



# AGENDA

## Council Meeting

4:30 PM - Thursday, May 8, 2025  
Municipal Office

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<b>1. CALL TO ORDER</b>	
<b>2. DISCLOSURE OF PECUNIARY INTEREST</b>	
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**8. BY-LAWS**

- 8.1. By-law xx of 2025: Ale House By-law
- [By-law of 2025 - Ale House Patio](#)
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**9. NEW BUSINESS**

**10. CLOSED SESSION**

**11. RISE AND REPORT**

**12. BY-LAW CONFIRMING PROCEEDINGS**

**13. ADJOURNMENT**



# MINUTES

## Council Meeting

3:30 PM - Thursday, April 24, 2025  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, April 24, 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, Fire Chief Steve Knight, and Drainage Superintendent David Moores

**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 at the appropriate time during the meeting.

### 3 MINUTES

a) Regular Council Meeting Minutes of April 10, 2025

#### RESOLUTION-2025-124

Councillor Jenny Redick made a motion that the minutes of the April 10, 2025 meeting be approved as presented without error or omission. Councillor Craig Sanders seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

### 5 DELEGATIONS & TIMED EVENTS

a) Consideration of the Logan Drain

There were no assessed owners present for the meeting

#### RESOLUTION-2025-125

Deputy Mayor Frank Nemcek made a motion that the meeting to consider the Logan Drain be opened. Councillor Craig Sanders seconded the motion.

**Carried**

#### RESOLUTION-2025-126

Councillor Jenny Redick made a motion that the report on the Logan Drain be adopted. Councillor Craig Sanders seconded the motion.

**Carried**

- b) Consideration of the 12-13 Sideroad Drain

There were no assessed owners present for the meeting

**RESOLUTION-2025-127**

Councillor Don McCabe made a motion that the report on the 12-13 Sideroad Drain be adopted. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**RESOLUTION-2025-128**

Councillor Don McCabe made a motion that the consideration meetings be adjourned. Councillor Craig Sanders seconded the motion.

**Carried**

## 6 CORRESPONDENCE

- a) Municipal Information

**RESOLUTION-2025-129**

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

**Carried**

- b) Town of Amherstburg - Opposition to Strong Mayor Designation

**RESOLUTION-2025-130**

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston supports the concerns that the Town of Amherstburg and other municipalities have regarding the Strong Mayor system and call for its reconsideration or repeal. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

## 7 STAFF REPORTS

- a) **Drainage Superintendent's Report:** Watson Drain & Watson Branch Drain Tender Results

**RESOLUTION-2025-131**

Deputy Mayor Frank Nemcek made a motion that the low tender submitted by JLH Excavating in the amount of \$23,551.46 (including HST) be accepted. Councillor Jenny Redick seconded the motion.

**Carried**

- b) 13th Concession Drain & Saunders Drain Tender

**RESOLUTION-2025-132**

Councillor Jenny Redick made a motion that the low tender submitted by B. Crow Excavation in the amount of \$41,601.27 (including HST) be accepted. Councillor Don McCabe seconded the motion.

**Carried**

- c) **Drainage Superintendent's Report:** Summary report

**RESOLUTION-2025-133**

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

**Carried**



d) **Clerk Administrator's Report:** Canada Day - SOP Request (Optimist Club)

Councillor McCabe declared a conflict of interest as he is a member of the Canada Day Committee.

**RESOLUTION-2025-134**

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston has no objections to the Alvinston Optimist Club obtaining a Special Occasion Permit for the Canada Day 2025 events (June 30-July 1, 2025) as the event is deemed an event of municipal significance to the community. Councillor Jenny Redick seconded the motion.

**Carried**

e) **Clerk Administrator's Report:** 2025 Road Race

**RESOLUTION-2025-135**

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston has no objections to the temporary road closure of Nauvoo Road between Alvinston and Watford and the temporary closure of Churchill Line from Donnelly Road to Nauvoo Road and White Pine Road on Monday, May 19, 2025 for the Watford-Alvinston Optimist Road Race and that Churchill Line to Ebenezer Road be used as the detour route during the road race. Councillor Don McCabe seconded the motion.

**Carried**

f) **Clerk Administrator's Report:** Fire Agreement - Warwick Township

**RESOLUTION-2025-136**

Councillor Craig Sanders made a motion that Council renew the Fire Service Agreement with Warwick Township as presented effective January 1, 2025 and that the proposed by-law be considered for adoption. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

g) **Public Works Superintendent's Report:** Petrolia Line East

**RESOLUTION-2025-137**

Deputy Mayor Frank Nemcek made a motion that Council receive and file this report as information. Councillor Jenny Redick seconded the motion.

**Carried**

h) **Treasurer's Report:** Year-to-Date (to March 31) Budget to Actual Comparisons

**RESOLUTION-2025-138**

Councillor Jenny Redick made a motion that Council receive and file Year-to-date (to March 31) Budget to Actual Comparisons. Councillor Don McCabe seconded the motion.

**Carried**

i) **Treasurer's Report:** Reserve and Reserve Fund Policy

**RESOLUTION-2025-139**

Councillor Jenny Redick made a motion that Council approve the Reserve and Reserve Fund Policy for the Municipality of Brooke-Alvinston, including the stated funding targets and direct staff to report on current Reserve and Reserve Fund levels and develop a plan to present to Council to bring Reserves within their target ranges. Councillor Craig Sanders seconded the motion.

**Carried**

**8 BY-LAWS**

- a) By-law 16 of 2025 Provisional Adoption of Logan Drain

**RESOLUTION-2025-140**

Councillor Jenny Redick made a motion that By-law 16 of 2025 (Logan Drain) be read a first and second time. Councillor Craig Sanders seconded the motion.

**Carried**

- b) By-law 17 of 2025 Provisional Adoption of 12-13 Sideroad Drain

**RESOLUTION-2025-141**

Deputy Mayor Frank Nemcek made a motion that By-law 17 of 2025 ( 12-13 Sideroad Drain) be read a first and second time. Councillor Craig Sanders seconded the motion.

**Carried**

- c) By-law 18 of 2025 Fire Agreement with Warwick Township

**RESOLUTION-2025-142**

Councillor Jenny Redick made a motion that By-law 18 of 2025 be read a first, second and third time and finally passed this 24th day of April, 2025. Councillor Craig Sanders seconded the motion.

**Carried**

**9 NEW BUSINESS**

- a) Damaged Playground Equipment

The Parks & Recreation Manager advised of damage done to the park at the BAICCC which included the slide and a tree. With the aid of video footage, the child was identified and the OPP spoke directly to the family. The estimated cost is \$5,000. Staff will report on other options for the next meeting.

- b) Councillor McCabe advised Council of the Historical Society Meeting at the BAICCC on April 25th; Councillor Nemcek advised Council of the Optimist Trivia night set for April 26th
- c) Councillor Redick noted that John Douglas accepted the position of Cemetery Caretaker
- d) It was noted that the Rabies Clinic is set for Saturday afternoon in the pavilion

**10 CLOSED SESSION**

- a) Section 239(2) (j) A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value

**RESOLUTION-2025-143**

Councillor Jenny Redick made a motion that Council move into closed session. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**11 RISE AND REPORT**

The Clerk Administrator noted that a closed session meeting was held to discuss a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value.

She advised the closed session meeting minutes of April 10, 2025 were approved and that staff were directed to proceed as outlined in closed session.

It was also noted a special session of Council will be held on May 29th at 4:30pm which will be open / closed with the topic discussed being a potential wind turbine project.

**12 BY-LAW CONFIRMING PROCEEDINGS**

a) By-law 19 of 2025 Confirming By-law

**RESOLUTION-2025-144**

Deputy Mayor Frank Nemcek made a motion that By-law 19 of 2025 be read a first, second and third time and finally passed this 24th day of April, 2025.  
Councillor Craig Sanders seconded the motion.

**Carried**

**13 ADJOURNMENT**

Councillor Sanders adjourned the meeting at 4:20 p.m.

\_\_\_\_\_  
Clerk-Administrator

\_\_\_\_\_  
Mayor



LAMBTON GROUP OPP  
DETACHMENT BOARD  
**BROOKE/ALVINSTON**  
MEMBER MUNICIPALITY CONNECT  
2024 YEAR IN REVIEW



Presented by  
Board Chair, Greg Nemcek  
Vice Chair, John McCharles  
Inspector Chris Avery

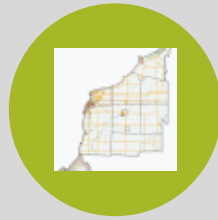


# INTRODUCTIONS

Opening and Introduction from Greg Nemcek

Special Thanks to Inspector Avery, S/Sgt. VanRoboys, S/Sgt. Yantzi  
and Board Secretary, Mandi Pearson

# CSPA In Lambton County



## **LAMBTON OPP (DETACHMENT BOARD)**

SERVICES 9  
COMMUNITIES  
“LAMBTON GROUP”

TOTAL POPULATION:  
52, 294  
POPULATION  
DENSITY/KM: 681

1 HEADQUARTERS  
(PETROLIA)  
1 COMMUNITY POLICING  
OFFICE (FOREST)  
3 REPORTING  
LOCATIONS (PETROLIA,  
ST.CLAIR & GRAND  
BEND)



## **POINT EDWARD OPP (DETACHMENT BOARD)**

SERVICES 1  
COMMUNITY  
“POINT EDWARD”

TOTAL POPULATION:  
1930  
POPULATION  
DENSITY/KM: 585

1 COMMUNITY  
POLICING  
OFFICE/REPORTING  
LOCATION



## **SARNIA POLICE (POLICE SERVICES BOARD)**

SERVICES 1  
COMMUNITY  
“SARNIA PSB”

TOTAL POPULATION:  
72,047  
POPULATION  
DENSITY/KM: 440

1 STATION

# LGODB Structure

- **10 voting members**
- The Lambton Group OPP Detachment Board represents 9 member municipalities, contracted with the province for municipal policing services by the Ontario Provincial Police
- *OPP Detachment Boards are independent from municipal councils*
- Member municipalities may choose under Sec 33 to appoint an elected official to the Detachment Board, with the understanding that the elected official is not sitting an elected official, but rather an appointed member representing 1 or more municipalities from a community and not political perspective.
- The Province appoints 2 members through application to be Provincial Appointees (must be a resident from the member municipalities)
- The Board through application appoints 2 community members at large (must be a resident from the member municipalities)

Mr. Greg Nemcek  
Mr. John McCharles  
Mrs. Shirley Durance  
Mr. Bill Beveridge  
Mr. John Couwenberg  
Mr. Ian Veen  
Enniskillen  
Mr. Dave Marsh  
Mr. Joel Field  
Mr. Gary Atkinson  
Mr. Jeff Agar

Chair, Community Member at Large  
Vice Chair, Provincial Rep.  
Member Provincial Rep.  
Member Community Member at Large  
Member Municipal Rep – Brooke-Alvinston | Warwick  
Member Municipal Rep – Dawn Euphemia | Oil Springs |  
  
Member Municipal Rep – Lambton Shores  
Member Municipal Rep - Petrolia  
Member Municipal Rep – Plympton-Wyoming  
Member Municipal Rep – St.Clair

OPP detachment boards as defined under the Community Safety and Policing Act, 2019 provide civilian input in relation to policing delivered by the OPP

## 4 non-voting members

Inspector Chris Avery Detachment Commander  
S/Sgt. Erica VanRoboys Detachment Representative  
A/S/Sgt. Jordan Yantzi Detachment Representative  
Ms. Mandi Pearson Board Secretary

# Detachment Boards & Police Services Boards

CATEGORY	DETACHMENT BOARDS	POLICE SERVICES BOARDS
Scope of Oversight	<ul style="list-style-type: none"><li>• Oversee OPP Detachments serving multiple municipalities of First Nations</li></ul>	<ul style="list-style-type: none"><li>• Focus on Individual Police Services</li></ul>
Policy Development	<ul style="list-style-type: none"><li>• Establish Local policies with Detachment Commander</li></ul>	<ul style="list-style-type: none"><li>• Develop policies for Municipal Police Services</li></ul>
Reporting Requirements	<ul style="list-style-type: none"><li>• Provide annual reports to municipalities and Band Councils</li></ul>	<ul style="list-style-type: none"><li>• Prepare and publish strategic plans and annual reports</li></ul>
Community Representation	<ul style="list-style-type: none"><li>• Representatives from all municipalities and First Nations served</li></ul>	<ul style="list-style-type: none"><li>• Municipal appointees and provincial representatives</li></ul>





# Community Safety and Policing Act



Notable changes include:

- Section 10 contracts repealed
- Section 17, 22 and 14 agreements
- OPP Detachment Boards
- Focus on First Nations
- Changes to code of conduct
- New reporting requirements
- Inspectorate of Policing (IoP)
- Updated standards and training



# LGODB POPULATION AND AREA COVERAGE



# Lambton Detachment

- Located at 4224 Oil Heritage Road, Petrolia;
- Is the admin centre for the County;
- Is where Command Staff reports to, along with the bulk of Detachment Admin Clerks;
- Operational platoons work from this site;
- Lock up facilities, breath tests and fingerprinting abilities here;
- Approx. 100 uniform members assigned to Lambton County
- There are 3 other reporting locations in the County;
  - Grand Bend;
  - Corunna; and
  - Point Edward.



# CPO

In Lambton, we are fortunate to have one CPO (Community Policing Office)

- Forest (Lambton Shores)
  - Shares space with Lambton EMS personnel;
  - Equipped with technology to allow officers to complete reports and paperwork while remaining in the community;
  - This site maintains an officer presence in Forest, following the closing of Forest Detachment in 2017.



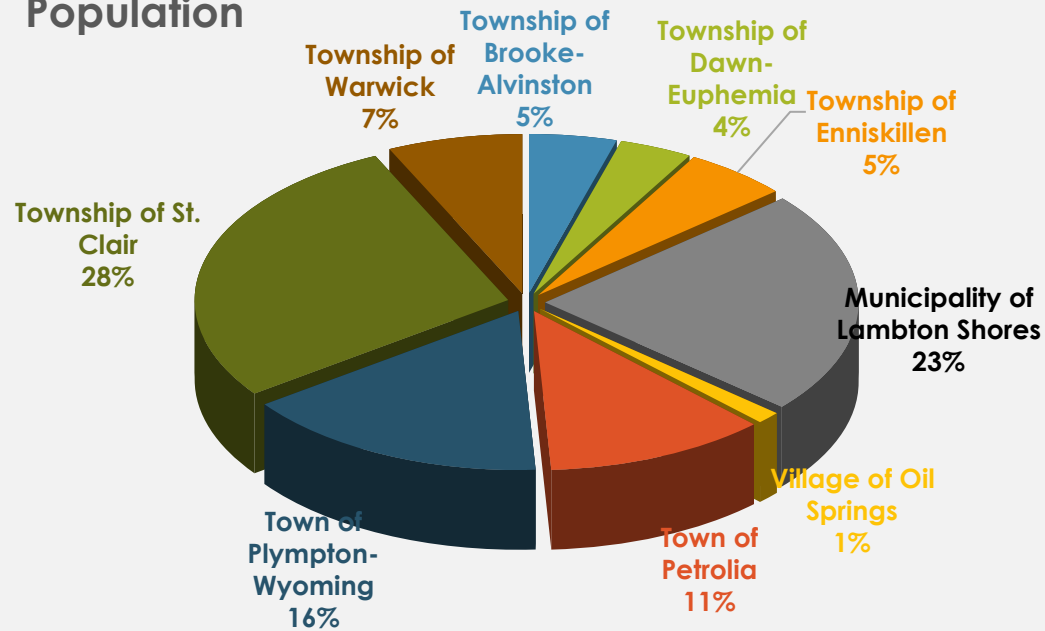
	Population	Pop. Density/km	Land Area sq/km
Township of Brooke-Alvinston	2359	7.6	311.41
Township of Dawn-Euphemia	1966	4.4	445.14
Township of Enniskillen	2825	8.4	338.05
Municipality of Lambton Shores	11876	35.9	330.57
Village of Oil Springs	647	79.5	8.14
Town of Petrolia	6013	482.6	12.46
Town of Plympton-Wyoming	8308	26.1	318.86
Township of St. Clair	14659	23.7	618.57
Township of Warwick	3641	12.5	290.21

# LGODB Population and Area Coverage

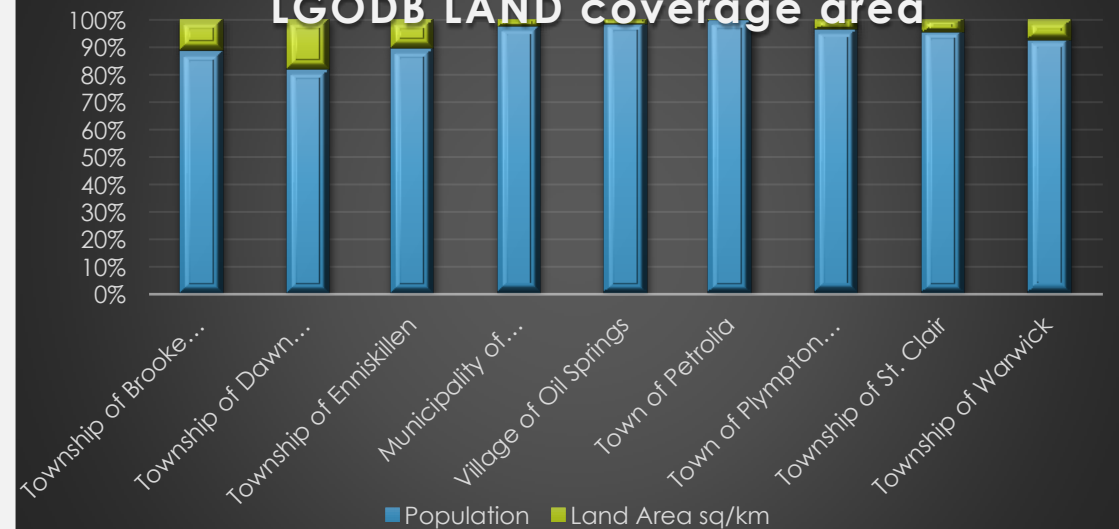
**Largest Populations:**  
St.Clair, Lambton Shores,  
Plympton-Wyoming

**Largest Area to cover:**  
Dawn-Euphemia, Brooke-  
Alvinston, Enniskillen

## Population



## LGODB LAND coverage area





# LGODB Member Municipality expense shares

Municipality	Share %
Township of Brooke-Alvinston	4.33
Township of Dawn-Euphemia	3.77
Township of Enniskillen	4.6
Municipality of Lambton Shores	29.63
Village of Oil Springs	1.03
Town of Petrolia	12.09
Town of Plympton-Wyoming	12.73
Township of St. Clair	25.09
Township of Warwick	6.77



# LOCAL OPP SERVICE DELIVERY



# OPP Service Delivery

## Integrated Service Delivery

- Detachments provide policing services to municipalities while continuing to meet Provincial policing commitments
- All officer activity is tracked using the Daily Activity Reporting (DAR) system to ensure accurate municipal billing



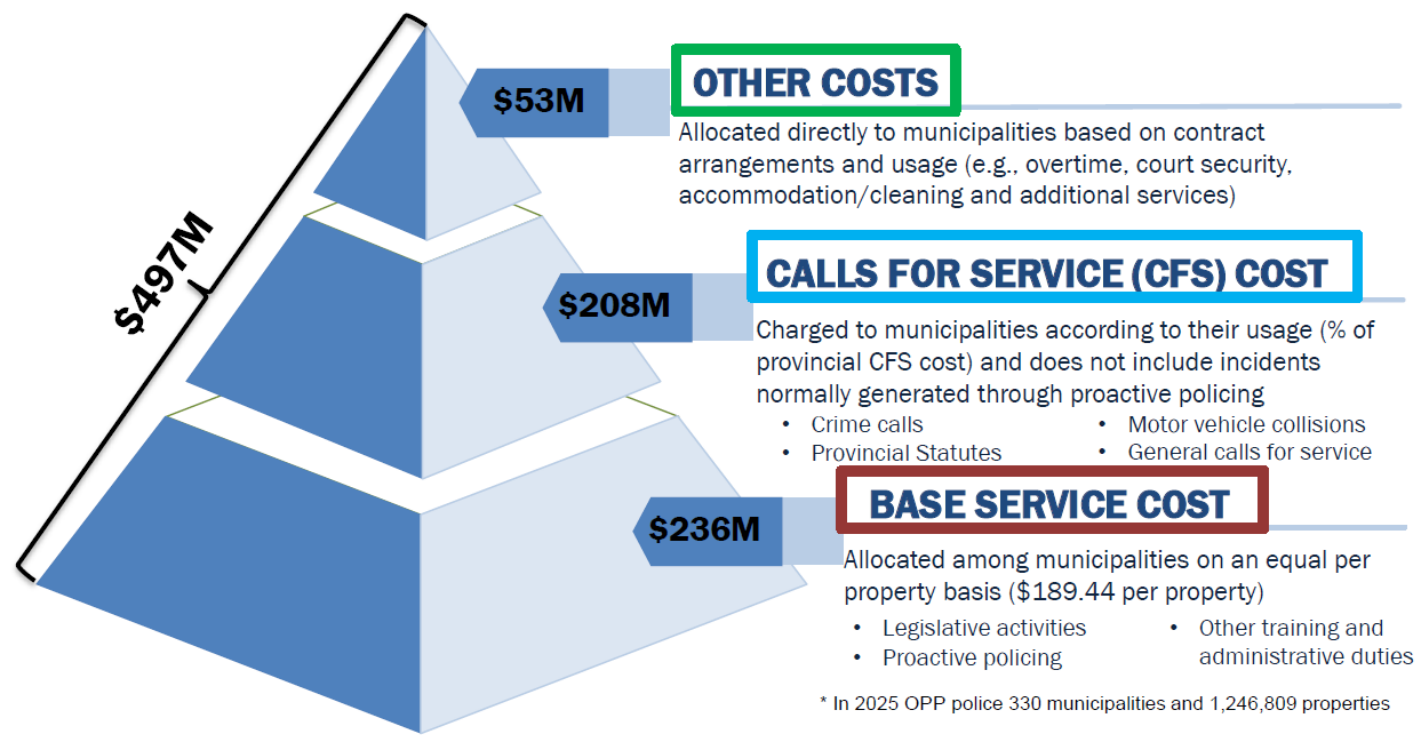
## Benefits for Municipalities

- Enhanced flexibility
- Economies of scale – share costs of supervisory, administrative and infrastructure
- Multi-jurisdictional policing strategies
- Engage and partner with agencies outside municipal boundaries





# 2025 Municipal Cost Recovery Under the OPP Billing Model



## OPP Value for dollar

A municipality **OPP policed** pays approx. **\$399.00 per household**

A community **Municipal Policed** pays approx. **\$900.00 per household**

A savings to the rate payer of \$501.00 per household



## Ontario Provincial Police

### OPP 2025 Annual Billing Statement

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

Please refer to [www.opp.ca](http://www.opp.ca) for 2025 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
<b>Base Service</b>	<b>Property Counts</b>			
	Household	17,242		
	Commercial and Industrial	509		
	Total Properties	<u>17,751</u>	189.44	3,362,672
<b>Calls for Service</b>	(see summaries)			
	Total all municipalities	209,489,870		
	Municipal portion	0.9338%	110.21	1,956,280
<b>Overtime</b>	(see notes)		9.32	165,354
<b>Contract Enhancements</b>	(see summary)		12.06	214,038
<b>Court Security</b>	(see summary)		14.85	263,586
<b>Prisoner Transportation</b>	(per property cost)		1.67	29,644
<b>Accommodation/Cleaning Services</b>	(per property cost)		<u>5.70</u>	<u>101,181</u>
<b>Total 2025 Estimated Cost</b>			<u><b>343.23</b></u>	<b>6,092,755</b>
<b>2023 Year-End Adjustment</b>	(see summary)			214,976
<b>Grand Total Billing for 2025</b>				<u><b>6,307,731</b></u>
<b>2025 Monthly Billing Amount</b>				<b>525,644</b>

\$2 million received from province to each municipality for offset in 2025

### What about future years?

The board passed a motion at February meeting that was forwarded to all member municipalities, asking that Ministry consider continued funding to OPP policed municipalities to offset the increased expenses.



# Year End Adjustments

- Overtime, salary and benefits rates, court security, prisoner transportation and additional services costs are estimated in the Annual Billing Statements issued annually by October 1st for the following year.
- The 2025 salaries were determined based on the rates set in the 2023 to 2026 OPPA Uniform and Civilian Collective Agreements. No reconciliation of salary rates will be required, however there will be a reconciliation of the new front line and 2 IC premiums.
- Adjustments for costs that are reconciled after the year of service is complete, will be included as a prior-year adjustment in the next Annual Billing Statement issued. For example:
  - 2024 Annual Billing Statements included the reconciled costs for 2022 and were issued in September 2023.
  - 2025 Annual Billing Statements included the reconciled costs for 2023 and were issued in October 2024.
  - Refer to second last page of billing statement for Reconciled Year-End Summary

## WHY THE INCREASE

- A Ratified collective agreement after several years of zero increases
- More officers keeping the province well patrolled and safe
- With more officers there is additional training, vehicles and equipment

# 1 reason, is the implementation of recommendations in response to the Governor General's Auditor report

Full report can be found online

[Office of the Auditor General of Ontario](#)

[https://www.auditor.on.ca/en/content/annualreports/arreports/en21/AR\\_OPP\\_en21.pdf](https://www.auditor.on.ca/en/content/annualreports/arreports/en21/AR_OPP_en21.pdf)



## Ontario Provincial Police 2021 Value-for-Money Audit

### Why we did this audit

- The Ontario Provincial Police (OPP) is one of the largest police forces in North America, with about 5,600 police officers and 2,500 civilian employees.
- The OPP's operating expenditures totalled more than \$1.2 billion in the 2020/21 fiscal year, an increase of 26% since our last audit in 2011/12. Salaries and benefits represented 88% of these expenditures.

### Why it matters

- In 2020, the OPP provided policing services to 327, or 74%, of Ontario's 444 municipalities, and approximately 16.3% of Ontario's population.
- The OPP is responsible for patrolling over 1 million square kilometres across Ontario.
- In 2020, OPP officers laid over 424,000 charges, including over 104,000 charges for violations of the Canadian Criminal Code, and over 269,000 charges related to the Highway Traffic Act.

### Significant Vacancies, Stress Leaves and Increasing WSIB Costs

- OPP detachments are increasingly understaffed with frontline officers. In 2020, over 1,000 frontline constable positions were vacant, representing 26% of the total funded frontline constable positions at the OPP. Constables on long-term leave make up 33% of these vacancies.
- Stress-related officer leaves are contributing to rising vacancies at OPP detachments.
- The OPP is incurring rapidly increasing financial costs, reaching \$42.7 million in 2020, related to Workplace Safety and Insurance Board (WSIB) claims made by officers, largely due post-traumatic stress disorder (PTSD) claims.

#### RECOMMENDATION 1

### OPP Providing Far Fewer Patrol Hours

- The OPP is providing less proactive policing in the province.
- In 2020, the OPP provided 28% fewer patrol hours than it did in 2016 (from 1.36 million hours to just over 975,000 hours), despite increasing reported incidents of crime and calls for service in recent years.

#### RECOMMENDATION 4

### Vacancies Vary by Region and Detachments, Affect Ability to Resolve Crimes

- Frontline officer vacancy rates vary considerably between OPP regions and detachments. While the west and east regions had 28% and 27% of these frontline constable positions vacant in 2020, the northwest region had only 17%.
- Regions with higher frontline officer vacancies resolve fewer crimes.
- In 2020, the crime clearance rate was 63.5% at the highest staffed region, and 33.7% at the lowest staffed region.

#### RECOMMENDATION 6

### OPP Providing Municipalities Less Service Than Its Deployment Model Requires

- The OPP is not delivering service levels to municipalities identified in its own deployment model.
- Specifically, for municipalities where data was available, we found that 111 or 48% of these municipalities received less than 75% of the constable hours and full-time equivalent (FTE) staff the OPP identified were needed to respond to calls for service on a timely basis, including 26 municipalities that received less than 50% of the needed hours and FTEs.

#### RECOMMENDATION 5

### Officer Scheduling Not Aligned with Calls for Service

- Frontline officer schedules are not aligned with calls for service.
- OPP detachments receive their peak number of calls between 11 a.m. and 5 p.m. They receive the fewest calls between 1 a.m. and 7 a.m. – 75% lower than during peak hours. However, the number of frontline constables on duty during this much less busy time was only 25% lower than during peak hours.

#### RECOMMENDATION 6

### Consequences Limited for Officers with Violations

- Detachment inspections lack authority to drive improvement.
- Officers at detachments who were found with significant violations that posed a safety or liability risk appeared to face limited consequences.

#### RECOMMENDATION 7

### Many OPP Frontline Vehicles Underutilized

- Many OPP vehicles are underutilized.
- We found that where the OPP had recorded the kilometric travel of its frontline vehicles, from 2018/19 to 2020/21 between 16% and 34% of them were underutilized relative to the Ministry of Transportation's utilization guideline of 14,400 annual kilometres (the OPP does not have its own internal benchmark).

#### RECOMMENDATION 12

### Response Times Not Tracked

- The OPP does not accurately track or monitor call response times.
- An important indicator of public safety is how quickly a police service responds to calls, particularly high-priority, urgent calls.

#### RECOMMENDATION 14

### No Performance Indicators with Targets to Measure Effectiveness

- The OPP has not identified key performance indicators with targets, and does not use such indicators to measure the effectiveness and efficiency of its operations.

#### RECOMMENDATION 13

### Conclusions

- The OPP did not have processes in place to consistently deliver provincial and municipal police services efficiently and effectively.
- The OPP does not have performance indicators with targets to measure and publicly report on the effectiveness of the police services it delivers.

Read the report at [www.auditor.on.ca](http://www.auditor.on.ca)

Our Lambton OPP S/Sgt's and Board Members are consistently looking for funding opportunities to offset any expenses where possible.

We have had great success with this through Provincial Grants for

### **Project Vulnerable – Mobile Crisis Response Team (MCRT)**

### **Project 1-in-3 – pre-charge Youth Diversion program in Sexual Assault Offence**

### **Reduce Impaired Driving Everywhere (R.I.D.E)**

**These programs are offered with out any cost to member municipalities, when a grant can be secured**

#### ***Project Vulnerable – Mobile Crisis Response Team (MCRT)***

MCRT project has enabled the addition of a mobile crisis nurse, with Lambton OPP now able to enlist three (3) nurses for the program through this funding. Also under this funding stream, Lambton OPP have been able to purchase and train their Officers under Project Lifesaver, with the purchase three (3) units to aid in locating vulnerable sector who may wonder

As of April 3/2025, only funding for MCRT has been announced

We will continue to monitor and apply should 1-in-3 funding come available, or any other related funding

#### ***Project 1-in-3 – pre-charge Youth Diversion program in Sexual Assault Offence***

Community partnership with Rebound and Sexual Assault Survivors to bring continued resources to the youth in our community, through event interaction, attendance in the area schools and being visible to youth who may only receive education and exposure to the subject of sexual assault through this program.

#### ***Reduce Impaired Driving Everywhere (R.I.D.E)***

The R.I.D.E Program is a crucial initiative in Ontario to maintain road safety and prevent impaired driving incidents, and remains another effective way to detect and investigate impaired drivers.

The R.I.D.E. program provides OPP officers with the legal right to perform planned roadside checks to identify and charge drivers who are under the influence of alcohol.

# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### *Where does the data come from?*

OPP Detachment Board Report  
Report Information Page

**Report Data Source Information:**

**Data Sources Utilized**

- Niche RMS – CTSB Data Feed
- Collision Reporting System (eCRS)
- POIB File Manager
- Daily Activity Reporting System

**Niche RMS**

RMS data presented in this report is dynamic in nature and any numbers may change over time as the OPP continue to investigate and solve crime.

The following report tabs acquire their data from the OPP Niche RMS – CTSB Data Feed

- Complaints (Public Complaints Section Only)
- Charges
- Warnings
- Violent Crime
- Property Crime
- Drug Crime
- Clearance Rate
- Unfounded
- Other Crime
- Youth Charges
- MHA – Mental Health Act
- Overdose
- Victim Services

**Collision Reporting System (eCRS)**

Traffic related data for Collisions and Fatalities are collected from the OPP eCRS application.

The following report tabs acquire their data from the OPP eCRS (Collision Reporting System)

- Collisions
- Fatalities

**DAR (Daily Activity Reporting)**

Patrol hours are collected from the OPP DAR application.

The following report tabs acquire their data from the OPP DAR (Daily Activity Reporting)

- Complaints (Patrol Hours Section Only)





# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### OVERALL CHARGES

- Brooke
- Alvinston

<div><div>OPP Detachment Board Report Records Management System January - December 2024</div></div>						
Criminal Code and Provincial Statute Charges Laid						
January - December						
Year	2022		2023		2024	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	17	--	17	0.0%	4	-76.5%
Criminal Code Traffic	9	--	11	22.2%	8	-27.3%
Highway Traffic Act	85	--	87	2.4%	109	25.3%
Liquor Licence Act	1	--	1	0.0%	1	0.0%
Other Violations	8	--	14	75.0%	4	-71.4%
Total	120	--	130	8.3%	126	-3.1%

<div><div>OPP Detachment Board Report Records Management System January - December 2024</div></div>						
Criminal Code and Provincial Statute Charges Laid						
January - December						
Year	2022		2023		2024	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	15	--	25	66.7%	22	-12.0%
Criminal Code Traffic	2	--	3	50.0%	0	-100.0%
Highway Traffic Act	13	--	11	-15.4%	12	9.1%
Liquor Licence Act	1	--	0	-100.0%	0	--
Other Violations	4	--	1	-75.0%	3	200.0%
Total	35	--	40	14.3%	37	-7.5%

# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### MOTOR VEHICLE COLLISIONS

○ Brooke



#### OPP Detachment Board Report Collision Reporting System January - December 2024

##### Motor Vehicle Collisions by Type

January - December

Year	2022		2023		2024	
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change
Fatal Injury	1	--	0	-100.0%	3	--
Non-Fatal Injury	3	--	6	100.0%	7	16.7%
Property Damage Only	67	--	62	-7.5%	57	-8.1%
Total	71	--	68	-4.2%	67	-1.5%

○ Alvinston



#### OPP Detachment Board Report Collision Reporting System January - December 2024

##### Motor Vehicle Collisions by Type

January - December

Year	2022		2023		2024	
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change
Fatal Injury	0	--	0	--	0	--
Non-Fatal Injury	0	--	1	--	0	-100.0%
Property Damage Only	10	--	7	-30.0%	6	-14.3%
Total	10	--	8	-20.0%	6	-25.0%




# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### FATALITIES

#### ○ Brooke



OPP Detachment Board Report

Collision Reporting System

January - December 2024

Fatalities in Detachment Area - Incidents

January - December

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2022	0	1	--	0	0	--	0	0	--
2023	0	0	-100.0%	0	0	--	0	0	--
2024	0	3	--	0	0	--	0	0	--

YTD

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2022	0	1	--	0	0	--	0	0	--
2023	0	0	-100.0%	0	0	--	0	0	--
2024	0	3	--	0	0	--	0	0	--

Fatalities in Detachment Area - Persons Killed

January - December

Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2022	1	--	0	--	0	--
2023	0	-100.0%	0	--	0	--
2024	4	--	0	--	0	--

YTD

Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2022	1	--	0	--	0	--
2023	0	-100.0%	0	--	0	--
2024	4	--	0	--	0	--

Primary Causal Factors in Fatal Motor Vehicle Collisions


January - December

	2022	2023	2024
Speeding	0	0	0
Speeding % Change	--	--	--
Distracted	1	0	1
Distracted % Change	--	-100.0%	--
Alcohol/Drugs	0	0	0
Alcohol/Drugs % Change	--	--	--
Wildlife	0	0	0
Wildlife % Change	--	--	--
NoSeatbelt	1	0	0
NoSeatbelt YoY%	--	-100.0%	--

YTD

	2022	2023	2024
Speeding	0	0	0
Speeding % Change	--	--	--
Distracted	1	0	1
Distracted % Change	--	-100.0%	--
Alcohol/Drugs	0	0	0
Alcohol/Drugs % Change	--	--	--
Wildlife	0	0	0
Wildlife % Change	--	--	--
NoSeatbeltYTD	1	0	0
NoSeatbeltYTD YoY%	--	-100.0%	--

#### ○ Alvinston



OPP Detachment Board Report

Collision Reporting System

January - December 2024

Fatalities in Detachment Area - Incidents

January - December

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2022	0	0	--	0	0	--	0	0	--
2023	0	0	--	0	0	--	0	0	--
2024	0	0	--	0	0	--	0	0	--

YTD

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2022	0	0	--	0	0	--	0	0	--
2023	0	0	--	0	0	--	0	0	--
2024	0	0	--	0	0	--	0	0	--

Fatalities in Detachment Area - Persons Killed

January - December

Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2022	0	--	0	--	0	--
2023	0	--	0	--	0	--
2024	0	--	0	--	0	--

YTD

Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2022	0	--	0	--	0	--
2023	0	--	0	--	0	--
2024	0	--	0	--	0	--

Primary Causal Factors in Fatal Motor Vehicle Collisions

January - December

	2022	2023	2024
Speeding	0	0	0
Speeding % Change	--	--	--
Distracted	0	0	0
Distracted % Change	--	--	--
Alcohol/Drugs	0	0	0
Alcohol/Drugs % Change	--	--	--
Wildlife	0	0	0
Wildlife % Change	--	--	--
NoSeatbelt	0	0	0
NoSeatbelt YoY%	--	--	--

YTD


	2022	2023	2024
Speeding	0	0	0
Speeding % Change	--	--	--
Distracted	0	0	0
Distracted % Change	--	--	--
Alcohol/Drugs	0	0	0
Alcohol/Drugs % Change	--	--	--
Wildlife	0	0	0
Wildlife % Change	--	--	--
NoSeatbeltYTD	0	0	0
NoSeatbeltYTD YoY%	--	--	--

# LAMBTON CALLS FOR SERVICE


## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### VIOLENT CRIMES

#### ○ Brooke

 <b>OPP Detachment Board Report</b> <b>Records Management System</b> <b>January - December 2024</b>						
<b>Violent Crime</b>						
January-December						
Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	--	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	1	--	0	-100.0%	4	--
Assaults/Firearm Related Offences	5	--	2	-60.0%	0	-100.0%
Offences Resulting in the Deprivation of Freedom	0	--	0	--	0	--
Robbery	0	--	0	--	0	--
Other Offences Involving Violence or the Threat of Violence	2	--	2	0.0%	0	-100.0%
Offences in Relation to Sexual Services	0	--	0	--	0	--
<b>Total</b>	<b>8</b>	<b>--</b>	<b>4</b>	<b>-50.0%</b>	<b>4</b>	<b>0.0%</b>

#### ○ Alvinston

 <b>OPP Detachment Board Report</b> <b>Records Management System</b> <b>January - December 2024</b>						
<b>Violent Crime</b>						
January-December						
Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	--	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	0	--	1	--	4	300.0%
Assaults/Firearm Related Offences	4	--	5	25.0%	4	-20.0%
Offences Resulting in the Deprivation of Freedom	0	--	0	--	0	--
Robbery	0	--	0	--	0	--
Other Offences Involving Violence or the Threat of Violence	5	--	4	-20.0%	4	0.0%
Offences in Relation to Sexual Services	0	--	0	--	0	--
<b>Total</b>	<b>9</b>	<b>--</b>	<b>10</b>	<b>11.1%</b>	<b>12</b>	<b>20.0%</b>

# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### PROPERTY CRIMES

○ Brooke

○ Alvinston



#### OPP Detachment Board Report Records Management System January - December 2024

Property Crime						
January - December						
Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	0	--	0	--	0	--
Break and Enter	7	--	0	-100.0%	2	--
Theft Over \$5000	15	--	2	-86.7%	3	50.0%
Theft Under \$5000	6	--	4	-33.3%	8	100.0%
Possession/Trafficking Stolen Goods	1	--	0	-100.0%	0	--
Fraud	4	--	5	25.0%	3	-40.0%
Mischief	2	--	2	0.0%	3	50.0%
Total	35	--	13	-62.9%	19	46.2%



#### OPP Detachment Board Report Records Management System January - December 2024


Property Crime						
January - December						
Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	0	--	0	--	0	--
Break and Enter	3	--	4	33.3%	2	-50.0%
Theft Over \$5000	3	--	3	0.0%	1	-66.7%
Theft Under \$5000	6	--	8	33.3%	3	-62.5%
Possession/Trafficking Stolen Goods	0	--	0	--	0	--
Fraud	4	--	8	100.0%	5	-37.5%
Mischief	3	--	6	100.0%	1	-83.3%
Total	19	--	29	52.6%	12	-58.6%

# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### DRUG CRIME

○ Brooke



OPP Detachment Board Report

Records Management System


January - December 2024

Drug Crime

January - December

Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	0	--	0	--	0	--
Trafficking	0	--	1	--	0	-100.0%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	0	--	1	--	0	-100.0%

○ Alvinston



OPP Detachment Board Report

Records Management System

January - December 2024

Drug Crime

January - December

Year	2022		2023		2024	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	0	--	0	--	0	--
Trafficking	1	--	0	-100.0%	0	--
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	--	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	1	--	0	-100.0%	0	--

# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### OVERDOSES

○ Brooke

○ Alvinston



OPP Detachment Board Report  
Records Management System  
January - December 2024

Overdose Occurrences

January - December				YTD			
Fatal	2022	2023	2024	Fatal	2022	2023	2024
<input checked="" type="checkbox"/> Fatal	0	0	0	<input checked="" type="checkbox"/> Fatal	0	0	0
non-opioid overdose	0	0	0	non-opioid overdose	0	0	0
opioid overdose	0	0	0	opioid overdose	0	0	0
<input checked="" type="checkbox"/> non-Fatal	0	0	0	<input checked="" type="checkbox"/> non-Fatal	0	0	0
non-opioid overdose	0	0	0	non-opioid overdose	0	0	0
opioid overdose	0	0	0	opioid overdose	0	0	0
Total	0	0	0	Total	0	0	0



OPP Detachment Board Report  
Records Management System  
January - December 2024

Overdose Occurrences

January - December				YTD			
Fatal	2022	2023	2024	Fatal	2022	2023	2024
<input checked="" type="checkbox"/> Fatal	0	0	0	<input checked="" type="checkbox"/> Fatal	0	0	0
non-opioid overdose	0	0	0	non-opioid overdose	0	0	0
opioid overdose	0	0	0	opioid overdose	0	0	0
<input checked="" type="checkbox"/> non-Fatal	0	0	0	<input checked="" type="checkbox"/> non-Fatal	0	0	0
non-opioid overdose	0	0	0	non-opioid overdose	0	0	0
opioid overdose	0	0	0	opioid overdose	0	0	0
Total	0	0	0	Total	0	0	0

# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### MENTAL HEALTH

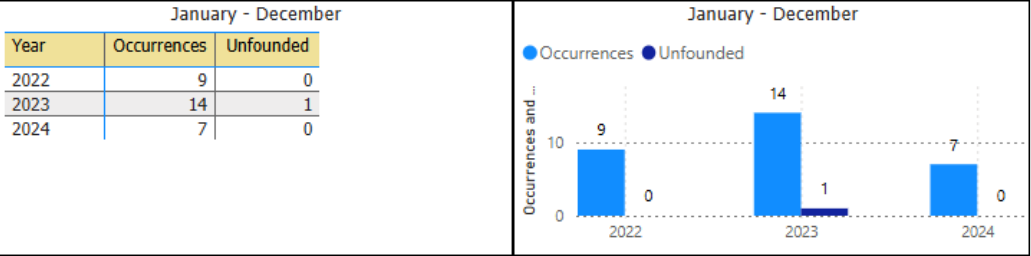
○ Brooke

○ Alvinston



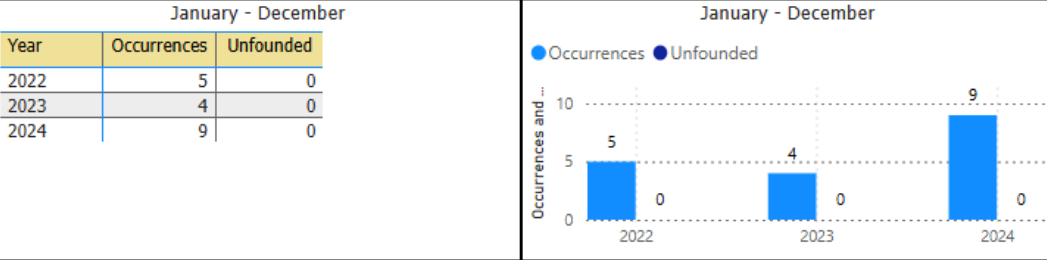
OPP Detachment Board Report  
Records Management System  
January - December 2024

#### Mental Health Act Occurrences



OPP Detachment Board Report  
Records Management System  
January - December 2024

#### Mental Health Act Occurrences





# LAMBTON CALLS FOR SERVICE

## 2024 SUMMARY & COMPARISON TO PREVIOUS YEARS

### WARNINGS

- Brooke
- Alvinston

<div><div>OPP Detachment Board Report Records Management System January - December 2024</div></div>				
eTicketing Warnings				
January - December				
Year	2023		2024	
Type	Total	% Change	Total	% Change
Warning	96	60.0%	127	32.3%

<div><div>OPP Detachment Board Report Records Management System January - December 2024</div></div>				
eTicketing Warnings				
January - December				
Year	2023		2024	
Type	Total	% Change	Total	% Change
Warning	14	16.7%	13	-7.1%

# Lots of Communication.....

- The Board meets six (6) times per year at the OPP detachment in Petrolia
- The Board secretary sends all agenda and supporting items to the Clerk of each member municipality for information, and requests inclusion on the next council meeting agenda
- After Each meeting, a meeting summary is circulated to the Clerk of each member municipality for inclusion on the next council meeting agenda as information
- Once passed the Board secretary sends all minutes to the Clerk of each member municipality for information , and requests inclusion on the next council meeting agenda
- After the October meeting, the Clerk of each member municipality receives the next year budget as approved by the Board to be provided to the Treasurer to aid in the municipalities annual budgeting process
- Member municipalities each have an appointed representative that are available at any time to be contacted
- The Provincial Appointees are available to be contacted by the Municipality or members of the public
- The OPP Inspector & S/Sgt's doors are always open for Municipalities to connect
- The LGODB Chair is available anytime and welcomes communication from the municipalities [lambtongroupchair@gmail.com](mailto:lambtongroupchair@gmail.com)
- Any items of correspondence or ask that municipalities would like the LGODB to receive can be forwarded for inclusion at the next board meeting to [lambtongroupodb@gmail.com](mailto:lambtongroupodb@gmail.com)
- Visit our website anytime [www.lgodb.ca](http://www.lgodb.ca)

**The Board Chair and Members of the OPP are willing to attend and address members of each council any time requested,  
in addition to the annual presentation.**





FACEBOOK

Ontario Provincial Police  
Ontario Provincial Police - Careers



PINTEREST

@officialOPP



INSTAGRAM

ontarioprovincialpolice  
opp\_hire



YOUTUBE

EN - Ontario Provincial Police  
FR- Police Provinciale de l'Ontario



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@OPP\_Indigenous

OPP East Region @OPP\_ER  
OPP West Region @OPP\_WR  
OPP Central Region @OPP\_CR  
OPP North East Region @OPP\_NER  
OPP North West Region @OPP\_NWR

OPP Highway Safety Division  
@OPP\_HSD

## MUNICIPAL POLICING BUREAU

### RESOURCES:

#### INTERNET

[www.opp.ca/billingmodel](http://www.opp.ca/billingmodel)

[www.opp.ca/municipalpolicing](http://www.opp.ca/municipalpolicing)

[www.opp.ca/contractproposals](http://www.opp.ca/contractproposals)

#### CALL US

Municipal Policing Bureau  
777 Memorial Avenue,  
2<sup>nd</sup> Floor, Orillia ON L3V 7V3  
Office: 1-705-329-6224

# Contacts

- Greg Nemcek, Board Chair  
[lgpsb.chair@gmail.com](mailto:lgpsb.chair@gmail.com)
- John McCharles, Vice Chair  
[johnnymx@hotmail.com](mailto:johnnymx@hotmail.com)
- Mandi Pearson, Board Secretary  
[lgpsb.secretary@gmail.com](mailto:lgpsb.secretary@gmail.com)
- Insp. Chris Avery, OPP Detachment Command  
[chris.avery@opp.ca](mailto:chris.avery@opp.ca)
- OPP S/Sgt. Erica Vanroboys  
[erica.vanroboys@opp.ca](mailto:erica.vanroboys@opp.ca) or S/Sgt. Jordan Yantzi  
[jordan.yantzi@opp.ca](mailto:jordan.yantzi@opp.ca)
- John Cowenberg - Member Representative





# MINUTES

## Fire Committee Meeting

4:30 PM - Thursday, January 30, 2025  
Fire Hall

The Fire Committee of the Brooke-Alvinston was called to order on Thursday, January 30, 2025, 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

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

**Regrets:**

### 1 CALL TO ORDER

The Secretary Treasurer requested nominations for Chair for the Committee as this was the first meeting of 2025.

- a) Appointment of Chair for the Committee

#### RESOLUTION-2025-001

Fire Committee Member Alan Broad made a motion that Frank Nemcek be appointed Chair for the Fire Committee for 2025 Councillor Jenny Redick seconded the motion.

**Carried**

### 2 DISCLOSURE OF PECUNIARY INTEREST

### 3 MINUTES

- a) Previous Meeting Minutes of August 27, 2024

#### RESOLUTION-2025-002

Fire Committee Member Alan Broad made a motion that the minutes of August 27, 2024 be approved as presented without error or omission. Fire Committee Member Martin Vink seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

### 5 STAFF REPORTS

- a) Brooke Fire Rescue 2024 Activity report

The Fire Chief provided commentary on his submitted report and responded to questions from Council.

- b) Brooke Fire Rescue Preliminary Budget

The preliminary 2025 budget was reviewed by Brooke Alvinston Council on January 23, 2025. Following the meeting, Managers of Brooke-Alvinston met to review the line budget items. Fire Chief Steve Knight recommended removing the nozzle for tanker 2 in the amount of \$17,500 but keeping \$2,500 for ipad programming. In essence \$15,000 is being recommended for removal from the budget reducing the Capital Budget to \$128,500. Brooke Alvinston will review the draft budget at a later Council meeting with this recommendation.

Martin Vink inquired about the heavy hydraulics listed. No other members had comment.

c) **Fire Chief Verbal Report: Training options with other Departments**

The Fire Chief noted he is meeting with area Chiefs to discuss the sharing of resources for training; he advised terms of reference will be developed for review.

**6 NEW BUSINESS**

The upcoming Alvinston Firefighters Association Fish Fry was noted for Feb 7th.

**7 ADJOURNMENT**

The meeting adjourned at 5:20 p.m..

\_\_\_\_\_  
Clerk-Administrator

\_\_\_\_\_  
Mayor



## BROOKE-ALVINSTON COMMITTEE OF ADJUSTMENT

**PROVISIONAL CONSENT**  
 (Ont. Regulation 197/96)

\*\*\*DECISION\*\*\*

FILE NO. B-002 / 25

In the case of an application for consent from 1432234 Ontario Ltd. made under Section 53 of the Planning Act, as it affects the property legally known as 7579 Shiloh Line, and described as Concession 6, Lot 14, Part Lot 15 in the Municipality of Brooke-Alvinston, in the County of Lambton as described in the application.

**DECISION:** GRANTED WITH CONDITIONS

**CONDITIONS:**

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and properly georeferenced to the NAD83 UTM Zone 17 Coordinate System, and in a form suitable for registration.
2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;
3. That all conditions be fulfilled within two years of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within one year of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, each applicant is responsible for ensuring that the Provisional Consent does not lapse. If the Provisional Consent does lapse (meaning the deeds have not been stamped within one year of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*
4. That the applicant(s) enter into an agreement with the municipality for the apportionment of drainage assessments on the involved properties;
5. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent Application B002/25 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office
6. That any outstanding property taxes be paid in full
7. That 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 Municipality
8. That independent access to the severed and retained lands be provided to the satisfaction of the Municipality
9. That a municipal 911 address be assigned to the retained lands and a 911 sign be posted on the retained and severed properties
10. That a rezoning of the retained parcel from the current Agricultural-1 (A1) Zone to the No Dwelling Agricultural (ND-A) Zone be obtained

Members concurring in the above ruling:

Christa Sawyer Randy Hills Don McCabe Craig Sanders Ken McGugan

\*\*\* CERTIFICATION \*\*\*

I, Janet Denkers, Secretary-Treasurer for this meeting of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded electronically herein which was brought before the Committee on April 22, 2025 with the Notice of Decision being mailed April 23, 2025

Stephen Ikert, (Acting) Secretary-Treasurer  
Municipality of Brooke-Alvinston Committee of Adjustment

**The last day for appeal of the above decision is the 12th day of May, 2025**

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

Phone: 519.898.2173  
Fax: 519.898.5653



May 2, 2025

## **NOTICE OF COURT OF REVISION Logan Drain**

Please be advised that the Brooke-Alvinston Council has set aside  
**Thursday, May 22, 2025 at 4:30 p.m.**  
for the Court of Revision for the Logan Drain

A copy of the Engineer's report was mailed to you on April 1, 2025. A first and second reading of By-law 16 of 2025 was done on April 24, 2025, at the meeting to consider the report. A copy is available upon request.

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

Janet Denkers  
Clerk Administrator

# LAMBTON GROUP OPP DETACHMENT BOARD



LAMBTON GROUP  
OPP DETACHMENT BOARD

**Mailing Address:**

PO BOX 273 | Petrolia, Ontario | N0N 1R0

**Website:** [www.lgodb.ca](http://www.lgodb.ca)

**e-mail:** [lambtongrouodb@gmail.com](mailto:lambtongrouodb@gmail.com)

## MEETING HIGHLIGHTS of April 2025

1. Sgt. Mathieson summarized recent activities including the January and February 2025 policing report:

### CRIME & TRAFFIC – JANUARY/FEBRUARY 2025

**AREA CRIME SERGEANT:**

- Crime members and OPP Criminal Investigation Branch are investigating a conspiracy to commit murder.
- Crime members and OPP Criminal Investigation Branch are investigating the suspicious death of an infant.
- Crime members and OPP Criminal Investigation Branch are still investigating Andrew Chute homicide at the Marthaville Conservation area.
- Crime members are investigating missing person Deanna Timms. \$50000 reward being offered for information leading to the arrest and conviction of whoever is responsible.
- 3 Criminal Harassment investigations.
- 4 major frauds being investigated and 1 major cyber fraud.
- 11 Sudden Deaths were investigated.
- Arkona Bank robbery investigation continues, arrested have been made and disclosure is being prepared
- Multijurisdictional auto theft case involving a Lambton County resident victim continues. Police have seized a substantial number of vehicles, but numerous vehicles remain uncovered. 4 arrests have been made, and a Preliminary Hearing has been requested by the accused parties.
- The Fraud Unit attended area banks and provided a contact number to be called if the bank suspects any fraudulent transactions. The bank called the Fraud Unit 3 times which resulted in the prevention of 3 elderly victims being scammed out of a total of \$40000.

**CSCU SERGEANT:**

- During the months of January and February 2025 Lambton CSCU investigated 7 occurrences.
- Lambton CSCU members laid a total of 9 charges.
- Lambton CSCU wrote 5 warrants for drug trafficking and property crimes investigations. The unit completed 3 warrant service entries.
- Lambton CSCU conducted a drug trafficking investigation. Persons arrested: 3; Persons charged: 3; Charges: 6. Charges include Possession for the Purpose of Trafficking (Fentanyl and Methamphetamine). Lambton CSCU conducted significant physical surveillance and conducted a stop of a vehicle. Search revealed a large quantity of Fentanyl (280 grams) and Methamphetamine (24 grams). Total seizure value \$31,400.
- Lambton CSCU conducted a drug trafficking investigation. Persons arrested: 2; Persons charged: 1; Charges: 3. Charges include Possession for the Purpose of Trafficking (Methamphetamine and Hydromorphone). Lambton CSCU executed a S.11 CDSA warrant on a residence in Wallaceburg with strong connections to Walpole Island First Nation. Methamphetamine and Hydromorphone located and large amount of cash. Other drug trafficking indicia also located. Total value of seizure: \$27,971.
- Lambton CSCU continues to assist Walpole Island Police Service with enforcement to combat the opioid crisis in that community.
- Lambton CSCU had 1 member assigned to front-line patrol in a supervisor capacity.



# LAMBTON GROUP OPP DETACHMENT BOARD



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OPP DETACHMENT BOARD

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- Lambton CSCU had 1 member assigned to the ROPE squad on a temporary assignment.
  - Lambton CSCU had 1 member on medical leave for 1 month.
2. Mr. Greg Nemcek, Chair, provided an update on the recent Detachment Board municipal presentations, all member municipalities will be visited within the next two months.
  3. The Board received an update on a standing item with Impaired Driving Pleas, progress being seen within recent convictions.
  4. The Board received an update on the next intake for MCRT grant application, with confirmation the application has been submitted
  5. The Board heard information on the upcoming Local Priorities grant intake, consensus was provided for an application to be submitted with a focus on CCTV camera coverage, across Lambton OPP serviced municipalities, to be installed in high populated areas
  6. The Board continued discussion on possible remaining municipal cannabis funding, in relation to if municipalities are still looking for projects for this funding, as it was set specific. If so, could these benefit the community through the OPP public engagement and resources support. Each municipal member representative will provide additional information related to individual municipalities at the next board meeting.
  7. The Board received a presentation from the Community Health Integrated Care (CHIC) team, and their work in Lambton since inception in June 2024.

**Next Regular Meeting: April 18, 2025 at 3:00 p.m.**

**Contact:**

Greg Nemcek, Chair

[lambtongroupchair@gmail.com](mailto:lambtongroupchair@gmail.com)





# LAMBTON GROUP POLICE SERVICES BOARD

## MEETING MINUTES



LAMBTON GROUP  
OPP DETACHMENT BOARD

Location: OPP Headquarters, Petrolia  
Date: Wednesday, February 19, 2025  
Time: 3:00 pm  
Session: #1/2025

### Present:

Greg Nemcek, Member (Chair) – Community Member at Large  
John McCharles, Member (Vice Chair) – provincial appointee  
Jeff Agar, Member – Municipal Partner  
Bill Beveridge – Community Member at Large  
Shirley Durance – Provincial Appointee  
R. Brad Loosley, Member – Municipal Partner  
Dave Marsh, Member – Municipal Partner  
Ian Veen, Member – Municipal Partner

### Non Voting Members:

Inspector Chris Avery, Lambton O.P.P Representative  
A/S/Sgt. Rick Mathieson, Lambton O.P.P Representative  
A/S/Sgt. Jordan Yantzi, Lambton O.P.P Representative  
Mandi Pearson, Secretary

### Regrets:

Staff Sgt. Erica VanRoboys, Lambton O.P.P Representative  
Gary Atkinson, Member – Municipal Partner  
John Couwenberg, Member – Municipal Partner

### Guests:

Det. Const. Darryl Manley  
PC John Fairbairn

### Members of the Public:

- None

**1. Call to Order**

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

**2. Declaration of Conflict of Interest**

- None Declared

**3. Adoption of the Agenda****a) Session 1, 2025**

Moved By: Bill Beveridge

Seconded By: Shirley Durance

***THAT the agenda for Session 1/2025 dated February 19, 2025, be adopted as presented.***

Carried

**4. 2025 Term Election**

- Mandi Pearson, Secretary presided in the Chair for the elections.

**a) Open the Floor for Nominations**

- Chair

Moved By: Joel Field

Seconded By: Ian Veen

***THAT Greg Nemcek be nominated for the position of Chair.***

Carried

Mr. Nemcek accepted the nomination.

Second call for nominations was completed. There were no additional nominations brought forward. Nominations closed.

Mr. Greg Nemcek was declared 2025 Chair of the LGODB.

- Vice-Chair

Moved By: Shirley Durance

Seconded By: Dave Marsh

***THAT John McCharles be nominated for the position of vice-Chair.***

Carried

Mr. McCharles accepted the nomination.

Second call for nominations was completed. There were no additional nominations brought forward. Nominations closed.

Mr. John McCharles was declared 2025 Vice-Chair of the LGODB.

- Greg Nemcek, resumed the chair.

## **5. Minutes of Previous Meeting**

### ***a)* Session 6, December 18, 2024**

Moved By: Joel Field

Seconded By: Dave Marsh

***THAT the minutes of Session 6/2024 dated December 18, 2024, be adopted as circulated.***

Carried

## **6. Business Arising from Minutes**

- None

## **7. Detachment Report**

### ***a)* A/S/Sgt. Yantzi reviewed the November and December 2024 policing report.**

Moved By: Ian Veen

Seconded By: Joel Field

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

Carried

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

**b) Grant Projects updates**

- i. DC Manley presented the board with an update on the project 1-in-3 program success in 2024 and noted that while there has not been funding announced for this program specifically to date, should a grant application come forward it would be applied for.

Until such time DC Manley will continue to participate actively in this assigned position as part of his responsibilities and is confident that the tools that have been able to be provided over the several years of funding to the organizations have provided guidance for success in continuing the work.

- ii. MCRT happenings were updated by PC John Fairbairn, including an overview from one of our current crisis nurses. MCRT continues to apply for grant funding and hopes to be successful in the latest intake application currently under review at the provincial level.

**c) Standing Item – False Alarms**

- a) An uptick has been seen during this period in Lambton Shores and St. Clair – can be contributed to seasonal residents and weather.

**8. Member's Report****a) Greg Nemcek, Chair****i. TPA update and March 31 deadline**

- a. MCRT
- b. Local Priorities
- c. Project 1-in-3

- Finally after months of engagement with the province, we executed TPA's and money will be flowing. With deadlines to be met by the end of March 2025. While the deadline is not ideal, both DC Manley and PC Fairbairn are working towards the compliance.
- The Board extends sincere gratitude to Lori Titus and the County of Lambton for all assistance making this possible from the financial side.

Moved By: John McCharles

Seconded By: Bill Beveridge

***THAT*** due to the tight deadlines for spending of the current grant, PC Fairbairn & DC Manley be provided overall direction from the board to request re-allocation approval through the S/Sgt. of any grant funds they see fit that will allow use of all awarded funds by March 31, 2025.

Carried

## ii. 2023 audit credit

- The Board received notice from OPP Orillia that through a recent provincial audit, the Lambton Group has been awarded credit for funds discovered during the audit. Further details of the audit were not made available to us aside from this summary.

ARIR total val	Description	Inv #	Inv Date	Category
\$ 2,321.69	Supply/Equipment recovery - 13 Dec 2022 - Approval&Funding Required to refresh in 2025	301004231027021	10-04-23	Equipment+Related
\$ 36,772.92	CSPT Grant 2022 - 2023 - 18 weeks x \$2042.94	300703231404004	07-03-23	Salary
\$ 61,837.66	Half of Ministry Allocation - 26 weeks x \$2378.37	302410231039013	24-10-23	Salary
\$ 60,587.70	Half of Ministry Allocation for Off Salary Grant - Pro 1 in 3 - 26 weeks x \$2354.33	300603241348001	06-03-24	Salary

- All funds that are being credited are in direct relation to provincial grant programs MCRT and 1 in 3.

Moved By: Shirley Durance

Seconded By: Dave Marsh

*THAT these audit credits, in accordance with the board policy iv) b, where any surplus from the final year end shall be placed into a board reserve. Allowing flexibility for the board to pay expenses, should in the future, items such as encountered this year with provincial funding delays occur again.*

Carried

## i. Minister's Delegation request

- There has been an application made to receive a delegation at the upcoming OGRA conference in April. When the application was submitted a response was received that there may be a delay in response and known availability of ministries in attendance due to the upcoming provincial election. We will keep the board posted as we receive any additional information.

Jeff Agar departed at 4:10 pm

**b) Inspector Avery**

- Standing Item: Impaired Driving Pleas
  - We will continue to provide the Crown with perspective from the enforcement side in relation to the re-offenders and grave concerns when impaired charges are plead down, continuing to highlight that Lambton has the larges amount of impaired charges in the province.
  - Current success with a case of a repeat offender, through the courts.

Arrangements for a guilty plea were declined; a trial was held and a conviction was registered. The offender was sentenced accordingly.

- Response time update (1<sup>st</sup> board meeting of the year reporting under CPSA compliance)
  - i) I am very happy with this detachment response time in 2024.
  - ii) A lot of ground is covered in Lambton, and our officers manage the territory very well.

**c) Mandi Pearson, Secretary**

- 2025 municipal visits scheduling
  - i) The schedule has been finalized, all 9 municipalities will be visited over a period of 3 months starting off on April 1<sup>st</sup>.
  - ii) Each municipality will receive a presentation including statistics for that individual municipality.
  - iii) Member representatives of more than one municipality will be present at the meeting as well.
- 2025 Board meeting calendar
  - i) Finalized for 2025, should there be any changes as the year progresses, please advise.

**d) Members Round Table**

- i) Joel Field
  - a) motion re: continued provincial supplement

Moved By: Joel Field

Seconded By: Shirley Durance

*In response to the presentation and information that was received by the Lambton OPP Detachment Board regarding the 2024 OPP Billing Statement, I would like to recommend to the board that a motion be passed that is forwarded to all of our Lambton County municipalities policed by the OPP, with a request that they support the motion and forward to all Ontario municipalities, MPP Bob Bailey and Premier Doug Ford.*

*THAT the Province of Ontario continue to provide Ontario municipalities with funding to offset the increased costs associated with implementation of the CSPA, the ratification of several collective agreements and Bill 124; and*

*THAT while the funding provided in 2024 to offset the unexpected increases received through the annual billing statement was appreciated, there needs to be a more sustainable commitment from the province to continue to provide offsetting funding*

Carried

- b) remaining municipal cannabis funding, are their municipalities needing to use this funding up, as it was set specific. If so, could these be benefited in the community through the board?

- Possibility that this could be used for school resource officer or community events where OPP attend.

Chair Greg Nemcek requested that each member return with information from their represented municipalities for the April meeting to advise if funding is still available.

Moved By: Shirley Durance

Seconded By: Joel Field

*THAT each member be requested to reach out to their municipality regarding this item and return with information for the April meeting.*

Carried

ii) Shirley Durance

- a) Narcan, we speak a lot about this, should it be something that each member is trained on?

Member Beveridge will investigate getting the board members' training and distribution of a Narcan kit. More information will come forward at the April meeting.

## 9. Correspondence

a) *OPP News Portal (Lambton)*

i. *49 media releases to date from our last board meeting*

b) CIBC Interest Allocation report, Nov/Dec 2024

Moved By: Joel Field

Seconded By: Shirley Durance

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

Carried

**10. Accounts/Finance****a) Accounts**

Moved By: Ian Veen

Seconded By: Bill Beveridge

***THAT** the accounts listed for December 2024 and January 2025 approved for payment.*

Carried**11. Public Input**

- None

**12. Other Business**

- None

**13. Adjournment**

Moved By: Ian Veen

Seconded By: Joel Field

***THAT** Session #1 of 2025, be adjourned until the next scheduled meeting on April 16, 2025 or at call of the Chair.*

Carried

Meeting adjourned at: 4:51 pm

**Next Regular Meeting: Wednesday, April 26, 2025 at 3:00 p.m.**


---

 Chair

Greg Nemcek

---

 Secretary

Mandi Pearson

Session:

#1/2025

Page 8 of 8





**MAY 24, 7.00 P.M.**

**CONCERT WITH JAZZ, FOLK AND CLASSICAL**

**VOCAL & INSTRUMENTAL**

**MUSIC WITH REFRESHMENTS**

We are asking for your support in the form of a monetary donation to this Free Community Concert. Many local musicians are participating. Please address your donation to Guthrie Presbyterian Church in Alvinston. A donation receipt will be issued upon request, and all donors will receive recognition on the program of the evening (unless you would prefer to remain anonymous).

Your donation will be used for remunerations to the various artists (17 in total, look for a set up of the program on the back side of this paper) and for the refreshments which will be served. If you would like your donation to be allocated to something specific, please indicate with your contribution. There will also be a Free Will Offering at the concert.

For info, call: Ruth McCallum (519-312-3999) or Dick Eric van Dorsten (519-466-4322).

**Guthrie Presbyterian Church, 3256 River St Alvinston**



*Celebrating  
150 Years!!!*



## *The Corporation of the Township of Otonabee-South Monaghan*

April 29, 2025

Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

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

Dear Premier Ford:

### **Re: Proposal to End Daylight Savings Time in Ontario**

Please be advised that the Council of the Township of Otonabee-South Monaghan at its meeting on April 28<sup>th</sup>, 2025 passed the following resolution:

#### **R107-2025**

Moved by Councillor Terry Holmes  
Seconded by Councillor Mark Allen

**Whereas Ontario already has the legislative framework to end the antiquated practice of Daylight Saving Time (DST), as per the Time Amendment Act of 2020:** But New York has delayed us for over 4 long years.

**And Whereas the Case for Ending DST immediately pertains to clear and present Health and Public Safety concerns:** Clock shifts spike heart attacks, accidents, and stress, per the Canadian Society for Chronobiology. Kids lose focus, domestic violence rises, and vulnerable folks—mentally ill, homeless, addicts—face unnecessary strain and relapse risks. Indigenous health gaps deepen as DST clashes with traditions. Standard Time aligns with nature, easing healthcare burdens and healthcare costs.

**And Whereas ending DST is a clear and permanent assertion of the economic independence of Ontario:** Our new, post tariff economic reality exposes the reliance on New York for our internal policy as outdated. Ontario should look out for Ontarians, and

our sovereignty must be asserted. Quebec already considers the change; so 15 million Ontarians should not continue to wait on NY. Businesses will adapt; citizens will gain stability. Over 100,000 petition voices and 70% of Ontarians agree. Ontario must take the lead, and hopefully NY can eventually follow our lead for the good of their own people.

**Therefore be it resolved** that we request staff to distribute this communication to all the Municipalities, Chiefs & Councils of Ontario in addition to the Premier of the Govt. of Ontario and urge the Premier to:

1. Amend the Time Amendment Act 2020 to drop New York's contingency, effective immediately.
2. Set permanent Standard Time (EST) from November 2, 2025.

**CARRIED.**

Yours truly,  
Township of Otonabee-South Monaghan



Liz Ross  
Deputy Clerk

Sent via Email:

Honourable Doug Ford, Premier of Ontario, [premier@ontario.ca](mailto:premier@ontario.ca)  
Municipalities of Ontario



26557 Civic Centre Rd.  
Keswick, Ontario L4P 3G1  
905-476-4301

## GEORGINA

### Legislative Services Department/Clerk's Division

April 7, 2025

*Via email; premier@ontario.ca*

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

The Honourable Premier Ford:

#### Re: Resolution regarding Salt Management

Please be advised that Town Council adopted the following motion concerning Salt Management;

#### **RESOLUTION NO. C-2025-0077**

Moved By Councillor Neeson  
Seconded By Regional Councillor Davison

WHEREAS road salt is a known toxic substance designated under the Canadian Environmental Protection Act because of tangible threats of serious and irreversible environmental and public health concerns associated with road salt; and

WHEREAS salt levels in Ontario's groundwater aquifers, creeks, rivers, and lakes have increasingly worsened since the 1970s, seriously affecting municipal drinking water sources and aquatic life; and

WHEREAS Lake Simcoe is our closest freshwater lake and is the 4th largest inland lake within Ontario, host to a number of functions including a biodiverse habitat for over 56 species of fish, the source water for municipal drinking water for hundreds of thousands of residents within the watershed, including 41,000 here in the Town of Georgina, and the many other recreational and commercial functions it serves; and

WHEREAS Lake Simcoe's salinity concentrations have increased over 500% since monitoring began over the past 50 years, with the primary contributor being runoff from the use of salt for winter maintenance; and

WHEREAS the Ontario and Canadian governments have taken many actions over the past 25 years including setting water quality guidelines, developing voluntary codes of practice, signing the Canada-Ontario Great Lakes Agreement, and holding workshops, yet still the salt problem continues to grow; and

WHEREAS numerous situation analyses have recommended salt solutions involving liability protection, contractor certification, government-approved Best Management Practices (BMPs) and salt management plans; and

WHEREAS increased numbers of slip and fall claims, and other injury/collision claims related to snow and ice, are resulting in salt applicators overusing salt beyond levels considered best practices; and

WHEREAS unlimited contractor liability is making it difficult or expensive for snow and ice management contractors to obtain insurance coverage, resulting in contractors leaving the business, thereby making it difficult for municipalities and private owners to find contractors; and

WHEREAS the Snow and Ice Management Sector (SMS) of Landscape Ontario is working with the Ontario government to institute a limited liability regime for snow and ice management, including enforceable contractor training/certification and government-approved BMPs for salt application; and

WHEREAS many Ontario municipalities have Salt Management Plans, but these often require updating in light of improved science and better salt management practices now available; and

WHEREAS The Town of Georgina shares fifty-two (52) kilometers of beautiful Lake Simcoe shoreline and all 288 square kilometers of the Town of Georgina are encompassed by sub-watersheds that drain into Lake Simcoe; and

WHEREAS road authorities that use salt, such as the Town of Georgina, must abide by, and benefit from, established provincial regulations around snow clearing and maintenance, whereas private contractors only have voluntary programs for salt use for private and commercial property management; and

WHEREAS the Town of Georgina has demonstrated great initiative in salt mitigation efforts including committing to the use of rock salt alternatives, installation of electronic spreader controllers on all material spreading units, reduced application rates when appropriate, use of pre-wet and brine when appropriate, and an updated salt management plan that outlines salt best management practices specific to the Corporation of the Town of Georgina's winter maintenance operations

**NOW THEREFORE BE IT RESOLVED THAT:**

1. That the Town of Georgina urges the Province of Ontario to work urgently with key stakeholders to develop limited liability legislation, including enforceable contractor training and a single set of provincially endorsed standard Best Management Practices for snow and ice management; and

Township of Champlain

Resolution  
Regular Council Meeting

**Agenda Number:** 11.1.  
**Resolution Number** 2025-120  
**Title:** Councillor Gerry Miner - Surveillance and Monitoring of Heavy Vehicles in Ontario  
**Date:** April 24, 2025

---

**Moved By:** Gérard Miner  
**Seconded By:** Paul Burroughs

**Whereas** the Council of the Township of Champlain is of the opinion that additional surveillance and monitoring of heavy vehicles in Ontario is required to ensure the safety of other motorists, property owners, and pedestrians.

**Be it resolved that** the Township of Champlain calls upon the Government of Ontario to: increase surveillance and spot checks of all heavy vehicles travelling on Ontario roads; as well as monitoring the testing standards maintained by privately-owned heavy licensing facilities.

**Be it further resolved that** this resolution be forwarded to the Minister of Transportation of Ontario, the Minister of Municipal Affairs and Housing, the MPP Glengarry-Prescott-Russell, the Ontario Provincial Police, AMO and all municipalities in Ontario.

**Carried**

Certified True Copy of Resolution

---

Alison Collard, Clerk      Date:

Canton de Champlain  
Résolution  
Réunion régulière du Conseil

**No. du point à l'ordre du jour:** 11.1.  
**No. du point** 2025-120  
**Titre:** Conseiller Gerry Miner - Surveillance et contrôle des véhicules lourds en Ontario  
**Date:** le 24 avril 2025

---

**Proposée par:** Gérard Miner  
**Appuyée par:** Paul Burroughs

**Attendu que** le Conseil du Canton de Champlain est de l'avis qu'une surveillance et un contrôle accrus des véhicules lourds en Ontario sont nécessaires pour assurer la sécurité des autres automobilistes, des propriétaires fonciers et des piétons.

**Qu'il soit résolu que** le Canton de Champlain demande au gouvernement de l'Ontario d'accroître la surveillance et les vérifications de tous les véhicules lourds circulant sur les routes de l'Ontario, et de contrôler les normes de vérification maintenues par les installations privées d'immatriculation des véhicules lourds; et

**De plus, qu'il soit résolu que** cette résolution soit transmise au ministre des Transports de l'Ontario, au ministre des Affaires municipales et du Logement, au député provincial de Glengarry-Prescott-Russell, à la Police provinciale de l'Ontario, à l'AMO et à toutes les municipalités de l'Ontario.

**Adoptée**

Copie certifiée conforme

---

Alison Collard, greffière      Date :

sent to David - Apr 23/25

7.1.



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



I hereby give notice that the Moffatt / LUCAS Drain is out of repair and request that:

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

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

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

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

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

The following work is required:

Brushing and clean out bottom

Property Description: Lot 11 Concession 4 Roll Number \_\_\_\_\_

911 address 7211 Courtright Line

Dated at the Municipality of Brooke-Alvinston this 23 day of April, 2025

Jim Lucas

Name-please print

Name-please print

Jim Lucas  
Signature

Telephone: [Redacted]

Email address: [Redacted]

Additional Comments

Plan on filling the back 50a next summer 2026 after wheat harvest, if drain is to be cleaned this year 2025, please clean after soybean harvest this fall (2025)





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



I hereby give notice that the McKellar - Werden Drain is out of repair and request that:

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

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

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

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

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

The following work is required:

Dig out and repair a blowout

Property Description: Lot 20 Concession 2 Roll Number \_\_\_\_\_

911 address 8121 Oil Springs Line

Dated at the Municipality of Brooke-Alvinston this 30<sup>th</sup> day of April, 20 25

Travis Lehrbass

Name-please print

Name-please print

[Signature]

Signature

Telephone#

Email address: \_

Additional Comm



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Time Study Request  
**Meeting:** Council - 08 May 2025  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the report prepared by Administration on the Time Study request be received and filed.**

### Background:

At the March 13, 2025 regular session of Council, Councillor Redick requested staff to complete a time study in the Parks & Recreation Department.

### Comments:

A time study analysis is a "systematic approach to observing, measuring and analyzing the time required for workers to perform specific tasks or operations".

In researching the aspects of conducting a time study, research over the internet was initially sought. The primary goal of a time study would appear to:

- 1) Establish clear and well defined goals and scope, identifying specific processes, tasks, or operations for work measurement analysis.
- 2) Evaluating service levels expected in the Parks and Recreation Department.

Municipal recreation departments tend to operate under a direct service model of service delivery. As a result of the expected services expected, staff resources are focused mainly on the following seasonal tasks (the tasks outlined are not inclusive):

Winter: facility maintenance including overseeing rentals, cleanup from rentals, stands clean up, restocking materials (bar supplies, washroom facilities etc), outside snow removal and general infrastructure upkeep (ice & equipment)

Spring: facility maintenance including overseeing rentals, cleanup from rentals and infrastructure upkeep (ice and ball diamonds), grass and weed trimming, gardens, waste removal, painting, cleaning;

Summer: facility maintenance including overseeing rentals, cleanup from rentals and infrastructure upkeep (ball), grass and weed trimming, gardens, waste removal, painting, cleaning, festival preparation assistance

Fall: facility maintenance including rentals and infrastructure upkeep (ice and ball diamonds), grass and weed trimming, gardens, waste removal, painting, cleaning, festival ground preparation

This general list does not include the additional duties of the Parks & Recreation Manager.

The operations of the BAICCC have changed significantly in the last several years. In efforts of reaching an effective succession plan, the rental / bookings were switched from the administration office to that of the BAICCC Manager. The arena office now looks after the bee sign, all inventory and beverage / ice orders, advertising including flower baskets, tree orders and facility contracts. This switch in duties was reflected in an office administration position moving from Full Time to Part Time.

The levels of service in the Department have further been expanded.

1) Ice was generally removed on or around April 1st . Ice is now commonly found to be left in until mid April to accommodate playoff seasons and in 2025 recently approved (this year only) to be left into the middle of May for OMHA league tryouts.

2) Festivals and events that have evolved significantly including the Alvinston Pro Rodeo, Tanner Redick Ball Tournament and Killer Bees games which are filled to capacity. These events are in addition to the Canada Day and Fall Fair events.

3) Infrastructure upgrades with the pavilion build has added increased seasonal cleaning of the washrooms and area and unfortunately frequent episodes of graffiti clean up.

The Parks and Recreation Department typically operate with three full time staff members from 7:30 am - 4 pm. managed by the Department Head. Depicted in the approved organizational chart, Department Heads maintain the levels appropriately under the oversight of the Administrator . (A copy is attached).

To get back to the request of a time study on the Parks & Recreation Department, further research on the concept was conducted with area municipalities. It was reported that while specific time studies have not been performed on specific departments, some municipalities have had comprehensive reviews completed to ensure appropriate pay for duties, work responsibilities assigned for positions and analysis of job functions. These reviews were completed by third parties who have stored data of industry standards to compare with.

It is with confidence that I can state no two days in any department in the Municipality are the same. In the Parks & Recreation Department, this is manifested. On a typical day (Monday - Friday), there are 3 FT staff members present for the work day of 7 am - 4 pm (pending bookings) in addition to the Manager. Shifts are altered and complimented in the winter months with PT employees to compliment weekend bookings. The Manager is responsible for the day to day operations and coordinating the daily tasks. The department should be commended on a successful year with the many pre-ice obstacles and the demanding schedules of users that are altered on the fly. The team is currently flooding ice and cutting grass on the same days. The arena facility is clean and ice is pristine despite infrastructure obstacles; the washrooms in the facility and pavilion when operational are clean and useable, the ball diamonds are in good shape for the season, grass in the parks is groomed and stone free, garbage's are routinely emptied at the BAICCC and in town (including Inwood).

In looking at the timesheets of the Parks & Recreation Department, they are suitable. Overtime is obtained either through alarm calls in the night, or coverage to accommodate absences. In essence, the work is done and done well.

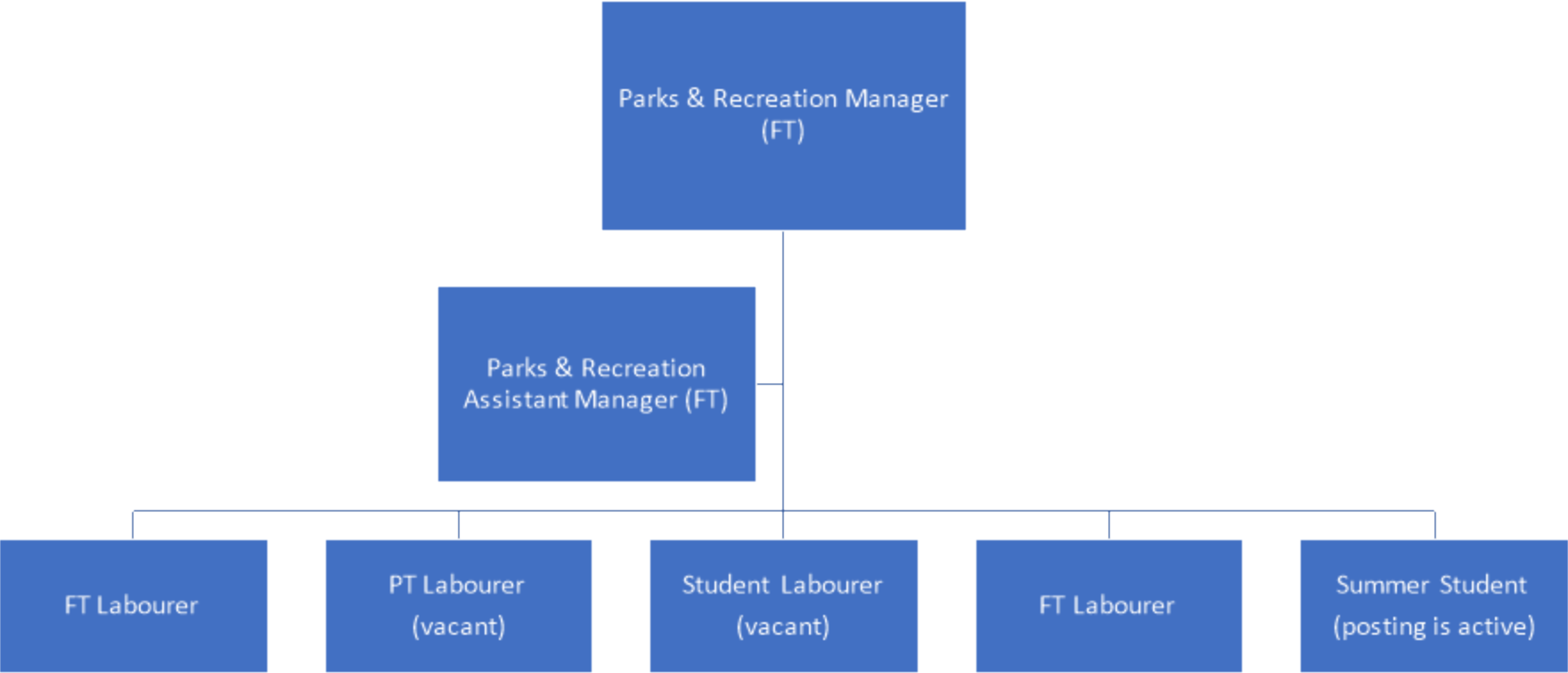
The organizational chart for the Parks & Recreation Department (approved by Council in 2022) is attached.

**Financial Considerations:**

In general discussions with other municipalities, a consultant fee is estimated at \$40k

**ATTACHMENTS:**

[Parks & Recreation - 2022](#)



Parks & Recreation Organization Chart – August 2022



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Brooke Fire Rescue Quarterly Report - Quarter 1 2025  
**Meeting:** Council - 08 May 2025  
**Department:** Fire Department  
**Staff Contact:** Steve Knight, Fire Chief

### Recommendation:

**That this report be received and filed.**

### Background:

Brooke Fire Rescue Quarterly activity report Q1 2025

### Comments:

**Brooke Fire Rescue – Fire Committee Report – Thursday May 1, 2025**

### Responses - January 1 – March 30, 2025.

#### Fire-4

Other-Hydro pole	1
Vehicle	1
Mutual Aid	2

#### Motor Vehicle Collision - 4

With injuries	4
---------------	---

#### Medical - 4

First Response/VSA	1
Assist EMS-lift	3

#### Alarms - 2

General	1
CO	1

**Total Responses 14**

### Response Locations

Brooke-Alvinston	10
Southwest Middlesex	3
Watford (Mutual Aid)	1

## Training

- Focus remained on firefighting fundamentals in line with the requirements of Firefighter Certification legislation that was enacted on July 1, 2022 with the deadline for having firefighters certified June 30, 2026.
- Annual BLS (CPR) certification completed
- NFPA 1006 Rope Awareness completed. Day 2 of Operations training completed with 2 additional days required.
- Hurst Vehicle Extrication tools have been delivered and now in service. MES/Code 4 provided 4 hours of on-site training was attended by 18 members.
- 3 Officers attended the Officer 101 seminar at the Lambton Fire Trade Show in January.

### ELFTG

- A joint fire training and facility use agreement between the Municipality of Brooke-Alvinston-Brooke Fire Rescue, The Dawn – Euphemia Fire Department, The Warwick Fire Department (Warwick and Watford Stations) and The Oil Springs Fire Department was established by the Chiefs of each department during a series of meetings in January and February.
- The Agreement is for an annually and mutually agreed upon weekend schedule for training new firefighters to be in compliance with current legislated requirements and for the delivery of courses approved by the Academic Standards and Evaluations unit of the Office of the Fire Marshal for new firefighter candidates who are unable to attend a Regional Training Centre with a valid reason.
- Terms of Reference attached.
- Course Orientation was attended on April 5 with the first weekend session on April 26 + 27.

## Academic Standards and Evaluations – Certification Testing

- Brooke Fire hosted knowledge and skills testing on January 18th and February 8th
- 13 Brooke Firefighters were scheduled to attend
- 10 attended 3 did not
- The 2 of the 3 who did not attend are schedule for testing with the ELFTG testing in December 2025.
- Of the 10 attending 8 were successful at the knowledge and skills tests; 10 were successful at the skills portion; 8 were successful at the knowledge portion

### Equipment / Apparatus

- All ground ladders completed the annual certification test and passed
- All fire pumps on apparatus completed annual certification and passed
- Retired 1998 Pumper 3 has left for its new home in Colonsay Saskatchewan

### Administration / Personnel

- C-can training facility phase 2 completed, gravel and grading. Phase 3 planning ongoing.
- There were 3 retirements / resignations ( Charlie Cutler, Brad Carr and Ty Miller)
- All current firefighters completed their SCBA mask fit test
- Roster is currently at 30 - 1 PT Chief, 21 Regular members, 4 Probationary members, 1 Student Firefighter and 3 Auxiliary members.

## Financial Considerations:

All purchasing through budgeted funds

**Relationship to Strategic Plan:**

In line with the requirements of the Strategic Plan

**ATTACHMENTS:**

[ELFTG terms of reference REV10](#)



## **East Lambton Fire Training Group**

### **Joint Fire Training Agreement**

#### **Introduction and Purpose**

This document represents a joint fire training and facility use agreement (the “Agreement”) between the Municipality of Brooke-Alvinston-Brooke Fire Rescue, The Dawn – Euphemia Fire Department, The Warwick Fire Department (Warwick and Watford Stations) and The Oil Springs Fire Department. For the purposes of this agreement, these fire services are to be known as the “East Lambton Fire Training Group” (the ELFTG).

The Municipality of Brooke-Alvinston maintains control as the owner of the Brooke Fire Rescue Training Facility (the “Facility”) located at the Alvinston Fire Station, 3267 Nauvoo Road, Alvinston, ON. Length of the agreement is for one (1) year and with annual meeting to discuss renewal in January as required and agreed upon by all parties. Should the host department not have any candidates other arrangements for use of the facility will be negotiated with the Municipality of Brooke-Alvinston.

The East Lambton Fire Training Group desires to utilize the Facility for joint training purposes for their new firefighter candidates who are unable to attend a Regional Training Centre with a valid reason. The Agreement is for an annually and mutually agreed upon schedule for training new firefighters to be in compliance with current legislated requirements and for the delivery of courses approved by the Academic Standards and Evaluations unit of the Office of the Fire Marshal for NFPA 1001 Firefighter Level 1 + 2, NFPA 1002 Pump Operator and NFPA 470/1072 Hazardous Materials Awareness and Operations certifications only.

All participating departments involved agree to participate equally in the management and delivery of the training program as designed and in compliance with the requirements for certification required by the Office of the Fire Marshal – Academic Standards and Evaluations unit.

Approval of participation from their individual Municipal Council may be required by all departments.

## **East Lambton Fire Training Group**

### **Academic Standards and Evaluation**

#### **Course Approval and Compliance Requirements**

##### **General**

- OFMEM Assessment Checklist for Course Recognition must be submitted annually.
- Course Agenda must be submitted annually including the schedule of course lessons.
- Course Outlines must be submitted after major changes, available to students and provided to the OFMEM in the required format
- Correlation of course content to the NFPA Standard must be demonstrated and submitted with the checklist.

##### **Qualification of Course Instructors**

- Instructors have a background in the delivery of education/instructional material.
- Instructors must have technical expertise beyond the level they are teaching.
- Instructors CV's outlining their qualifications are on file and available for inspection.
- An Instructors' Roster for each course is on file and available for inspection.

##### **Lesson Plans and Course Delivery Plans**

- Instructors prepare and maintain up-to-date lesson plans
- Course theory and skill portions are delivered as planned
- Any deviations from submitted plans are forwarded to the OFMEM
- Completed student feedback/evaluation forms are available on file for inspection

##### **Adult Education Principles/Practices**

- A variety of delivery and testing methodologies are planned and utilized (e.g., Beyond lecture format)

##### **Student Manual**

- Up to date and correlates to the learning outcomes identified in the course outline and lesson plans. The manual is provided to students and available for inspection if requested

##### **Instructor Manual**

- Up-to-date and correlates to the learning outcomes identified in the course outline and lesson plans.
- Manual is provided to instructors and available for inspection if requested.

##### **Course Safety Policies/Practices**

- Skills and testing are conducted in a safe manner, in accordance with legislation, and recommended guidelines and policies, including Ministry of Labour (Section 21 Guidelines), OHSA, and WHMIS
- The facilities, equipment and apparatus comply with safety requirements.

##### **Safety Plan**

- A written Safety Plan and policy are in place. Instructors terminate any practical exercise or skills test when safety is jeopardized.

## **East Lambton Fire Training Group**

### **Academic Policies**

- Prerequisites are delineated clearly and students who do not meet the stated prerequisites do not gain entry on the course.
- Evidence of students' completion of prerequisites is on file and available for inspection

### **Student Records/Tracking**

- Student records are complete and accurate and tracking and progress systems are maintained and available for inspection.

### **Minimum/Maximum Intake Per Class**

- Maximum intake is 12; Minimum of 8

### **Instructor/Student Ratio**

- Instructor/student ratio set at Theory – 1:12; Skills – 1:6 and Live Fire - 1:5

### **Theory/Practical Skills Ratio**

- The theory/skills ratio will be Theory – 30% on average (mostly online) and Skills instruction – 70% on average

### **Course Content Completion**

- Students have successfully completed all online course content prior to eligibility to OFMEM Comprehensive Skills and Theory Testing

### **Evaluation of Student Skills**

- OFMEM Final Comprehensive Skills Tests are being used to evaluate student skills

### **Use of Qualified/Objective Evaluators**

- Qualified, objective evaluators conduct, evaluate, and sign off skill tests
- Evaluators do not evaluate students in the skill area in which they previously instructed them
- Evaluators CV's outlining their qualifications are on file and available for inspection
- An Evaluators Roster for each course is on file and available for inspection

### **Pre-Test Briefing**

- Evaluators are briefed on the expected conduct in delivering the Final Comprehensive Skills Test.
- Evaluators utilize consistent procedures, performance criteria, testing, and documentation procedures in conducting skills testing

### **Evaluator Conduct**

- Evaluators do not coach or assist students during Final Comprehensive Skills Testing

### **Skills Testing Safety Policies/Practices**

- Final skills testing is conducted in a safe manner
- Done in accordance with legislation, and recommended guidelines and policies, including Ministry of Labour (Section 21 Guidelines), OHSA, and WHMIS
- The facilities, equipment and apparatus comply with safety requirements.

**East Lambton Fire Training Group****Safety Plan**

- The written Safety Plan and policy is adhered to during skills testing
- Evaluators terminate any skills test when safety is jeopardized

**Realistic Simulated Test Delivery**

- OFMEM Final Comprehensive Skills tests are delivered in a realistic setting
- Simulated skills tests are conducted in keeping with the OFMEM Guide to the Creation of Safe, Effective Simulations

**Integrity of Skills Test**

- Final Comprehensive Skills Tests are staged so that unevaluated students cannot observe other students being evaluated
- Retention of Signed-Off Skills Test
- Retention procedures are in place
- Skills sign-offs are retained and available for inspection at site visits by OFMEM/accreditation body site teams

**Final Provincial Theory Testing**

- Testing Request Notification submitted to the Academic Standards & Evaluation (ASE) Testing Unit Coordinator in a timely fashion with requests for theory testing.

**Names of Candidates**

- List of students who have successfully completed all course requirements is provided to the OFMEM prior to OFMEM theory testing

**External Proctor for Final Theory Test**

- Arrangement is made with the OFMEM ASE Testing Unit for an external proctor for Final Provincial Theory Test.

**ELFTG Terms of Reference****Course Delivery Schedule**

- 1 weekend per month for 7 months as scheduled. See Appendix B.
- Online Theory for the topics listed in the schedule must be completed at home or at the candidate's fire station prior to attending the weekend skills instruction.
- Official Practical Skill Sheets Booklet for Candidates and Instructors for all courses offered will be completed and signed off during each skills day as scheduled.
- Skills Booklets must be retained by BFR for each candidate and must be completed prior to certification testing.

**Document Retention**

- Completed skills booklets must be retained by the candidates Fire Department after certification.

**Required text and online requirements**

- Fundamentals of Firefighting and Hazardous Materials Response, 4<sup>th</sup> Canadian Edition with Premier online access
- Candidates are responsible for completing the online assignments prior to attending the monthly skills instruction.
- Candidates who have not completed the online components will not be eligible to participate in provincial certification testing by Academic Standards and Evaluations unit of the OFM.

**Communications**

- Contact with the candidate, Instructors and Fire Chiefs will be through an email group.

**Session Cancellation**

- All participants will be notified of any cancellation by email a minimum of 48 hours before the session.

**Certificate of Liability insurance**

- Required by each department for their candidates
- To be on file with the Municipality of Brooke-Alvinston

**Course Fees and candidates**

- Minimum number of candidates per course is eight (8); maximum is twelve (12)
- As the host facility, candidates from Brooke Fire Rescue shall be provided with four (4) reserved places on every course offered.
- Each participating Fire Department is responsible for payment of course fee to the Municipality of Brooke-Alvinston for the current combined course fees listed for the NFPA 1001 1 + 2 course offered at The Lambton Regional Training Centre for each candidate enrolled prior to the first weekend training session. See Appendix A for 2025 fee structure.
- Additional material fees may apply and will be prorated to each department based on the number of candidates from each department (i.e., Fuel costs at LCFS)

## **East Lambton Fire Training Group**

- Any fees, levies or other financial obligations in current Fire Service agreements with the Municipality of Brooke-Alvinston are separate from and not included in this agreement.
- Each Fire Department is responsible for the travel, meals and wages paid to their Instructors and Candidates.

### **Hours of operation**

- Normal course operations are from 08:00 – 16:00 on the scheduled dates.

### **Respiratory protection and fit testing required**

- All candidates and Instructors must have a current SCBA mask fit test to participate in the course.

### **Responsibilities of instructors**

- Brooke Fire Rescue will supply the Lead Instructor for each session and is responsible for the creation and delivery of the course including lesson and safety plans.
- Copies of the Lesson and Safety Plans will be retained at Brooke Fire Rescue for audit purposes.
- Participating Departments may provide Assisting Instructors for any session when requested by the Lead Instructor. Fire Departments sending Assisting Instructors must notify the Lead Instructor prior to the session to ensure continuity of instruction is maintained.

### **Instructors / Staff per Session**

- Minimum of 2 Instructors per training session
- Additional Instructors may be required depending on the topic being delivered.
- Fire departments may provide an Officer or Firefighter to assist in the delivery of the program for each individual topic being presented providing there has been advance notice provided to the Lead Instructor, and they are actively involved and following the lesson plan.
- All Lead Instructors must have a minimum of OFM Trainer Facilitator, Grandfathered to NFPA 1041 (2) or certification to NFPA 1041 (2)

### **Student: Instructor ratio**

- Per the OFM requirements, In person Instructor/student ratio set at Theory – 1:12; Skills instruction – 1:6 and Live Fire - 1:5

### **Areas/Equipment to be used at the Alvinston Hall**

- Only designated equipment, apparatus and locations at the Alvinston Fire Station will be used.

### **Classroom requirements**

- Instructors may use the training room at the Alvinston Fire Station for any in-class work in accordance with their lesson plan
- Instructors are responsible for providing their own laptop as needed.

## **East Lambton Fire Training Group**

### **Fire Apparatus/equipment/tools requirements**

- Apparatus, equipment and tools that are part of the normal operations of Brooke Fire will not be used for training on this course. Any apparatus, equipment and/or tools designated for training by Brooke Fire may be utilized
- The apparatus/equipment/tool requirement will be based on the requirements for each topic and will be the responsibility of the Lead Instructor for the topic to arrange with the other fire departments on what can be brought in for those
- Any equipment/tool repairs required after use during training and any regular maintenance is the responsibility of the department that owns the equipment/tools

### **Candidates Responsibilities**

- Each department candidate is responsible for supplying their own Personal Protective Equipment including current Bunker Suit, Helmet, flash hood, firefighter boots, gloves and Self-Contained Breathing Apparatus with mask and spare cylinder
- Candidates are responsible for their own lunch. Coffee and water are available at Alvinston Station
- Where 100% attendance by candidates is best, it is not reasonable to expect and maintain over the period in the course. All content missed due to being absent must be made up at their home fire department.
- Notification of any absence is to each candidates Chief, Deputy Chief or designated Officer and must be communicated to the Lead Instructor.

**East Lambton Fire Training Group****Signed and Dated by the Fire Chief or Deputy Fire Chief**

For Brooke Fire Rescue`

Steve Knight, Fire Chief \_\_\_\_\_

For Oil Springs Fire Department

Al Charlton, Fire Chief \_\_\_\_\_

For Dawn-Euphemia Fire Department

Don Ewing, Fire Chief \_\_\_\_\_

For Warwick Fire Department

Watford Station

Rick Sitlington, Fire Chief \_\_\_\_\_

Warwick Station

Brad Goodhill, Fire Chief \_\_\_\_\_



**Appendix A  
Fee Structure**

**Fees payable to:**

The Municipality of Brooke-Alvinston,  
3236 River Street, P.O. Box 28,  
Alvinston, ON  
N0N1A0

NFPA 1001	Firefighter Level 1 (hybrid)	\$740.00	
NFPA 1001	Firefighter Level 2 (hybrid)	\$530.00	
<b>Total cost</b>			<b>\$1270.00</b>

## Appendix B

ELFTG NFPA1001 1 + 2 Training Schedule Part 1		
Date	Unit	Topic
April 26	1.1	Chapter 1 Orientation and History of the Fire Service
	1.2	Chapter 2 Fire Fighter Health and Safety (include CISM team)
	1.3	Chapter 3 Personal Protective Equipment + Self-Contained Breathing Apparatus
	1.4	Chapter 4 Fire Service Communications
	1.5	Chapter 22 Establishing and Transferring Command
April 27	2.1	Chapter 5 Fire Behaviour
	2.2	Chapter 6 Building Construction
	2.3	Chapter 7 Portable Fire Extinguishers
	2.4	Chapter 8 Fire Fighter Tools and Equipment
May 24	3.1	Chapter 9 Ropes and Knots
	3.2	Chapter 10 Forcible Entry
May 25	4.1	Chapter 11 Ladders
	4.2	Chapter 13 Ventilation
June 28	5.1	Chapter 14 Water Supply Systems
	5.2	Chapter 15 Fire Hose, Appliances, and Nozzles
June 29	5.3	Chapter 16 Supply Line and Attack Line Evolutions
	5.4	skills review and evaluation
ELFTG NFPA1001 1 + 2 Training Schedule Part 2		
Date	Unit	Topic
August 23	6.1	Chapter 12 Search and Rescue
	6.2	Chapter 18 Fire Fighter Survival
August 24	6.3	Chapter 19 Salvage and Overhaul
	7.1	Chapter 26 Fire Detection, Suppression, and Smoke Control Systems
September 20	7.2	Chapter 27 Fire and Life Safety Initiatives
September 21	8.1	Chapter 24 Vehicle Rescue and Extrication
	8.2	Chapter 25 Assisting Special Rescue Teams
October 25	9.1	Chapter 21 Wildland and Ground Cover Fires
	9.2	Chapter 20 Fire Fighter Rehabilitation
	9.3	Chapter 28 Fire Origin and Cause
October 26	10.1	skills review and evaluation
November 9	11.1	Chapter 17 Fire Suppression; Chapter 23 Advanced Fire Suppression
December 6	12.1	AS + E testing – Knowledge and Practical Skills Evaluation



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Accounts Payable Listing - April 2025  
**Meeting:** Council - 08 May 2025  
**Department:** Treasury  
**Staff Contact:** Stephen Ikert, Treasurer

### **Recommendation:**

**That Council receive and file the Accounts Payable Listing for April 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 - April 2025](#)

2025.03.21 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

05/01/2025

9:14AM

**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 04/01/2025 to 04/30/2025 Paid Invoices Cheque Date 04/01/2025 to 04/30/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
<b>ASSETS &amp; LIABILITIES</b>					
01-0000-0498	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0425 RWAM BENEFITS	04/01/2025	04/01/2025	2.68
01-0000-1051	002215 KEYSTONE TECHNOLOGIES LTD.	22639 3 YEAR SONIC WALL PROTECTION	04/25/2025	04/25/2025	2,296.38
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	MARCH2025 DEDUCTIONS	04/08/2025	04/08/2025	27,266.66
01-0000-2292	000370 MINISTER OF FINANCE -EHT	MARCH2025 EMPLOYER HEALTH TAX	04/08/2025	04/08/2025	2,033.15
01-0000-2295	003594 RECEIVER GENERAL	PP 6 & 7 DEDUCTIONS	04/08/2025	04/08/2025	700.00
01-0000-2295	003624 DIRECTOR FRO	PP 6 7 7 DEDUCTIONS	04/08/2025	04/08/2025	1,131.20
01-0000-2295	003594 RECEIVER GENERAL	PP 8 - 2025 DEDUCTIONS	04/25/2025	04/25/2025	350.00
01-0000-2295	003624 DIRECTOR FRO	PP 8 -2025 DEDUCTIONS	04/25/2025	04/25/2025	565.60
Account Total					2,746.80
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	000-42 FOOD BANK PURCHASES	04/10/2025	04/10/2025	266.04
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	43-0425 FOOD BANK PURCHASES	04/25/2025	04/25/2025	140.58
Account Total					406.62
Department Total					34,752.29
<b>LICENCES, PERMITS, RENTS</b>					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	-425.00
Department Total					-425.00
<b>GOVERNANCE</b>					
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2504 DONATION IN MEM. ALZHEIMERS	04/14/2025	04/14/2025	100.00
01-0240-7399	000161 MUNRO HONEY	45034 GIFT BASKET-RURAL GAME	04/09/2025	04/09/2025	39.55
01-0240-7399	002408 DOUGLAS, JEANNETTE	APRIL 2024 COA	04/25/2025	04/25/2025	106.00
Account Total					245.55
Department Total					245.55
<b>COUNCIL SUPPORT</b>					

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 04/01/2025 to 04/30/2025 Paid Invoices Cheque Date 04/01/2025 to 04/30/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0241-7117	003503 GREEN SHIELD CANADA	17477309 GREEN SHIELD BENEFITS	04/01/2025	04/01/2025	972.46
01-0241-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0425 RWAM BENEFITS	04/01/2025	04/01/2025	338.55
		Account Total			1,311.01
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	106.92
01-0241-7350	002572 DENKERS, JANET	APRIL 2025 MILEAGE MILEAGE	04/25/2025	04/25/2025	148.20
01-0241-7399	000279 BMO BANK OF MONTREAL	0502677-2504 WORK LUNCH-ARMORS	04/14/2025	04/14/2025	24.84
		Department Total			1,590.97
<b>CORPORATE MANAGEMENT</b>					
01-0250-7117	003503 GREEN SHIELD CANADA	17477309 GREEN SHIELD BENEFITS	04/01/2025	04/01/2025	972.46
01-0250-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0425 RWAM BENEFITS	04/01/2025	04/01/2025	323.30
		Account Total			1,295.76
01-0250-7150	000279 BMO BANK OF MONTREAL	0502677-2504 DRAINAGE COURSE-U OF GUELPH	04/14/2025	04/14/2025	180.80
01-0250-7150	000279 BMO BANK OF MONTREAL	0502677-2504 FINANCE COURSE-MFOA	04/14/2025	04/14/2025	785.35
		Account Total			966.15
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2504 KETTLE	04/14/2025	04/14/2025	41.80
01-0250-7301	000165 MANLEY'S BASICS	1165227 PAPER	04/09/2025	04/09/2025	19.20
01-0250-7301	000165 MANLEY'S BASICS	1165596 OFFICE SUPPLIES - CANADA DAY	04/25/2025	04/25/2025	32.35
01-0250-7301	000165 MANLEY'S BASICS	1165711 OFFICE SUPPLIES - CANADA DAY	04/25/2025	04/25/2025	16.37
		Account Total			109.72
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	59.48
01-0250-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	169.57
01-0250-7303	003464 FIBERNETICS CORPORATION	734376 PHONES	04/08/2025	04/08/2025	67.74
		Account Total			296.79

2025.03.21 8.0 9759

MUNICIPALITY OF BROOKE-ALVINST

05/01/2025

9:14AM

**Accounts Payable**

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

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01-0250-7304	002187 INTEGRATED DIGITAL SOLUTIONS	AR387053 PHOTOCOPIER	04/08/2025	04/08/2025	113.95
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	22587 SUPPORT	04/08/2025	04/08/2025	35.31
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	22613 IT LICENCING	04/08/2025	04/08/2025	652.69
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	22639 3 YEAR SONIC WALL PROTECTION	04/25/2025	04/25/2025	1,148.19
01-0250-7310	003264 REDCHAIR	4782 WEBSITE HOSTING	04/09/2025	04/09/2025	169.50
Account Total					2,005.69
01-0250-7340	000112 NUTECH PEST SERVICES	12432 PEST CONTROL	04/09/2025	04/09/2025	47.46
01-0250-7340	002566 TK ELEVATOR (CANADA) LIMITED	2743610 ELEVATOR MAINTENANCE CONTRACT	04/25/2025	04/25/2025	3,621.42
Account Total					3,668.88
01-0250-7350	002889 IKERT, STEPHEN	2025-03 TRAVEL	04/14/2025	04/14/2025	43.20
Department Total					8,500.14
<b><u>FIRE STATION - ALVINSTON</u></b>					
01-0411-7120	002873 UNIFORM UNIFORMS / 835090 ONTATIO LTD	55258 DRESS UNIFORMS	04/09/2025	04/09/2025	1,492.28
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2504 TRAINING BINDERS	04/14/2025	04/14/2025	180.49
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2504 TRAINING WORKSHOP	04/14/2025	04/14/2025	355.95
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2504 TRAINING LUNCH	04/14/2025	04/14/2025	135.00
01-0411-7150	003082 SENTRY FIRE PROTECTION SERVICES	175882 FIRE EXTINGUISHER TRAINING	04/10/2025	04/10/2025	488.84
Account Total					1,160.28
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	59.48
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	56.65
Account Total					116.13
01-0411-7340	003364 R & C CLEANING	MAR25 CLEANING	04/09/2025	04/09/2025	150.00

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01-0411-7345	003449 CARRIER EMERGENCY VEHICLES INC.	01736 ANNUAL CERTIFICAITONS	04/25/2025	04/25/2025	2,644.43
01-0411-7360	000279 BMO BANK OF MONTREAL	0502677-2504 AED REPLACEMENT BATTERIES	04/14/2025	04/14/2025	307.36
01-0411-7360	000279 BMO BANK OF MONTREAL	0502677-2504 STORAGE BINS FOR ROPES	04/14/2025	04/14/2025	70.63
01-0411-7360	003082 SENTRY FIRE PROTECTION SERVICES	176428 MEDICAL RESPONSE SUPPLIES	04/25/2025	04/25/2025	301.15
		Account Total			679.14
01-0411-7460	002223 COUNTY OF LAMBTON	39765 RADIO LICENCING FEES	04/10/2025	04/10/2025	1,498.56
		Department Total			7,740.82
<b>POLICE</b>					
01-0420-7460	002180 MINISTER OF FINANCE - POLICING ONLY	380904251113017 MONTHLY POLICING	04/25/2025	04/25/2025	33,125.00
01-0420-7460	002180 MINISTER OF FINANCE - POLICING ONLY	382703251003017 LOCAL SERVICE REALIGNMENT	04/25/2025	04/25/2025	-273.00
01-0420-7460	000055 LAMBTON GROUP OPP DETACHMENT BOARD	77001-2025 POLICING CSPT	04/25/2025	04/25/2025	273.00
		Account Total			33,125.00
		Department Total			33,125.00
<b>PROTECTIVE INSPECTION &amp; CONTROL</b>					
01-0440-7470	002223 COUNTY OF LAMBTON	39929 BUILDING INSPECTIONS	04/25/2025	04/25/2025	3,745.00
01-0440-7470	002223 COUNTY OF LAMBTON	39929 BUILDING INSPECTIONS	04/25/2025	04/25/2025	163.35
		Account Total			3,908.35
01-0440-7472	003502 SARNIA AND DISTRICT HUMANE SOCIETY	QUARTER1 2025 ANIMAL CONTROL	04/14/2025	04/14/2025	1,118.51
01-0440-7476	002223 COUNTY OF LAMBTON	39930 PROPERTY STANDARDS	04/25/2025	04/25/2025	245.00
01-0440-7476	002223 COUNTY OF LAMBTON	39930 PROPERTY STANDARDS	04/25/2025	04/25/2025	44.77
		Account Total			289.77
		Department Total			5,316.63
<b>EMERGENCY MEASURES</b>					
01-0450-7301	002223 COUNTY OF LAMBTON	39956 911 SIGNS	04/25/2025	04/25/2025	33.00
		Department Total			33.00

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<b>RP - PATCHING COLD/HOT MIX</b>					
01-0501-7301	002812 INNOVATIVE SURFACE SOLUTIONS	PS-INV005202 COLD MIX	04/09/2025	04/09/2025	7,040.62
Department Total					7,040.62
<b>RB/C - CULVERT R &amp; M</b>					
01-0531-7401	002823 KT EXCAVATING	INV-1221 ROAD CROSSING REPLACEMENT	04/09/2025	04/09/2025	960.50
Department Total					960.50
<b>RT&amp;M - INTERSECTION LIGHTING</b>					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0425 HYDRO	04/04/2025	04/04/2025	21.00
Department Total					21.00
<b>PUBLIC WORKS - OVERHEAD</b>					
01-0560-7117	003503 GREEN SHIELD CANADA	17477309 GREEN SHIELD BENEFITS	04/01/2025	04/01/2025	1,399.86
01-0560-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0425 RWAM BENEFITS	04/01/2025	04/01/2025	1,078.22
Account Total					2,478.08
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	414.89
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	147.90
Account Total					562.79
01-0560-7304	000076 LINDE CANADA INC.	49354759 TORCHES	04/25/2025	04/25/2025	214.64
01-0560-7304	000074 MACKENZIE OIL LIMITED	B334099 BULK ENGINE OIL	04/15/2025	04/15/2025	4,743.84
01-0560-7304	003423 TH INDUSTRIAL SUPPLY LIMITED	INV-9975 LIGHT PINS & LOCATING FLAGS	04/09/2025	04/09/2025	183.88
Account Total					5,142.36
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0425 HYDRO	04/10/2025	04/10/2025	498.51
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0425 HYDRO	04/02/2025	04/02/2025	279.18
Account Total					777.69
01-0560-7310	000131 BEARCOM CANADA CORP	5873803 RADIO AND GPS	04/09/2025	04/09/2025	335.61



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01-0560-7340	000112 NUTECH PEST SERVICES	12434 PEST CONTROL	04/02/2025	04/02/2025	47.46
01-0560-7398	000074 MACKENZIE OIL LIMITED	15486 FUEL	04/10/2025	04/10/2025	1,760.23
01-0560-7398	000074 MACKENZIE OIL LIMITED	15753 FUEL	04/10/2025	04/10/2025	3,978.40
Account Total					5,738.63
Department Total					15,082.62
<b>2006 STERLING PSD</b>					
01-0601-7372	000194 VALLEY BLADES LIMITED	SV102696 SNOW PLOW PARTS	04/10/2025	04/10/2025	226.19
Department Total					226.19
<b>2011 INTERNATIONAL</b>					
01-0603-7372	000194 VALLEY BLADES LIMITED	SV102696 SNOW PLOW PARTS	04/10/2025	04/10/2025	226.19
Department Total					226.19
<b>2018 WESTERN STAR</b>					
01-0604-7372	003465 DYNAMIC DIESEL REPAIR INC	3209 OIL PAN WARRANTY WORK	04/25/2025	04/25/2025	462.88
01-0604-7372	000194 VALLEY BLADES LIMITED	SV102696 SNOW PLOW PARTS	04/10/2025	04/10/2025	226.19
Account Total					689.07
Department Total					689.07
<b>1997 CAT GRADER</b>					
01-0610-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	20476 COOLANT HOSE REPAIR	04/25/2025	04/25/2025	92.05
01-0610-7372	000194 VALLEY BLADES LIMITED	SV102696 SNOW PLOW PARTS	04/10/2025	04/10/2025	226.19
Account Total					318.24
Department Total					318.24
<b>2021 - CAT 150-15AWD GRADER</b>					
01-0611-7372	000069 TOROMONT INDUSTRIES LTD	PS071498967 FILTERS	04/09/2025	04/09/2025	222.34
01-0611-7372	000194 VALLEY BLADES LIMITED	SV102696 SNOW PLOW PARTS	04/10/2025	04/10/2025	226.19
Account Total					448.53
Department Total					448.53
<b>2021 Dodge RAM 4 x 4 pickup</b>					

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01-0621-7370	000074 MACKENZIE OIL LIMITED	15897 FUEL	04/10/2025	04/10/2025	336.68
Department Total					336.68
<b>2019 FORD 4x4 PICKUP</b>					
01-0622-7370	000074 MACKENZIE OIL LIMITED	15897 FUEL	04/10/2025	04/10/2025	336.68
Department Total					336.68
<b>CAT BACKHOE</b>					
01-0631-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	20288 HYDRAULIC HOSE REPAIR	04/15/2025	04/15/2025	160.57
Department Total					160.57
<b>STREET LIGHTING - ALVINSTON</b>					
01-0751-7306	002991 BLUEWATER POWER SERVICES CORP	90072544 STREET LIGHT REPAIR	04/25/2025	04/25/2025	1,319.70
Department Total					1,319.70
<b>STREET LIGHTING - INWOOD</b>					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0425 STREET LIGHTING	04/08/2025	04/08/2025	587.54
Department Total					587.54
<b>SANITARY SEWER SYSTEM</b>					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	150.00
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	90221519 ALUMINUM SULPHATE	04/09/2025	04/09/2025	2,164.66
01-0810-7432	000034 CENTRAL SANITATION INC.	145993 SLUDGE REMOVAL	04/09/2025	04/09/2025	437.31
01-0810-7432	000034 CENTRAL SANITATION INC.	146976 SLUDGE REMOVAL	04/15/2025	04/15/2025	437.31
Account Total					3,039.28
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000053323 OPERATIONS CONTRACT	04/08/2025	04/08/2025	10,710.83
Department Total					13,900.11
<b>INWOOD SEWER SYSTEM</b>					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	50.00
Department Total					50.00
<b>WATERWORKS SYSTEM</b>					

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01-0830-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	50.00
01-0830-7432	002991 BLUEWATER POWER SERVICES CORP	90072372 HYDROVAC WATERMAIN	04/09/2025	04/09/2025	690.09
01-0830-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000053802 CALL OUT CREDIT	04/10/2025	04/10/2025	-618.75
		Account Total			71.34
01-0830-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000053323 OPERATIONS CONTRACT	04/08/2025	04/08/2025	9,169.49
		Department Total			9,290.83
<b>WASTE COLLECTION</b>					
01-0840-7480	000026 BLUEWATER RECYCLING ASSOC.	28180 GARBAGE & RECYCLING	04/09/2025	04/09/2025	7,687.50
		Department Total			7,687.50
<b>RECYCLING</b>					
01-0860-7480	000026 BLUEWATER RECYCLING ASSOC.	28180 GARBAGE & RECYCLING	04/09/2025	04/09/2025	448.91
		Department Total			448.91
<b>ALVINSTON COMMUNITY CENTRE</b>					
01-1635-7117	003503 GREEN SHIELD CANADA	17477309 GREEN SHIELD BENEFITS	04/01/2025	04/01/2025	1,672.39
01-1635-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0425 RWAM BENEFITS	04/01/2025	04/01/2025	865.13
		Account Total			2,537.52
01-1635-7301	000279 BMO BANK OF MONTREAL	0502677-2504 LOG BOOKS	04/14/2025	04/14/2025	158.20
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	104.01
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-04/25 PHONE & INTERNET SERVICE	04/08/2025	04/08/2025	74.35
01-1635-7303	003464 FIBERNETICS CORPORATION	734376 PHONES	04/08/2025	04/08/2025	33.84
		Account Total			212.20
01-1635-7310	000279 BMO BANK OF MONTREAL	0502677-2504 TV PROGRAMMING SOFTWARE	04/14/2025	04/14/2025	884.67
01-1635-7340	000112 NUTECH PEST SERVICES	12433 PEST CONTROL	04/04/2025	04/04/2025	47.46

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01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	194310 FLOOR NOSING	04/15/2025	04/15/2025	18.63
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	21403 WASTE DISPOSAL	04/08/2025	04/08/2025	326.00
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	21724 GARBAGE DISPOSAL	04/15/2025	04/15/2025	326.00
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	477083 ARENA SUPPLIES	04/02/2025	04/02/2025	173.35
01-1635-7340	003638 CHAMPION COMMERCIAL PRODUCTS INC	590074 BALLASTS FOR DRESSING RM LIGHT	04/04/2025	04/04/2025	1,188.08
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	K78701 ARENA/BALL DIAMOND/GARDENING	04/15/2025	04/15/2025	22.59
Account Total					2,102.11
01-1635-7341	000048 WATFORD HOME HARDWARE / CARIS HARDV	193966 KITCHEN SUPP/PAINT-BIRDHOUSES	04/04/2025	04/04/2025	40.65
01-1635-7341	000048 WATFORD HOME HARDWARE / CARIS HARDV	194085 SHACKLES FOR PLAYGROUND SWING	04/09/2025	04/09/2025	22.79
01-1635-7341	000100 MCNAUGHTON HOME HARDWARE CENTRE	K78701 ARENA/BALL DIAMOND/GARDENING	04/15/2025	04/15/2025	190.52
Account Total					253.96
01-1635-7343	000279 BMO BANK OF MONTREAL	0502677-2504 BASE FIXTURES-BALL DIAMOND	04/14/2025	04/14/2025	1,243.19
01-1635-7343	003063 ACE COUNTRY & GARDEN / 1040721 ONTARIO	182775 TAGS FOR BALL DIAMOND BASE	04/15/2025	04/15/2025	11.30
01-1635-7343	003063 ACE COUNTRY & GARDEN / 1040721 ONTARIO	183206 LIME FOR BALL DIAMONDS	04/02/2025	04/02/2025	1,118.02
01-1635-7343	003455 RILEY SPORTS	21643 NEW BALL DIAMOND CHALKER	04/25/2025	04/25/2025	604.55
01-1635-7343	000100 MCNAUGHTON HOME HARDWARE CENTRE	K78701 ARENA/BALL DIAMOND/GARDENING	04/15/2025	04/15/2025	79.09
Account Total					3,056.15
01-1635-7372	000279 BMO BANK OF MONTREAL	0502677-2504 PROPANE FOR ICE EDGER	04/14/2025	04/14/2025	26.00
01-1635-7372	002206 HARDY SERVICE	49362 OLYMPIA REPAIR	04/08/2025	04/08/2025	2,258.62
01-1635-7372	000177 NELLA CUTLERY	IN2456020 ICE RESURFACING BLADE SHARPEN	04/15/2025	04/15/2025	79.10
Account Total					2,363.72
01-1635-7383	002841 KERN WATER SYSTEMS INC.	175960 BAR ICE	04/25/2025	04/25/2025	185.50
01-1635-7384	000048 WATFORD HOME HARDWARE / CARIS HARDV	193966 KITCHEN SUPP/PAINT-BIRDHOUSES	04/04/2025	04/04/2025	186.14

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Department Total					11,940.17
<b>ALVINSTON LIBRARY</b>					
01-1641-7340	003364 R & C CLEANING	MAR25 CLEANING	04/09/2025	04/09/2025	700.00
Department Total					700.00
<b>PLANNING &amp; ZONING</b>					
01-1810-7101	000032 HILLS, RANDY	APRIL 2025 COA	04/25/2025	04/25/2025	106.00
01-1810-7101	003114 SAWYER, CHRISTA	APRIL 2025 COA	04/25/2025	04/25/2025	106.00
01-1810-7101	003520 MCGUGAN, KEN	APRIL 2025 COA	04/25/2025	04/25/2025	106.00
Account Total					318.00
Department Total					318.00
<b>AGRICULTURE &amp; REFORESTATION</b>					
01-1840-7455	000113 R DOBBIN ENGINEERING INC	60.25 DRAINAGE SUPERINTENDENT	04/14/2025	04/14/2025	2,801.00
Department Total					2,801.00
<b>TILE DRAINAGE</b>					
01-1850-7210	000279 BMO BANK OF MONTREAL	0502677-2504 MINISTER OF FINANCE	04/14/2025	04/14/2025	677.95
01-1850-7710	000279 BMO BANK OF MONTREAL	0502677-2504 MINISTER OF FINANCE	04/14/2025	04/14/2025	2,582.88
Department Total					3,260.83
<b>ADMINISTRATION</b>					
20-0250-8050	002215 KEYSTONE TECHNOLOGIES LTD.	22632 NEW DESKTOP COMPUTERS	04/08/2025	04/08/2025	9,983.37
Department Total					9,983.37
<b>BROOKE FIRE - ALVINSTON STATION</b>					
20-0411-8050	003639 MES CANADA INC	IN2214567 EXTRICATION TOOLS	04/16/2025	04/16/2025	69,082.55
20-0411-8051	002823 KT EXCAVATING	INV-1228 SEA CAN PROJECT GRADING	04/25/2025	04/25/2025	7,706.60
Department Total					76,789.15
<b>MAJOR CULVERT REPLACEMENTS</b>					
20-0513-7401	000101 B.M. ROSS AND ASSOCIATES LIMITED	28759 ENG. FOR STRUCTURE 25	04/10/2025	04/10/2025	14,272.14

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Department Total					14,272.14
<b>COMMUNITY CENTRE</b>					
20-1635-8014	000167 BLACK & MCDONALD LIMITED	43-1768826 CHILLER	04/14/2025	04/14/2025	53,898.74
Department Total					53,898.74
<b>MUNICIPAL DRAINS - CONSTRUCTION</b>					
20-2800-7401	000286 ROBINSON FARM DRAINAGE LTD.	4338 CRANG DRAIN	04/08/2025	04/08/2025	26,347.08
Department Total					26,347.08
<b>MUNICIPAL DRAINS - MAINTENANCE</b>					
20-2900-7401	002823 KT EXCAVATING	INV-1222 WILCOX DRAIN REPAIR	04/08/2025	04/08/2025	519.80
20-2900-7401	002823 KT EXCAVATING	INV-1231 STRAATMAN DRAIN	04/25/2025	04/25/2025	922.08
20-2900-7401	000044 TOWNSHIP OF ENNISKILLEN	IVC05123 DURHAM CREEK DRAIN	04/25/2025	04/25/2025	10,602.95
Account Total					12,044.83
Department Total					12,044.83
Total Paid Invoices					362,984.94
Total Unpaid Invoices					-618.75
Total Invoices					362,366.19

## Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 04/01/2025 to 04/30/2025 Paid Invoices Cheque Date 04/01/2025 to 04/30/2025

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

01-0000	ASSETS & LIABILITIES	34,752.29
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	245.55
01-0241	COUNCIL SUPPORT	1,590.97
01-0250	CORPORATE MANAGEMENT	8,500.14
01-0411	FIRE STATION - ALVINSTON	7,740.82
01-0420	POLICE	33,125.00
01-0440	PROTECTIVE INSPECTION & CONTROL	5,316.63
01-0450	EMERGENCY MEASURES	33.00
01-0501	RP - PATCHING COLD/HOT MIX	7,040.62
01-0531	RB/C - CULVERT R & M	960.50
01-0551	RT&M - INTERSECTION LIGHTING	21.00
01-0560	PUBLIC WORKS - OVERHEAD	15,082.62
01-0601	2006 STERLING PSD	226.19
01-0603	2011 INTERNATIONAL	226.19
01-0604	2018 WESTERN STAR	689.07
01-0610	1997 CAT GRADER	318.24
01-0611	2021 - CAT 150-15AWD GRADER	448.53
01-0621	2021 Dodge RAM 4 x 4 pickup	336.68
01-0622	2019 FORD 4x4 PICKUP	336.68
01-0631	CAT BACKHOE	160.57
01-0751	STREET LIGHTING - ALVINSTON	1,319.70
01-0752	STREET LIGHTING - INWOOD	587.54
01-0810	SANITARY SEWER SYSTEM	13,900.11
01-0811	INWOOD SEWER SYSTEM	50.00
01-0830	WATERWORKS SYSTEM	9,290.83
01-0840	WASTE COLLECTION	7,687.50
01-0860	RECYCLING	448.91
01-1635	ALVINSTON COMMUNITY CENTRE	11,940.17
01-1641	ALVINSTON LIBRARY	700.00
01-1810	PLANNING & ZONING	318.00
01-1840	AGRICULTURE & REFORESTATION	2,801.00
01-1850	TILE DRAINAGE	3,260.83
20-0250	ADMINISTRATION	9,983.37
20-0411	BROOKE FIRE - ALVINSTON STATION	76,789.15
20-0513	MAJOR CULVERT REPLACEMENTS	14,272.14
20-1635	COMMUNITY CENTRE	53,898.74
20-2800	MUNICIPAL DRAINS - CONSTRUCTION	26,347.08
20-2900	MUNICIPAL DRAINS - MAINTENANCE	12,044.83
Report Total		362,366.19



## Council Staff Report

**To:** Mayor Ferguson and members of council  
**Subject:** BAICCC Playground slide  
**Meeting:** Council - 08 May 2025  
**Department:** Parks and Recreation  
**Staff Contact:** Greg Thornicroft, Parks & Recreation Manager

### Recommendation:

**That Council accept the quote from Active Playground Equipment (APE) for the slide replacement at BAICCC playground.**

### Background:

Over the Easter weekend, a youth damaged the slide by jumping on it and cracked it beyond repair. Video surveillance was able to capture the minor and the incident was reported to the OPP, in which they went and spoke with the individual and the parents. Charges will not be pressed. I contacted APE to obtain pricing for a replacement.

At the April 24th Council meeting, Council requested to seek out alternative pricing. Upon further conversation with APE, we are unable to purchase directly through the manufacturing company. Of the other playground suppliers, their products will not mate up with the current equipment we have. Two (2) quotes are attached for supply only, and supply and install. The slide has since been removed.

### Comments:

The slide should be replaced asap as the wait time for delivery is 4-6 weeks or longer if not in stock. That will take us into June, possibly early July before being able to have the replacement. Without the presence of the slide, it takes away the main feature of the playground structure, and with multiple events here over the duration of the summer months, it will leave a void for young children to actively be entertained, not to mention the amount of complaints from park users and rate payers.

### Financial Considerations:

That the funds for the replacement slide be used from the Parks & Recreation budget



THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON  
BY-LAW NUMBER xx of 2025

A BY-LAW TO REGULATE OUTDOOR PATIOS

WHEREAS the Municipality of Brooke-Alvinston is desirous of entering into an agreement with Jamie & Vickie Armstrong (Armor’s Ale House);

AND WHEREAS Section 8(3) of the Municipal Act 2001, c. 25 SO 2001, as amended, provides that a municipality may establish by-laws respecting matters which regulate or prohibit respecting a matter;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Brooke-Alvinston enacts as follows:

- 1. That the said Agreement attached as Schedule “A” to this By-law be hereby accepted.
- 2. That the Mayor and Clerk Administrator are hereby authorized to execute this Municipal Agreement
- 3. That this by-law shall take effect on the passing thereof.

Read a first, second and third time and finally passed this xxth day of April, 2025

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk Administrator

**AGREEMENT FOR A SIDEWALK LEASE AGREEMENT  
3225 / 3227 River Street**

**This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 2025**

Between Jamie & Vickie Armstrong (Armor's Ale House)  
(hereinafter referred to as the 'Lessee')

And THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON  
(hereinafter referred to as the 'Municipality')

WHEREAS the Municipal Act, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Municipal Act, as amended, provides that Section 8 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Lessee is the owner of lands identified as 3225 /3227 River Street., hereafter referred to as the 'Owners Lands', and more particularly described as: Armor's Ale House;

AND WHEREAS the Municipality wishes to enter into a Sidewalk Lease Agreement with Armor's Ale House respecting the use of a portion of the sidewalk/road allowance/boulevard in proximity to 3225 / 3227 River Street, Alvinston, ON;

NOW THEREFORE the parties agree as follows:

1. The leased area shall be used on a seasonal basis during the period commencing April 15<sup>th</sup> to October 31<sup>st</sup>, inclusive.
2. The term of this agreement shall be:

April 15, 2025-October 31, 2025  
April 15, 2026-October 31, 2026  
April 15, 2027-October 31, 2027
3. At all times when the patio is not in operation during the period November 1st to March 31st, inclusive, the sidewalk is required to be cleared so that snow removal operations are not impeded in any way.
4. The fullest possible free and clear pedestrian movement shall be provided.
5. AODA requirements for patios (outlined in Appendix A to this agreement) shall be followed. The patio may be subject to inspections for compliance.
6. The establishment shall not be conducted in a noisy manner such as to interfere with other businesses or obstruct pedestrians, and shall be subject to closure daily at 1 a.m.
7. The lessee shall abide by all provisions of the Smoke Free Ontario Act
8. Reflective markings shall be adhered to the outside of the patio walls for visibility
9. Where the proposed use of the leased sidewalk is for a licensed patio / café, the regulations prescribed by the Alcohol and Gaming Commission of Ontario shall be adhered to unless otherwise stipulated by Council. The revocation of any

sidewalk patio lease agreement shall be enforced after any breach of the liquor laws of Ontario.

#### **10. All Risks Property Insurance**

All risks (including sewer damage, flood and earthquake) property insurance in an amount equal to the full replacement cost of property of every description and kind owned by the Tenant or for which the Tenant is legally responsible, and which is located on or about the Demised Premises, including, without limitation, anything in the nature of a leasehold improvement;

#### **Commercial General Liability Insurance**

The Lessee shall, at their expense obtain and keep in force during the term of the Lease, Commercial General Liability Insurance satisfactory to the Municipality and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily Injury, Property Damage and Personal Injury and shall include but not be limited to:

- A limit of liability of not less than \$ 5 million/occurrence with an aggregate of not less than \$5 Million
- Add the Municipality as an additional insured with respect to the operations of the Named Insured
- The policy shall contain a provision for cross liability and severability of interest in respect of the Named Insured
- Non-owned automobile coverage with a limit not less than \$5 Million and shall include contractual non-owned coverage (SEF 96)
- Products and completed operations coverage
- Broad Form Property Damage
- Contractual Liability
- Hostile fire
- The policy shall provide 30 days prior notice of cancellation

11. The Lessee shall defend, indemnify and save harmless the Municipality of Brooke-Alvinston, its elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited 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, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the Lessee, its directors, officers, employees, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this Contract. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the Lessee in accordance with this Agreement and shall survive this Agreement.

12. The Lessee agrees to defend, indemnify and save harmless the Municipality of Brooke-Alvinston from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever arising out of or related to the Lessee's status with WSIB. This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by the Lessee in accordance with this Agreement, and shall survive this Agreement.

13. Any construction work that is undertaken shall be in accordance with the Ontario Building Code and a Building Permit may be obtained if required. Any leasehold improvements permitted in the approved plan shall be done under the supervision and to the satisfaction of the Municipality and shall be maintained by

the Lessee at the Owner's sole risk and expense to the satisfaction of the Municipality.

14. The Municipality shall be granted the power to terminate the lease within fifteen (15) days written notice should the property be required for municipal purposes upon reasonable grounds or if the lessee fails to comply with the terms of the lease.
15. In the event of a default by the Lessee or its assigns in the provision or maintenance of any of the matters and things required to be done by the Lessee pursuant to this Agreement, the municipality may, at the expense of the Lessee, send a notice in writing to the Lessee which notice shall specify the default and the requirements to rectify such default. If the Lessee has not completed the rectification of any such default or has failed to take, in the opinion of the Corporation, sufficient action to do so within twenty-one (21) days of receiving such notice, then the Municipality may, at the expense of the Lessee, enter upon the lands and do all such matters and things as are in default. Any cost incurred by the Municipality shall be paid by the Lessee to the Municipality within thirty (30) days of the mailing of an invoice by the Municipality addressed to the then current owner of the Lessee lands as shown in the last revised assessment roll of the Municipality. In default of payment, such an amount referred to in this clause may be recovered by the Corporation in a like manner as taxes charge to the Owner's Lands pursuant to the provision of Section 427 of the Municipal Act, RSO, 2001 as amended.
16. The lessee agrees to pay \$750 yearly for the term of this lease agreement.
17. The lessee shall have the option to extend the term of this agreement for a period of three years upon delivery of written notice to the Municipality not later than the 30th day prior to the expiry of this agreement provided that the Municipality has not served notice on the lessee that the land will be required for municipal purposes. The terms and conditions of this agreement shall continue to apply during the extension and with approval of Council.
18. Tables, chairs and decorative accessories on patios that are used for the active selling of food or drink shall be placed a minimum distance of one meter from the curb line and ten centimeters from abutting properties.
19. The use of rain screens/curtains shall be in accordance with the following conditions:
  - a) the material shall be clear plastic or mesh screening only; no rigid materials shall be permitted;
  - b) rain screens/curtains shall only be permitted during rainy periods;
  - c) the period of operation shall be April 15 to October 31 of each year;
  - d) umbrellas are excluded from this provision,
20. The lessee agrees not to encumber the sidewalk surrounding the leased area in any way and specifically not to permit the placement of "sandwich board" signs, planters or extraneous advertising objects on the sidewalk or to allow bicycles to be affixed to or leaned against the sidewalk patio fence.
21. The planting of annuals, vines and container growth is encouraged and shall be removed at the end of the approved seasonal use period.
22. The lessee agrees to maintain the patio fence, especially the top rail, as well as the top surface of the curb along the widened sidewalk around the patio so as to provide greater visibility.
23. No patio operator shall fail to maintain the sidewalk leased as a patio and it shall be an offence to fail to clean the sidewalk required for the patio.

24. This Agreement shall ensure to the benefit of and be binding upon the parties herein and their respective heirs, executors, successors, administrators and assigns except where specifically excluded and all covenants and agreements herein contained, assumed by or imposed upon the Lessee are deemed to be covenants which run with and bind the Lessee’s lands.

<hr/>	<hr/>
Signature of Lessee	Signature of Lessee
 <hr/>	 <hr/>
Date	Date
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Signature of Mayor	Signature of Clerk
 <hr/>	 <hr/>
Date	Date

# Accessible Outdoor Public Use Eating Areas

Under the [Design of Public Spaces Standard](#) of the [AODA](#), cities and other organizations building or redeveloping outdoor public use eating areas must make those areas accessible to visitors with disabilities. Rules for accessible outdoor public use eating areas apply to [private organizations with fifty or more workers](#) and to all public sector organizations.

## Accessible Outdoor Public Use Eating Areas

Outdoor public use eating areas include picnic grounds and outdoor tables in public parks, hospitals, and universities. Outdoor food courts in resorts and amusement parks also need to be accessible. Organizations that build outdoor eating areas for public use must make at least twenty percent of their tables accessible. Furthermore, organizations with nine or fewer tables must make at least one table accessible.

### Minimum Requirements for Accessible Tables

The ground surface on the way to accessible tables must be firm and stable so that canes, crutches, or the wheels of mobility devices will not sink into it. Surfaces must also be level, without slopes. The same rules apply to the ground surface under accessible tables. Moreover, there must be room around tables for visitors using mobility devices to travel forward to their tables, instead of having to approach them without facing them. In addition, tables must have knee and toe clearance so that visitors using mobility devices such as wheelchairs or scooters can sit comfortably at the tables.