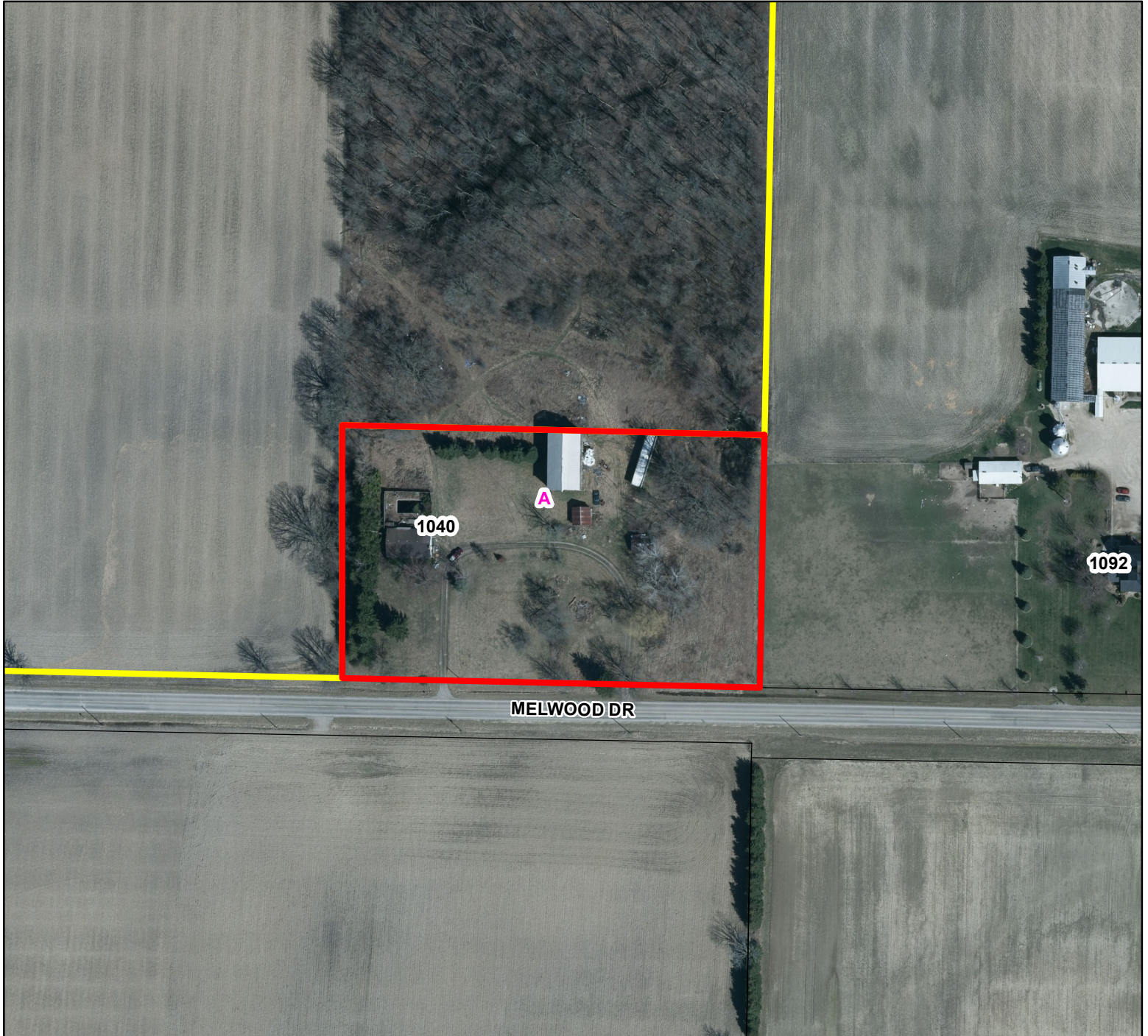
Owner: Rysan Farms Ltd

Agent: Jon Barnett & Ashley Podolinsky - McKenzie Lake Lawyers LLP




1040 Melwood Drive
CON 5 W PT LOT 1 (Metcalf)
Township of Adelaide Metcalfe



Township of ADELAIDE METCALFE

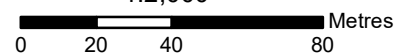


Published by the County of Middlesex
Planning Department
399 Ridout Street North, London, ON N6A 2P1
(519) 434-7321
March 2023

-  Lands proposed to be severed
-  Lands proposed to be retained
-  Zoning



1:2,000



Disclaimer: This map is for illustrative purposes only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation.



MINUTES

Fire Committee Meeting

4:30 PM - Tuesday, August 27, 2024

Fire Hall

The Fire Committee of the Brooke-Alvinston was called to order on Tuesday, August 27, 2024, at 4:30 PM, in the Fire Hall, with the following members present:

Council Present: Deputy Mayor Frank Nemcek, Councillor Jenny Redick, Fire Committee Member Martin Vink, and Fire Committee Member Alan Broad. Mayor Ferguson attended as ex officio

Staff Present: Clerk Administrator Janet Denkers and Fire Chief Steve Knight

Regrets:

1 CALL TO ORDER

Frank Nemcek called the meeting to order at 4:25 p.m. since all members were present.

2 DISCLOSURE OF PECUNIARY INTEREST

Frank Nemcek asked that any pecuniary interests be declared at the appropriate time.

3 MINUTES

a) Fire Committee Meeting Minutes of April 23, 2024

RESOLUTION-2024-003

Fire Committee Member Alan Broad made a motion that the previous Committee meeting minutes of April 23, 2024 be approved as presented without error or omission. Fire Committee Member Martin Vink seconded the motion.

Carried

4 STAFF REPORTS

a) Fire Chiefs Report

BFR Fire Chief Steve Knight reviewed his submitted report and provided the call sheet from the last quarter to the Committee members.

5 NEW BUSINESS

a) Jenny Redick noted that over \$56k was raised during the 2024 Tanner Redick Memorial Ball Tournament.

b) Martin Vink noted that Middlesex County announced the 911 services transition to Strathroy Caradoc Police effective September 10, 2024.

6 ADJOURNMENT

Alan Broad made a motion to adjourn the meeting at 4:50 p.m.. A tour of the new sea can and renovations to the Chiefs office were done after the meeting.

NOTICE OF MEETING
on the
Watson Drain

Drainage Act, R.S.O. 1990, Chapter D.17, s. 74, s.78

Dear Sir/Madam:

You are hereby notified that the Drainage Superintendent and Engineer will be present for a maintenance meeting for the **Watson Drain** in accordance with Section 74 of the Drainage Act.

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

The Council of the Municipality of Brooke-Alvinston has scheduled a meeting for the:

Watson Drain
on
Thursday, February 13th, 2025
10:30 a.m.

Meeting Location: Municipal Council Chambers
3236 River Street, Alvinston, ON

Dated the 30th day of January, 2025

Janet Denkers
Clerk-Administrator

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

NOTICE OF APPOINTMENT FOR EXAMINATION BY ENGINEER

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

TO: Affected Property Owners

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

**Watt Cran Drain
on**

Thursday, February 13th, 2025

9:30 a.m.

**MEETING LOCATION: Municipal Council Chambers
3236 River Street, Alvinston, ON**

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

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

Dated the 30th day of January, 2024.

Janet Denkers
Clerk-Administrator

Failure to Attend Meeting

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



PUBLIC NOTICE

SEVERANCE APPLICATION

COMMITTEE OF ADJUSTMENT

APPLICATION NO. B-001/25

TAKE NOTICE that an application for consent has been submitted by George Solonevitch for property described as Plan 1, Lot 23, Lot 24, Wagner Survey and known municipally as 3196 River Street in the Municipality of Brooke-Alvinston. The purpose of the application is to sever the property into two lots with the proposed severed parcel having a frontage +/- 27.5 metres, a depth of +/- 40 metres and an area of +/- 758.5 square metres and the retained parcel having a frontage of +/- 10 metres, a depth of +/- 40 metres and an area of +/- 402 square metres. A semi-detached dwelling is proposed for each property.

AND FURTHER TAKE NOTICE that the Committee of Adjustment for the Municipality of Brooke-Alvinston has appointed February 25, 2025 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 prior to the hearing.

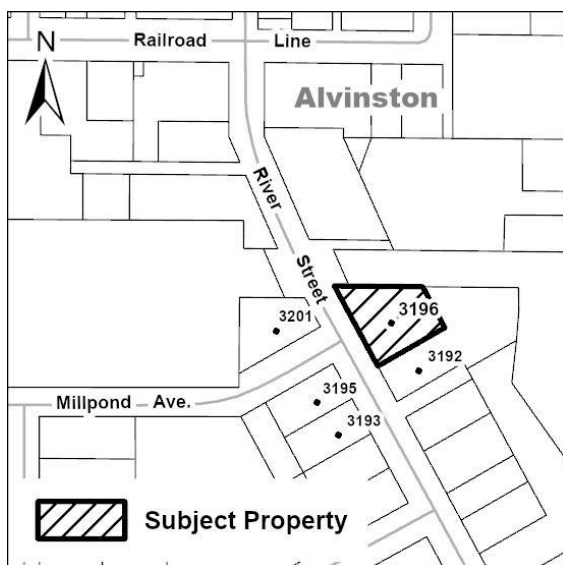
If you wish to submit a written or make an oral presentation at the public hearing, please contact the Municipality of Brooke-Alvinston no later than 12:00 p.m. noon on February 24, 2025.

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

If a person or public body that files an appeal of a decision of the Municipality of Brooke-Alvinston Committee of Adjustment in respect of the proposed severance does not make written submission to the Municipality of Brooke-Alvinston Committee of Adjustment before it gives or refuses to give provisional consent, the Ontario Land Tribunal may dismiss the appeal.

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

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



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

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

Dated: January 31, 2025



THE TOWNSHIP OF
WOOLWICH

BOX 158, 24 CHURCH ST. W.
ELMIRA, ONTARIO N3B 2Z6
TEL. 519-669-1647 / 1-877-969-0094
COUNCIL/CAO/CLERKS FAX 519-669-1820
PLANNING/ENGINEERING/BUILDING FAX 519-669-4669
FINANCE/RECREATION/FACILITIES FAX 519-669-9348

January 17, 2025

The Honourable Doug Ford, Premier of Ontario

BY EMAIL

Dear Premier,

RE: Resolution Passed by Woolwich Township Council – Election Advocacy and Preparation

This letter is to inform you that the Council of the Township of Woolwich passed the following resolution at their meeting held on January 14, 2025:

That the Council of the Township of Woolwich, considering Report C02-2025 respecting Election 2026 Report 1 – Election Advocacy and Preparation:

- 1. Endorse the resolutions from municipalities across Ontario including that from the Township of Terrace Bay calling on the Province of Ontario to update the Municipal Elections Act, 1996 with priority amendments as outlined by AMCTO before the summer of 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections; and***
- 2. Forward this resolution to all municipalities in Ontario, the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Minister of Education, the Minister of Public Business Service Delivery, Ministry of Finance, our local Minister of Provincial Parliament (MPP), the Association of Municipalities of Ontario (AMO) and the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO).***

Township of Terrace Bay Resolution:

WHEREAS elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections;

AND WHEREAS legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process;

AND WHEREAS the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities;

AND WHEREAS the Municipal Elections Act 1996 (MEA) will be 30 years old by the next municipal and school board elections in 2026;

AND WHEREAS the MEA sets out the rules for local elections, the Assessment Act 1990 and the Education Act, 1990 also contain provisions impacting local elections adding more places for

voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario;

AND WHEREAS the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce;

AND WHEREAS while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges;

AND WHEREAS to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape with impacts elections administration including privacy, the threats of foreign interference, increased spread of mis-disinformation and the increased use of technologies like artificial intelligence and use of digital identities;

AND WHEREAS the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration;

AND WHEREAS AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendation for amendments ahead of the 2030 elections;

THEREFORE BE IT RESOLVED THAT Council for the Township of Terrace Bay calls for the Province to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections;

AND FURTHER THAT this resolution be forwarded to all municipalities in Ontario for support that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing, the Minister of Education, the Minister of Public Business Service Delivery, Ministry of Finance, the Premier of Ontario, Thunder Bay MPP's, AMO and AMCTO.

Should you have any questions, please contact Tanya Bettridge, by email at tbettridge@woolwich.ca or by phone at 519-669-6004.

Yours truly,



Jeff Smith, Municipal Clerk
Corporate Services
Township of Woolwich

Cc: Minister of Municipal Affairs and Housing
Minister of Education
Minister of Public Business Service Delivery
Minister of Finance
Mike Harris, Member of Provincial Parliament (MPP)
Association of Municipalities of Ontario (AMO)
Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)
Municipalities of Ontario

“Proudly remembering our past; Confidently embracing our future.”



1 Halton Hills Drive, Halton Hills, L7G 5G2
905-873-2600 | 1-877-712-2205
haltonhills.ca

January 29, 2025

All Municipalities in Ontario
Via Email

Re: Sovereignty of Canada

Please be advised that Council of the Town of Halton Hills at its meeting of Monday, January 20, 2025, adopted Resolution No. 2025-0010 regarding Sovereignty of Canada.

Attached for your information is a copy of Resolution No. 2025-0010.

Respectfully,

A handwritten signature in blue ink, appearing to read 'M Lawr'.

Melissa Lawr, AMP
Deputy Clerk – Legislation



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Resolution No.: 2025-0010

Title: Sovereignty of Canada

Date: January 20, 2025

Moved by: Councillor D. Keene

Seconded by: Councillor J. Brass

Item No. 12.2

WHEREAS incoming President Trump has suggested that with the use of “economic force” such as tariffs, Canada should become the 51st state of the United States, and further he suggests that many Canadians would agree;

AND WHEREAS residents of our community, known as Canada’s Most Patriotic Town, have demonstrated passion for and loyalty to our nation by opposing past "Buy America" trade measures; by celebrating Canada's 150th anniversary by simultaneously flying over 57,000 Canadian flags and along with other activities, by annually hosting popular Canada Day festivities throughout our municipality; and

AND WHEREAS Canada is a sovereign nation with a peaceful history of self-governance dating to its Confederation in 1867; and

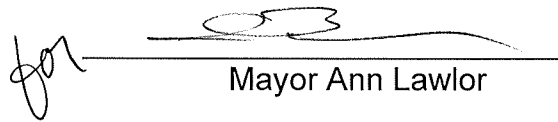
AND WHEREAS the Canadian identity is marked by a deep-rooted pride in its heritage and culture founded by French and British settlement, enriched by Indigenous culture and traditions and by more than a century and a half of multi-cultural immigration;

AND WHEREAS Canada has significant global standing, consistently supporting its allies, including the United States, in global conflicts such as two world wars, and wars in Korea and Afghanistan; and in international coalitions and in being consistently recognized as among the top countries in the world for quality of life;

AND WHEREAS the shared history of the United States and Canada has been one of friendship, respect and neighbourly relations;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Halton Hills categorically rejects any efforts by incoming President Trump or any others to undermine the sovereignty of Canada. We stand united with our Ontario Premier Doug Ford and our Canadian Prime Minister Justin Trudeau for a Canada that remains strong, free, independent, and characterized by peace, order, and good government.

AND FURTHER THAT the Mayor prepare correspondence containing this resolution for circulation to the office of the American president through our Canadian diplomatic channels with copies to The Right Honourable Justin Trudeau, Prime Minister, The Honourable Melanie Joly, Minister of Foreign Affairs, MP Michael Chong, Premier Doug Ford, The Honourable Vic Fedeli, Minister of Economic Development, Job Creation and Trade of Ontario, MPP Ted Arnott, Leaders of the Opposition Parties, AMO, FCM, and all municipalities in Ontario.


Mayor Ann Lawlor

Lambton County Historical Society



January 27th, 2025

Municipality of Brooke-Alvinston

RE: LCHS Support request for 2025 and request for meeting location.

We would like to thank you for your continued support and providing us with council member Don McCabe and representatives: Ray & Marjorie Lloyd and Marjorie Cumming. Councillor Don McCabe has been a tremendous asset to our group. Please confirm the representatives for the upcoming year 2025. An invoice for 2025 membership fees for Brooke-Alvinston will be sent out in February 2025, after confirmation of representatives and meeting locations.

At this time we are also arranging and securing our meeting locations for the upcoming year. This year we are requesting Brooke-Alvinston to host our meeting on April 24th 2025.

Requirements Requested From the Municipality:

- Host our meeting April 24th 2025 at 7:00 pm.
- Secure a location for the meeting to accommodate up to 30 people, free of charge.
- Arrange for a guest speaker re: history of your locale
- Guest speaker should limit the presentation to between 20 and 30 min.
- Provide coffee, tea and water
- Bring greetings from the municipality.
- Upon confirmation, I will finalize the meeting location for April 24th, 2025.

Please advise if you can secure a location to host our meeting April 24th, and provide the location address.

I will also send the meeting request to your representatives.

If you have any questions or concerns, please don't hesitate to contact me.

We would like to thank you once again for your continued support.

Thanking you in advance, and have a great day!

Deb Narr
Secretary for Lambton County Historical Society

Email address: narr8085@brktel.on.ca

Mailing address: LCHS C/O Deb Narr
8085 Francis St. PO. Box 121,
Alvinston, Ont. N0N 1A0
Home Phone Number: 226-784-9846
Cell Phone: 519-384-4125



February 5, 2025

To Whom it May Concern,

Re: Proposed U.S. tariffs on Canadian Goods

Please note at their Regular meeting held on February 5, 2025, Peterborough County Council passed the following resolution:

Resolution No. 19-2025

Moved by Deputy Warden Senis

Seconded by Warden Clark

Whereas the federal government is currently in negotiations with the U.S. government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Premier Doug Ford has outlined several plans to combat the impact the proposed tariffs would have on Ontario including Fortress Am-Can which focus on strengthening trade between Ontario and the U.S. while bringing good jobs back home for workers on both sides of the border; and

Whereas the federal government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S on tariffs; and

Whereas trade between Ontario and the United States is very important to our residents and local economies and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and



Whereas municipalities have traditionally treated all procurements from trade partners equally and fairly; and

Whereas municipalities can assist in the Team Canada effort to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces.

Therefore, be it resolved that, the County of Peterborough supports the provincial and federal governments on the measures they have put in place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations;

And that federal and provincial governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the provincial and federal governments take action to remove trade barriers between provinces as a response to US tariffs and support Canadian businesses.

And that the CAO be directed to bring back a report detailing a temporary purchasing policy that integrates and addresses these concerns;

And that County Economic Development & Tourism Division be directed to implement a “Buy Local Peterborough County, Buy Canadian” campaign to encourage residents and businesses to purchase locally made and Canadian goods and services.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Doug Ford, Premier of Ontario
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- The Hon. Paul Calandra, Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver



- Robin Jones, President, AMO and Mayor of Westport
- Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All provincial and territorial Premiers.
- All local MPs and MPPs,
- All Ontario Municipalities for their support.

Carried

Should you have any questions or concerns please contact Kari Stevenson, Director of Legislative Services/Clerk at kstevenson@ptbocounty.ca.

Yours truly,

Holly Salisko
Administrative Services Assistant – Clerk's Division/Planning
hsalisko@ptbocounty.ca



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Grader Purchase Update
Meeting: Council - 13 Feb 2025
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That Council receive and file the report on the purchase of the 2025 CAT grader to spec.

Background:

On Jan. 27, 2025 a special session of Council was held to discuss with Council the purchase of a 2025 CAT grader as specified. Council directed staff to pursue the purchase for the following reasons:

- 1) Purchase price through the LAS Canoe purchasing program guarantees lowest tenders
- 2) Tormont participates in the Canoe Program
- 3) The grader was available and unspoken for
- 4) Repair costs continue on the 1997 unit
- 5) Council had discussed the budget item at the January 23rd meeting

Comments:

The purchase offer was signed on January 30, 2025 with delivery expected by March 1, 2025

Financial Considerations:

The Grader Purchase price is \$632,297.02 + Tax. The trade in offered was \$35,000. The price includes Warranty, greasing system and snow equipment. The new price is lower than the previously budgeted grader.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Gravel Tender Results - 2025
Meeting: Council - 13 Feb 2025
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That the lowest tender(s) received for the Granular M from McCann Redimix for the price of \$20.60 / tonne plus tax be accepted; and that the lowest tender for the Domolite from McKenzie & Henderson for the price of \$36.80 / tonne plus tax be accepted.

Background:

The maintenance of roads is critical each year and the maintenance is routinely needed to ensure they are maintained and that they not fall apart with potholes making it difficult to maintain.

Tenders were requested for the following:

- i) Supply and haul and spreading with hopper type equipment of approximately 8,300 tonnes of Dolomite Limestone and
- ii) Supply, haul and spreading with hopper type equipment of approximately 12,500 tonnes of granular M with minimum 60% crushed

Comments:

Tender Results (excluding tax) were:

	(Q2) <u>Granular M</u>	(Q1) <u>Domolite (price/tonne)</u>
Bill Blane Trucking:	\$20.67	no bid
Carters Trucking	\$20.90	no bid
Johnson Brothers	\$23.35	\$37.00
Lavis	no bid	no bid
McCann RediMix	\$20.60	no bid
McKenzie & Henderson	\$22.23	<u>\$36.80</u>
Regier Trucking	no bid	no bid

Southwestern Sales

no bid

no bid

Financial Considerations:

The 2025 draft Budget allocated \$650,000 The tendered amount is within the draft budgeted amount.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2025 Rabies Clinic
Meeting: Council - 13 Feb 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That Brooke-Alvinston host a Rabies Clinic in the pavilion at the BAICCC on April 26, 2025 in the Pavilion.

Background:

The Municipality annually hosts a Rabies Clinic in Brooke-Alvinston. Many residents and residents of surrounding areas take advantage of the clinic as it offers rabies shots at a low cost.

Comments:

Local Veterinarians have been contacted and have expressed interest in participating in the clinic.

The pavilion worked well for the event last year and by that date, the washrooms can be opened for the season.

The Alvinston Feral cats program members could be invited to set up a display advertising their program that day.

Financial Considerations:

The Municipality only hosts the clinic, the veterinarians receive payment for the rabies vaccinations. The Municipality will advertise the event via newsletter, website and social media and waive the rental fee of the pavilion for the event.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2025 Large Item Event
Meeting: Council - 13 Feb 2025
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That one municipal large item disposal event be held June 2-6, 2025 and that the large item disposal event procedure as outlined be approved.

Background:

In 2021 the Municipality tried a new initiative of having Large Item Day being replaced with Large Item Week. Feedback from residents has been positive in keeping the same path.

Comments:

Having the Large Item week provides more flexibility for the residents in dropping their items off. We would like to arrange the disposal week over 5 consecutive days (Monday-Friday) the week of June 2-6, 2025 at the following times:

Monday	10 am- 3 pm
Tuesday	10 am- 6:30 pm
Wednesday	10 am- 3 pm
Thursday	10 am- 6:30 pm
Friday	8 am-12 noon

The gates would be locked each evening.

The procedure would be:

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

By hosting the event in June, weather will be better and staffing through the week eliminates overtime costs.

Financial Considerations:

A large item disposal day is approximately \$12,000 which does not include labour but does include tipping fees and repairs to equipment (tires).



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Requests from the Brooke-Alvinston Ag Society - Pro Rodeo 2025
Meeting: Council - 13 Feb 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston declares the Alvinston Pro Rodeo being held June 13-15, 2025 as an event of municipal significance and acknowledges that the Brooke-Alvinston Agricultural Society will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex / Pavilion / Grounds at 3310 Walnut Street; and that

The Council of the Municipality of Brooke-Alvinston waive section 3.9 of By-law 37 of 2021 to allow noise to extend to 2 a.m. on June 13th and 14th during the 2025 Alvinston Pro Rodeo.

And that the Brooke-Alvinston Ag Society be allowed to use an off road vehicle on the BAICCC grounds during the Alvinston Pro Rodeo event only.

And that it be acknowledged the Rodeo staff and participants will be camping on the grounds to be near their livestock during the event;

And that food trucks and vendors be allowed to setup on the grounds for the event.

And that the Rodeo Committee will be responsible for returning the grounds to their original state after the event.

Background:

The Brooke-Alvinston Ag Society will be hosting the Pro Rodeo June 13-15, 2025 on the BAICCC grounds. A special occasion permit is required for the event. The rodeo has routinely been declared an event of municipal significance due to the nature of the event. It also fits the criteria recently adopted by Council in declaring an event to be municipally significant as it:

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

Criteria of the Municipal Significant Event Policy to issue a Special Occasion Permit is met with the Alvinston Pro Rodeo.

The request also notes the request for members of the Rodeo to camp on the BAICCC grounds in order to oversee their operations and livestock.

In previous years, food trucks have been allowed and are almost expected at public events such as fall fairs and community celebrations which last an average of 3 days. The food truck compliments the Municipal Alcohol Policy in allowing food products to be sold on site while alcohol is served. The food trucks have never been issues of concern and must provide the event organizers proper insurance and food inspection reports. They are furthermore, temporarily located on the grounds.

Comments:

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

Financial Considerations:

There are no financial considerations associated with this report.

ATTACHMENTS:

[Rodeo permission council 2025](#)

The Municipality of Brooke-Alvinston
3236 River Street
Alvinston, ON
N0N 1A0

Attention: Janet Denkers

The Brooke & Alvinston Agricultural Society would request the possibility of the Municipal Council to declare the Alvinston Pro Rodeo a **Public Event**. This declaration is for the purpose of obtaining a Special Occasion Permit under the Alcohol and Gaming Commission of Ontario. The Pro Rodeo will be running for three days and will be operating an outdoor refreshment area on June 13, 14, & 15, 2025 at the Brooke Alvinston Inwood Community Centre grounds. A Public Event covers an **event of municipal significance and is designated by municipal council as an event of municipal significance** which runs for more than one day. It is for this reason that we ask this request.

We also request, the extension of the Municipal Noise By-law on Friday June 13 until 2am and Saturday June 14 until 2am. This will accommodate the refreshment area and concerts taking place on these days.

We also request permission for the use of ATVs and golf carts on the Brooke Alvinston Inwood Community Centre grounds during the Rodeo weekend, to be used for the transportation of physically challenged individuals to have access to the event and for maintenance of the grounds.

We also request permission to allow camping on the Brooke Alvinston Inwood Community Centre grounds from Wednesday June 11 until Monday June 16, 2025 to allow Rodeo staff and participants to have accommodations for the event.

We also request permission for food trucks and vendors to be allowed to setup on the Brooke Alvinston Inwood Community Centre grounds for the Pro Rodeo event.

Thank you,

Mark McLean

Mark McLean
Brooke & Alvinston Ag. Soc
Alvinston Pro Rodeo



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Food Trucks in the Municipality
Meeting: Council - 13 Feb 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That Council receive and file the report Licensing, Regulating and Governing Mobile Food and Refreshment Service Equipment and provide for passing of the attached By-law at the February 27, 2025 meeting of Council; and that if approved, the fee be incorporated into the fees by-law.

Background:

A request was received to allow a Food Truck on the property of 3232 River Street in Alvinston. The property is privately owned and located in the central commercial zoning area.

In review and discussion with the County, there was inconsistency in the interpretation of the regulations in the Zoning By-law to address the operation of food trucks not only in the Central Commercial zone but all zones. We have had previous requests to operate food trucks in the Residential Zone that we have denied for zoning reasons.

Comments:

Introducing a By-law to allow food trucks in the Municipality presents an opportunity to boost the local economy, enhance culinary diversity and foster community engagement. The attached by-law sets out clear regulations (for all zones) for the operation of food trucks in the Municipality.

Financial Considerations:

A license fee of \$250 would be proposed yearly for the operation of the Food truck on private lands.

ATTACHMENTS:

[DRAFT- Mobile Food Refreshment Service Equipment](#)

THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON

BY-LAW NUMBER XX OF 2025

**BEING A BY-LAW TO PROVIDE FOR THE LICENSING, REGULATING
AND GOVERNING MOBILE FOOD AND REFRESHMENT
SERVICE EQUIPMENT**

WHEREAS Subsection 5(3) of the *Municipal Act, 2001, S.O. 2001, C.25* provides that a municipal power shall be exercised by by-law; and

WHEREAS Section 9 of the *Municipal Act, 2001, S.O. 2001, C.25* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act, 2001* or any other Act; and

WHEREAS subsection 10(1) of the *Municipal Act, 2001, S.O. 2001, C.25* provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS pursuant to the provisions of Part IV of the *Municipal Act, 2001, S.O. 2001, C.25* as amended, a municipality may pass by-laws for licensing, regulating and governing businesses; and

WHEREAS Sections 150 through 153 of the *Municipal Act, 2001, S.O. 2001, C.25* authorizes Council to license, regulate and govern businesses and events and that this authority includes but is not limited to: the power to issue licenses, to issue licenses on condition, to revoke licenses, to suspend licenses, to regulate or govern the place used in the carrying on of such businesses, and to prevent the carrying on of such businesses without a license; and

WHEREAS the Council of the Corporation of the Municipality of Brooke-Alvinston chooses to exercise its discretion to license the operation of mobile food and refreshment service equipment within the Municipality of Brooke-Alvinston;

THEREFORE the Council of the Municipality of Brooke-Alvinston enacts as follows:

1. DEFINITIONS:

In this by-law:

“By-Law Enforcement Officer” shall mean a person duly appointed by the Corporation of the Municipality of Brooke-Alvinston for the purpose of enforcing or carrying out the provisions of Municipal by-laws or his designate;

“Corner Visibility Triangle” means the portion of a corner lot within the triangular area formed by measuring 7.5 metres (25 feet) in each direction from the point where two property lines intersect at the street lot line corner;

“Driveway” means a vehicle access provided between a street and a parking area/space or a loading space;

“Highway” or “Street” shall include a common and public highway, street, avenue, boulevard, crescent, cul-de-sac, court, parkway, driveway, square, place, shoulder, bridge, viaduct, or trestle, or the like, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

“License” means a licence issued pursuant to this by-law;

“Licensee” means the holder of a license;

“Mobile Food and Refreshment Service Equipment” means any vehicle or device from which food or refreshment is prepared and sold, or consumption by the public, that is capable of being moved, including Chip Trucks, Mobile Canteen, and Food Truck;

“Municipality” shall mean the Corporation of the Municipality of Brooke-Alvinston

“Owner” shall mean the owner or operator of the mobile food and refreshment service equipment.

“Person” shall include a corporation, partnership or organization;

“Private Property” shall mean lands which are owned privately;

“Public Property” shall mean any land owned by the Municipality or other lands under the jurisdiction of the Municipality

“Road Allowance” shall mean all allowances for roads, except insofar as they have been stopped up according to law, made by the Crown surveyors, all highways laid out or established under the authority of any statute, all roads on which public money has been expended for opening them or on which statute labour has been usually performed, all roads dedicated by the owner of the land to the public use and all alternations and deviations of all bridges over any such allowances for highway or road.

“Roadway” means that part of the highway that is improved, designed or ordinarily used for vehicular traffic, but does not include the shoulder, and, where a highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all of the roadway collectively.

“Shoulder” means the un-travelled portion running along either side of a highway.

“Site Plan” means a drawing of a site which includes all the applicable measurements of the mobile food and refreshment service equipment and the surrounding area within 100 metres of the site and on which all buildings and structures, streets, and services are indicated. The site plan is to be drawn to scale, and shall include: i) proposed location of unit on the property, including set back from property line and road allowance; ii) the location and number of proposed parking spaces; iii) proposed access to the property from the highway; iv) location of trash receptacles; vi) washroom facilities.

“Zoning By-law” - the current Municipality of Brooke-Alvinston By-law approved by the Council of the Municipality of Brooke-Alvinston as it relates to the zoning of lands within the municipal jurisdiction.

2. LICENSE REQUIRED

- 2.1 No person shall operate a refreshment vehicle within the limits of the Municipality of Brooke-Alvinston unless and until the operator has obtained a separate yearly licence for said refreshment vehicle, as issued under the provisions of this By-law.
- 2.2 No person shall operate a refreshment vehicle without affixing a refreshment vehicle licence issued under the provisions of this By-law in a visible place on a refreshment vehicle for which it is issued.
- 2.3 Every person carrying on a business using mobile food and refreshment service equipment shall obtain a license from the Municipality authorizing them to carry on that business. This section is subject to any exemption provided for within this by-law. No person shall, either directly or indirectly, carry on or continue to carry on a business, either for profit or not for profit, without first having obtained the required license. Failure to comply is an offence.
- 2.4 A person who operates mobile food and refreshment service equipment shall comply with the regulations set out in this by-law. Failure to comply with the regulations is an offence.
- 2.5 No person shall operate mobile food and refreshment service equipment on municipal property for a special or private event without the written authorization from the Municipality which shall include copies of insurance and approval from Public Health and other authorities as needed.

3. LIMITATIONS AND RESTRICTIONS

- 3.1 For properties located within Commercial (C1 / C2) Zones, the annual number of municipal licenses issued to permit the operation of mobile food and refreshment service equipment shall be limited to a maximum of two (2) with a maximum of 1 in each of the following areas:
- i) Alvinston
 - ii) Inwood
- 3.2 For properties located within the Agricultural (**A1 / A2**) Zones a Vendor Licence to host mobile food and refreshment vehicles will be permitted on lands where a Commercial or Value-Added business is in operation. The Owner of the mobile food and refreshment vehicle shall be in compliance with all Zoning By-law requirements and approved Site Map.
- 3.3 Previous licensees will be given the first opportunity to re-apply for licenses, but must reapply before April 15 of each year, otherwise licenses will be issued on a first come, first serve basis, commencing May 1 of each year. If more than 1 permit application for an area is received simultaneously, the permit will be issued based on drawing of lots from the completed applications submitted.
- 3.4 No mobile food and refreshment service equipment will be permitted to locate within 100 metres of an existing restaurant that meets the definition of a “Restaurant”, “Restaurant, Drive Through Service Facility” and “Restaurant, Drive In” in the municipal zoning by-law, unless a letter of permission is provided from the abutting restaurant facility owner, stating that he/she has no objection to the mobile food and refreshment service equipment.
- 3.5 Prior to beginning operation of the mobile food and refreshment service equipment on land which abuts a highway under the jurisdiction of the Province of Ontario, or is within the distance of a highway which is regulated by the Province of Ontario through the Ministry of Transportation, the licensee shall provide written confirmation of acceptance of the intended location from the Ministry.
- 3.6 Notwithstanding Section 2 and 3.1 of this by-law, mobile food and refreshment service equipment that is to be erected for a period of less than 3 days, not on municipal property, and used in conjunction with a special event is not subject to the requirements of this by-law; this allowance shall not exceed 2 times / year.

4. GENERAL REQUIREMENTS

- 4.1 Mobile food and refreshment service equipment may only operate from a commercially zoned property (central or highway), and must comply with the setback requirements for the zone as indicated in Table "A" of the Municipal Zoning By-law.
- 4.2 The owner of the mobile food and refreshment service equipment shall provide on-site parking spaces in accordance with the zoning by-law requirements.
- 4.3 No mobile food and refreshment service equipment shall be located:
- i) on any highway or street, road allowance, roadway or shoulder;
 - ii) within a "corner visibility triangle" or a "driveway visibility triangle"
- 4.4 The owner of the mobile food and service equipment must provide adequate trash receptacles at the site on which the mobile food and refreshment service equipment is located and shall maintain the site in a clean and sanitary condition at all times. The Owner of the mobile food and service equipment must provide adequate trash receptacles at the site on which the mobile food and refreshment service equipment is located and shall always maintain the site in a clean and sanitary condition. Recyclables removed nightly upon closing
- 4.5 The owner of the mobile food and refreshment service equipment shall ensure that washroom facilities are available for patrons and staff.

5. APPLICATION FOR A LICENCE

- 5.1 Every application for a License to operate mobile food and refreshment service equipment shall be made on the standard application form, attached as Schedule "B" to this by-law, and shall include the required fee, as listed on Schedule "C" to this by-law. Both Schedules being attached to and forming part of this by-law.
- 5.2 Acceptance of the license fee does not constitute approval of the application or obliges the Municipality to issue a license.
- 5.3 Every fee paid under 5.1 is refundable if the license applied for is not granted
- 5.4 Every application submitted must be accompanied by a site plan drawing. No license shall be granted until the site plan has been approved by the Municipality. The site plan is to be drawn to scale, and shall include:
- i) proposed location of unit on the property, including set back from property line and road allowance;
 - ii) the location and number of proposed parking spaces;
 - iii) proposed access to the property from the highway;

- iv) location of trash receptacles;
- vi) washroom facilities.

Depending on the specifics with respect to the location, additional information may be required on the site plan.

5.5 Before a license under this by-law is issued by the Municipality of Brooke-Alvinston, the owner shall meet with the Planner to review the intended site.

5.6 The application is to include information on:

- i) fuel source;
- ii) water supply and disposal, including grey water;
- iii) grease disposal methods; and
- iv) waste disposal arrangements.

5.7 The applicant shall include with his/her application:

- a) A certificate from the Lambton Public Health confirming that the mobile food and refreshment service equipment has passed a sanitary inspection under the "Ontario Regulation 562 – Food Premises R.R.O. 1990", or *its successor*, valid for the year in which the permit is to be issued.
- b) If a propane or gas fired system is to be used, an inspection certificate by a Technical Standards & Safety Authority certified gas technician as required under the "*Technical Standards and Safety Act*" or *its successor*, valid for the year in which the permit is to be issued.
- c) An inspection report from the Fire Chief or his designate, stating that the unit complies with the requirements of Schedule "A", valid for the year in which the permit is to be issued.
- d) Proof that the owner has obtained a minimum of two million dollars (\$2,000,000.00) liability insurance for the operation of the mobile food and refreshment service equipment, valid for the year in which the permit is to be issued.
- e) If the mobile food and refreshment service equipment is located on land not owned by the mobile food and refreshment service equipment owner, a letter from the owner of the property on which the mobile food and refreshment service equipment will be situated, authorizing the applicant to conduct such business from the property, valid for the year in which the permit is to be issued.

6. GENERAL PROVISIONS

- 6.1 The granting of a license under this by-law does not constitute permission for the licensee to operate in contravention of any by-law or statutory requirements.
 - 6.2 For the purpose of enforcement of the provisions of this by-law, the by-law officer may enter upon land and into buildings at any reasonable time without a warrant.
 - 6.3 Any license granted hereunder may be revoked at the discretion of the Municipality of Brooke-Alvinston if the provisions and policies contained herein are not adhered to by the holder of the said license at all times.
 - 6.4 Every license issued pursuant to this by-law shall be valid until the 31st day of December in the year in which the license was issued, or until the said license is revoked or suspended. No refund of the license fee shall be paid if the license is revoked or suspended.
 - 6.5 A person to whom a license is granted may apply in writing to the Municipality for permission to have his license transferred to another mobile food and refreshment service equipment or to another owner, and such permission will not be unreasonably withheld. In order to transfer a license, the current license is to be surrendered to the Municipality and a transfer fee paid as listed on Schedule "C".
- 7.1 The operator agrees to provide the Municipality a current copy of the operator's Release of Liability, Waiver of Claims & Indemnity Agreement, and any other pertinent agreements that may be requested by the municipality.
- 7.2 The operator shall indemnify and hold harmless the municipality, its officers, members of municipal council, and employees from and against any liabilities, claims, expenses, demands, loss, costs, damage, actions, suits, or other proceedings by whomsoever made, directly or indirectly arising out of the agreement attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service and caused by any acts of invitees or licensees, or occurring in or on the premises or any part thereof and, as a result of activities under this agreement.

7. Offence

Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended.

8. THAT this by-law be effective upon passing

READ A FIRST, SECOND AND THIRD TIME, AND FINALLY PASSED this xx day of February, 2025.

Mayor

Clerk-Administrator

SCHEDULE “A” to By-law xx - 2025**Requirements for Fire Department Approval**

The following requirements must be met for Fire Department approval of mobile food and refreshment service equipment, which utilizes equipment for the cooking of food;

1. A carbon monoxide detector shall be mounted as low as possible on the inside of the mobile food and refreshment service equipment away from direct wind;
2. One ABC dry chemical extinguisher of a minimum rating per unit of 3A:10BC;
3. The fire extinguisher shall be mounted in accordance with the requirements of Ontario Fire Code Section 6.2.1.4 (1);
4. All mobile food and refreshment service equipment that produces grease laden vapours during food preparation shall be equipped with an exhaust hood / suppression system / Type “K” extinguisher that complies with NFPA 96

SCHEDULE "B" to By-Law xx of 2025

**MUNICIPALITY OF BROOKE-ALVINSTON
APPLICATION TO OPERATE MOBILE FOOD AND
REFRESHMENT EQUIPMENT**

New Business ____ Renewal ____

APPLICANT-BUSINESS IDENTIFICATION

Name of Applicant(s) : _____

Name of Unit Owner (if different from above)

Address of Applicant _____

Email of Applicant _____

Mailing Address (if different) _____

Town: _____

Postal Code: _____

Telephone Number: Home _____

Business _____

Type of vehicle to be used: _____

VIN Number: _____

Proposed location: _____

Owner of the property: _____

I/We, the registered owner(s) of the business, hereby acknowledge and certify that:

I/We have read and understand the requirements of the licensing, regulating and governing by-law, and the information pertaining to the business license for which I/we have applied.

The information contained in this application is true and complete to the best of my/our knowledge and that failure to provide complete or accurate information may delay the licensing process;

The issuance of a license under this by-law does not permit or condone violations of any by-law, statute or other regulation in effect in the Municipality, Province of Ontario or the Dominion of Canada, and it shall be my/our responsibility to ensure that such applicable legislation is complied with at all times;

The license will be issued for a one (1) year period and all licenses shall expire on December 31 of each year.

The operator agrees to provide the Municipality a current copy of the operator's Release of Liability, Waiver of Claims & Indemnity Agreement, and any other pertinent agreements that may be requested by the municipality.

The operator shall indemnify and hold harmless the municipality, its officers, members of municipal council, and employees from and against any liabilities, claims, expenses, demands, loss, costs, damage, actions, suits, or other proceedings by whomsoever made, directly or indirectly arising out of the agreement attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service and caused by any acts of invitees or licensees, or occurring in or on the premises or any part thereof and, as a result of activities under this agreement.

Name (please print)	Signature	Date

Name (please print)	Signature	Date

CHECK LIST FOR SUBMISSION WITH APPLICATION:**NOTE: Only completed applications will be accepted.**

Please use the following checklist to ensure that all required documentation is attached to your application form:

License Fee (5.1)	Attached _____
Site Drawing (Section 5.4)	Attached _____
Details on Fuel Source, Water Supply and Disposal, Grease Disposal And Waste Disposal (Section 5.6)	Attached _____
Lambton Public Health Report (Section 5.7.a)	Attached _____
Current Propane/Gas Inspection by Certified Gas Technicians (Section 5.7.b)	Attached _____
Fire Department Inspection Report (Section 5.7.c)	Attached _____
Proof of Liability Insurance Coverage (5.7.d)	Attached _____
If land not owned by the business operator, a letter from the owner of the property authorizing the applicant to conduct such business from the property. (If required Section 5.7.e)	Attached _____
Letter of Compliance – Ministry of Transportation (If required – Section 3.4)	Attached _____

SCHEDULE "C" to By-law xx of 2025

License Fees:

The annual license fee for Mobile Food and Refreshment Service Equipment :	\$ 250.00
Fee to transfer license:	\$ 75.00

The Municipality of Brooke-Alvinston
By-Law xx of 2025 as Amended: Mobile Food and Refreshment
Service Equipment
Part 1 Provincial Offences Act

ITEM	COLUMN 1 SHORT FORM WORDING	COLUMN 2 PROVISION CREATING OR DEFINING OFFENCE	COLUMN 3 SET FINE
1.	Carrying on a business using food and refreshment service equipment without obtaining a license	2.1	\$500.00
2.	Operating a business using food and refreshment service equipment in contravention of by-law.	2.2	\$100.00



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Sidewalk Inspections
Meeting: Council - 13 Feb 2025
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That Council receive and file for information purposes.

Background:

At the Jan 23, 2025 regular Council meeting, the Public Works Superintendent was requested to report on the sidewalk inspection process.

Comments:

The Minimum Maintenance Standards (MMS) is the document prepared by road professionals to the Ontario Ministry that adopt the standards. These standards are set out in O. Reg. 239/02 **Minimum Maintenance Standards For Municipal Highways**. Municipal sidewalk standards fall under section 16.1.

Section 16.1 (1) states that *the standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection.*

Brooke-Alvinston conducts inspections generally in June. In 2024, the sidewalks inspected resulted in Church street being replaced with approximately 35ft of other sidewalks needing repairs. The inspection sheet used is attached.

Sidewalks provide space for residents / visitors to walk safely and provide for pedestrians with disabilities.

Financial Considerations:

Having sidewalks in the Municipality will have maintenance costs associated.

ATTACHMENTS:

[SIDEWALK INSPECTION AND REPAIRS](#)



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - January 2025
Meeting: Council - 13 Feb 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council receive and file the Accounts Payable Listing for January 2025

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 - January 2025](#)

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	003633 MACLEOD, BRIAN	01-2025 REFUND WATER DEPOSIT	12/31/2024	12/31/2024	304.70
01-0000-0494	000136 PODOLINSKY EQUIPMENT LTD	414165 INSURANCE MINUS DEDUCTABLE	12/31/2024	12/31/2024	7,885.70
01-0000-0494	003577 INTACT PUBLIC ENTITIES INC.	JAN2025 OVERPAYMENT	01/30/2025	01/30/2025	1,508.53
		Account Total			9,394.23
01-0000-0498	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0125 RWAM BENEFITS	01/02/2025	01/02/2025	2.68
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	DEC-2024 DEDUCTIONS	12/31/2024	12/31/2024	21,602.96
01-0000-2292	000090 WORKERS SAFETY & INSURANCE BOARD	DEC2024 WSIB PREMIUM	12/31/2024	12/31/2024	2,754.76
01-0000-2292	000370 MINISTER OF FINANCE -EHT	DEC2024 EMPLOYER HEALTH TAX	12/31/2024	12/31/2024	1,394.60
		Account Total			4,149.36
01-0000-2295	003594 RECEIVER GENERAL	01-09-2025 DEDUCTIONS	01/13/2025	01/13/2025	350.00
01-0000-2295	003624 DIRECTOR FRO	01-2025 DEDUCTIONS	01/13/2025	01/13/2025	1,194.08
01-0000-2295	003594 RECEIVER GENERAL	2025-01-24 DEDUCTIONS	01/21/2025	01/21/2025	350.00
01-0000-2295	003624 DIRECTOR FRO	2025-01-24 DEDUCTIONS	01/21/2025	01/21/2025	1,114.22
		Account Total			3,008.30
01-0000-2426	000018 CLOVER MART	00-28 FOOD BANK PURCHASES	01/07/2025	01/07/2025	212.58
01-0000-2426	000018 CLOVER MART	00-29 FOOD BANK PURCHASES	01/13/2025	01/13/2025	242.46
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	00-33 FOOD BANK PURCHASES	01/29/2025	01/29/2025	305.34
01-0000-2426	003561 BARESICH, ANGIE	JAN2025 FOOD BANK PURCHASES	01/08/2025	01/08/2025	1,738.52
		Account Total			2,498.90
		Department Total			40,961.13
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	-425.00
		Department Total			-425.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
GOVERNANCE						
01-0240-7303	002598	FERGUSON, DAVID	10-2025 PHONE JAN & FEB	01/13/2025	01/13/2025	60.00
01-0240-7399	002440	LAMBTON 4-H ASSOCIATION	01-2025 2025 GRANT	01/07/2025	01/07/2025	250.00
01-0240-7399	003507	LAMBTON COUNTY PLOWMAN'S ASSOCIATIO	01-2025 SPONSOR	01/13/2025	01/13/2025	150.00
01-0240-7399	000279	BMO BANK OF MONTREAL	0502677-2501 GRAYS FLOWERS-GET WELL	12/31/2024	12/31/2024	73.45
01-0240-7399	000279	BMO BANK OF MONTREAL	0502677-2501 BMC	12/31/2024	12/31/2024	25.00
01-0240-7399	002408	DOUGLAS, JEANNETTE	JAN2025 SENIORS ADVISORY MEETING	01/29/2025	01/29/2025	106.00
					Account Total	604.45
					Department Total	664.45
COUNCIL SUPPORT						
01-0241-7117	003503	GREEN SHIELD CANADA	17030446 GREEN SHIELD BENEFITS	01/02/2025	01/02/2025	972.46
01-0241-7117	003500	RWAM INSURANCE ADMINISTRATORS INC	25935-0125 RWAM BENEFITS	01/02/2025	01/02/2025	336.47
					Account Total	1,308.93
01-0241-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	53.11
01-0241-7320	002012	AMCTO	01-2025 AMCTO MEMBERSHIP-2025	01/07/2025	01/07/2025	523.19
01-0241-7320	003273	ONTARIO MUNICIPAL ADMINISTRATORS ASSC	1638 2025 MEMBERSHIP	01/07/2025	01/07/2025	719.86
					Account Total	1,243.05
01-0241-7430	003277	DILIGENT CANADA INC.	INV464220 COUNCIL MEETING MGMT SOFTWARE	01/07/2025	01/07/2025	3,692.36
					Department Total	6,297.45
CORPORATE MANAGEMENT						
01-0250-7117	003503	GREEN SHIELD CANADA	17030446 GREEN SHIELD BENEFITS	01/02/2025	01/02/2025	972.46
01-0250-7117	003500	RWAM INSURANCE ADMINISTRATORS INC	25935-0125 RWAM BENEFITS	01/02/2025	01/02/2025	313.65
					Account Total	1,286.11
01-0250-7301	000279	BMO BANK OF MONTREAL	0502677-2501 SHOPPERS DRUG-OFFICE	12/31/2024	12/31/2024	13.99

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2501 SHOPPERS-OFFICE SUPPLIES	12/31/2024	12/31/2024	180.43
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2501 SHOPPERS-OFFICE SUPPLIES	12/31/2024	12/31/2024	62.14
01-0250-7301	000165 MANLEY'S BASICS	1161691 OFFICE SUPPLIES	01/13/2025	01/13/2025	69.21
01-0250-7301	003295 PBS BUSINESS SYSTEMS	20972 OFFICE SUPPLIES	01/07/2025	01/07/2025	167.24
01-0250-7301	003295 PBS BUSINESS SYSTEMS	20981 OFFICE SUPPLIES	01/07/2025	01/07/2025	311.88
01-0250-7301	003295 PBS BUSINESS SYSTEMS	21048 ENVELOPES	01/07/2025	01/07/2025	786.48
01-0250-7301	000100 MCNAUGHTON HOME HARDWARE CENTRE	471606 OFFICE SUPPLIES	01/15/2025	01/15/2025	7.38
01-0250-7301	000100 MCNAUGHTON HOME HARDWARE CENTRE	472927 WATER	01/27/2025	01/27/2025	7.38
		Account Total			1,606.13
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	53.11
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	163.25
01-0250-7303	003464 FIBERNETICS CORPORATION	721878 PHONE	01/07/2025	01/07/2025	67.74
		Account Total			284.10
01-0250-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	924602 OFFICE POSTAGE	01/07/2025	01/07/2025	1,678.05
01-0250-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	926777 OFFICE POSTAGE	01/09/2025	01/09/2025	1,118.70
		Account Total			2,796.75
01-0250-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0092744 WATER & SEWER	12/31/2024	12/31/2024	174.36
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	22389 IT LICENCING & SUPPORT	01/07/2025	01/07/2025	641.53
01-0250-7320	000146 ASSOCIATION OF MUNICIPALITIES OF ONTARIO	0004549 2025 MEMBERSHIP	01/13/2025	01/13/2025	1,830.61
01-0250-7320	002041 MUNICIPAL FINANCE OFFICERS' ASSOCIATION	01-2025 2025 MEMBERSHIP	01/07/2025	01/07/2025	367.25
		Account Total			2,197.86
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	109834 MATS	12/31/2024	12/31/2024	77.12

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7340	000036 VIVIAN UNIFORM RENTAL LTD.	110264 MATS	01/29/2025	01/29/2025	98.31
Account Total					175.43
Department Total					9,162.27

FIRE STATION - ALVINSTON

01-0411-7120	000375 FISHER'S REGALIA	1000006324 UNIFORMS	01/29/2025	01/29/2025	233.35
01-0411-7125	002224 ALL SEASONS TROPHIES	64851 LOCKER TAGS	01/15/2025	01/15/2025	38.42
01-0411-7150	002180 MINISTER OF FINANCE	381312240028038 REGISTRATION FEES	12/31/2024	12/31/2024	65.00
01-0411-7150	002180 MINISTER OF FINANCE	381712240859035 REGISTRATION FEES	12/31/2024	12/31/2024	65.00
01-0411-7150	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN167547 TRAINING TEXTBOOKS	12/31/2024	12/31/2024	327.96
01-0411-7150	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN167734 TRAINING SUPPLIES-TEXT BOOKS	01/29/2025	01/29/2025	419.22
Account Total					877.18
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	53.90
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	56.65
Account Total					110.55
01-0411-7305	003217 MUN OF BROOKE-ALVINSTON - EFT	929594 BFR POSTAGE-FIRE TRUCK OWNERSH	01/13/2025	01/13/2025	27.46
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0092652 WATER & SEWER	12/31/2024	12/31/2024	280.77
01-0411-7310	000279 BMO BANK OF MONTREAL	0502677-2501 AMAZON-OFFICE SUPPLIES	12/31/2024	12/31/2024	90.34
01-0411-7340	003568 ULINE	15177795 BUILDING RENOVATIONS	12/31/2024	12/31/2024	756.95
01-0411-7340	003364 R & C CLEANING	DEC24 OFFICE CLEANING	12/31/2024	12/31/2024	150.00
Account Total					906.95
01-0411-7345	003232 CANADIAN IPG CORPORATION	00588440 EQUIPMENT	12/31/2024	12/31/2024	621.50
01-0411-7345	000279 BMO BANK OF MONTREAL	0502677-2501 HYDE PARK EQUIP-CUTTING BLADES	12/31/2024	12/31/2024	42.92

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7345	000279 BMO BANK OF MONTREAL	0502677-2501 BEST BUY-PRINTER	12/31/2024	12/31/2024	256.50
01-0411-7345	003018 CANADIAN SAFETY EQUIPMENT	57244-1 ROPE RESCUE EQUIPMENT	12/31/2024	12/31/2024	2,215.91
01-0411-7345	003232 CANADIAN IPG CORPORATION	CORUN-00587285 GAS DETECTOR BATTERIES	12/31/2024	12/31/2024	48.36
Account Total					3,185.19
01-0411-7360	003245 BLUEWATER FIRST AID TRAINING CENTRE IN	01225-2018-E RESPIRATORY FIR TESTING	01/27/2025	01/27/2025	1,039.60
01-0411-7360	003232 CANADIAN IPG CORPORATION	CORUN-00584306 SCENE SUPPLIES	12/31/2024	12/31/2024	368.08
Account Total					1,407.68
01-0411-7365	000131 BEARCOM CANADA CORP	5841907 NEW PAGERS	01/29/2025	01/29/2025	3,142.53
01-0411-7372	000100 MCNAUGHTON HOME HARDWARE CENTRE	471655 VEHICLE MAINTENANCE	01/15/2025	01/15/2025	45.18
01-0411-7460	003016 FLUENT INFORMATION MANAGEMENT SYSTEMS	INV-9438 WHO'S RESPONDING DISPATCH	01/29/2025	01/29/2025	1,356.00
Department Total					11,701.60
POLICE					
01-0420-7460	000055 LAMBTON GROUP OPP DETACHMENT BOARD	2557 POLICING	12/31/2024	12/31/2024	1,164.52
01-0420-7460	002180 MINISTER OF FINANCE	381401251042019 MONTHLY POLICING	01/21/2025	01/21/2025	33,125.00
01-0420-7460	002180 MINISTER OF FINANCE	382012241312017 LOCAL SERVICE REALIGNMENT	12/31/2024	12/31/2024	-1,164.52
Account Total					33,125.00
Department Total					33,125.00
PROTECTIVE INSPECTION & CONTROL					
01-0440-7470	002223 COUNTY OF LAMBTON	39549 BUILDING INSPECTIONS	12/31/2024	12/31/2024	3,010.00
01-0440-7470	002223 COUNTY OF LAMBTON	39549 BUILDING INSPECTIONS	12/31/2024	12/31/2024	223.25
Account Total					3,233.25
01-0440-7472	003502 SARNIA AND DISTRICT HUMANE SOCIETY	QUARTER 4, 2024 ANIMAL CONTROL	12/31/2024	12/31/2024	690.00
01-0440-7476	002223 COUNTY OF LAMBTON	39550 PROPERTY STANDARDS	12/31/2024	12/31/2024	105.00

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01-0440-7476	002223 COUNTY OF LAMBTON	39550 PROPERTY STANDARDS	12/31/2024	12/31/2024	38.12
		Account Total			143.12
		Department Total			4,066.37
EMERGENCY MEASURES					
01-0450-7301	002223 COUNTY OF LAMBTON	39628 911 SIGNS AND STREET SIGNS	12/31/2024	12/31/2024	87.00
		Department Total			87.00
RB/C - BRIDGES R & M					
01-0532-7301	003632 VANDENBERK CONSTRUCTION INC.	0026 BRIDGE REPAIRS	12/31/2024	12/31/2024	12,362.20
01-0532-7401	000101 B.M. ROSS AND ASSOCIATES LIMITED	28367 BRIDGE INSPECTIONS	12/31/2024	12/31/2024	2,242.49
		Department Total			14,604.69
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0125 HYDRO	12/31/2024	12/31/2024	20.03
		Department Total			20.03
RT&M - DRAINAGE					
01-0554-7401	002823 KT EXCAVATING	INV-1168 DRAIN REPAIR	01/22/2025	01/22/2025	639.45
		Department Total			639.45
PUBLIC WORKS - OVERHEAD					
01-0560-7117	003503 GREEN SHIELD CANADA	17030446 GREEN SHIELD BENEFITS	01/02/2025	01/02/2025	1,399.86
01-0560-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0125 RWAM BENEFITS	01/02/2025	01/02/2025	1,279.36
		Account Total			2,679.22
01-0560-7301	000018 CLOVER MART - 1000967669 ONTARIO CORP.	00-32 COFFEE	01/27/2025	01/27/2025	21.99
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	212.58
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	147.90
		Account Total			360.48
01-0560-7304	000066 WASTE MANAGEMENT OF CANADA CORP.	0451686-0676-7 GARBAGE DUMPSTER	01/17/2025	01/17/2025	249.18

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01-0560-7304	003136 NAPA GLENCOE	130-566432 BATTERY FOR WELDING HELMET	12/31/2024	12/31/2024	9.03
01-0560-7304	003136 NAPA GLENCOE	130-566795 SHOP SUPPLIES	01/07/2025	01/07/2025	68.75
01-0560-7304	003136 NAPA GLENCOE	130-567606 WASHER FLUID	01/17/2025	01/17/2025	54.10
01-0560-7304	000265 KROWN RUST CONTROL SARNIA	180-82947 UNDERCOATING	12/31/2024	12/31/2024	587.60
01-0560-7304	000168 WATFORD AUTO PARTS	5329-310224 ZIP TIES	01/30/2025	01/30/2025	28.24
01-0560-7304	003423 TH INDUSTRIAL SUPPLY LIMITED	INV-9379 SHOP SUPPLIES	01/21/2025	01/21/2025	41.93
01-0560-7304	000069 TOROMONT INDUSTRIES LTD	PSO71490559 TOUCH UP PAINT	01/13/2025	01/13/2025	47.57
		Account Total			1,086.40
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0092844 WATER	12/31/2024	12/31/2024	105.45
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0125 HYDRO	12/31/2024	12/31/2024	624.25
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-1224 HYDRO	12/31/2024	12/31/2024	242.75
		Account Total			972.45
01-0560-7310	000131 BEARCOM CANADA CORP	5835913 RADIO & GPS	01/13/2025	01/13/2025	335.61
01-0560-7320	000331 ONTARIO GOOD ROADS ASSOCIATION	75420 2025 MEMBERSHIP	01/07/2025	01/07/2025	850.28
01-0560-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	488405 NEW CEILING TILE	01/07/2025	01/07/2025	1,965.97
01-0560-7398	000074 MACKENZIE OIL LIMITED	13933 FUEL-DYED	12/31/2024	12/31/2024	3,368.33
01-0560-7398	000074 MACKENZIE OIL LIMITED	13938 FUEL-CLEAR	12/31/2024	12/31/2024	3,124.35
01-0560-7398	000074 MACKENZIE OIL LIMITED	14192 FUEL	01/17/2025	01/17/2025	676.37
01-0560-7398	000074 MACKENZIE OIL LIMITED	14193 FUEL	01/17/2025	01/17/2025	2,160.81
01-0560-7398	000074 MACKENZIE OIL LIMITED	B146121 FUEL	01/30/2025	01/30/2025	3,431.53
		Account Total			12,761.39
01-0560-7399	000279 BMO BANK OF MONTREAL	0502677-2501 BMC	12/31/2024	12/31/2024	25.00

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Department Total						21,058.79
2024 FREIGHTLINER 114SD						
01-0602-7372	003465	DYNAMIC DIESEL REPAIR INC	3006 SAFETY	01/21/2025	01/21/2025	528.00
Department Total						528.00
2011 INTERNATIONAL						
01-0603-7372	003465	DYNAMIC DIESEL REPAIR INC	2925 SAFETY & E-TEST	12/31/2024	12/31/2024	6,707.14
Department Total						6,707.14
2018 WESTERN STAR						
01-0604-7372	003136	NAPA GLENCOE	130-565089 LIGHT SWITCH	12/31/2024	12/31/2024	50.85
01-0604-7372	003136	NAPA GLENCOE	130-566828 CREDIT ON SWITCH	01/17/2025	01/17/2025	-50.85
01-0604-7372	002008	VIKING CIVES	2728770 LIGHT SWITCH FOR TRUCK DT-4	12/31/2024	12/31/2024	91.81
01-0604-7372	003465	DYNAMIC DIESEL REPAIR INC	2924 ANNUAL SAFETY	12/31/2024	12/31/2024	8,546.24
Account Total						8,638.05
Department Total						8,638.05
1997 CAT GRADER						
01-0610-7372	000078	J & M HEAVY EQUIPMENT REPAIR INC.	19662 HYDRAULIC HOSE REPAIRS	01/27/2025	01/27/2025	147.69
01-0610-7372	000069	TOROMONT INDUSTRIES LTD	PS071492807 CORE CREDIT	01/30/2025	01/30/2025	-282.50
Account Total						-134.81
Department Total						-134.81
2021 - CAT 150-15AWD GRADER						
01-0611-7372	000078	J & M HEAVY EQUIPMENT REPAIR INC.	19597 HYDRAULIC SEAL REPAIR	01/27/2025	01/27/2025	242.95
01-0611-7372	000069	TOROMONT INDUSTRIES LTD	PS071490558 SEAL KIT FOR HYDRAULICS	01/13/2025	01/13/2025	159.76
Account Total						402.71
Department Total						402.71
2017 FORD 4X4 Diesel						
01-0620-7372	000168	WATFORD AUTO PARTS	5329-305999 OIL FILTERS	12/31/2024	12/31/2024	45.13
Department Total						45.13

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2021 Dodge RAM 4 x 4 pickup						
01-0621-7370	000074	MACKENZIE OIL LIMITED	13945 FUEL	12/31/2024	12/31/2024	693.01
01-0621-7372	000168	WATFORD AUTO PARTS	5329-305999 OIL FILTERS	12/31/2024	12/31/2024	9.82
Department Total						702.83
2019 FORD 4x4 PICKUP						
01-0622-7370	000074	MACKENZIE OIL LIMITED	13945 FUEL	12/31/2024	12/31/2024	693.01
01-0622-7372	000207	OKE'S AUTO INC.	067910 WHEEL BALANCING-F150	01/09/2025	01/09/2025	130.28
Department Total						823.29
DEERE TRACTOR LOADER						
01-0630-7372	000136	PODOLINSKY EQUIPMENT LTD	414165 INSURANCE MINUS DEDUCTABLE	12/31/2024	12/31/2024	5,000.00
Department Total						5,000.00
CAT BACKHOE						
01-0631-7372	000041	DELTA POWER EQUIPMENT	P23159 HYDRAULIC FITTING	01/17/2025	01/17/2025	6.17
Department Total						6.17
SMALL ENGINE EQUIPMENT						
01-0634-7372	002982	DELAWARE PUMP & PARTS LIMITED	0000932834 TRASH PUMP SUCTION	12/31/2024	12/31/2024	116.94
01-0634-7397	003425	WALTER TADGELL & SONS LTD.	57454 NEW POWERHEAD FOR POLE SAW	01/13/2025	01/13/2025	485.89
Department Total						602.83
TRAILER						
01-0638-7372	003465	DYNAMIC DIESEL REPAIR INC	3005 SAFETY	12/31/2024	12/31/2024	2,460.58
Department Total						2,460.58
SAND AND SALT						
01-0671-7301	000264	COMPASS MINERALS CANADA CORP.	1431959 ROAD SALT	01/17/2025	01/17/2025	4,353.00
Department Total						4,353.00
STREET LIGHTING - INWOOD						

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01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0125 HYDRO	12/31/2024	12/31/2024	560.44
Department Total					560.44
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	150.00
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	90191948 ALUMINUM SULPHATE	01/21/2025	01/21/2025	1,396.53
01-0810-7432	000034 CENTRAL SANITATION INC.	I41292 SLUDGE REMOVAL	12/31/2024	12/31/2024	388.72
01-0810-7432	000034 CENTRAL SANITATION INC.	I42028 SLUDGE REMOVAL	01/21/2025	01/21/2025	388.72
01-0810-7432	000034 CENTRAL SANITATION INC.	i42359 SLUDGE REMOVAL	01/27/2025	01/27/2025	388.72
Account Total					2,562.69
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000050555 OPERATIONS CONTRACT	01/08/2025	01/08/2025	10,710.83
Department Total					13,423.52
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	50.00
01-0811-7306	000014 HYDRO ONE NETWORKS INC.	7692-1124 HYDRO	12/06/2024	12/31/2024	344.73
Department Total					394.73
WATERWORKS SYSTEM					
01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	50.00
01-0830-7306	000014 HYDRO ONE NETWORKS INC.	6857-1224 HYDRO	12/31/2024	12/31/2024	76.69
01-0830-7312	000289 LAMBTON AREA WATER SUPPLY SYSTEM	1295 WATER USAGE (FROM JAN-JUN 2024)	12/31/2024	12/31/2024	66,926.29
01-0830-7312	000289 LAMBTON AREA WATER SUPPLY SYSTEM	1296 WATER USAGE (FROM JUL-DEC 2024)	12/31/2024	12/31/2024	76,963.98
Account Total					143,890.27
01-0830-7432	003321 UPS CANADA	5618981751 BROKERAGE	12/31/2024	12/31/2024	60.20
01-0830-7432	002823 KT EXCAVATING	INV-1170 WATERMAIN REPAIR	01/22/2025	01/22/2025	1,655.45

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01-0830-7432	002823 KT EXCAVATING	INV-1172 WATERMAIN RIVER	01/22/2025	01/22/2025	1,548.10
		Account Total			3,263.75
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000050555 OPERATIONS CONTRACT	01/08/2025	01/08/2025	9,169.49
		Department Total			156,450.20
WASTE COLLECTION					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	28045 CO-COLLECTION	01/21/2025	01/21/2025	7,687.50
		Department Total			7,687.50
RECYCLING					
01-0860-7480	000026 BLUEWATER RECYCLING ASSOC.	28045 CO-COLLECTION	01/21/2025	01/21/2025	448.91
		Department Total			448.91
ALVINSTON COMMUNITY CENTRE					
01-1635-7117	003503 GREEN SHIELD CANADA	17030446 GREEN SHIELD BENEFITS	01/02/2025	01/02/2025	1,672.39
01-1635-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0125 RWAM BENEFITS	01/02/2025	01/02/2025	823.07
		Account Total			2,495.46
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	104.01
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-25-01 PHONE & INTERNET SERVICE	01/13/2025	01/13/2025	72.40
01-1635-7303	003464 FIBERNETICS CORPORATION	721878 PHONE	01/07/2025	01/07/2025	33.84
		Account Total			210.25
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAP	0092822 WATER & SEWER	12/31/2024	12/31/2024	5,161.02
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAP	0092823 WATER & SEWER	12/31/2024	12/31/2024	1,313.34
		Account Total			6,474.36
01-1635-7320	000224 ONTARIO RECREATION FACILITIES ASSOC IN	42431 ORFA MEMBERSHIP FEES	01/09/2025	01/09/2025	1,039.60
01-1635-7340	002214 GERBER ELECTRIC LTD	00028671 SERVICE BOTTLE FILLING STATION	01/29/2025	01/29/2025	276.85
01-1635-7340	000279 BMO BANK OF MONTREAL	0502677-2501 NO FRILLS-JANITORIAL SUPPLIES	12/31/2024	12/31/2024	20.34

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01-1635-7340	000279 BMO BANK OF MONTREAL	0502677-2501 TSSA	12/31/2024	12/31/2024	262.50
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	20439 GARBAGE DISPOSAL	01/21/2025	01/21/2025	326.00
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	3023512 CLEANING SUPPLIES	01/21/2025	01/21/2025	983.62
01-1635-7340	003344 HOLLAND CLEANING SOLUTIONS LTD.	3023513 WASHROOM AIR FRESHENER	01/21/2025	01/21/2025	165.97
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	471646 MISC ARENA SUPPLIES	01/13/2025	01/13/2025	175.06
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	471890 ARENA SUPPLIES	01/21/2025	01/21/2025	32.74
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	472094 ARENA SUPPLIES	01/21/2025	01/21/2025	120.60
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	473186 ARENA SUPPLIES	01/29/2025	01/29/2025	249.19
01-1635-7340	003217 MUN OF BROOKE-ALVINSTON - EFT	932183 ARENA RETURN SHIPPING	01/15/2025	01/15/2025	50.07
01-1635-7340	003232 CANADIAN IPG CORPORATION	CORUN-00588301 PAPER PRODUCTS/CUPS FOR BAR	01/07/2025	01/07/2025	10,040.05
01-1635-7340	003232 CANADIAN IPG CORPORATION	CORUN-00588982 HAND SOAP	01/21/2025	01/21/2025	42.83
01-1635-7340	003232 CANADIAN IPG CORPORATION	CORUN-00589746 HAND SOAP FOR WASHROOMS	01/23/2025	01/23/2025	256.96
01-1635-7340	000170 AECON GREEN ENERGY SOLUTIONS INC	INV0011072 SERVICE AUDITORIUM FURNACE	01/29/2025	01/29/2025	220.29
01-1635-7340	000170 AECON GREEN ENERGY SOLUTIONS INC	INV0011074 SERVICE ROOF TOP UNITS	01/29/2025	01/29/2025	287.53
		Account Total			13,510.60
01-1635-7341	003017 MARCOTTE DISPOSAL INC.	20088 GARBAGE DISPOSAL	12/31/2024	12/31/2024	310.18
01-1635-7372	000347 RESURFICE CORP	101781 OLYMPIA PARTS	01/23/2025	01/23/2025	300.26
01-1635-7372	003482 HI TECH FUEL SYSTEMS	3358 FUEL MAKER REPAIRS	01/13/2025	01/13/2025	999.63
01-1635-7372	000177 NELLA CUTLERY	IN2453349 OLYMPIA BLADE SHARPENING	12/31/2024	12/31/2024	79.10
		Account Total			1,378.99
01-1635-7381	003232 CANADIAN IPG CORPORATION	CORUN-00588301 PAPER PRODUCTS/CUPS FOR BAR	01/07/2025	01/07/2025	583.08
01-1635-7384	000048 WATFORD HOME HARDWARE / CARIS HARDV	488407 DISHWASHER DETERGENT	01/07/2025	01/07/2025	195.46
		Department Total			26,197.98

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ALVINSTON LIBRARY						
01-1641-7306	000125	MUNICIPALITY OF BROOKE-ALVINSTON - PAP	0092754 WATER & SEWER	12/31/2024	12/31/2024	174.36
01-1641-7340	003364	R & C CLEANING	DEC24 OFFICE CLEANING	12/31/2024	12/31/2024	700.00
Department Total						874.36
INWOOD LIBRARY						
01-1642-7306	000014	HYDRO ONE NETWORKS INC.	3530-1124 HYDRO	12/06/2024	12/31/2024	108.54
Department Total						108.54
AGRICULTURE & REFORESTATION						
01-1840-7455	000113	R DOBBIN ENGINEERING INC	228.24 DRAINAGE SUPERINTENDENT	12/31/2024	12/31/2024	1,803.76
Department Total						1,803.76
BROOKE FIRE - ALVINSTON STATION						
20-0411-8050	000279	BMO BANK OF MONTREAL	0502677-2501 HYDE PARK EQUIP-CHOP SAW	12/31/2024	12/31/2024	1,666.75
Department Total						1,666.75
ALVINSTON						
20-0540-7431	003379	BLACK CREEK ENGINEERING INC.	263-2024 PRELIM STORM SEWER ROAD WORK	12/31/2024	12/31/2024	2,793.36
20-0540-7431	003379	BLACK CREEK ENGINEERING INC.	264-2024 PRELIM STORM SEWER ROAD WORK	12/31/2024	12/31/2024	2,793.36
20-0540-7431	003379	BLACK CREEK ENGINEERING INC.	265-2024 PRELIM STORM SEWER WORK	12/31/2024	12/31/2024	1,518.72
Account Total						7,105.44
Department Total						7,105.44
MUNICIPAL DRAINS - CONSTRUCTION						
20-2800-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1057 LOGAN DRAIN	01/29/2025	01/29/2025	16,782.76
20-2800-7401	000113	R DOBBIN ENGINEERING INC	238.24 WILCOX DRAIN	12/31/2024	12/31/2024	3,259.77
Account Total						20,042.53
Department Total						20,042.53
MUNICIPAL DRAINS - MAINTENANCE						
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1049 TAIT MCKINLAY HB	01/15/2025	01/15/2025	1,098.34

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	1050 9-10 SIDEROAD HB	01/13/2025	01/13/2025	2,060.78
20-2900-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	1052 MALACHLIN MELLIS DRAIN	01/13/2025	01/13/2025	5,706.50
20-2900-7401	000106 ST. CLAIR REGION CONSERVATION AUTH.	IN0019354 12TH CONCESSION DRAIN	12/31/2024	12/31/2024	300.00
20-2900-7401	000106 ST. CLAIR REGION CONSERVATION AUTH.	IN0019354 PRAY DRAIN	12/31/2024	12/31/2024	300.00
20-2900-7401	000106 ST. CLAIR REGION CONSERVATION AUTH.	IN0019354 BENNER DUFFY	12/31/2024	12/31/2024	300.00
20-2900-7401	002823 KT EXCAVATING	INV-1156 TAIT MCKINLAY DRAIN	12/31/2024	12/31/2024	2,130.05
20-2900-7401	000044 TOWNSHIP OF ENNISKILLEN	IVC05079 PERRY DRAIN-ENNISKILLEN	12/31/2024	12/31/2024	47,000.15
Account Total					58,895.82
Department Total					58,895.82
Total Paid Invoices					434,916.13
Total Unpaid Invoices					32,842.50
Total Invoices					467,758.63

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

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

01-0000	ASSETS & LIABILITIES	40,961.13
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	664.45
01-0241	COUNCIL SUPPORT	6,297.45
01-0250	CORPORATE MANAGEMENT	9,162.27
01-0411	FIRE STATION - ALVINSTON	11,701.60
01-0420	POLICE	33,125.00
01-0440	PROTECTIVE INSPECTION & CONTROL	4,066.37
01-0450	EMERGENCY MEASURES	87.00
01-0532	RB/C - BRIDGES R & M	14,604.69
01-0551	RT&M - INTERSECTION LIGHTING	20.03
01-0554	RT&M - DRAINAGE	639.45
01-0560	PUBLIC WORKS - OVERHEAD	21,058.79
01-0602	2024 FREIGHTLINER 114SD	528.00
01-0603	2011 INTERNATIONAL	6,707.14
01-0604	2018 WESTERN STAR	8,638.05
01-0610	1997 CAT GRADER	-134.81
01-0611	2021 - CAT 150-15AWD GRADER	402.71
01-0620	2017 FORD 4X4 Diesel	45.13
01-0621	2021 Dodge RAM 4 x 4 pickup	702.83
01-0622	2019 FORD 4x4 PICKUP	823.29
01-0630	DEERE TRACTOR LOADER	5,000.00
01-0631	CAT BACKHOE	6.17
01-0634	SMALL ENGINE EQUIPMENT	602.83
01-0638	TRAILER	2,460.58
01-0671	SAND AND SALT	4,353.00
01-0752	STREET LIGHTING - INWOOD	560.44
01-0810	SANITARY SEWER SYSTEM	13,423.52
01-0811	INWOOD SEWER SYSTEM	394.73
01-0830	WATERWORKS SYSTEM	156,450.20
01-0840	WASTE COLLECTION	7,687.50
01-0860	RECYCLING	448.91
01-1635	ALVINSTON COMMUNITY CENTRE	26,197.98
01-1641	ALVINSTON LIBRARY	874.36
01-1642	INWOOD LIBRARY	108.54
01-1840	AGRICULTURE & REFORESTATION	1,803.76
20-0411	BROOKE FIRE - ALVINSTON STATION	1,666.75
20-0540	ALVINSTON	7,105.44
20-2800	MUNICIPAL DRAINS - CONSTRUCTION	20,042.53
20-2900	MUNICIPAL DRAINS - MAINTENANCE	58,895.82

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 12/31/2024 to 01/31/2025 Paid Invoices Cheque Date 12/31/2024 to 01/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
				Report Total	467,758.63



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Proposed Sanitary Sewer & Water Extension
Meeting: Council - 13 Feb 2025
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That Council approve the request in principle to extend the sewer and water service to 3277 Nauvoo Road with option 2 and requests staff to work with the property owner to obtain the necessary approvals through the County of Lambton, Ministry of the Environment, OCWA and that staff be updated on the progress / approvals as needed.

Background:

At the December 12, 2024 regular session of Council, Council appointed Black Creek Engineering to investigate extending the water and sanitary sewer to services at 3277 Nauvoo Road (Hayter Group/Aecon) and potentially the 2 acre parcel north (Hayter) for any future development.

Comments:

There are 2 proposals that have been offered to run the sewer to the South.

The first option is to go across the front of 3277 Nauvoo and cross Nauvoo to the east tying into our existing sewer system. This option offers the opportunity for a connection to the fire hall as the fire hall shares a connection with 3259 Nauvoo via an easement. There are no issues with the current connection and the Municipality has a legal easement addressing the connection.

The second option is to cross Nauvoo east at the north lot line of 3277 Nauvoo and then South to our existing sewer. The second option is the recommended option. A fire hydrant will need to be installed in front of the Aecon / Hayter shop.

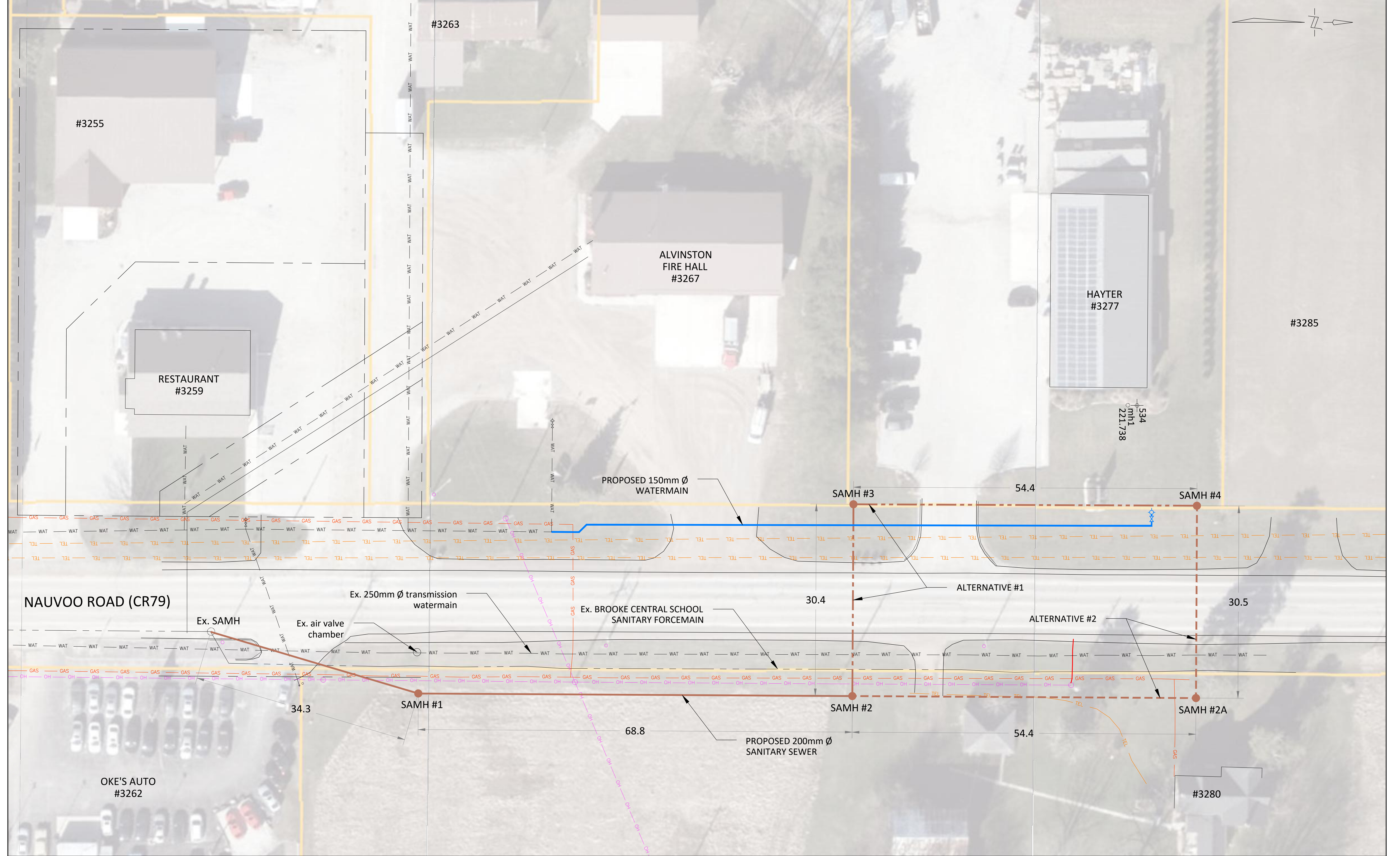
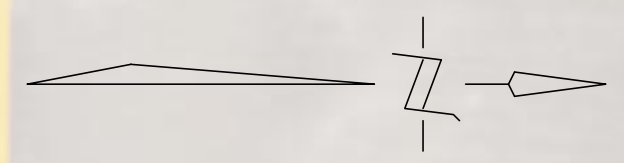
Financial Considerations:

With the second option, all costs would be the responsibility of the requested property owner - 3277 Nauvoo Road. Costs could be debentured if requested.

The first option would be a cost estimate of \$18,000.00 for the Municipality.

ATTACHMENTS:

[2084 Nauvoo Road Sanitary](#)



SCALE : 1: 250 ("ARCH D" SIZE)

SURVEY	K. GRAHAM				
DESIGN	K. GRAHAM				
DRAWN	K. GRAHAM				
DATE	JANUARY 2025				
	No.	REVISION	BY	DATE	



3236 River Street
Alvinston, Ontario
(519) 898-2173

STAMP



**BLACK CREEK
ENGINEERING INC.**

1086 Modeland Road
Building 1010, Suite 266
Sarnia, Ontario
(519) 333-5893

MUNICIPALITY OF BROOKE-ALVINSTON
NAUVOO ROAD SANITARY SEWER & WATERMAIN EXTENSION

PROJECT NO.	2084.00
SHEET NO:	-



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

Member Municipalities

Township of Adelaide-Metcalf

Municipality of Brooke-Alvinston

Municipality of Chatham-Kent

Township of Dawn-Euphemia

Township of Enniskillen

Municipality of Lambton Shores

Municipality of Middlesex Centre

Village of Newbury

Village of Oil Springs

Town of Petrolia

Town of Plympton-Wyoming

Village of Point Edward

City of Sarnia

Municipality of Southwest Middlesex

Township of St. Clair

Municipality of Strathroy-Caradoc

Township of Warwick

February 3, 2025

Janet Denkers, Clerk-Administrator
The Municipality of Brooke-Alvinston
3236 River Street
Alvinston, Ontario
N0N 1A0

RE: 2025 A.W. Campbell Maple Syrup Festival – Municipal Significance

Dear M. Janet Denkers,

The St. Clair Region Conservation Authority will host its 2025 Maple Syrup Festival at the A.W. Campbell Conservation Area (8477 Shiloh Line) on Saturday, March 15, 2025, between 10:00 am and 3:00 pm.

Similar to the 2024 event, the SCRCA is planning to host local vendors including breweries/distilleries/wineries to offer samples and sell their products to visitors who are 19 years of age and older. The addition of vendors was well received at our 2024 festival.

A question pertaining to the “municipal significance” of the event is required as part of the permitting application process to the Alcohol and Gaming Commission of Ontario (AGCO). The Authority believes the Maple Syrup Festival is as it has been a long-standing event in the municipality, has been organized in conjunction with the pancake breakfast hosted by the Alvinston Firefighters Association, and typically hosts between 800 and 1,000 people.

We would appreciate the Council of Brooke-Alvinston’s endorsement of our Maple Syrup Festival as an event of “municipal significance” once again this year. If agreeable, we would require a municipal resolution or letter from a delegated municipal official designating our event as “municipally significant”.

Please don’t hesitate to contact me if you have any questions or require anything further.

Donna Blue

Donna Blue, Manager of Communications
St. Clair Region Conservation Authority



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Request for a Special Occasion Permit - Maple Syrup Festival
Meeting: Council - 13 Feb 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston declares the 2025 A.W. Campbell Maple Syrup Festival being held March 15, 2025 as an event of municipal significance and acknowledges that the SCRCA will be applying for a Special Occasion Permit (SOP) for the AW Campbell Conservation Area at 8477 Shiloh Line;

Background:

The SCRCA will be hosting the Maple Syrup Festival in conjunction with the Alvinston Firefighters Association March 15, 2025 at the Campbell Conservation Area. A special occasion permit is required for the event. It also fits the criteria recently adopted by Council in declaring an event to be municipally significant as it:

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

Criteria of the Municipal Significant Event Policy to issue a Special Occasion Permit is met with the Maple Syrup Festival.

Comments:

Should Council approve the requests, notification of the SOP and the waiver of section 3.9 of By-law 37 of 2021 should be forwarded to: Brooke Fire Rescue, Lambton EMS and Lambton OPP.

Financial Considerations:

There are no financial considerations associated with this report.

ATTACHMENTS:

[Brooke-Alvinston - 2025 Maple Syrup Festival](#)



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

Member Municipalities

Township of Adelaide-Metcalf

Municipality of Brooke-Alvinston

Municipality of Chatham-Kent

Township of Dawn-Euphemia

Township of Enniskillen

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Village of Newbury

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Town of Petrolia

Town of Plympton-Wyoming

Village of Point Edward

City of Sarnia

Municipality of Southwest Middlesex

Township of St. Clair

Municipality of Strathroy-Caradoc

Township of Warwick

February 3, 2025

Janet Denkers, Clerk-Administrator
The Municipality of Brooke-Alvinston
3236 River Street
Alvinston, Ontario
N0N 1A0

RE: 2025 A.W. Campbell Maple Syrup Festival – Municipal Significance

Dear M. Janet Denkers,

The St. Clair Region Conservation Authority will host its 2025 Maple Syrup Festival at the A.W. Campbell Conservation Area (8477 Shiloh Line) on Saturday, March 15, 2025, between 10:00 am and 3:00 pm.

Similar to the 2024 event, the SCRCA is planning to host local vendors including breweries/distilleries/wineries to offer samples and sell their products to visitors who are 19 years of age and older. The addition of vendors was well received at our 2024 festival.

A question pertaining to the "municipal significance" of the event is required as part of the permitting application process to the Alcohol and Gaming Commission of Ontario (AGCO). The Authority believes the Maple Syrup Festival is as it has been a long-standing event in the municipality, has been organized in conjunction with the pancake breakfast hosted by the Alvinston Firefighters Association, and typically hosts between 800 and 1,000 people.

We would appreciate the Council of Brooke-Alvinston's endorsement of our Maple Syrup Festival as an event of "municipal significance" once again this year. If agreeable, we would require a municipal resolution or letter from a delegated municipal official designating our event as "municipally significant".

Please don't hesitate to contact me if you have any questions or require anything further.

Donna Blue

Donna Blue, Manager of Communications
St. Clair Region Conservation Authority



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Trillium - Capital Grant
Meeting: Council - 13 Feb 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That staff submit application for repairs to the municipal office roof under the Capital Stream of the Trillium grant.

Background:

The Trillium Grant - Capital Stream application period is February 5, 2025 - March 5 - 2025. Applicants are notified of the decision approximately 4-5 months (July/ August).

In the Capital grant stream, OTF funds projects that update buildings, enhance spaces and purchase fixed and non fixed equipment. Municipalities are eligible to apply. In the recent past we have submitted applications for improvements to the arena namely the Condenser and dehumidifier (denied - 2022 and subsequently in 2023).

Comments:

An OTF coaching meeting was held on February 5th to discuss submitting an application for municipal office roof replacement. The submission was encouraged.

Financial Considerations:

Costs cannot be incurred before the approval of the OTF grant. The roof estimate is \$100k . If successful in the application, those funds could be transferred to reserves.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2025 Revised Draft Budgets
Meeting: Council - 13 Feb 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council approve the 2025 Draft Budgets as revised for General Operating and Capital and for Water and Sewer Operating and Capital, including the related Budgeted Reserves and Reserve Fund Contributions/withdrawals.

Background:

The Draft 2025 Budgets were presented at the January 23, 2025 Council meeting. Subsequently, the department managers met and made the following adjustments:

General Taxation Operating and Capital Budgets

- The actual price for the new grader with trade is approximately \$40,000 less than originally budgeted.
- The top coat on the Railroad Street Project will be deferred as our Engineer estimated that it would be \$150,000, not the budgeted \$75,000.
- Our gravel tenders came in under the budgeted amount by \$50,000.
- We obtained a lower estimate for roof replacement saving at least \$25,000.
- We are deferring the concrete crushing, but adding shouldering for Churchill that has been budgeted for the last few years - saving \$5,000.
- Brine costs will be more than originally budgeted by \$26,000.
- Since we are getting the new grader, we will not have to replace tires on the old grader - saving \$7,500.
- We are deferring the purchase of the Remote Nozzle for Tanker 2, but obtaining programming for ipads instead - saving \$15,000.
- Deferring replacing the dressing room doors at the community centre - saving \$20,000
- Deferring installation of rubber flooring in the entrance and bathrooms at the community centre - saving \$5,500.
- All savings/deferrals are being put back into reserves - Reserves increasing by \$215,000.

Water and Wastewater Operating and Capital Budgets

- LAWSS is increasing our water cost from \$1.35/m³ to \$1.50/m³ the result is a budgeted reduction in Water Reserves of about \$5,500.

Comments:

General Taxation - Operating and Capital Budgets:

All savings deferrals are recommended to be put back into reserves have been declining in recent years and are needed to meet our Asset Management commitments for repair/replacement of infrastructure as it comes due.

Water and Wastewater Budgets:

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

ATTACHMENTS:

[2025 Budget Draft - February 13, 2025 - revised](#)

MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS				CAPITAL				TOTAL BUDGET				2024 to 2025 BUDGET DIFF	
	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)		(13)
GENERAL BUDGET EXPENDITURES														
GENERAL GOVERNMENT														
1 COUNCIL	75,650	53,940	(21,710)	70,450			-		75,650	53,940	(21,710)	70,450	(5,200)	
2 COUNCIL SUPPORT	198,250	192,038	(6,212)	205,025			-		198,250	192,038	(6,212)	205,025	6,775	
3 ADMINISTRATION	389,430	372,384	(17,046)	404,920	35,000	-	(35,000)	110,000	424,430	372,384	(52,046)	514,920	90,490	
	663,330	618,363	(44,967)	680,395	35,000	-	(35,000)	110,000	698,330	618,363	(79,967)	790,395	92,065	
PROTECTION														
4 FIRE - ALVINSTON	302,731	252,746	(49,985)	302,630	63,385	37,602	(25,783)	128,500	366,116	290,349	(75,767)	431,130	65,014	
5 FIRE - WATFORD	6,221	6,803	582	7,360			-		6,221	6,803	582	7,360	1,139	
6 FIRE - ADMINISTRATION	50,000	51,612	1,612	53,500			-		50,000	51,612	1,612	53,500	3,500	
7 POLICE	393,868	393,867	(1)	401,102			-		393,868	393,867	(1)	401,102	7,234	
8 CONSERVATION AUTHORITY	30,216	30,216	(0)	31,048			-		30,216	30,216	(0)	31,048	832	
9 INSPECTIONS & CONTROL	46,500	45,112	(1,388)	47,250			-		46,500	45,112	(1,388)	47,250	750	
10 EMERGENCY MEASURES	3,450	2,819	(631)	3,450			-		3,450	2,819	(631)	3,450	-	
	832,986	783,176	(49,811)	846,340	63,385	37,602	(25,783)	128,500	896,371	820,778	(75,593)	974,840	78,469	
TRANSPORTATION SERVICES														
11 ROADS - MATERIALS & SERVICES	753,750	590,553	(163,197)	985,500	1,378,250	908,860	(469,390)	737,500	2,132,000	1,499,414	(632,586)	1,723,000	(409,000)	
12 PUBLIC WORKS OVERHEAD	752,367	692,354	(60,013)	778,986	-	-	-	-	752,367	692,354	(60,013)	778,986	26,619	
13 VEHICLES & EQUIP	165,000	172,831	7,831	170,100	205,726	221,232	15,506	629,500	370,726	394,062	23,337	799,600	428,875	
14 SNOW REMOVAL	32,250	29,663	(2,587)	32,250	-	-	-	-	32,250	29,663	(2,587)	32,250	-	
15 STREET LIGHTS - ALVINSTON	14,000	25,410	11,410	14,000	-	-	-	-	14,000	25,410	11,410	14,000	-	
16 STREET LIGHTS - INWOOD	7,750	6,413	(1,337)	8,500	-	-	-	-	7,750	6,413	(1,337)	8,500	750	
	1,725,117	1,517,224	(207,893)	1,989,336	1,583,976	1,130,092	(453,883)	1,367,000	3,309,092	2,647,316	(661,777)	3,356,336	47,243	
ENVIRONMENTAL														
17 STORM SEWER	68,252	68,252	-	68,252					68,252	68,252	-	68,252	-	
18 WASTE COLLECTION/DISPOSAL	102,964	104,085	1,121	107,246	-	-	-	-	102,964	104,085	1,121	107,246	4,282	
19 RECYCLING	26,133	26,130	(3)	6,630	-	-	-	-	26,133	26,130	(3)	6,630	(19,503)	
	197,349	198,468	1,118	182,129	-	-	-	-	197,349	198,468	1,118	182,129	(15,221)	

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Page 79 of 90

MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

Page 4 of 12

COMBINED OPERATING & CAPITAL

CLASSIFICATION	OPERATIONS				!	CAPITAL				!	TOTAL BUDGET				2024 to 2025 BUDGET DIFF
	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET		2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET		2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)	
EXPENDITURES cont'd															
HEALTH															
20 HOSPITAL/CEMETERIES - DONATIONS	5,750	5,750	-	5,750			-			5,750	5,750	-	5,750	-	
21 CEMETERY OPERATIONS	61,487	54,890	(6,597)	53,820		-	-	-	-	61,487	54,890	(6,597)	53,820	(7,667)	
	67,237	60,640	(6,597)	59,570		-	-	-	-	67,237	60,640	(6,597)	59,570	(7,667)	
RECREATION AND CULTURAL															
22 CANADA DAY	24,750	26,664	1,914	24,750		-	-	-	-	24,750	26,664	1,914	24,750	-	
23 COMMUNITY CENTER / RECREATION	639,213	663,203	23,990	682,280		201,000	365,108	164,108	200,500	840,213	1,028,311	188,098	882,780	42,567	
24 CC - CONCESSION/VENDING	4,400	3,937	(463)	4,500		-	-	-	-	4,400	3,937	(463)	4,500	100	
25 INWOOD REC	9,342	6,832	(2,510)	8,460		5,000	-	(5,000)	-	14,342	6,832	(7,510)	8,460	(5,882)	
26 LIBRARY - ALVINSTON	8,684	7,989	(695)	8,830		-	-	-	-	8,684	7,989	(695)	8,830	146	
27 LIBRARY - INWOOD	5,387	4,717	(670)	5,440		-	-	-	-	5,387	4,717	(670)	5,440	53	
	691,776	713,342	21,566	734,260		206,000	365,108	159,108	200,500	897,776	1,078,450	180,674	934,760	36,984	
PLANNING AND DEVELOPMENT															
28 PLANNING & ZONING	32,500	8,353	(24,147)	32,700		-	-	-	-	32,500	8,353	(24,147)	32,700	200	
29 COMMERCIAL INDUSTRIAL	13,750	13,234	(516)	13,750		10,000	14,611	4,611	-	23,750	27,845	4,095	13,750	(10,000)	
30 POST OFFICE	44,000	44,079	79	48,000				-		44,000	44,079	79	48,000	4,000	
31 AGRICULTURE & REFORESTATION	36,250	32,854	(3,396)	36,250				-		36,250	32,854	(3,396)	36,250	-	
32 MUNICIPAL DRAIN WORK	650,000	450,000	(200,000)	650,000						650,000	450,000	(200,000)	650,000	-	
33 TILE DRAIN LOANS	6,000	7,580	1,580	7,500				-		6,000	7,580	1,580	7,500	1,500	
	782,500	556,101	(226,399)	788,200		10,000	14,611	4,611	-	792,500	570,712	(221,788)	788,200	(4,300)	
OTHER/RESERVES															
34 RESERVES	30,000	5,000	(25,000)	5,000		-	-	-	-	30,000	5,000	(25,000)	5,000	(25,000)	
35 RESERVE FUNDS															
	30,000	5,000	(25,000)	5,000		-	-	-	-	30,000	5,000	(25,000)	5,000	(25,000)	
36 TOTAL EXPENDITURES	4,990,296	4,452,314	(537,982)	5,285,229		1,898,361	1,547,414	(350,947)	1,806,000	6,888,656	5,999,728	(888,929)	7,091,229	202,573	

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MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

COMBINED OPERATING & CAPITAL		OPERATIONS				CAPITAL				TOTAL BUDGET				2024 to 2025 BUDGET DIFF
		2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	
CLASSIFICATION	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
REVENUES														
FEES AND CHARGES														
37 GENERAL GOVERNMENT	15,500	16,523	1,023	16,100			-		15,500	16,523	1,023	16,100	600	
38 INSPECTIONS & CONTROL	49,500	40,458	(9,042)	47,500			-		49,500	40,458	(9,042)	47,500	(2,000)	
39 TRANSPORTATION	5,000	6,544	1,544	5,000			-		5,000	6,544	1,544	5,000	-	
40 WASTE COLLECTION & RECYCLING	-	330	330	-			-		-	330	330	-	-	
41 CEMETERY	61,487	54,890	(6,597)	53,820			-		61,487	54,890	(6,597)	53,820	(7,667)	
42 COMMUNITY CENTER - ALVINSTON	241,150	282,436	41,286	276,400			-		241,150	282,436	41,286	276,400	35,250	
43 CC - CONCESSION/VENDING	4,470	3,498	(972)	4,720			-		4,470	3,498	(972)	4,720	250	
44 CANADA DAY	19,750	18,664	(1,086)	19,750			-		19,750	18,664	(1,086)	19,750	-	
45 PLANNING FEES	7,000	14,303	7,303	10,500			-		7,000	14,303	7,303	10,500	3,500	
46 HANGING BASKETS	3,000	3,075	75	3,000			-		3,000	3,075	75	3,000	-	
47 POST OFFICE	55,000	58,875	3,875	60,000			-		55,000	58,875	3,875	60,000	5,000	
48 MUNICIPAL DRAIN BILLINGS	435,000	300,000	(135,000)	435,000			-		435,000	300,000	(135,000)	435,000	-	
49 TILE DRAIN LOANS	6,000	7,555	1,555	7,500			-		6,000	7,555	1,555	7,500	1,500	
	902,857	807,153	(95,704)	939,290	-	-	-	-	902,857	807,153	(95,704)	939,290	36,433	
MUNICIPAL														
50 BROOKE FIRE RESCUE	56,437	50,714	(5,723)	59,296	10,141	6,266	(3,875)	21,395	66,578	56,979	(9,599)	80,691	14,113	
52 COUNTY POLICING GRANT, etc.	11,910	11,910	-	11,910	-	-	-	-	11,910	11,910	-	11,910	-	
53 DONATIONS	-	2,000	2,000	-	525	133,705	133,180	-	525	135,705	135,180	-	(525)	
	68,347	64,624	(3,723)	71,206	10,666	139,971	129,305	21,395	79,013	204,595	125,582	92,601	13,588	
ONTARIO FUNDING														
54 OCIF - GRANT	-	-	-	-	589,268	250,000	(339,268)	570,000	589,268	250,000	(339,268)	570,000	(19,268)	
55 COMMUNITY EMERGENCY PREPAREDNESS	-	-	-	-	-	17,517	17,517	-	-	17,517	17,517	-	-	
56 PROVINCIAL - RED	-	-	-	-	-	3,811	3,811	-	-	3,811	3,811	-	-	
57 OMRFA DRAIN SUPERINTENDENT GRANT	17,500	16,055	(1,445)	17,500	-	-	-	-	17,500	16,055	(1,445)	17,500	-	
58 OMAFRA - DRAIN SUBSIDY GRANTS	215,000	150,000	(65,000)	215,000	-	-	-	-	215,000	150,000	(65,000)	215,000	-	
59 OMPF - GRANT	397,700	397,700	-	397,700	-	-	-	-	397,700	397,700	-	397,700	-	
	630,200	563,755	(66,445)	630,200	589,268	271,328	(317,940)	570,000	1,219,468	835,083	(384,385)	1,200,200	(19,268)	

MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

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COMBINED OPERATING & CAPITAL					OPERATIONS					CAPITAL					TOTAL BUDGET				
CLASSIFICATION	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 to 2025 BUDGET DIFF			
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)			
REVENUES cont'd																			
CANADA FUNDING																			
60 FEDERAL - other			-			-	-	-	-		-	-	-	-		-			
61 FEDERAL CCBF (formerly GAS TAX)						408,268	408,268	-	-		408,268	408,268	-	-		(408,268)			
62 FEDERAL CANADA DAY	5,000	8,000	3,000	5,000					-		5,000	8,000	3,000	5,000		-			
	5,000	8,000	3,000	5,000		408,268	408,268	-	-		413,268	416,268	3,000	5,000		(408,268)			
OTHER																			
63 LICENCES, PERMITS, RENTS	16,330	15,852	(478)	15,505				-			16,330	15,852	(478)	15,505		(825)			
64 FINES AND PENALTIES-TAXES	50,000	71,166	21,166	55,000				-			50,000	71,166	21,166	55,000		5,000			
65 OTHER REVENUES	84,500	107,670	23,170	64,000				-			84,500	107,670	23,170	64,000		(20,500)			
AREA RATINGS																			
66 ALVINSTON AREA RATING	40,987	41,207	220	49,688				-			40,987	41,207	220	49,688		8,701			
67 INWOOD AREA RATING	15,655	15,705	50	13,381				-			15,655	15,705	50	13,381		(2,274)			
	56,642	56,912	270	63,069		-	-	-	-		56,642	56,912	270	63,069		6,427			
RESERVES/RESERVE FUNDS/FINANCING																			
68 RESERVES	342,574	(242,766)	(585,340)	585,340		210,848	210,848	-	340,000		553,422	(31,918)	(585,340)	925,340		371,918			
69 FINANCING			-			-	-	-	-		-	-	-	-		-			
	342,574	(242,766)	(585,340)	585,340		210,848	210,848	-	340,000		553,422	(31,918)	(585,340)	925,340		371,918			
TAXATION																			
70 ADJUSTMENTS/WRITE-OFFS	(30,000)	(33,361)	(3,361)	(25,000)				-			(30,000)	(33,361)	(3,361)	(25,000)		5,000			
71 SUPPLEMENTAL	20,000	27,104	7,104	25,000				-			20,000	27,104	7,104	25,000		5,000			
72 UTILITY TRANSMISSION	15,400	15,448	48	15,400				-			15,400	15,448	48	15,400		-			
	5,400	9,191	3,791	15,400		-	-	-	-		5,400	9,191	3,791	15,400		10,000			
73 TOTAL REVENUES	2,161,850	1,461,557	(700,293)	2,444,010		1,219,050	1,030,415	(188,635)	931,395		3,380,900	2,491,971	(888,929)	3,375,405		(5,495)			
74 NET EXPENDITURES OVER REVENUE	(2,828,446)	(2,990,757)	(162,311)	(2,841,220)		(679,311)	(516,999)	162,311	(874,605)		(3,507,756)	(3,507,756)	0	(3,715,825)		(208,068)			
75 ADJUSTMENTS																			
76 NET ADJUSTMENTS	-	-	-	-		-	-	-	-		-	-	-	-		-			
77 TO BE RAISED BY TAXES											3,507,756	3,507,756	(0)	3,715,825					
											Tax Increase	208,068		5.93%					

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MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

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COMBINED OPERATING & CAPITAL		OPERATIONS					CAPITAL					TOTAL BUDGET				
CLASSIFICATION	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 to 2025 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
WATER & SEWER BUDGETS																
ALVINSTON WATER SYSTEM																
ALVINSTON WATER REVENUES																
1	ONTARIO - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	FEDERAL - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	RESERVE FUNDS -withdrawal out	-	-	-	-	55,000	-	(55,000)	-	-	55,000	-	(55,000)	-	-	(55,000)
4	WATER - ALVINSTON	354,461	406,002	51,541	367,323	-	-	-	-	-	354,461	406,002	51,541	367,323	-	12,862
5	WATER - ALVINSTON - OTHER CHGS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL ALVINSTON WATER REVENUES		354,461	406,002	51,541	367,323	55,000	-	(55,000)	-	-	409,461	406,002	(3,459)	367,323	-	(42,138)
ALVINSTON WATER EXPENDITURES																
6	WATER - ALVINSTON	324,082	339,122	15,040	354,482	55,000	-	(55,000)	-	-	379,082	339,122	(39,960)	354,482	-	(24,600)
7	RESERVE FUNDS - transfer in	30,379	66,880	36,501	12,841	-	-	-	-	-	30,379	66,880	36,501	12,841	-	(17,538)
TOTAL ALVINSTON WATER EXPENDITURES		354,461	406,002	51,541	367,323	55,000	-	(55,000)	-	-	409,461	406,002	(3,459)	367,323	-	(42,138)
NET ALVINSTON WATER SURPLUS/EXPENDITURE		-	-	-	-	-	-	-	-	-	-	-	0	-	-	0

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MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

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COMBINED OPERATING & CAPITAL		OPERATIONS					CAPITAL					TOTAL BUDGET				
CLASSIFICATION	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 to 2025 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
WATER & SEWER BUDGETS																
ALVINSTON SEWER SYSTEM																
ALVINSTON SEWER REVENUES																
1	ONTARIO - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	FEDERAL - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	RESERVE FUNDS -withdrawal out	-	-	-	-	204,000	145,850	(58,150)	182,750		204,000	145,850	(58,150)	182,750		(21,250)
4	LOAN PROCEEDS	-	-	-	-	-	-	-	-		-	-	-	-		-
5	WASTE WATER - ALVINSTON	223,212	238,791	15,579	234,208	-	-	-	-		223,212	238,791	15,579	234,208		10,996
6	ALVINSTON OTHER SEWER CHGS	-	-	-	-	51,000	36,463	(14,537)	32,250		51,000	36,463	(14,537)	32,250		(18,750)
TOTAL ALVINSTON SEWER REVENUES		223,212	238,791	15,579	234,208	255,000	182,313	(72,687)	215,000		478,212	421,104	(57,108)	449,208		(29,004)
ALVINSTON SEWER EXPENDITURES																
7	WASTE WATER - ALVINSTON	189,705	174,525	(15,180)	194,577	255,000	182,313	(72,687)	215,000		444,705	356,838	(87,867)	409,577		(35,129)
8	RESERVE FUNDS - transfer in	33,507	64,266	30,760	39,631	-	-	-	-		33,507	64,266	30,760	39,631		6,124
TOTAL ALVINSTON SEWER EXPENDITURES		223,212	238,791	15,579	234,208	255,000	182,313	(72,687)	215,000		478,212	421,104	(57,108)	449,208		(29,004)
NET ALVINSTON SEWER SURPLUS/EXPENDITURE		-	-	0	-	-	-	-	-		-	-	-	-		0

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MUNICIPALITY OF BROOKE-ALVINSTON
2025 Budget Summary

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COMBINED OPERATING & CAPITAL																
CLASSIFICATION	OPERATIONS					CAPITAL					TOTAL BUDGET					
	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 BUDGET	2024 Projections	OVER (UNDER)	2025 BUDGET	!	2024 to 2025 BUDGET DIFF
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
WATER & SEWER BUDGETS																
INWOOD SEWER SYSTEM																
INWOOD SEWER REVENUES																
1	ONTARIO - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	FEDERAL - Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	RESERVE FUNDS -withdrawal out	-	-	-	-	51,000	36,463	(14,537)	32,250		51,000	36,463	(14,537)	32,250		(18,750)
4	LOAN PROCEEDS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	WASTE WATER - INWOOD	65,221	65,221	-	67,830	-	-	-	-	-	65,221	65,221	-	67,830		2,609
6	INWOOD SEWER CAPITAL & CONNECTION	59,556	59,536	(20)	59,256	-	-	-	-	-	59,556	59,536	(20)	59,256		(300)
TOTAL INWOOD SEWER REVENUES		124,776	124,756	(20)	127,086	51,000	36,463	(14,537)	32,250		175,776	161,219	(14,557)	159,336		(16,441)
INWOOD SEWER EXPENDITURES																
7	WASTE WATER - INWOOD	110,608	100,736	(9,872)	110,979	51,000	36,463	(14,537)	32,250		161,608	137,199	(24,409)	143,229		(18,378)
8	RESERVE FUNDS - transfer in	14,169	24,021	9,852	16,106	-	-	-	-		14,169	24,021	9,852	16,106		1,937
TOTAL INWOOD SEWER EXPENDITURES		124,776	124,756	(20)	127,086	51,000	36,463	(14,537)	32,250		175,776	161,219	(14,557)	159,336		(16,441)
NET INWOOD SEWER SURPLUS/EXPENDITURE		-	-	0	-	-	-	-	-		-	-	-	-		-

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MUNICIPALITY OF BROOKE-ALVINSTON**Capital - detail****MUNICIPALITY OF BROOKE-ALVINSTON****2025 DRAFT CAPITAL PROPOSALS - DETAIL by DEPARTMENT**

<u>DEPARTMENT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
GENERAL GOV'T	COMPUTERS & EQUIP	35,000	New Computers and Copier/Printer/Scanner
	REPLACE ROOF	75,000	New Roof
		110,000	
BROOKE FIRE	EQUIPMENT	10,000	PE - Boots & Helmets
	BUNKER GEAR	20,000	5 sets
	VEHILCE EQUIPMENT	2,500	Programing for ipads
	BUILDING	7,500	Training Facility - part 2
	EQUIPMENT	85,000	Heavy Hydraulics (end of life - new tech)
	TRAINING EQUIPMENT	3,500	CPR Mannequins
	128,500		
PUBLIC WORKS	ASSET MANAGEMENT	11,000	Purchase MESH system
	ASSET MANAGEMENT	10,000	Traffic Counts
	CULVERT REPLACEMENT	631,500	Culvert # 25 - Little Ireland, N of Oil Springs
	CULVERT REPLACEMENT	65,000	Culvert # 18 - Old Walnut & Fields
	CONSTRUCTION	-	Top Coat Railroad, Elm, Centre
	CONSTRUCTION	20,000	Sidewalks
	GRADER	610,000	New Grader for 2025
	TRACTOR	15,000	Yearly tractor upgrade
	SECURITY	4,500	Security Cameras for yard
	1,367,000		
RECREATION	FURNITURE	10,000	Replace aging tables/chairs
	REFRIGERATION SYSTEM	190,500	Replace Chiller & Dehumidifier
	BUILDING IMPROVEMENTS	-	Replace Dressing room doors
	ICE SURFACE & EQUIPMENT	-	Replace arena floor and compressor if get grant (financed)
	BUILDING - FLOORING	-	2025 Rubber flooring in entrance/bathrooms
	200,500		
TOTAL CAPITAL - TAXATION BUDGET		1,806,000	
CAPITAL - WATER & SEWER			
ALVINSTON SEWER	COLLECTION LINES	80,000	Collection Line inspection
	PLANT EQUIPMENT	40,000	Fine Bubble Diffusers
	ANCILLARY EQUIPMENT	30,000	Generator Repairs
	PUMP STATIONS	65,000	Pump Station Repairs
TOTAL CAPITAL - WATER AND SEWER		215,000	

MUNICIPALITY OF BROOKE-ALVINSTON
Reserves & Deferred Revenue

MUNICIPALITY OF BROOKE-ALVINSTON
2025 RESERVE CONTRIBUTION/WITHDRAWAL PROPOSALS

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	2023 Actual	2024 Budgeted		2024 Projected		2025 Budgeted			
	CLOSING	Contributions	Withdrawals	CLOSING	Adjustments	CLOSING	Contributions	Withdrawals	CLOSING
RESERVES									
BUDGET SURPLUS	342,574		(342,574)	-	585,340	585,340	-	(585,340)	-
WORKING CAPITAL	870,000	-	-	870,000		870,000	-	-	870,000
ELECTION	5,000	5,000	-	10,000		10,000	5,000	-	15,000
GENERAL	475,000	-	-	475,000		475,000	-	-	475,000
MUNICIPAL BUILDING	40,000	-	-	40,000		40,000	-	(40,000)	-
BROOKE FIRE RESCUE	8,660	-	(8,660)	-		-	-	-	-
ROADS	605,000	-	(165,000)	440,000		440,000	-	(175,000)	265,000
COMMUNITY CENTER	137,188	25,000	(37,188)	125,000		125,000	-	(125,000)	-
CANNABIS IMPLEMENTATION	20,000	-	-	20,000		20,000	-	-	20,000
ALVINSTON LIGHTING	5,000	-	-	5,000	-	5,000	-	-	5,000
TOTAL RESERVES	2,508,422	30,000	(553,422)	1,985,000	585,340	2,570,340	5,000	(925,340)	1,650,000
Deferred Revenue (Restricted Grants)									
Ontario Community Infrastructure Fund (OCIF)	217,346	371,922	(589,268)	-	339,268	339,268	384,928	(570,000)	154,196
Canada Community Benefit Fund (CCBF - formerly Gas Tax)	325,975	82,293	(408,268)	-	-	-	77,258	-	77,258
TOTAL DEFERRED REVENUE	543,321	454,215	(997,536)	-	339,268	339,268	462,186	(570,000)	231,454
GRAND TOTAL	3,051,743	484,215	(1,550,958)	1,985,000	924,608	2,909,608	467,186	(1,495,340)	1,881,454

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MUNICIPALITY OF BROOKE-ALVINSTON
Water and Sewer Reserves

MUNICIPALITY OF BROOKE-ALVINSTON
2025 WATER & WASTEWATER RESERVE FUNDS

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	2023 Actual	 -----2024 Budgeted----- 		 ----2024 Projected---- 		 -----2025 Budgeted----- 			
	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>	<u>Adjustments</u>	<u>CLOSING</u>	<u>Contributions</u>	<u>Withdrawals</u>	<u>CLOSING</u>
SEWER - Alvinston	145,235	33,507	(153,000)	25,742	42,849	68,591	119,631	(182,750)	5,472
SEWER - Inwood	46,677	14,169	(51,000)	9,846	26,297	36,143	16,106	(32,250)	19,999
WATER - Alvinston	212,724	30,379	(55,000)	188,103	103,217	291,320	12,841	(40,000)	264,160
Alvinston General	<u>67,719</u>	<u>20,000</u>	<u>(50,000)</u>	<u>37,719</u>	<u>59,830</u>	<u>97,549</u>	<u>20,000</u>	<u>(40,000)</u>	<u>77,549</u>
Total Reserve Funds	<u>\$ 472,355</u>	<u>\$ 98,055</u>	<u>\$ (309,000)</u>	<u>\$ 261,410</u>	<u>\$ 232,193</u>	<u>\$ 493,603</u>	<u>\$ 168,578</u>	<u>\$ (295,000)</u>	<u>\$ 367,181</u>

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**THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON
BY-LAW NUMBER 7 OF 2025**

BEING A RATING BY-LAW FOR MUNICIPAL DRAIN MAINTENANCE

WHEREAS maintenance work has been undertaken on various municipal drains in the Municipality of Brooke-Alvinston in 2024;

AND WHEREAS the cost of the work is to be assessed to property owners based on the appropriate drainage report;

NOW THEREFORE, the Council of the Corporation of the Municipality of Brooke-Alvinston enacts as follows:

- (a) That the appropriate schedules of assessment be used to assess and collect the maintenance costs for the:

3-4 Sideroad Drain	Cook Drain	Molzan Drain
4-5 Concession Drain	Courtright Drain	Morley Drain
4-5 Concession Road Drain	Crang Drain	Munro Drain
6-7 Concession Road Drain	Edgar Drain No 1	Orange Drain # 1
6-7 Sideroad Drain	Edgar Drain No 2	Orange Drain # 3
8-9 Concession Drain	Edgar Kelly Drain	Perry Drain - Enniskillen
9-10 Sideroad Drain	Foster Drain	Podolinsky Drain
10-11 Concession Drain	Government Drain No 1	Pray Drain
12th Concession Drain	Gray Drain No 1	Parker Kidd Drain
12th Concession Road Drain	Hair Drain	Parker Lucas Drain
12th Concession Drain Ext	Hay Drain - Adelaide Metcalfe	Parker Lucas Drain
12th Concession Outlet Drain	Holme Drain	Parker Shirley Drain
12-13 Sideroad Drain	Hustler Drain	Ross Drain
13th Concession Drain	Johnston Drain	Sisson Parker Drain
14th Concession & Kelly Drain	Johnson Mills Drain	Smith Drain
15-16 Sideroad Drain	Johnston Swartz Drain	Stewart Drain
Acton Drain	Johnson Symington Drain	Stewart Douglas Drain
Bass Drain	Lightfoot Oke Drain	Tait-McKinlay Drain
Benner Duffy Drain	Logan Drain Branches No 2 to 6	Thompson Drain
Brooke-Enniskillen-Dawn Townline Drain	McCoubrey Colhoun Drain	Wallis Drain
Brooke-Enniskillen-Dawn T/L Drain – Dawn-Euphemia	McEachren Drain	Ward Drain
Brooke-Euphemia T/L Drain	McIntyre Weed Drain	Watson Drain
Bourne Drain	McGill Drain	Higgins Drain - Warwick
Bryan Johnson Drain	McKinlay Drain	Watt Drain
Cameron Drain	McLachlan Drain	Watt Cran Drain
Cameron Drain - Enniskillen	McNeil Drain	Weidman Drain
Campbell Drain	Moffat Lucas Branch Drain	Zimmerman Drain
Campbell Swan Drain		

- (b) That the assessed costs for these drains be added to the interim tax bills and collected as taxes; and

(c) That this by-law comes into full force and effect upon third reading.

By-law read a first, second and third time and finally passed this 13th day of February, 2025.

David Ferguson, Mayor

Janet Denkers, Clerk-Administrator