



AGENDA

Council Meeting

4:30 PM - Thursday, June 12, 2025
Municipal Office

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replacement items

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9. NEW BUSINESS

10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

- 12.1. By-law 26 of 2025 - Confirming By-law

13. ADJOURNMENT



MINUTES

Council Meeting

4:30 PM - Thursday, May 22, 2025
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, May 22, 2025, at 4:30 PM, in the Municipal Office, with the following members present:

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

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

Guests: Warwick Township Councillor Joe Manning

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Regular Council Meeting Minutes of May 8, 2025

RESOLUTION-2025-158

Councillor Jenny Redick made a motion that the minutes of the May 8th, 2025 meeting be approved as presented, without any error or omission. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) Court of Revision: Logan Drain (Warwick Rep: Councillor Joe Manning)

There were no assessed owners present.

RESOLUTION-2025-159

Councillor Craig Sanders made a motion that the Court of Revision on the Logan Drain be opened. Councillor Don McCabe seconded the motion.

Carried

RESOLUTION-2025-160

Deputy Mayor Frank Nemcek made a motion that Councillor Sanders, Councillor Nemcek and Warwick Councillor Joe Manning be appointed to the Court of Revision on the Logan Drain. Councillor Craig Sanders seconded the motion.

Carried

- b) Brooke-Alvinston-Watford Fall Fair Ambassador Presentation

Courtney McKellar was present virtually to speak to Council. She spoke of the Ambassador Program including why she ran, the benefits of being an Ambassador and her commitment to the Community when in the role.

6 CORRESPONDENCE

- a) Municipal Information

RESOLUTION-2025-161

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

Carried

- b) LGPSB Policed Communities

RESOLUTION-2025-162

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston request 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, implementation of recommendations from the Solicitor General's audit 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

That this motion be forwarded to all municipalities in Ontario with OPP policing, AMO, the Solicitor General of Ontario Michael Kerzner, MPP Bob Bailey and Premier Doug Ford. Councillor Don McCabe seconded the motion.

Carried

- c) Municipality of Chatham-Kent - Bill 5

RESOLUTION-2025-163

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports the request from the Municipality of Chatham-Kent to oppose Bill 5. Councillor Jenny Redick seconded the motion.

Carried

- d) Town of Cobourg - Ontario Works Financial Assistance Rates

RESOLUTION-2025-164

Councillor Jenny Redick made a motion that the Municipality of Brooke-Alvinston supports the request from the Town of Cobourg to call on the Provincial Government to increase Ontario Works rates to match the ODSP rate increases that already been made and be indexed to inflation; commit to ongoing cost of living increases above and beyond the rate of inflation to make up for the years they were frozen. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- e) Town of Blue Mountains - Craft Cider

RESOLUTION-2025-165

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports the request from the Town of Blue Mountains in urging the Province of Ontario to review and amend the current tax regulations to align the tax rate of craft cider with that of craft beer, therefore fostering a more balanced and supportive environment for local cider producers. Councillor Don McCabe seconded the motion.

Carried

- f) Bluewater Power

RESOLUTION-2025-166

Councillor Craig Sanders made a motion that that the Clerk and Mayor be appointed as Directors to the Bluewater Power Distribution Corporation and its affiliates and authorizes the Clerk and Mayor to sign the appropriate circulated resolution. Councillor Don McCabe seconded the motion.

Carried

7 STAFF REPORTS

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

RESOLUTION-2025-167

Councillor Jenny Redick made a motion that the drain maintenance request for the Foster Drain be forwarded to the Drainage Superintendent with the power to act. Councillor Don McCabe seconded the motion.

Carried

- b) **Drainage Superintendent's Report:** Hair Drain Maintenance Tender Results

RESOLUTION-2025-168

Councillor Jenny Redick made a motion that the low tender submitted by H.E. Construction in the amount of \$16,013.57 be (including HST) be accepted. Councillor Craig Sanders seconded the motion.

Carried

- c) Drainage Superintendent's Report - Hazen Drain Maintenance Tender Results

RESOLUTION-2025-169

Councillor Craig Sanders made a motion that the low tender submitted by JLN Excavating in the amount of \$11,099.71 (including HST) be accepted. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) **Treasurer's Report:** By-law to Adopt the Municipality's 2025 Tax Rates

RESOLUTION-2025-170

Councillor Jenny Redick made a motion that Council pass the By-Law to provide for the adoption of the 2025 tax rates for the Municipality of Brooke-Alvinston. Councillor Craig Sanders seconded the motion.

Carried

- e) **Treasurer's Report:** Water and Wastewater Rate Analysis and Rate Bylaw

RESOLUTION-2025-171

Councillor Craig Sanders made a motion that Council approve the projected rate increases for our Water and Wastewater Systems to be sustainable and pass the related By-law for these increases. Councillor Jenny Redick seconded the motion.

Carried

- f) **Treasurer's Report:** Alvinston Drinking Water System Financial Plan

RESOLUTION-2025-172

Councillor Jenny Redick made a motion that Council approve the Alvinston Drinking Water System Financial Plan for submission with the Water Licence renewal as required by the Ministry of Environment Conservation and Parks. Councillor Craig Sanders seconded the motion.

Carried

- g) **Clerk Administrator's Report:** Request from Optimist Club - Tanner Redick Memorial Ball Tournament

Councillor Redick declared a conflict of interest as she is the organizer of the event.

RESOLUTION-2025-173

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston declares the Tanner Redick Memorial Ball Tournament being held July 24-27, 2025 as an event of municipal significance and acknowledges that the Alvinston Optimist Club will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex / Pavilion / Grounds at 3310 Walnut Street; and that the Council of the Municipality of Brooke-Alvinston waive section 3.9 of By-law 37 of 2021 to allow noise to extend to 2 a.m. during the 2025 Memorial Tournament. Deputy Mayor Frank Nemcek seconded the motion.

Carried

8 BY-LAWS

- a) By-law 17 of 2025 - 12-13 Sideroad Drain - third & final reading

RESOLUTION-2025-174

Councillor Jenny Redick made a motion that By-law 17 of 2025 be read a third and final time and finally passed this 22nd day of May, 2025 Deputy Mayor Frank Nemcek seconded the motion.

Carried

- b) By-law 22 of 2025 - Tax Rate By-law

RESOLUTION-2025-175

Councillor Jenny Redick made a motion that By-law 22 of 2025 be read a first, second and third time and finally passed this 22nd day of May, 2025 Councillor Craig Sanders seconded the motion.

Carried

- c) By-law 23 of 2025 - Water & Wastewater Fees

RESOLUTION-2025-176

Councillor Craig Sanders made a motion that By-law 23 of 2025 be read a first, second and third time and finally passed this 22nd day of May, 2025 Deputy Mayor Frank Nemcek seconded the motion.

Carried

9 NEW BUSINESS

- a) Upcoming Meetings:
May 29th @ 4:30 pm - Venfor Inc.
June 19 @ 4:30 pm - Plan of Subdivision review (Schouten)
- b) The Mayor announced that the Alvinston Optimist Clubs application to the Alix

Foundation in the amount of \$65,000 for court resurfacing and lighting at the BAICCC was approved.

- c) Councillor Nemcek noted the work done in Inwood by the Inwood 150th Committee to paint the fence and picnic tables at the ballpark in Inwood.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2025-177

Deputy Mayor Frank Nemcek made a motion that By-law 24 of 2025 be read a first, second and third time and finally passed this 22nd day of May, 2025
Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

Councillor Sanders made a motion to adjourn the meeting at 5:20 p.m.

Clerk-Administrator

Mayor



MINUTES

Council Meeting

4:30 PM - Thursday, May 29, 2025
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, May 29, 2025, at 4:30 PM, in the Municipal Office, with the following members present:

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

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, and Public Works Superintendent Jamie Butler

Regrets:

1 CALL TO ORDER

The Mayor called the meeting to order at 4:30 p.m. Venfor Inc. representatives present were Peter Budd and Dr. Jim Salmon.

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 DELEGATIONS & TIMED EVENTS

The Mayor welcomed Mr. Budd and Mr. Salmon to the meeting to provide to Council the project briefing.

The Mayor noted that the meeting was for information only and was not to be considered to be the mandatory public meeting under Ontario Regulation 359/09.

a) Venfor Strathroy Corp (Peter Budd & Dr. Jim Salmon)

The two presenters reviewed the written briefing provided to Council with additional comments on:

- projected electricity needs in Ontario
- IESO guidelines and process in filing a project
- Anticipated MW / year (anticipated 3.5 MW / machine capability is 6-8 MW); it was noted that 300MW = \$300k / year
- Tower height to tip is 200m
- Neighbour incentives (\$1k/year if signed but not selected)
- MDS setbacks from turbines for new barn builds
- Fire safety
- Proposed purchaser of project - several options including Canadian
- Other alternative energy alternatives and capacities were discussed

4 CLOSED SESSION

a) Section 239(2): personal matters about an identifiable individual(s).

RESOLUTION-2025-178

Councillor Jenny Redick made a motion that Council move into closed session to discuss personal matters about an identifiable individual(s). Councillor Craig Sanders seconded the motion.

Carried

5 RISE AND REPORT

The Clerk Administrator provided the Rise and Report. She noted that a closed session was held to discuss personal matters about an identifiable individual including employees. There was no direction provided at this time.

6 BY-LAWS

a) Confirming By-law

RESOLUTION-2025-179

Councillor Craig Sanders made a motion that By-law 25 of 2025 be read a first, second and third time and finally passed this 29th day of May, 2025. Councillor Jenny Redick seconded the motion.

Carried

7 ADJOURNMENT

Councilor Nemcek made a motion to adjourn the meeting at 6:20 p.m..

Clerk-Administrator

Mayor

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF MEETING on the **Kennedy Drain**

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

Dear Sir/Madam:

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

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

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

Kennedy Drain
on
Tuesday, June 17th, 2025
9:00 a.m.

Meeting Location: Ebenezer Road South of Petrolia Line where the drain crosses

Dated the 2nd day of June, 2025

Janet Denkers
Clerk-Administrator

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

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF MEETING on the **12-13 Sideroad Drain**

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

Dear Sir/Madam:

You are hereby notified that the Drainage Superintendent and Engineer will be present for a maintenance meeting for the **12-13 Sideroad Drain** in accordance with Section 74 of the Drainage Act.

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

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

12-13 Sideroad Drain
on
Tuesday, June 17th, 2025
10:15 a.m.

Meeting Location: Ebenezer Road and Shiloh Line Intersection

Dated the 2nd day of June, 2025

Janet Denkers
Clerk-Administrator

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

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF MEETING on the **Moffatt Lucas Drain**

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

Dear Sir/Madam:

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

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

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

Moffatt Lucas Drain
on
Tuesday, June 17th, 2025
11:30 a.m.

**Meeting Location: Bush Line between Ebenezer Road and Little
Ireland where the drain crosses**

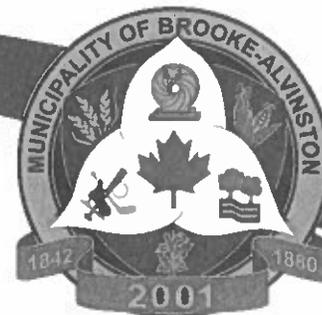
Dated the 2nd day of June, 2025

Janet Denkers
Clerk-Administrator

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

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

Phone: 519.898.2173
Fax: 519.898.5653



NOTICE OF MEETING on the **McKellar-Werden Drain**

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

Dear Sir/Madam:

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

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

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

McKellar-Werden Drain

on

Tuesday, June 17th, 2025

1:00 p.m.

**Meeting Location: Nauvoo Road where the drain crosses
(turn page over for map)**

Dated the 2nd day of June, 2025

Janet Denkers
Clerk-Administrator

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



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
Petrolia, Ontario
N0N 1R0
Phone (519) 882-2490
Fax (519) 882-3335

Duncan McTavish
Administrator-Clerk/Treasurer

NOTICE OF DRAINAGE WORKS

THE DRAINAGE ACT, 1990, CHAPTER D 17, SECTION 41(1)

MUNICIPALITY OF THE TOWNSHIP OF ENNISKILLEN

DEAR SIR/MADAM:

You are hereby notified that the Council of the Township of Enniskillen has **convened a meeting to consider the Cameron Drain & Old Cameron Outlet Preliminary Drainage report.**

The Council of the Township of Enniskillen will meet at the Enniskillen Township Council Chambers on **Monday, July 7th, 2025 at 5:00 p.m.** when the said report will be considered.

Dated this 4th day of June, 2025



Duncan McTavish
Administrator-Clerk
Twp. of Enniskillen

The Council of the initiating municipality at the meeting mentioned in section 41 shall consider the report, and where the drainage works is requested on petition, shall give an opportunity to any person who has signed the petition to withdraw from it by putting his withdrawal in writing, signing it and filing it with the Clerk, and shall also give those present owning lands within the area requiring drainage who have not signed the petition an opportunity to do so, and should any of the lands or roads owned by the municipality within the area requiring drainage as described in the petition be assessed, the Council may by resolution, authorize the head of the municipality to sign the petition for the municipality, and such signature counts as that of one person in favour of the petition.
Section 42.





Public Works Department
789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0

Telephone: 519-845-0801
Toll-free: 1-866-324-6912
Fax: 519-845-3872

Date: May 22, 2025

NOTICE OF CONSTRUCTION

Attention: Residents/Business Owners

**Re: Road Rehabilitation Adjacent to Your Property
County Road 79 (Nauvoo Road) from Lasalle Line to the south limit of the
Town of Watford.**

The County of Lambton will be commencing with extensive road improvements in the vicinity of your residence/business. This work will consist of shoulder gravel removal, curb and gutter removal and replacement, surface asphalt removal, road recycling operations followed by paving operations and then placement of new granular shoulder material (County Forces).

Green Infrastructure Partners (GIP) was awarded the contract and is the general contractor for this work. GIP has advised the County that they intend to commence the Recycling Operations the week of June 2, 2025. This project is expected to be completed (paved and painted) within 2 months of the actual start date (weather permitting).

Upon completion of the recycling operations, the recycled material must be allowed to cure prior to paving of the new surface asphalt. This may result in a period of inactivity between processes but is necessary and anticipated within the overall scope of this work. Paving operations are expected to commence within three weeks of the completion of the road recycling (weather permitting).

These operations will require temporary lane closures on a daily basis while curb, milling, recycling, paving and shouldering work is being completed. All lanes will be open when work is not taking place. **Please be careful when driving within the construction limits. Speed limits will be reduced until the project is completed and new shoulder gravel is in place.**

Please be aware that at times it may be difficult to access your property, but we will do everything possible to minimize the inconvenience.

If you have any questions or comments, please do not hesitate to contact the undersigned. We appreciate your cooperation and patience regarding this project.

Sincerely,

Glen Millar, P.Eng
Construction Supervisor, Public Works
(519) 845-0801 ext. 5311 or (519) 381-5288

www.lambtononline.ca





Public Works Department
789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0

Telephone: 519-845-0801
Toll-free: 1-866-324-6912
Fax: 519-845-3872

Date: May 22, 2025

NOTICE OF CONSTRUCTION

Attention: Residents/Business Owners

**Re: Road Rehabilitation:
County Road 4 (Petrolia Line) from 500m West of County Road 8 (Forest Road) to Little Ireland Road. Including 250m of County Road 8 (Forest Road) from County Road 4 Northward.**

The County of Lambton will be commencing with extensive road improvements in the vicinity of your residence/business. This work will consist of, surface asphalt removals, recycling operations followed by paving operations and then placement of new granular shoulder material (County Forces).

Green Infrastructure Partners (GIP) was awarded the contract and is the general contractor for this work. GIP has advised the County that they intend to commence the Recycling Operations the week of June 9, 2025. This project is expected to be completed (paved and painted) within 2 months of the actual start date (weather permitting).

Upon completion of the recycling operations, the recycled material must be allowed to cure prior to paving of the new surface asphalt. This may result in a period of inactivity between processes but is necessary and anticipated within the overall scope of this work.

These operations will require temporary lane closures on a daily basis while milling, recycling, paving and shouldering work is being completed. All lanes will be open when work is not taking place. **Please be careful when driving within the construction limits. Speed limits will be reduced until the project is completed and new shoulder gravel is in place.**

Please be aware that at times it may be difficult to access your property, but we will do everything possible to minimize the inconvenience.

If you have any questions or comments, please do not hesitate to contact the undersigned. We appreciate your cooperation and patience regarding this project.

Sincerely,

Glen Millar, P.Eng
Construction Supervisor, Public Works
(519) 845-0801 ext. 5311 or (519) 381-5288

www.lambtononline.ca



Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Crime Prevention and Community Support
Bureau**
**Bureau de la prévention du crime et du
soutien communautaire**

777 Memorial Ave.
Orillia ON L3V 7V3

777, av. Memorial
Orillia ON L3V 7V3

Tel: 705 329-7680
Fax: 705 329-7593

Tél. : 705 329-7680
Télééc. : 705 329-7593

File Reference: 4000 - GOV

Date: June 6, 2025

The Municipality of Brooke - Alvinston
P.O. Box 28
3236 River Street
Alvinston, ON
N0N 1A0

Dear Chief Administrative Officer:

Re: 2026 Municipal Policing Billing Statement Property Count

Please find below your municipal property count that has been provided to the OPP by the Municipal Property Assessment Corporation (MPAC).

The property count data is based on the 2024 Assessment Roll data delivered by MPAC to municipalities for the 2025 tax year with adjustments based on the requirements defined in O. Reg. 413/23 of the Community Safety and Policing Act (CSPA). The property counts will be used by the OPP to help determine policing costs in the 2026 Annual Billing Statements.

Municipality	Household	Commercial & Industrial	Property Count
Brooke-Alvinston M	1060	58	1118

The Household count is reflected in your 2024 Year-end Analysis Report 5 (Household count), which you receive annually from MPAC, with adjustments to exclude Canadian Force Base (CFB) counts and timeshare units. The Commercial and Industrial counts reflect properties having designated Realty Tax Class and Realty Tax Qualifiers (RTC/RTQ) while excluding properties with structures such as towers, billboards, wind turbines, solar panels, oil or gas wells, international bridges or international tunnels. Please find the specific details on <http://www.opp.ca/billingmodel> (search for Property Count Definition document).

Please review the count for your municipality, considering the requirements defined in O. Reg 413/23, and if you continue to have any questions or concerns about your count, please contact your local MPAC Account Manager Municipal and Stakeholder Relations within 60 days from the issue date on this letter.

Any error in the 2024 year-end municipal property count determined as a result of your review, will be confirmed through MPAC and your 2026 billing will be adjusted for the applicable changes.

Yours truly,

Kenneth Kee, Inspector
Municipal Policing Unit
Crime Prevention & Community Support Bureau

Ministry of the Solicitor General

Ministère du Solliciteur général

Office of the Deputy Solicitor General
Community SafetyBureau du sous-solliciteur général
Sécurité communautaire25 Grosvenor Street, 11th Floor
Toronto ON M7A 1Y6
Tel: 416-326-5060
Fax: 416-327-046925, rue Grosvenor, 11^e étage
Toronto ON M7A 1Y6
Tél. : 416-326-5060
Télec. : 416-327-0469

DATE: May 21, 2025

MEMORANDUM TO: CAOs and Mayors from Municipalities Billed under O. Reg. 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police

FROM: Mario Di Tommaso
Deputy Solicitor General, Community Safety

SUBJECT: Ontario Provincial Policing (OPP) Cost Recovery Model Review and June 2025 Webinars

In Fall 2024, the Solicitor General announced a commitment to review of the OPP cost recovery model as set out in O. Reg. 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police under the *Community Safety and Policing Act, 2019*.

The Ministry of the Solicitor General is pleased to announce that this review has been initiated. The ministry will be working with a third-party vendor to support an evidence-based review and analysis of the OPP cost recovery model.

The intent is for the review to be completed in time to inform the issuing of the 2026 annual billing statements and the approach going forward.

I would like to thank you for the extensive feedback you have shared with the ministry to date. This feedback is valuable in shaping the review.

We look forward to the opportunity for continued input from your municipalities. To achieve this goal, engagement webinars will take place in June 2025. More information regarding these webinars will follow as soon as possible. Your participation is encouraged to ensure that your perspectives are heard.

You can expect outreach in the coming weeks with details for the June webinars. Should you have any immediate questions, please reach out to Sheela Subramanian, Director, Community Safety and Intergovernmental Policy Branch at sheela.subramanian@ontario.ca

Thank you for your continued collaboration and future input.

A handwritten signature in black ink that reads "Mario Di Tommaso".

Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety
Ministry of the Solicitor General

Good afternoon,

Ontario is streamlining the approvals process for sewage or water distribution works that are altered by Metrolinx and other transit authorities and will be eventually transferred to municipal ownership. These changes will help get important transit projects built faster while maintaining environmental oversight.

Amendments have been made to regulations under the Environmental Protection Act (O. Reg. 208/19) and Safe Drinking Water Act (O. Reg. 172/03) that will allow Metrolinx and other transit authorities that are constructing or altering sewage or water distribution infrastructure that will transfer to a municipality to do so under the authority of a municipality's consolidated environmental approvals.

Metrolinx and other transit authorities will no longer need to obtain separate environmental permissions from the ministry for certain alterations to sewage or water distribution works, as the alterations will be pre-authorized under the municipality's consolidated linear infrastructure environmental compliance approval (CLI ECA) or drinking water works permit (DWWP). There must be an agreement in place between the transit authority and municipality and the works must be eventually transferred to municipal ownership for this new process to apply. As with the current requirements, any alterations would need to be completed in accordance with conditions of the municipality's CLI ECA or DWWP, including meeting ministry design standards.

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

The amendments to O. Reg. 208/19 and O. Reg. 172/03 came into effect on May 22, 2025.

More information about the decision is available on the Environmental Registry of Ontario: <https://ero.ontario.ca/notice/019-8728>

If you have any questions, please reach out to Aziz Ahmed, Manager- Municipal Water & Wastewater Permissions at Aziz.Ahmed@ontario.ca

Thank you,

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

Good afternoon,

Ontario is streamlining environmental permissions by creating smarter and more efficient environmental permissions processes that reduce unnecessary burden for businesses while protecting human health and the natural environment.

We have proceeded with amendments to Ontario Regulation 63/16 to move additional construction site dewatering activities to a registration-first approach by removing the volumetric restriction such that proponents would be required to self-register construction dewatering activities online on the Environmental Activity and Sector Registry (EASR) regardless of the volume of water taking, allowing them to start operations immediately without requiring a Permit to Take Water (PTTW) or an Environmental Compliance Approval (ECA).

The regulation continues to require environmentally protective measures such as monitoring plans, erosion and sediment control, and treatment measures that have been included in the reports to safeguard that the taking of water and subsequent discharge do not cause adverse effects.

Ontario Regulation 387/04 has been amended to exempt foundation drainage systems used primarily for residential purposes, for takings of up to 379,000 litres of water per day, from requiring approval or self-registration.

These amendments will streamline permissions for housing and infrastructure projects, enabling them to begin faster while reducing regulatory burden on businesses, developers, and municipalities. Reducing regulatory burden for housing and infrastructure projects also reduces regulatory process duplications, supports efforts to create much needed housing supply in Ontario, boosts the province's economy and supports job creation. Registered activities are required to comply with requirements set out in sector specific regulations to maintain environmental protection.

Both amendments will come into effect July 1, 2025.

More information about these changes is available on the [Environmental Registry of Ontario](#). If you are interested in attending a Fall training session, you may provide your contact details by visiting the Microsoft form at: <https://forms.office.com/r/N2xy3WhwJt>.

Until the regulation comes into effect, if you require a PTTW, we encourage you to apply for your permit through the environmental [permissions](#) on-line services. Please note that as of September 1, 2025, the ministry will require that all PTTW applications be submitted through this online application process.

If you require assistance setting up your online account, registering on the EASR, or applying for a permit, you can reach out to:

Ministry of the Environment, Conservation and Parks
Environmental Assessment and Permissions Division
Client Services and Permissions Branch

135 St. Clair Avenue West
Toronto, ON M4V 1L5
General Inquiry Telephone: 416-314-8001
Toll-free: 1-800-461-6290
E-mail: enviopermissions@ontario.ca

Thank you,

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

Ministry of Emergency Preparedness
and Response

25 Morton Shulman Ave, Toronto, ON
M3M 0B1

Ministre de la Protection civile et de
l'Intervention en cas d'urgence

25, av. Morton Shulman, Toronto (Ontario)
M3M 0B1



DATE: May 26, 2025

MEMORANDUM TO: Emergency Management Partners

FROM: Eric Everett
Acting Deputy Minister and Commissioner of Emergency
Management

SUBJECT: Re-introduction of proposed amendments to
modernize the *Emergency Management and Civil
Protection Act*

I am pleased to share an update on an important milestone in modernizing Ontario's legislative framework for emergency management.

On May 26, 2025, the government reintroduced the [Emergency Management Modernization Act, 2025, or Bill 25](#). The bill includes proposed amendments to the *Emergency Management and Civil Protection Act* (EMCPA) which aim to build a stronger and more resilient province now and in the future.

If passed, Schedule 1 of [Bill 25](#) would amend the EMCPA to enable a more effective, coordinated and comprehensive approach to provincial and community emergency management.

Specifically, proposed amendments to the EMCPA would:

- **Strengthen provincial leadership and coordination** by outlining the role of the Ministry of Emergency Preparedness and Response as the lead for emergency management in Ontario and Emergency Management Ontario as the one window for coordinating provincial emergency management activities.
- **Identify Ontario Corps** as a key provincial emergency management function that can be deployed to support communities across the province.
- **Support municipal emergency management** by recognizing the importance of community-led approaches and allowing flexibility for municipal emergency management programs based on needs and capacity.
- **Enhance clarity and accountability in emergency management** by outlining roles and responsibilities and clarifying processes for municipal declarations of emergency and requests for assistance.

**Ministry of Emergency Preparedness
and Response**

25 Morton Shulman Ave, Toronto, ON
M3M 0B1

**Ministre de la Protection civile et de
l'Intervention en cas d'urgence**

25, av. Morton Shulman, Toronto (Ontario)
M3M 0B1



These proposed changes build on actions to date and are informed by valuable feedback from partners, best practices in emergency management and lessons learned from past emergencies.

Next Steps

Enhancing Ontario's emergency management capacity is part of the government's plan to build a stronger and more resilient province with the necessary tools in place to ensure the safety and wellbeing of people across the province.

The Ministry of Emergency Preparedness and Response is committed to ongoing engagement with our partners to ensure we are effectively supporting our collective vision of a safe, practiced and prepared Ontario. If passed, the ministry intends to engage with partners on the phased implementation of the amendments, including to support regulatory development. This would include ongoing support and guidance on what would be needed to implement updates to emergency management programs and plans.

If you have any questions or comments on Bill 25, please contact the Strategic Policy and Governance Branch at EMOPolicy@ontario.ca.

Thank you again for your valued partnership.

Thank you,

A handwritten signature in black ink, appearing to read "Eric Everett".

Eric Everett
Acting Deputy Minister and Commissioner of Emergency Management
Ministry of Emergency Preparedness and Response

Ministry of Natural Resources

Development and Hazard Policy
Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Ministère des Richesses naturelles

Direction de la politique d'exploitation des
ressources et des risques naturels
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7

May 27, 2025

Subject: Reintroduction of the *Geologic Carbon Storage Act*

Hello,

Over the past three years, the Ministry of Natural Resources has been taking a measured and phased approach to enabling and regulating geologic carbon storage in Ontario. Carbon storage is new to the province, and developing a comprehensive framework to regulate this activity would help ensure that it is done responsibly, with measures in place to safeguard people and the environment.

Geologic carbon storage (further referred to as carbon storage) involves injecting captured carbon dioxide (CO₂) into deep geological formations for permanent storage. This technology could provide industries in Ontario with a critical tool for managing their emissions and contributing to the achievement of Ontario's emissions reduction targets.

On November 25, 2024, the Resource Management and Safety Act, 2024 was introduced in the Ontario legislature. This Act included a proposed *Geologic Carbon Storage Act*. The legislature was dissolved on January 28, 2025, and all incomplete business was terminated.

We are writing to notify you that today, the Bill was reintroduced in the legislature. The suite of proposed changes remains the same as what was introduced in November 2024, aside from a small number of administrative updates made to provide clarity.

The original proposal can be accessed through the Environmental Registry/Regulatory Registry: <https://ero.ontario.ca/notice/019-9299>.

If you would like more information or have any questions, please contact Andrew Ogilvie, Manager of Resources Development Section, at 705-761-5815 or through email: Resources.Development@ontario.ca.

Sincerely,



Jennifer Keyes
Director, Development and Hazard Policy Branch

Hello,

June is [Seniors Month](#) in Ontario – a time to acknowledge and recognize the amazing seniors in our lives across this province.

This year's theme, **Fit, Active and Healthy Seniors** highlights the importance of supporting our older adults through programs and initiatives that promote wellness, social engagement, and education. The investments being made help to protect seniors from the uncertainties created by Donald Trump's tariffs.

We all know seniors who inspire us, whether they are family, friends or colleagues. I encourage you to:

- Proclaim June as Seniors Month in your municipality.
- Use the provided materials (poster, sharables, factsheet and tip sheet) to celebrate our outstanding older adults.
- Host events like the [Senior of the Year Awards](#), or social gatherings.
- Share your celebrations including photos and videos on social media tagging our ministry and using the hashtag **#SeniorsMonth2025**:
 - X: [@SeniorsON](#), [@AinesON](#)
 - Facebook: [Seniors Ontario](#), [AinesOntario](#)
 - LinkedIn: [@Seniors and Accessibility](#)

For more information, visit ontario.ca/seniors or check out our updated [Guide to Programs and Services for Seniors in Ontario](#).

Thank you for your support and partnership in celebrating Ontario's seniors.

Sincerely,

Hon. Raymond Cho

Minister for Seniors and Accessibility



February 4, 2025

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

Via Email: premier@ontario.ca

Re: Northern Health Travel Grant Program

Council of the Town of LaSalle, at its Regular Meeting held Tuesday, January 28, 2025, passed the following resolution:

14/25

Moved by: Deputy Mayor Akpata
Seconded by: Councillor Renaud

Whereas the Northern Health Travel Grant program (the "Program") offers financial assistance to Northern Ontario residents who need to travel long distances for specialized medical services or procedures at a ministry funded health care facility;

And Whereas, the grants for this Program are based on the distance residents must travel to reach the nearest medical specialist or ministry funded healthcare facility;

And Whereas, residents must travel at least 100 kilometers one-way to access the nearest medical specialist or ministry-funded healthcare facility for services that are not available locally to qualify for the grant;

And Whereas, there are many occasions in which residents of Windsor-Essex County must travel at least 100 kilometers one way to access health care facilities or services that are not available locally; And Whereas, there are four primary children's hospitals across the province, located in London, Hamilton, Toronto and Ottawa, and none of these facilities are within 100 kilometers of Windsor-Essex County;

And Whereas, it has been reported that more than 5,000 times each year pediatric patients across Windsor-Essex County must drive to London Health Sciences Centre for treatment at its Children's Hospital, which places a financial strain on families and care-givers;

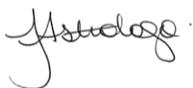
Now Therefore, the Town of LaSalle calls upon the Provincial Government and Ministry of Health to establish a grant system similar to the Northern Health Travel Grant program in Windsor-Essex County to provide support to the residents of Windsor-Essex County when they need to travel long distances for specialized medical services or procedures at ministry funded health care facilities;

And that, this motion be circulated to all municipalities for support, Premier Doug Ford, MPP Anthony Leardi, MPP Andrew Dowie, Minister of Health and Deputy Premier Ms. Sylvia Jones and all local municipalities.

Carried.

Please consider this letter as confirmation of the Town of LaSalle's support of the above matter.

Yours Truly,



Jennifer Astrologo
 Director of Council Services/Clerk
 Town of LaSalle
jastrologo@lasalle.ca

Cc: (via email)
 MPP Anothony Leardi Anthony.Leardi@pc.ola.org
 MPP Andrew Dowie Andrew.Dowie@pc.ola.org
 MPP Minister of Health and Deputy Premier Sylvia Jones sylvia.jones@pc.ola.org
 Association of Municipalities of Ontario resolutions@amo.on.ca
 All Ontario Municipalities



District of Parry Sound Municipal Association

c/o Township of McKellar, 701 Hwy 124 McKellar, ON P0G 1C0

President: Lynda Carleton Secretary-Treasurer: Karlee Britton

RE: Supporting Municipal Ethics Through Access and Education

The District of Parry Sound Municipal Association (DPSMA), representing the twenty-three Municipalities within the District of Parry Sound, held its Spring 2025 meeting on May 23, 2025, in the Municipality of Callander. At this meeting, the following resolution was carried:

Moved by: Kathy Hamer (Municipality of McDougall)

Seconded by: Daniel O'Halloran (Township of McMurrich Monteith)

Whereas democracy is an open process – one that requires ongoing engagement between citizens and their elected officials; and

Whereas ethics and integrity are at the core of public confidence in government and in the political process; and

Whereas proper policies and procedures protect the democratic process; and

Whereas sections 223.2 and 223.3, Municipal Act, 2001 state all municipalities are required to adopt a Code of Conduct for members of Council and to appoint an Integrity Commissioner; and

Whereas it is the role of the Integrity Commissioner to educate member of Council on the Councillor Code of Conduct policy as well as to investigate alleged breaches of the Code of Conduct, at the municipality's expense; and

Whereas there are many new elected officials each term of Council who need access to information and proper training in order to do the work effectively and responsibility; and

Whereas Municipal Affairs and the Ombudsman's Office are hesitant to give information, so there is nowhere to ask questions and learn; and

Whereas the only source of information is to pay for fee-for-service on a case-by-case basis from the Integrity Commissioner which is very cost-prohibitive for small municipalities; and

Whereas Council is expected to oversee the management of taxpayers money and taxpayers deserve to know where their tax dollars are being spent;

Now Therefore Be It Resolved That the District of Parry Sound Municipal Association calls upon the Ontario government to provide free access to information so that Councils can be effective in their role in our democratic system; and

Further That the DPSMA hereby requests that Municipal Affairs and/or the Ombudsman's Office and/or the Integrity Commissioner provide, if requested by a municipality, sufficient particulars of each investigation to permit the municipality to fully understand and address the subject matter of each investigation.

Further That this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Graydon Smith, MPP Parry Sound-Muskoka and to all Ontario Municipalities for support.

Forwarded on behalf of the District of Parry Sound Municipal Association; For questions and/or inquires, please contact:



Karlee Britton | Secretary-Treasurer
District of Parry Sound Municipal Association
clerk@mckellar.ca
(705) 389-2842 x4

cc:

Honourable Doug Ford, Premier of Ontario
Honourable Graydon Smith, MPP Parry Sound-Muskoka
Municipalities within the District of Parry Sound
All Ontario Municipalities

RECEIVED 1.
MAY 22 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 Chanyi 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:

extend tile drain down stream

Property Description: Lot NP29 Concession 11 Roll Number 120 050 054

911 address _____

Dated at the Municipality of Brooke-Alvinston this 22 day of May, 20 25

Craig
Name-please print

Name-please print

Sanders
Signature

Signature

Telephone# 

Email address: _____

Additional Comments if any:



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: OMAFRA Grant costs
Meeting: Council - 12 Jun 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the report on grant costs of employing a Drainage Superintendent be received and filed.

Background:

Annually the Municipality submits a grant to OMAFRA for the costs of employing a Drainage Superintendent. The amount submitted is calculated on anticipated work planned. The Municipality submitted \$25,185.60 for 2025. We received notice that we will be allocated a budget of \$16,244 for 2025.

Comments:

OMAFRA staff reviewed all of the submitted Notices of Intent for budget allocation for the 2025 drainage superintendent grants. Allocations were then subsequently approved based on a number of factors including previous years' actual payments. As a result, some municipalities/drainage superintendents may be allocated a reduced amount compared to the amount requested.

OMAFRA has had a fixed budget for Drainage Grants for years and has never allocated more money to the grant program for increased costs due to inflation, etc.

David Moores, our Drainage Superintendent, will investigate further at an upcoming conference and will report back should he learn more information.

Financial Considerations:

The amount allocated is approximately \$8,950 from what was budgeted.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Surplus Dwelling Extension-Oil Springs Line
Meeting: Council - 12 Jun 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston extend the use of the existing dwelling at 7874 Oil Springs Line by Christine McKinley for a 6 month period beginning June 1st while a new dwelling is being constructed.

Background:

A request has been submitted by Christine McKinley to request permission to live in the current home while a new home is constructed on the same property. The request was approved by Council in December 2023. An extension was requested in October 2024 to be granted until the Spring of 2025

Comments:

The house is currently being built after a slight delay and an extension is requested to complete the build and tear the existing down.

Financial Considerations:

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



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - May 2025
Meeting: Council - 12 Jun 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

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

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0498	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0625 JUNE 2025 RWAM	05/30/2025	05/30/2025	2.68
01-0000-0610	003647 HIEMSTRA CHARLES	Apr/25 Refund APRIL 2025 REFUND	05/14/2025	05/14/2025	741.00
01-0000-0610	003646 EYRE MICHAEL HAROLD	MAR/APR OVERPMNT REFUND	05/12/2025	05/12/2025	668.00
		Account Total			1,409.00
01-0000-1100	003217 MUN OF BROOKE-ALVINSTON - EFT	CANADA DAY STAMPS CANADA DAY STAMPS	05/12/2025	05/12/2025	140.12
01-0000-2295	003624 DIRECTOR FRO	PP # 10 - 2025 PP # 10 REMITTANCE	05/14/2025	05/14/2025	565.60
01-0000-2295	003624 DIRECTOR FRO	PP # 11	05/29/2025	05/29/2025	75.10
01-0000-2295	003594 RECEIVER GENERAL	PP 9-2025 PP 9-2025	05/15/2025	05/15/2025	179.21
		Account Total			819.91
01-0000-2426	003031 LAMBTON MEAT PRODUCTS / ALEND LTD.	12922 FOOD BANK PURCHASE	05/08/2025	05/08/2025	180.00
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	44-0525 FOOD BANK PURCHASE	05/08/2025	05/08/2025	216.33
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	46-0525 FOOD BANK DONATIONS	05/22/2025	05/22/2025	223.38
01-0000-2426	003561 BARESICH, ANGIE	MAY 2025 FOOD BANK PURCHASE	05/08/2025	05/08/2025	1,135.08
		Account Total			1,754.79
		Department Total			4,126.50
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	-425.00
		Department Total			-425.00
GOVERNANCE					
01-0240-7303	002598 FERGUSON, DAVID	MAY 2025 MAY & JUNE 2025 PHONE	05/27/2025	05/27/2025	60.00
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2505 FOODLAND - HISTORIAL SOCIETY	05/12/2025	05/12/2025	36.55
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2505 TILE DEBENTURE 2020-05 MOF	05/12/2025	05/12/2025	2,815.98
01-0240-7399	003530 SARNIA COMMUNITY FOUNDATION	1233 WOMEN OF EXCELLENCE - 4 TICKETS	05/06/2025	05/06/2025	240.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0240-7399	000161 MUNRO HONEY	77355 PROMOTION	05/07/2025	05/07/2025	93.75
01-0240-7399	003644 GUTHRIE PRESBYTERIAN CHURCH	CONCERT SUPPORT CONCERT SUPPORT	05/12/2025	05/12/2025	100.00
01-0240-7399	002408 DOUGLAS, JEANNETTE	MAY 2025 SENIORS ADVISORY	05/30/2025	05/30/2025	106.00
Account Total					3,392.28
01-0240-7420	003577 INTACT PUBLIC ENTITIES INC.	IN000029091 MVA DEDUCTIBLE	05/12/2025	05/12/2025	1,438.50
Department Total					4,890.78
COUNCIL SUPPORT					
01-0241-7117	003503 GREEN SHIELD CANADA	17775689 JUNE 2025	05/27/2025	05/27/2025	961.38
01-0241-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0625 JUNE 2025 RWAM	05/30/2025	05/30/2025	309.39
Account Total					1,270.77
01-0241-7150	003437 4S CONSULTING SERVICES INC.	4250886 H & S MAY/25 - APR/26	05/22/2025	05/22/2025	336.94
01-0241-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	106.92
01-0241-7325	002572 DENKERS, JANET	MAY 2025 EXPENSE/MILEAGE REIMBURSMENT	05/22/2025	05/22/2025	507.07
01-0241-7350	002572 DENKERS, JANET	MAY 2025 EXPENSE/MILEAGE REIMBURSMENT	05/22/2025	05/22/2025	212.40
01-0241-7399	000279 BMO BANK OF MONTREAL	0502677-2505 ARMORS - WORK LUNCH	05/12/2025	05/12/2025	56.55
Department Total					2,490.65
CORPORATE MANAGEMENT					
01-0250-7117	003503 GREEN SHIELD CANADA	17775689 JUNE 2025	05/27/2025	05/27/2025	2,906.30
01-0250-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0625 JUNE 2025 RWAM	05/30/2025	05/30/2025	518.95
Account Total					3,425.25
01-0250-7150	003437 4S CONSULTING SERVICES INC.	4250886 H & S MAY/25 - APR/26	05/22/2025	05/22/2025	561.57
01-0250-7301	000279 BMO BANK OF MONTREAL	0502677-2505 CDN TIRE - OFFICE SUPPLIES	05/12/2025	05/12/2025	45.19

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7301	000279	BMO BANK OF MONTREAL	0502677-2505 COSTCO - OFFICE SUPPLIES	05/12/2025	05/12/2025	29.37
01-0250-7301	000165	MANLEY'S BASICS	1166187 OFFICE SUPPLIES	05/07/2025	05/07/2025	9.20
01-0250-7301	000100	MCNAUGHTON HOME HARDWARE CENTRE	483262 HOT WATER TANK/ OFFICE WATER	05/27/2025	05/27/2025	7.38
01-0250-7301	000092	SPECIALTY RUBBER STAMPS	5654 RUBBER STAMP	05/07/2025	05/07/2025	47.45
Account Total						138.59
01-0250-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	59.48
01-0250-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	167.99
01-0250-7303	003464	FIBERNETICS CORPORATION	738506 PHONE LINES	05/07/2025	05/07/2025	67.74
Account Total						295.21
01-0250-7304	002187	INTEGRATED DIGITAL SOLUTIONS	AR388900 COPIER MAINTENANCE	05/07/2025	05/07/2025	54.86
01-0250-7306	000125	MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0094656 SEWER/WATER	05/08/2025	05/08/2025	179.20
01-0250-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250007067029 ELECTRICITY CHARGES	05/12/2025	05/12/2025	368.07
Account Total						547.27
01-0250-7309	000002	ENBRIDGE GAS / UNION GAS	31040 4-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	154.27
01-0250-7310	002215	KEYSTONE TECHNOLOGIES LTD.	22643 IT SUPPORT	05/12/2025	05/12/2025	960.50
01-0250-7310	002215	KEYSTONE TECHNOLOGIES LTD.	22684 IT LICENSING & SUPPORT	05/12/2025	05/12/2025	658.79
Account Total						1,619.29
01-0250-7320	000279	BMO BANK OF MONTREAL	0502677-2505 CPA MEMBERSHIP	05/12/2025	05/12/2025	926.60
01-0250-7325	002148	MINISTER OF FINANCE	MAY 2025 2025 ONT WEST MUN. TRESURERS'	05/30/2025	05/30/2025	40.00
01-0250-7340	000112	NUTECH PEST SERVICES	12493 PEST CONTROL	05/08/2025	05/08/2025	47.46
01-0250-7340	000112	NUTECH PEST SERVICES	12547 PEST CONTROL	05/30/2025	05/30/2025	47.46
Account Total						94.92

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01-0250-7350	003643 VANDESCHOOT DIANA	MAY 2025 MILEAGE MILEAGE	05/12/2025	05/12/2025	86.16
01-0250-7350	003642 COPELAND CARRIE	May 2025 Mileage MILEAGE - LOTTERY TRAINING	05/12/2025	05/12/2025	65.52
Account Total					151.68
01-0250-7399	000279 BMO BANK OF MONTREAL	0502677-2505 ARMORS - STAFF RETIREMENT	05/12/2025	05/12/2025	181.96
01-0250-7399	000279 BMO BANK OF MONTREAL	0502677-2505 SUPERSTORE - STAFF RETIREMENT	05/12/2025	05/12/2025	141.00
Account Total					322.96
Department Total					8,332.47

FIRE STATION - ALVINSTON

01-0411-7150	002101 LAMBTON COLLEGE	008001637 INSTRUCTOR EXPENSE	05/22/2025	05/22/2025	497.20
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2505 DOLLAR STORE - CLIP BOARDS	05/12/2025	05/12/2025	24.78
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2505 STAPLES - TRAINING SUPPLIES	05/12/2025	05/12/2025	28.77
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2505 CDN RED CROSS - COURSE FEE	05/12/2025	05/12/2025	25.00
01-0411-7150	003082 SENTRY FIRE PROTECTION SERVICES	177026 TRAINING EXPENSES	05/22/2025	05/22/2025	239.73
01-0411-7150	000100 MCNAUGHTON HOME HARDWARE CENTRE	483295 TRAINING SUPPLIES	05/22/2025	05/22/2025	414.22
Account Total					1,229.70
01-0411-7175	000279 BMO BANK OF MONTREAL	0502677-2505 ALL SEASON - CABINET TAGS	05/12/2025	05/12/2025	87.01
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	59.48
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	56.65
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	50.00
Account Total					166.13
01-0411-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0094565 SEWER/WATER	05/08/2025	05/08/2025	287.14
01-0411-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250007067025 ELECTRICITY CHARGES	05/12/2025	05/12/2025	207.33
01-0411-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250007070872 ELECTRICITY CHARGES	05/22/2025	05/22/2025	10.86
Account Total					505.33

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01-0411-7309	000002 ENBRIDGE GAS / UNION GAS	96278 4-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	112.58
01-0411-7330	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN168030 PUBLIC EDUCATION MATERIAL	05/22/2025	05/22/2025	230.52
01-0411-7330	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN168378 FIRE EDUCATION MATERIALS	05/06/2025	05/06/2025	904.00
		Account Total			1,134.52
01-0411-7340	000279 BMO BANK OF MONTREAL	0502677-2505 HOME HW - FIRE HALL MAINT	05/12/2025	05/12/2025	67.78
01-0411-7340	002250 CPE SERVICES	23767 EXT. LIGHT REPAIR	05/22/2025	05/22/2025	597.08
01-0411-7340	003364 R & C CLEANING	APR25 APRIL 2025 CLEANING	05/08/2025	05/08/2025	150.00
01-0411-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	K81815 TOILET PAPER	05/14/2025	05/14/2025	16.94
		Account Total			831.80
01-0411-7345	000279 BMO BANK OF MONTREAL	0502677-2505 PRINCESS AUTO - RESPONSE SUPPL	05/12/2025	05/12/2025	156.90
01-0411-7345	000279 BMO BANK OF MONTREAL	0502677-2505 PRINCESS AUTO - AIR COMPRESSOR	05/12/2025	05/12/2025	177.40
		Account Total			334.30
01-0411-7350	000279 BMO BANK OF MONTREAL	0502677-2505 HILTON GARDEN - OFAC DINNER	05/12/2025	05/12/2025	37.97
01-0411-7350	000279 BMO BANK OF MONTREAL	0502677-2505 HILTON GARDEN - OAFSC SEMINAR	05/12/2025	05/12/2025	269.51
01-0411-7350	000279 BMO BANK OF MONTREAL	0502677-2505 PARKING - OAFSC SEMINAR	05/12/2025	05/12/2025	30.00
		Account Total			337.48
01-0411-7360	000279 BMO BANK OF MONTREAL	0502677-2505 DYNAMIC GRAFFIX - ACCT TAGS	05/12/2025	05/12/2025	72.32
01-0411-7360	003082 SENTRY FIRE PROTECTION SERVICES	177022 RESPONSE/SCENE SUPPLIES	05/22/2025	05/22/2025	564.73
01-0411-7360	002649 ALLIED MEDICAL	543939 RESPONSE SUPPLIES	05/29/2025	05/29/2025	100.18
		Account Total			737.23
01-0411-7372	000207 OKE'S AUTO INC.	068377 TIRES REPLACED	05/06/2025	05/06/2025	1,494.75
		Department Total			6,970.83

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01-0420-7460	000055 LAMBTON GROUP OPP DETACHMENT BOAR	2602 APR-JUNE DEFICIT	05/27/2025	05/27/2025	831.00
01-0420-7460	002180 MINISTER OF FINANCE - POLICING ONLY	381305251009017 MONTHLY POLICING	05/22/2025	05/22/2025	33,125.00
Account Total					33,956.00
Department Total					33,956.00

PROTECTIVE INSPECTION & CONTROL

01-0440-7470	002223 COUNTY OF LAMBTON	39989 BUILDING INSPECTIONS	05/22/2025	05/22/2025	3,920.00
01-0440-7470	002223 COUNTY OF LAMBTON	39989 BUILDING INSPECTIONS	05/22/2025	05/22/2025	125.84
Account Total					4,045.84
01-0440-7476	002223 COUNTY OF LAMBTON	39990 PROPERTY STANDARDS	05/22/2025	05/22/2025	385.00
01-0440-7476	002223 COUNTY OF LAMBTON	39990 PROPERTY STANDARDS	05/22/2025	05/22/2025	29.04
Account Total					414.04
Department Total					4,459.88

RT&M - LITTER/GARBAGE PICKUP

01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0456274-0676-7 DUMPSTER	05/07/2025	05/07/2025	244.65
Department Total					244.65

RT&M - INTERSECTION LIGHTING

01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0525 HYDRO	05/12/2025	05/12/2025	22.07
Department Total					22.07

PUBLIC WORKS - OVERHEAD

01-0560-7117	003503 GREEN SHIELD CANADA	17775689 JUNE 2025	05/27/2025	05/27/2025	2,351.20
01-0560-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0625 JUNE 2025 RWAM	05/30/2025	05/30/2025	1,239.13
Account Total					3,590.33
01-0560-7125	002966 BUTLER, JAMIE	2025 BOOT ALLOWANCE	05/07/2025	05/07/2025	250.00
01-0560-7125	003457 BAKER, BRENT	2025 BOOT ALLOWANCE	05/12/2025	05/12/2025	250.00
01-0560-7125	002778 HODGINS, JERRETT	2025 BOOT ALLOWANCE	05/06/2025	05/06/2025	250.00
Account Total					750.00

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01-0560-7150	000279 BMO BANK OF MONTREAL	0502677-2505 GROUND FORCE - TRAINING	05/12/2025	05/12/2025	844.11
01-0560-7150	003437 4S CONSULTING SERVICES INC.	4250886 H & S MAY/25 - APR/26	05/22/2025	05/22/2025	1,235.45
01-0560-7150	003457 BAKER, BRENT	MAY 2025 MILEAGE MAY 2025 TRAINING-ROAD SCHOOL	05/12/2025	05/12/2025	441.08
01-0560-7150	003626 CLARK, OWEN	MAY 2025 MILEAGE MAY 2025 TRAINING-ROAD SCHOOL	05/12/2025	05/12/2025	516.86
		Account Total			3,037.50
01-0560-7301	000018 CLOVER MART - 1000967669 ONTARIO CORP.	45-0525 COFFEE	05/22/2025	05/22/2025	26.99
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	219.15
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	147.90
		Account Total			367.05
01-0560-7304	000112 NUTECH PEST SERVICES	12549 PEST CONTROL	05/30/2025	05/30/2025	47.46
01-0560-7304	003136 NAPA GLENCOE	130-573011 GLOVES AND PENETRATING OIL	05/12/2025	05/12/2025	146.75
01-0560-7304	003136 NAPA GLENCOE	130-575216 FLOOR DRY	05/12/2025	05/12/2025	31.62
01-0560-7304	003423 TH INDUSTRIAL SUPPLY LIMITED	INV-10230 PIN CLIPS	05/12/2025	05/12/2025	8.00
		Account Total			233.83
01-0560-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0094298 SEWER/WATER	05/07/2025	05/07/2025	104.57
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0525 HYDRO	05/12/2025	05/12/2025	470.15
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	6362-0525-1 HYDRO	05/30/2025	05/30/2025	116.45
		Account Total			691.17
01-0560-7310	000131 BEARCOM CANADA CORP	5886445 GPS SERVICE CONTRACT	05/08/2025	05/08/2025	335.61
01-0560-7340	000112 NUTECH PEST SERVICES	12495 PEST CONTROL	05/12/2025	05/12/2025	47.46
01-0560-7398	000074 MACKENZIE OIL LIMITED	16255 FUEL	05/07/2025	05/07/2025	2,611.89
01-0560-7398	000074 MACKENZIE OIL LIMITED	16257 FUEL	05/22/2025	05/22/2025	1,059.68

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01-0560-7398	000074 MACKENZIE OIL LIMITED	16637 FUEL	05/22/2025	05/22/2025	2,128.60
01-0560-7398	000074 MACKENZIE OIL LIMITED	16940 DYED DIESEL	05/30/2025	05/30/2025	1,751.27
01-0560-7398	000074 MACKENZIE OIL LIMITED	16944 CLEAR FUEL	05/30/2025	05/30/2025	729.21
Account Total					8,280.65
Department Total					17,360.59
2024 FREIGHTLINER 114SD					
01-0602-7372	003462 PREMIER TRUCK GROUP	87416537 FREIGHTLINER CALL OUT CHR	05/12/2025	05/12/2025	271.20
01-0602-7372	003462 PREMIER TRUCK GROUP	87416546 WARRANTY WORK CALL OUT	05/07/2025	05/07/2025	497.20
Account Total					768.40
Department Total					768.40
2018 WESTERN STAR					
01-0604-7372	003465 DYNAMIC DIESEL REPAIR INC	3450 BRAKE REPAIR 2018 WESTERN STAR	05/29/2025	05/29/2025	273.28
Department Total					273.28
2021 - CAT 150-15AWD GRADER					
01-0611-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	63196796 HYDRAULIC HOSE	05/22/2025	05/22/2025	81.88
Department Total					81.88
2021 Dodge RAM 4 x 4 pickup					
01-0621-7370	000074 MACKENZIE OIL LIMITED	16489 FUEL	05/12/2025	05/12/2025	368.41
Department Total					368.41
2019 FORD 4x4 PICKUP					
01-0622-7370	000074 MACKENZIE OIL LIMITED	16489 FUEL	05/12/2025	05/12/2025	368.42
01-0622-7372	000100 MCNAUGHTON HOME HARDWARE CENTRE	483259 OIL FILTER/MISC WATER FITTINGS	05/27/2025	05/27/2025	91.27
Department Total					459.69
DEERE TRACTOR LOADER					
01-0630-7372	000136 PODOLINSKY EQUIPMENT LTD	428366 LIGHT BULB	05/22/2025	05/22/2025	12.75
Department Total					12.75

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CAT BACKHOE					
01-0631-7372	003068 SARNIA TIRE INC.	S204633 TIRE REPAIR	05/30/2025	05/30/2025	300.58
			Department Total		300.58
STREET LIGHTING - ALVINSTON					
01-0751-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000490958 ELECTRICITY CHARGES	05/22/2025	05/22/2025	1,057.66
			Department Total		1,057.66
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0525 HYDRO	05/12/2025	05/12/2025	616.34
			Department Total		616.34
SANITARY SEWER SYSTEM					
01-0810-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	200000490931 ELECTRICITY CHARGES	05/22/2025	05/22/2025	1,898.78
01-0810-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250007067031 ELECTRICITY CHARGES	05/12/2025	05/12/2025	378.31
01-0810-7306	000002 ENBRIDGE GAS / UNION GAS	69775 1-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	33.36
			Account Total		2,310.45
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	90240216 ALUMINUM SULPHATE	05/22/2025	05/22/2025	2,164.66
01-0810-7432	000034 CENTRAL SANITATION INC.	148058 SLUDGE REMOVAL	05/12/2025	05/12/2025	437.31
01-0810-7432	000034 CENTRAL SANITATION INC.	148635 SLUDGE REMOVAL	05/12/2025	05/12/2025	437.31
01-0810-7432	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000054581 PS 2 - HIGH LEVEL	05/14/2025	05/14/2025	2,352.12
			Account Total		5,391.40
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000054175 OPERATIONS CONTRACT	05/07/2025	05/07/2025	10,710.83
			Department Total		18,412.68
INWOOD SEWER SYSTEM					
01-0811-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	50.00
01-0811-7306	000014 HYDRO ONE NETWORKS INC.	5156 7692-0625 HYDRO	05/15/2025	05/15/2025	357.77
01-0811-7306	000002 ENBRIDGE GAS / UNION GAS	69854 0-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	31.54

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Account Total						389.31
01-0811-7432	000124	ONTARIO CLEAN WATER AGENCY - EFT	INV00000054581 INWOOD GENERATOR	05/14/2025	05/14/2025	553.88
Department Total						993.19
WATERWORKS SYSTEM						
01-0830-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	150.00
01-0830-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250007067028 ELECTRICITY CHARGES	05/12/2025	05/12/2025	120.23
01-0830-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250007070873 ELECTRICITY CHARGES	05/22/2025	05/22/2025	1,311.56
01-0830-7306	000014	HYDRO ONE NETWORKS INC.	6857-0525 HYDRO	05/29/2025	05/29/2025	70.15
Account Total						1,501.94
01-0830-7455	003240	ONTARIO CLEAN WATER AGENCY - PAP	INV00000054175 OPERATIONS CONTRACT	05/07/2025	05/07/2025	9,169.49
Department Total						10,821.43
WASTE COLLECTION						
01-0840-7480	000026	BLUEWATER RECYCLING ASSOC.	28232 GARBAGE & RECYCLING	05/07/2025	05/07/2025	7,687.50
01-0840-7481	003217	MUN OF BROOKE-ALVINSTON - EFT	1018591 LARGE ITEM/CEMETERY FLYER	05/22/2025	05/22/2025	253.82
Department Total						7,941.32
RECYCLING						
01-0860-7480	000026	BLUEWATER RECYCLING ASSOC.	28232 GARBAGE & RECYCLING	05/07/2025	05/07/2025	448.91
Department Total						448.91
CEMETERIES						
01-1040-7683	000328	ST. JAMES CEMETERY	MAY 2025 CEMETERY DONATION	05/27/2025	05/27/2025	150.00
01-1040-7683	002270	MOUNT CARMEL CEMETERY BOARD	MAY 2025 CEMETERY DONATION	05/27/2025	05/27/2025	150.00
01-1040-7683	002351	SAUNDERS FAMILY CEMETERY	MAY 2025 CEMETERY DONATION	05/27/2025	05/27/2025	150.00
Account Total						450.00
Department Total						450.00
ALVINSTON COMMUNITY CENTRE						

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01-1635-7117	003503 GREEN SHIELD CANADA	17775689 JUNE 2025	05/27/2025	05/27/2025	1,653.52
01-1635-7117	003500 RWAM INSURANCE ADMINISTRATORS INC	25935-0625 JUNE 2025 RWAM	05/30/2025	05/30/2025	797.42
Account Total					2,450.94
01-1635-7150	000279 BMO BANK OF MONTREAL	0502677-2505 AGING INFRA SYMPOSIUM - ORFA	05/12/2025	05/12/2025	785.35
01-1635-7150	003437 4S CONSULTING SERVICES INC.	4250886 H & S MAY/25 - APR/26	05/22/2025	05/22/2025	1,010.83
Account Total					1,796.18
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	104.44
01-1635-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0525 PHONE & INTERNET SERVICE	05/14/2025	05/14/2025	74.35
01-1635-7303	003464 FIBERNETICS CORPORATION	738506 PHONE LINES	05/07/2025	05/07/2025	33.84
Account Total					212.63
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0094735 SEWER/WATER	05/07/2025	05/07/2025	1,489.10
01-1635-7306	000125 MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0094736 SEWER/WATER	05/07/2025	05/07/2025	1,274.15
01-1635-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250007070874 ELECTRICITY CHARGES	05/22/2025	05/22/2025	109.29
01-1635-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250007070875 ELECTRICITY CHARGES	05/22/2025	05/22/2025	48.16
01-1635-7306	000099 BLUEWATER POWER DISTRIBUTION CORP	250007071409 ELECTRICITY CHARGES	05/22/2025	05/22/2025	6,752.41
Account Total					9,673.11
01-1635-7309	000002 ENBRIDGE GAS / UNION GAS	07207 3-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	1,326.09
01-1635-7330	002481 JET ICE LIMITED	131659 ARENA BOARD CLEANING	05/12/2025	05/12/2025	1,921.00
01-1635-7330	000167 BLACK & MCDONALD LIMITED	43-1787404 BRINE SAMPLE TEST	05/30/2025	05/30/2025	1,724.68
01-1635-7330	003649 ROCHESTER MIDLAND CORPORATION	INV00282086 WATER TREATMENT CHEMICALS	05/30/2025	05/30/2025	567.60
Account Total					4,213.28
01-1635-7340	002214 GERBER ELECTRIC LTD	00028966 PLUMBING REPAIRS	05/15/2025	05/15/2025	477.98
01-1635-7340	000112 NUTECH PEST SERVICES	12494 PEST CONTROL	05/12/2025	05/12/2025	47.46

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-1635-7340	000112 NUTECH PEST SERVICES	12548 PEST CONTROL	05/30/2025	05/30/2025	47.46
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	22065 GARBAGE DISPOSAL	05/07/2025	05/07/2025	326.00
01-1635-7340	003638 CHAMPION COMMERCIAL PRODUCTS INC	591587 ARENA SUPPLIES	05/15/2025	05/15/2025	1,729.83
01-1635-7340	003010 STEWART OVERHEAD DOOR CO. LTD.	74695 ROLLING STEEL FIRE DOOR REPAIR	05/30/2025	05/30/2025	751.45
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	K81644 TAP FOR OPTIMIST BOOTH	05/08/2025	05/08/2025	105.08
		Account Total			3,485.26
01-1635-7341	002214 GERBER ELECTRIC LTD	00028930 DE-WINTERIZE PAVILION WASHROOM	05/12/2025	05/12/2025	683.65
01-1635-7341	003648 ACTIVE PLAYGROUND EQUIPMENT	10469 PLAYGROUND SLIDE	05/15/2025	05/15/2025	1,502.71
01-1635-7341	003651 MOLZAN WELDING	17 FLOWER HANGER BRACKETS	05/30/2025	05/30/2025	220.35
01-1635-7341	000100 MCNAUGHTON HOME HARDWARE CENTRE	483259 OIL FILTER/MISC WATER FITTINGS	05/27/2025	05/27/2025	118.84
		Account Total			2,525.55
01-1635-7343	000279 BMO BANK OF MONTREAL	0502677-2505 MAR-CO - BATTERS BOX & RUBBER	05/12/2025	05/12/2025	744.91
01-1635-7372	000136 PODOLINSKY EQUIPMENT LTD	428660 NEW LINE TIRMMER AND SUPPLIES	05/22/2025	05/22/2025	624.05
01-1635-7372	003210 SOUTHPOINT EQUIPMENT/CL BENNINGER EC	IR41056 NEW KUBOTA BLADES	05/12/2025	05/12/2025	127.52
01-1635-7372	000042 ADVANTAGE FARM EQUIPMENT LTD.	J22596 MASSEY TRACTOR PART	05/12/2025	05/12/2025	60.74
01-1635-7372	000041 DELTA POWER EQUIPMENT	P21828 PINS FOR MASSEY TRACTOR	05/22/2025	05/22/2025	14.05
01-1635-7372	000041 DELTA POWER EQUIPMENT	P38934 BLADES/AIR FILTER HUSTLER MOWR	05/22/2025	05/22/2025	199.21
		Account Total			1,025.57
01-1635-7399	002572 DENKERS, JANET	MAY 2025 EXPENSE/MILEAGE REIMBURSMENT	05/22/2025	05/22/2025	45.00
		Department Total			27,498.52
INWOOD COMMUNITY CENTER					
01-1639-7306	000014 HYDRO ONE NETWORKS INC.	1550-9863-0625 HYDRO	05/15/2025	05/15/2025	38.59
01-1639-7399	000100 MCNAUGHTON HOME HARDWARE CENTRE	483262 HOT WATER TANK/ OFFICE WATER	05/27/2025	05/27/2025	564.99

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total						603.58
ALVINSTON LIBRARY						
01-1641-7306	000125	MUNICIPALITY OF BROOKE-ALVINSTON - PAF	0094666 SEWER/WATER	05/07/2025	05/07/2025	179.20
01-1641-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250007067030 ELECTRICITY CHARGES	05/12/2025	05/12/2025	124.37
Account Total						303.57
01-1641-7309	000002	ENBRIDGE GAS / UNION GAS	54955 1-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	102.92
01-1641-7340	003364	R & C CLEANING	APR25 APRIL 2025 CLEANING	05/08/2025	05/08/2025	700.00
Department Total						1,106.49
INWOOD LIBRARY						
01-1642-7306	000014	HYDRO ONE NETWORKS INC.	4179 3530-0625 HYDRO	05/15/2025	05/15/2025	111.78
01-1642-7309	000002	ENBRIDGE GAS / UNION GAS	97854 4-0525 NATURAL GAS HEATING	05/22/2025	05/22/2025	46.93
Department Total						158.71
PLANNING & ZONING						
01-1810-7430	000101	B.M. ROSS AND ASSOCIATES LIMITED	28938 SCHOUTEN WWTP REVIEW	05/27/2025	05/27/2025	3,811.83
Department Total						3,811.83
COMMERCIAL & INDUSTRIAL						
01-1820-7306	000099	BLUEWATER POWER DISTRIBUTION CORP	250007067032 ELECTRICITY CHARGES	05/12/2025	05/12/2025	99.15
01-1820-7399	003463	DOHERTY, ED	2500021 FLOWER BASKET SPONSOR NAMES	05/08/2025	05/08/2025	236.17
01-1820-7399	002832	BAS-TIM INC.	577 HANGING BASKETS	05/27/2025	05/27/2025	4,100.09
Account Total						4,336.26
Department Total						4,435.41
AGRICULTURE & REFORESTATION						
01-1840-7398	000106	ST. CLAIR REGION CONSERVATION AUTH.	IN0019533 TREE REBATE	05/07/2025	05/07/2025	142.00
01-1840-7455	000113	R DOBBIN ENGINEERING INC	77.25 DRAINAGE SUPERINTENDENT HRS	05/12/2025	05/12/2025	2,247.29

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Department Total						2,389.29
TILE DRAINAGE						
01-1850-7210	000279	BMO BANK OF MONTREAL	0502677-2505 TILE DEBENTURE 2020-05 MOF	05/12/2025	05/12/2025	1,178.54
Department Total						1,178.54
ADMINISTRATION						
20-0250-8050	002215	KEYSTONE TECHNOLOGIES LTD.	22643 NEW PC SET UP	05/12/2025	05/12/2025	3,661.82
20-0250-8050	003641	XEROX CANADA LTD.	N63999319 NEW COPIER	05/08/2025	05/08/2025	5,418.35
Account Total						9,080.17
Department Total						9,080.17
BROOKE FIRE - ALVINSTON STATION						
20-0411-8000	003074	A.J. STONE CO. LTD.	0000191511 HELMETS	05/22/2025	05/22/2025	5,157.22
20-0411-8001	000201	SAFEDESIGN APPAREL LTD	264152 BUNKER GEAR	05/14/2025	05/14/2025	11,806.12
20-0411-8051	003645	ALG SAFETY	2025-3407 MANIKIN	05/12/2025	05/12/2025	2,446.45
Department Total						19,409.79
GIS MAPPING & ASSET MGMT						
20-0505-7431	003650	ACCU-TRAFFIC INC.	4542 TRAFFIC COUNT	05/30/2025	05/30/2025	10,650.25
Department Total						10,650.25
MAJOR CULVERT REPLACEMENTS						
20-0513-7401	000101	B.M. ROSS AND ASSOCIATES LIMITED	28945 PRELIM WORK & GEOTECH INVEST	05/29/2025	05/29/2025	26,826.35
20-0513-7401	000106	ST. CLAIR REGION CONSERVATION AUTH.	IN0019577 PERMIT - CULVERT REPLACEMENT	05/30/2025	05/30/2025	680.00
Account Total						27,506.35
Department Total						27,506.35
ROAD VEHICLE / EQUIPMENT						
20-0600-8032	000069	TOROMONT INDUSTRIES LTD	E7103101 2025 GRADER S/N EB501923	05/30/2025	05/30/2025	674,945.63
20-0600-8050	000132	A-1 SECURITY SYSTEMS	206113 SECURITY CAMERAS	05/12/2025	05/12/2025	3,655.55
Department Total						678,601.18

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
MUNICIPAL DRAINS - CONSTRUCTION						
20-2800-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1078 WILCOX DRAIN	05/29/2025	05/29/2025	747.97
20-2800-7401	003304	H.E. CONSTRUCTION INC.	1526 6-7 CONCESSION DRAIN	05/29/2025	05/29/2025	7,381.61
20-2800-7401	000286	ROBINSON FARM DRAINAGE LTD.	4343 MORWOOD DRAIN	05/07/2025	05/07/2025	35,686.53
20-2800-7401	000286	ROBINSON FARM DRAINAGE LTD.	4349 CRANG DRAIN HOLDBACK RELEASE	05/22/2025	05/22/2025	3,028.40
Account Total						46,844.51
Department Total						46,844.51
MUNICIPAL DRAINS - MAINTENANCE						
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1077 TAIT MCKINLAY DRAIN	05/29/2025	05/29/2025	348.04
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1078 12TH CONCESSION DRAIN	05/29/2025	05/29/2025	1,695.00
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1079 9-10 SIDEROAD DRAIN	05/29/2025	05/29/2025	1,378.89
20-2900-7401	002478	BRUCE POLAND & SONS TRUCKING INC.	1080 MCLACHLIN MELLIS DRAIN	05/29/2025	05/29/2025	1,186.50
20-2900-7401	002823	KT EXCAVATING	INV-1284 MCKELLAR WERDEN DRAIN	05/30/2025	05/30/2025	1,542.45
Account Total						6,150.88
Department Total						6,150.88
Total Paid Invoices						137,725.98
Total Unpaid Invoices						827,135.46
Total Invoices						964,861.44

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

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

01-0000	ASSETS & LIABILITIES	4,126.50
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	4,890.78
01-0241	COUNCIL SUPPORT	2,490.65
01-0250	CORPORATE MANAGEMENT	8,332.47
01-0411	FIRE STATION - ALVINSTON	6,970.83
01-0420	POLICE	33,956.00
01-0440	PROTECTIVE INSPECTION & CONTROL	4,459.88
01-0549	RT&M - LITTER/GARBAGE PICKUP	244.65
01-0551	RT&M - INTERSECTION LIGHTING	22.07
01-0560	PUBLIC WORKS - OVERHEAD	17,360.59
01-0602	2024 FREIGHTLINER 114SD	768.40
01-0604	2018 WESTERN STAR	273.28
01-0611	2021 - CAT 150-15AWD GRADER	81.88
01-0621	2021 Dodge RAM 4 x 4 pickup	368.41
01-0622	2019 FORD 4x4 PICKUP	459.69
01-0630	DEERE TRACTOR LOADER	12.75
01-0631	CAT BACKHOE	300.58
01-0751	STREET LIGHTING - ALVINSTON	1,057.66
01-0752	STREET LIGHTING - INWOOD	616.34
01-0810	SANITARY SEWER SYSTEM	18,412.68
01-0811	INWOOD SEWER SYSTEM	993.19
01-0830	WATERWORKS SYSTEM	10,821.43
01-0840	WASTE COLLECTION	7,941.32
01-0860	RECYCLING	448.91
01-1040	CEMETERIES	450.00
01-1635	ALVINSTON COMMUNITY CENTRE	27,498.52
01-1639	INWOOD COMMUNITY CENTER	603.58
01-1641	ALVINSTON LIBRARY	1,106.49
01-1642	INWOOD LIBRARY	158.71
01-1810	PLANNING & ZONING	3,811.83
01-1820	COMMERCIAL & INDUSTRIAL	4,435.41
01-1840	AGRICULTURE & REFORESTATION	2,389.29
01-1850	TILE DRAINAGE	1,178.54
20-0250	ADMINISTRATION	9,080.17
20-0411	BROOKE FIRE - ALVINSTON STATION	19,409.79
20-0505	GIS MAPPING & ASSET MGMT	10,650.25
20-0513	MAJOR CULVERT REPLACEMENTS	27,506.35
20-0600	ROAD VEHICLE / EQUIPMENT	678,601.18
20-2800	MUNICIPAL DRAINS - CONSTRUCTION	46,844.51
20-2900	MUNICIPAL DRAINS - MAINTENANCE	6,150.88

Accounts Payable

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Vendor 000000 Through 999999

Invoice Entry Date 05/01/2025 to 05/31/2025 Paid Invoices Cheque Date 05/01/2025 to 05/31/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
				Report Total	964,861.44



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Structure 25 Replacement Tender Results
Meeting: Council - 12 Jun 2025
Department: Public Works
Staff Contact: Jamie Butler, Public Works Superintendent

Recommendation:

That Council accept the lowest bid from Cope Construction & Contracting Inc. at \$514,397.02 (incl. HST) for the replacement of Structure 25 on Little Ireland Road.

Background:

During the 2025 capital budget review, Structure 25 on Little Ireland Road was considered for replacement. As previously noted, the structure was constructed in 1970 and was noted to have a springline cracking on the north side of the barrel and the south side of the barrel was found to be corroded with perforations through the steel.

Council placed \$631,500 in the 2025 budget for replacement costs including engineering.

Comments:

BM Ross was requested to lead the tendering process. Tenders were opened on June 5th with the results outlined in the attachment to this report.

Financial Considerations:

The obtained quote of \$455,218.60 (+ HST) and estimated engineering costs \$56,500 (+ HST) totals \$511,718.60 + HST which is under budget.

ATTACHMENTS:

[BR1588-2025-06-05-TenderReview-Municipality let](#)

**B. M. ROSS AND ASSOCIATES LIMITED****Engineers and Planners**

62 North Street, Goderich, ON N7A 2T4

p. (519) 524-2641 www.bmross.net

File No. BR1588

VIA EMAIL ONLY

June 5, 2025

Jamie Butler
 Municipality of Brooke-Alvinston
 3236 River St., Box 28
 Alvinston, ON N0N 1A0

RE: Replacement of Structure 25 on Little Ireland Road

Tenders were received on June 5, 2025 for the Replacement of Structure 25 on Little Ireland Road, as summarized by the following table:

Tenderer	Tendered Amount (incl. HST)
Cope Construction & Contracting Inc.	\$ 514,397.02
2044970 Ontario Inc. o/a All Season Excavating	\$ 523,303.00
Schouten Excavating Inc.	\$ 563,305.00
BKT Excavating Ltd.	\$ 596,458.86
Murray Mills Excavating & Trucking (Sarnia) Ltd.	\$ 611,979.75
McNally Excavating Ltd.	\$ 665,457.00
Birnam Excavating Ltd.	\$ 676,423.20

All of the tenders were checked and found to be mathematically correct. All tenders were properly signed and each was submitted with the specified tender deposit and Agreement to Bond.

Since the project awaits approval from the SCRCA and DFO, a definitive start date has not been established.

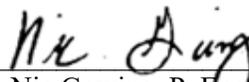
Since the lowest tender is acceptable contractually, and the tenderer is experienced in culvert replacement, further analysis is limited to the lowest bid. We are not aware of any reason why the contract should not be awarded to **Cope Construction & Contracting Inc.** for the total tender sum of \$514,397.02.

Should you have any questions, please contact the undersigned.

Yours very truly,

B. M. ROSS AND ASSOCIATES LIMITED

Per


 Nic Gowing, P. Eng.

NDG:hv

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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Compressor Room replacement items
Meeting: Council - 12 Jun 2025
Department: Parks and Recreation
Staff Contact: Greg Thornicroft, Parks & Recreation Manager

Recommendation:

That Council approve the replacement of the Motor Slide Base for the N2M compressor skid and the Brine Pump Motor.

Background:

During the mid season inspection of the compressors, and replacement of the belts on the N2M compressor, it was noted that the slide base skid is in need of replacement as the tech was unable to tighten the belts to a satisfactory tension. As the season came to an end, the belts had noticeably begun to loosen and created a slapping noise due to no more adjustments being made.

It was also noted throughout the season that the brine pump motor also started to make some noise which is believed to be a main bearing going in it. The current motor has been in place for some time and is aged. Last year at the time of the brine pump replacement, the motor was not in stock or available and that is why only the pump was replaced.

Comments:

A slide base compressor provides a stable foundation for the compressor, ensuring proper alignment and reducing vibrations during operation. If the base is not replaced, several issues can arise including:

- i) Misalignment - the motor may not sit properly, leading to inefficient operation
- ii) Increased wear and tear - without a stable base, vibrations and movement can cause excessive strain on the motor and connected parts
- iii) Potential Failure - overtime, the instability can lead to mechanical failure, requiring costly repairs or replacements
- iv) Safety hazards - a damaged or unstable motor base can pose risks

The Brine Pump Motor could be analyzed in further detail and if it's only a bearing, be repaired. There is a motor in stock currently and being reserved until further approvals are given. With all the recent work done in the compressor room to ensure less failures and more efficiency, I believe this will be a valued replacement to our already "road to recovery" vision.

The following repairs, improvements, replacements have been made to the ice plant recently: condensor, glycol cooling system, chiller and brine pump.

Application under the CSRIF was made in the late fall for renewing the in floor piping for the ice surface and replacing the compressor and dehumidifier. With all of the above work done, in addition to the proposed work and with anticipation of being awarded the grant as applied for, the BAICCC should run efficiently with its new infrastructure and some utility savings should be noted.

Financial Considerations:

The costs associated for the slide base and pump come in at \$6,121 which is below the procurement process for Council approval. These costs however were not listed in the 2025 budget for approval.

Some efficiencies will be noted if these replacements are approved at this time when the chiller is being replaced as all necessary trades will be onsite for the chiller replacement (eg welder)

ATTACHMENTS:

[052625-01 - Slide Base Replacement Pricing](#)

[052625-02 - Brine Pump - MOTOR Replacement](#)



Date: May 2025

Brooke Alvinston Inwood
Community Centre Complex
3310 Walnut Sreet

Attention: **Greg Thornicroft**
 Parks & Recreation Manager

Subject: Compressor Motor Slide Base Replacement

Dear Mr.Thornicroft, we appreciate the opportunity to assist you with your technical and mechanical services, and are pleased to offer, for your consideration, the following budget price, to remove and replace the existing compressor slide base on your N2M compressor #2.

As noted during recent compressor service, the noted compressor slide base adjustment hardware is worn and the tensioning hardware is stripped.

The solution is to remove and replace the slide base with new to ensure reliability – pictures below for reference.

This budget includes all equipment, labour, welding and materials required.

This proposal is for budgeting purposes, work will be billed based on actual time and materials required to replace the motor base.

Project Scope of Work

- Set up and secure work area
- Review pre job safety/hazard assessment
- Electrically isolate the compressor motor
- Remove belt cover and belts
- Set up gantry hoist to remove 50hp motor for slide base replacement
- Remove motor
- Cut out welded slide base assembly
- Clean compressor skid and prep for new base
- Set new slide base in place, weld in place
- Hoist motor back into place
- Connect motor, remove LOTO and confirm rotation
- Install belts, adjust tension
- Remove gantry hoist
- Test run/align and tension belts
- Reinstall belt guard
- Return to normal service

The cost to complete the above scope of work amounts to:

Three Thousand Three Hundred and Nineteen Dollars.....(\$3,319.00 +HST)

Notes: _____



- The Terms and Conditions attached as Appendix "A" are part of and shall govern acceptance of the project and scope.
- Work will be scheduled for completion upon your written approval
- Delays beyond the control of Black & McDonald or our sub-contractors may result in additional costs and will be billed as extra
- Quotation is valid for thirty days
- Work is priced based on regular working hours – 0800-1600 Monday to Thursday

I trust the above-mentioned quotation meets your requirements and look forward to your favorable response. Should you require further information, please do not hesitate to contact me directly.

Yours truly,

Signed:

M. Foster

Signature

Matt Foster
Project Manager
Black & McDonald Limited
C: 519-807-2669
E: mfoster@blackandmcdonald.com

Name: (Print) _____

Position: _____

Company: _____

Approved Option (If applicable): _____

Purchase Order Number: _____

Copy Attached: Yes No

Date: _____

APPENDIX A:

Terms & Conditions

1. Services to be rendered and materials to be furnished (the "Project Work") by Black & McDonald Limited ("Black & McDonald") shall be strictly limited to those identified in the proposal attached hereto (the "Proposal"). The Proposal may be amended and the price adjusted accordingly, by mutual written consent.
2. Black & McDonald agrees to comply with all applicable safety and environmental regulations, and further agrees to assign aspects of the Project Work to personnel and/or subcontractors who are licensed, authorized and qualified to perform them.
3. Black & McDonald agrees to perform all Project Work in a careful, professional manner and to furnish materials of good quality.
4. Black & McDonald warrants materials furnished and installed under this Agreement against defects in material to the extent and for the period such material is warranted to Black & McDonald by manufacturer(s) or supplier(s) of same. Black & McDonald warrants work performed under this Agreement against defects in workmanship for a period of one year (1) commencing on the date Black & McDonald deems substantial

completion of the Project Work. The Customer accepts the above warranties in lieu of any other expressed or implied warranty at law. Black & McDonald does not warrant the merchantability or fitness for use of the Project, Project Work or Proposal.

5. Customer agrees to provide the access to work areas and equipment requested, to permit Black & McDonald to perform the Project Work. Customer shall permit Black & McDonald to stop and start equipment as necessary to perform the Project Work.
6. Unless otherwise provided for in writing, the Project Work will be performed during Black & McDonald's regular working hours, which are 8:00am to 4:30pm Monday through Friday except statutory holidays. If the Customer would like any aspect of the Project Work to be performed outside of Black & McDonald's regular working hours, for any reason whatsoever, Black & McDonald may agree to do so, and Customer agrees to pay the difference between Black & McDonald's local regular and premium labour rates.
7. Customer agrees to pay invoices rendered pursuant to this Agreement within thirty (30) days of receipt. Should any payment due by Customer become thirty days or more delinquent, Black & McDonald may, at its option, suspend all work, without penalty or liability until all overdue amounts have been paid, or terminate this Agreement pursuant to paragraph 8 below, in which case all amounts owed to Black & McDonald by Customer shall be immediately payable upon demand. Black & McDonald may charge interest on overdue amounts at the rate of 18% per annum.
8. In addition to the price, Customer shall pay all applicable sales, use, excise, value-added or similar tax applicable to the value, sale or delivery of any products, services or work furnished hereunder, or for their use by Black & McDonald on behalf of Customer, whether such tax be municipal, provincial or federal. Customer shall also reimburse Black & McDonald for any tax or duty imposed on Black & McDonald to recover, recycle, reclaim, handle or dispose of any oil, refrigerant or other environmentally sensitive substance.
9. Customer shall be responsible for all costs incurred to conduct any safety test or equipment modification required by any insurance company, laboratory or governmental authority.
10. Black & McDonald's total liability under this Agreement is limited to the total amount paid by Customer to Black & McDonald for the performance of the Project Work. In no event shall Black & McDonald be liable for any consequential, indirect or incidental damages, losses, costs or expenses, including but not limited to; loss of profits, loss of anticipated profits, loss of business, loss of data, loss of use, loss of production, loss of reputation or goodwill, business interruption or inconvenience whether arising by contract, statute, tort or otherwise, whether or not Black & McDonald was notified of the possibility of such loss or damages occurring. Black & McDonald's liability for injury to persons or damage to property shall be limited to that caused directly by its negligent acts or omissions.
11. Warranties are subject to compliance with prudent industry standards of use and care in addition to all manufacturer and or Black & McDonald recommendations, instructions and requirements regarding proper use, care and maintenance of all Work, including any and all equipment, systems and materials
12. Neither party is liable for any failure nor delay in performing its obligations where such failure or delay results from any cause that is beyond the reasonable control of the Party. Such causes include, but are not limited to, fire, flood, storms, earthquakes, acts of terrorism, acts of war, pandemic, labour strike, civil unrest and power failure. If the delay continues for a period of 90 days, either party may terminate this Agreement or any portion of the Maintenance Plan with written notice.

- a. Black & McDonalds price does not include schedule float or contingency for the unpredictable impacts of COVID-19. As such, Black & McDonald requires that the Customer will revise the form of agreement, to the extent necessary, to ensure that the contractor will be able to get equitable relief for material schedule or costs impacts that may be experienced as a result of the ongoing COVID-19 outbreak.
13. From the date the Proposal is accepted by the Customer, for the duration of the performance of the Project Work and until the date that is six (6) months from the expiration of any warranty provided hereunder, the Customer shall not, without the prior written consent of Black & McDonald, solicit, hire or otherwise retain in any capacity, any employee of Black & McDonald who the Customer is dealing with or has dealt with in its relationship with Black & McDonald to facilitate the performance of this Agreement. If Customer breaches the foregoing, it shall pay within 30 days, as liquidated damages and not as a penalty for breach, an amount equal to two times the annual salary of such employee.
14. This Agreement may only be transferred or assigned with the written consent of both Black & McDonald and Customer.
15. In the event either Party has just cause, which for the purposes of this Agreement shall be restricted to a material breach of a material obligation, including default under paragraph 4 above, that party may terminate this Agreement upon thirty (30) days written notice, which shall include a detailed description of the breach, if the other party has not remedied the breach before the end of the thirty-day notice period. If Customer is or, in Black & McDonald's reasonable opinion, is about to become bankrupt or insolvent, then Black & McDonald may terminate this Agreement immediately.
16. Should this Agreement be terminated for any reason, Customer agrees to pay Black & McDonald within 5 business days the prorated price for all Project Work performed up to the date of termination and any costs related to such termination.
17. All notices required by this Agreement shall be made in writing and shall be sent by registered mail or email to the address of the party as shown in this Agreement. All notices so sent shall be deemed to have been received by the recipient on the date of delivery. The address of either party may be changed by giving to the other party written notice of the new address.
18. There are no representations, conditions, understandings or agreements except those contained in this Agreement, and there shall be no modifications, alterations or amendments thereof in any respect unless made in writing and signed by both Black & McDonald and Customer.
19. No delay, act or omission by a party in exercising any right or remedy will be deemed a waiver of that, or any other right or remedy, nor stop further exercise of any other right or remedy.
20. If any part of this Agreement is found to be unlawful, invalid or otherwise unenforceable, such provisions are deemed severed from the remainder of the Agreement, which shall remain valid and enforceable.
21. This Agreement is governed by and interpreted according to the laws of the jurisdiction in which the Project Work is performed. All disputes arising under this Agreement shall be heard by a court in the province in which the Project Work was performed, unless Black & McDonald provides written notice to the Customer that it wishes that dispute be heard by final and binding arbitration in same jurisdiction.



22. This Agreement may be signed in one or more counterpart and signature may be transmitted by pdf or facsimile.



Date: May 2025

Brooke Alvinston Inwood
Community Centre Complex
3310 Walnut Sreet

Attention: **Greg Thornicroft**
 Parks & Recreation Manager

Subject: Brine Pump Motor Replacement

Dear Mr.Thornicroft, we appreciate the opportunity to assist you with technical and mechanical requirements, and are pleased to offer, for your consideration, the following for budget price, to remove and replace the existing motor as part of your brine pump assembly.

As part of our chiller replacement project, the brine pump base is being upgraded and it has recently been observed that the motor is showing signs of wear in bearing/shaft noise and may be reaching the end of its expected service life.

It will be cost effective and positively impact plant reliability to replace the motor while the pump assembly is disassembled and removed as part of the chiller project.

The solution is to remove and replace the slide base with new to ensure reliability – pictures below for reference.

This budget includes the replacement motor, delivery and misc. parts for installation, IE. Coupler.

The motor is currently in stock and available at our supplier.

Project Scope of Work

- Isolate motor
- Remove from pump skid and dispose offsite
- Supply/install new motor
- Test/commission and put into normal service

The cost to complete the above scope of work amounts to:

Two Thousand Eight Hundred and Two Dollars.....(\$2,802.10 +HST)

Notes:

- The Terms and Conditions attached as Appendix “A” are part of and shall govern acceptance of the project and scope.
- Work will be scheduled for completion upon your written approval
- Delays beyond the control of Black & McDonald or our sub-contractors may result in additional costs and will be billed as extra
- Quotation is valid for thirty days
- Work is priced based on regular working hours – 0800-1600 Monday to Thursday

I trust the above-mentioned quotation meets your requirements and look forward to your favorable response. Should you require further information, please do not hesitate to contact me directly.



Yours truly,

M. Foster

Matt Foster
Project Manager
Black & McDonald Limited
C: 519-807-2669
E: mfooster@blackandmcdonald.com

Signed:

Signature

Name: (Print) _____

Position: _____

Company: _____

Approved Option (If applicable): _____

Purchase Order Number: _____

Copy Attached: Yes No

Date: _____

APPENDIX A:

Terms & Conditions

1. Services to be rendered and materials to be furnished (the "Project Work") by Black & McDonald Limited ("Black & McDonald") shall be strictly limited to those identified in the proposal attached hereto (the "Proposal"). The Proposal may be amended and the price adjusted accordingly, by mutual written consent.
2. Black & McDonald agrees to comply with all applicable safety and environmental regulations, and further agrees to assign aspects of the Project Work to personnel and/or subcontractors who are licensed, authorized and qualified to perform them.
3. Black & McDonald agrees to perform all Project Work in a careful, professional manner and to furnish materials of good quality.
4. Black & McDonald warrants materials furnished and installed under this Agreement against defects in material to the extent and for the period such material is warranted to Black & McDonald by manufacturer(s) or supplier(s) of same. Black & McDonald warrants work performed under this Agreement against defects in workmanship for a period of one year (1) commencing on the date Black & McDonald deems substantial completion of the Project Work. The Customer accepts the above warranties in lieu of any other expressed or implied warranty at law. Black & McDonald does not warrant the merchantability or fitness for use of the Project, Project Work or Proposal.
5. Customer agrees to provide the access to work areas and equipment requested, to permit Black & McDonald to perform the Project Work. Customer shall permit Black & McDonald to stop and start equipment as necessary to perform the Project Work.
6. Unless otherwise provided for in writing, the Project Work will be performed during Black & McDonald's regular working hours, which are 8:00am to 4:30pm Monday through Friday except statutory holidays. If the Customer

would like any aspect of the Project Work to be performed outside of Black & McDonald's regular working hours, for any reason whatsoever, Black & McDonald may agree to do so, and Customer agrees to pay the difference between Black & McDonald's local regular and premium labour rates.

7. Customer agrees to pay invoices rendered pursuant to this Agreement within thirty (30) days of receipt. Should any payment due by Customer become thirty days or more delinquent, Black & McDonald may, at its option, suspend all work, without penalty or liability until all overdue amounts have been paid, or terminate this Agreement pursuant to paragraph 8 below, in which case all amounts owed to Black & McDonald by Customer shall be immediately payable upon demand. Black & McDonald may charge interest on overdue amounts at the rate of 18% per annum.
8. In addition to the price, Customer shall pay all applicable sales, use, excise, value-added or similar tax applicable to the value, sale or delivery of any products, services or work furnished hereunder, or for their use by Black & McDonald on behalf of Customer, whether such tax be municipal, provincial or federal. Customer shall also reimburse Black & McDonald for any tax or duty imposed on Black & McDonald to recover, recycle, reclaim, handle or dispose of any oil, refrigerant or other environmentally sensitive substance.
9. Customer shall be responsible for all costs incurred to conduct any safety test or equipment modification required by any insurance company, laboratory or governmental authority.
10. Black & McDonald's total liability under this Agreement is limited to the total amount paid by Customer to Black & McDonald for the performance of the Project Work. In no event shall Black & McDonald be liable for any consequential, indirect or incidental damages, losses, costs or expenses, including but not limited to; loss of profits, loss of anticipated profits, loss of business, loss of data, loss of use, loss of production, loss of reputation or goodwill, business interruption or inconvenience whether arising by contract, statute, tort or otherwise, whether or not Black & McDonald was notified of the possibility of such loss or damages occurring. Black & McDonald's liability for injury to persons or damage to property shall be limited to that caused directly by its negligent acts or omissions.
11. Warranties are subject to compliance with prudent industry standards of use and care in addition to all manufacturer and or Black & McDonald recommendations, instructions and requirements regarding proper use, care and maintenance of all Work, including any and all equipment, systems and materials
12. Neither party is liable for any failure nor delay in performing its obligations where such failure or delay results from any cause that is beyond the reasonable control of the Party. Such causes include, but are not limited to, fire, flood, storms, earthquakes, acts of terrorism, acts of war, pandemic, labour strike, civil unrest and power failure. If the delay continues for a period of 90 days, either party may terminate this Agreement or any portion of the Maintenance Plan with written notice.
 - a. Black & McDonalds price does not include schedule float or contingency for the unpredictable impacts of COVID-19. As such, Black & McDonald requires that the Customer will revise the form of agreement, to the extent necessary, to ensure that the contractor will be able to get equitable relief for material schedule or costs impacts that may be experienced as a result of the ongoing COVID-19 outbreak.
13. From the date the Proposal is accepted by the Customer, for the duration of the performance of the Project Work and until the date that is six (6) months from the expiration of any warranty provided hereunder, the Customer shall not, without the prior written consent of Black & McDonald, solicit, hire or otherwise retain in any capacity, any employee of Black & McDonald who the Customer is dealing with or has dealt with in its

relationship with Black & McDonald to facilitate the performance of this Agreement. If Customer breaches the foregoing, it shall pay within 30 days, as liquidated damages and not as a penalty for breach, an amount equal to two times the annual salary of such employee.

14. This Agreement may only be transferred or assigned with the written consent of both Black & McDonald and Customer.
15. In the event either Party has just cause, which for the purposes of this Agreement shall be restricted to a material breach of a material obligation, including default under paragraph 4 above, that party may terminate this Agreement upon thirty (30) days written notice, which shall include a detailed description of the breach, if the other party has not remedied the breach before the end of the thirty-day notice period. If Customer is or, in Black & McDonald's reasonable opinion, is about to become bankrupt or insolvent, then Black & McDonald may terminate this Agreement immediately.
16. Should this Agreement be terminated for any reason, Customer agrees to pay Black & McDonald within 5 business days the prorated price for all Project Work performed up to the date of termination and any costs related to such termination.
17. All notices required by this Agreement shall be made in writing and shall be sent by registered mail or email to the address of the party as shown in this Agreement. All notices so sent shall be deemed to have been received by the recipient on the date of delivery. The address of either party may be changed by giving to the other party written notice of the new address.
18. There are no representations, conditions, understandings or agreements except those contained in this Agreement, and there shall be no modifications, alterations or amendments thereof in any respect unless made in writing and signed by both Black & McDonald and Customer.
19. No delay, act or omission by a party in exercising any right or remedy will be deemed a waiver of that, or any other right or remedy, nor stop further exercise of any other right or remedy.
20. If any part of this Agreement is found to be unlawful, invalid or otherwise unenforceable, such provisions are deemed severed from the remainder of the Agreement, which shall remain valid and enforceable.
21. This Agreement is governed by and interpreted according to the laws of the jurisdiction in which the Project Work is performed. All disputes arising under this Agreement shall be heard by a court in the province in which the Project Work was performed, unless Black & McDonald provides written notice to the Customer that it wishes that dispute be heard by final and binding arbitration in same jurisdiction.
22. This Agreement may be signed in one or more counterpart and signature may be transmitted by pdf or facsimile.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Alix Funding for the Alvinston Optimist Club
Meeting: Council - 12 Jun 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston acknowledge the formal receipt of funding awarded to the Optimist Club for improvements at the BAICCC with thanks; and that the Parks & Recreation Manager be appointed to work on the project completion with the Optimist Club representatives; and that the Administrator Clerk be directed to provide final approvals on project details; and that Council be updated as the project develops.

Background:

The Alvinston Optimist Club applied for and was awarded \$65k in funding from the Alix Foundation for resurfacing the outdoor tennis courts and possible installation of motion sensor lights pending available funds.

The application was supported by the Municipality and a support letter was provided to supplement the application.

Comments:

The Optimist Club is the spearhead of the funding approval. The Municipality is the recipient of the funding (owner of the property that funds are awarded to). The project is a collaboration of the Club and the Municipality.

In efforts to streamline the project to completeness in a timely manner, it is being proposed that:

- 1) The Parks & Recreation Manager be appointed to work with the Optimist Club Representatives (Hannah Symington & Julie Hayter) on the project scope and tendering process;
- 2) That the municipal procurement process be suspended on this project as the funds, although being distributed by the Municipality, are funds secured by the Optimist Club;
- 3) That in efforts to streamline the approval process of tenders received, that the Clerk Administrator be appointed to approve the tenders to ensure that the non waived elements of the tendering process specific to the Municipality are maintained (proof of insurance, WSIB requirements, budget, timing etc.)

Ms. Symington & Hayter have been advised of this proposed plan and have no concerns. If approved by Council, status reports can be provided as the project progresses. It was also discussed that the Parks & Recreation Manager will oversee the project in general and will call upon the two identified Optimist members should quick decisions need to be made on the project.

Financial Considerations:

The project is fully funded by the Optimist Club with thanks. The in kind municipal support of the Parks & Recreation Manager in the tendering and oversight should be acknowledged.

The Optimist Club must reimburse the Municipality for the net after tax cost of the project. For example if the total cost of the project is \$65,000, plus HST, then the net after tax cost to the municipality is \$66,144.00.

ATTACHMENTS:

[Optimist Court Resurfacing Tenders for Council.docx](#)



Friday, June 6, 2025

Dear Municipality of Brooke-Alvinston Council & Staff,

With the recent news that the Alvinston & District Optimist Club was successful in securing funding from the Judith & Normal Alix Foundation to resurface the outdoor courts at the BAICCC, we are reaching out to the Municipality to aid us in moving this project forward.

We would like to start receiving bids on resurfacing both of the outdoor courts (tennis and pickleball/ball hockey) and are asking the Municipality to commence the tender process for us and receive tenders. Based on the quotes we received, we anticipate each court to cost in the neighborhood of \$30,000-\$40,000. As a club, we would like to have input on who is selected for the project once tenders close as we would like to keep the work local. We would also like to receive quotes on the cost of getting motion-sensored lighting installed for the courts.

Our final request is that any tax that the Municipality does get back related to this project is reinvested into the project. We understand that only a portion of the taxes will be retrieved but we would like to see that money applied to the project.

Thank you in advance. We are excited to see this project move forward!

Julie Hayter, Project Chair

A handwritten signature in blue ink that reads "Julie Hayter".

Hannah Symington, Club President

A handwritten signature in blue ink that reads "Hannah Symington".



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Wind Energy Proposal
Meeting: Council - 12 Jun 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston receive the presented report; and that staff be directed to contact the Developer on the Venfor Inc. project and offer selected dates to host a community engagement session.

Background:

The Municipality, in 2015 passed an unwilling host motion. An unwilling host motion does not legally prevent a wind energy developer from approaching Council with a formal request for support. The non willing host motion does not preclude the Municipality from receiving or considering future proposals.

In 2024, the Municipality of Brooke-Alvinston became the subject of one proposed wind energy project. The proposal was brought forward by Venfor Strathroy Corp (Venfor). At this time the project remains a proposal only and has not received any form of municipal approval.

Venfor presented their proposal to Council on September 12, 2024. At this meeting, Venfor provided a general overview of the procurement process and a broad description of their proposal. In the presentation submitted, it was informally noted that a conditional municipal support letter / resolution would be requested to progress the application.

At the October 24, 2024 regular session of Council (open session) Council deferred the request from Venfor (support letter / resolution) for a wind project in Brooke-Alvinston until more information was received about the project specifics from the Developer. Subsequently, staff received direction, in due diligence, to secure the services of legal counsel to review and comment on any draft agreements at the cost of the Developer.

The Municipality, in collaboration with our neighboring Township of Adelaide Metcalfe have developed a draft and robust road use agreement. This draft agreement ensures that any wear and tear on municipal roads during construction is addressed and compensated for. The agreement has further securities to keep the municipality in good standing and addresses issues that could arise if / when turbines are constructed. As noted, the agreement is in draft form awaiting formal review by Council and subsequently by the municipal insurance provider and consulting engineer.

The draft road user agreement in addition to a map of the proposed turbines was presented to Council at the May 29th special session of Council. The information was presented in closed session to maintain the integrity of the Developers application in the competitive procurement process.

Comments:

As noted previously, the Procurement Process of IESO requires the Developer to obtain written confirmation of municipal support for energy projects to be considered. This current requirement is intended to ensure that municipalities have control over what electricity projects they wish to host within their communities or if they wish to host any electricity projects.

IESO additionally requires Developers to engage early with municipalities to better understand local preferences and needs. Venfor has engaged Council formally on two separate occasions. At this point of the (non committed) process, consideration should be given to the Developer in hosting a community engagement session. This opportunity would allow Council to make a well-informed and transparent decision when a formal request for support resolution is brought forward. The IESO submission deadline is October 2025 and by initiating this due diligence work now will help ensure that Council is equipped with the necessary information in a timely manner. Community engagement is a condition of the procurement process but in no way guarantees municipal approval of the application.

Historically, under the Green Energy Act, municipal councils had limited authority over renewable energy projects. The approvals were granted at the provincial level. With the repeal of the Green Energy Act and the introduction of new provincial procurement processes, municipal input now plays a prominent role.

Council should use flexibility in their decision to consider important factors in supporting or not supporting wind or other alternative energy applications. Factors (for / against) include:

- environmental impact
- agricultural compatibility
- economic benefit (landowner, adjacent landowner, municipality)
- alignment with energy & climate goals (county and municipal)
- job creation

Council retains the ability to assess the proposal presented to ensure that decisions are thoughtful, balanced and made in the best interest of the community as a whole.

Attached to this report is the previously circulated Municipal Energy Procurement Toolkit developed by AMO in February 2025.

Financial Considerations:

If a project is selected by the IESO, future financial benefits to the municipality could include:

- Assessment revenue
- Community Benefit Agreements

To date, only staff time has been allocated to the wind proposal.

ATTACHMENTS:

[Energy-Procurement-Tool-Kit_02032025_FINAL](#)



Municipal Energy Procurement Toolkit

Guidance for Municipal Decision-Makers and Staff on Long-Term Energy Procurement Projects

Updated: February 3, 2025



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About this Guide

Original Release: February 3, 2025 | Most Recent Update: N/A

AMO Policy Contact: policy@amo.on.ca

AMO Policy Energy Lead: Spencer Sandor, Senior Advisor – ssandor@amo.on.ca

Introduction

Ontario's Independent Electricity System Operator (IESO) estimates that Ontario will need 75 per cent more electricity by 2050 – the equivalent of adding four and a half cities the size of Toronto to the grid. The Government of Ontario's "[Powering Ontario's Growth](#)" lays out a path to increasing Ontario's energy supply to support housing growth, economic development, and decarbonization.

As part of the plan to meet growing electricity demand, the government has tasked the IESO with managing a series of competitive electricity resource procurements focusing on delivering new electricity generation and capacity (e.g. storage) resources. Municipal governments have an important role in these procurements, determining whether to host projects in their communities, and overseeing local development approvals. Without municipal approval of projects where they make sense, the province may be unable to procure enough electricity to meet demand.

This toolkit is intended to support municipal officials' review and decisions on proposed energy projects to help support informed decisions. The Association of Municipalities of Ontario (AMO) created it with input from municipal staff, senior leaders and elected officials that have previously considered proposed energy projects. It consolidates answers to common questions and highlights resources that municipalities found useful when engaging with energy developers and assessing proposed projects. Energy project developers may also gain useful insights into what type of information municipalities are likely to be looking for when considering applications for municipal support.

This toolkit includes:

- An overview of the municipal role in the procurement process
- Key considerations municipalities have considered when evaluating energy projects
- Third-party resources municipalities may use to support local review of energy projects

Additional Resources

IESO Resources

The electricity resource procurement processes referred to throughout this document are led by the IESO in accordance with direction issued by the Ontario government. Requirements of procurements may change. This toolkit is based on the “[Long-Term 2](#)” procurements (LT2) which are live. LT2 will have annual intakes between 2025 and 2029. The IESO may choose to prioritize different types of projects during each intake, and regularly engages with stakeholders to consult on, and communicate their approach to procurements. Additional future procurement processes may be announced in the future.

Municipalities and energy developers should ensure they refer to the most up-to-date information and guidance from the IESO to inform local decision making. The IESO also has an “[Electricity Toolkit for Municipalities](#)” and a resource called “[How Electricity Projects are Developed in your Municipality](#)” that can provide insight about the procurement process and requirements.

Third-Party Resources

This toolkit includes links to third-party resources that may be helpful for municipalities considering energy projects. These documents are from a wide range of sources and may include examples from jurisdictions with different regulatory frameworks. These are provided as examples of how municipalities may wish to explore energy projects and are not intended to replace expert or legal advice.

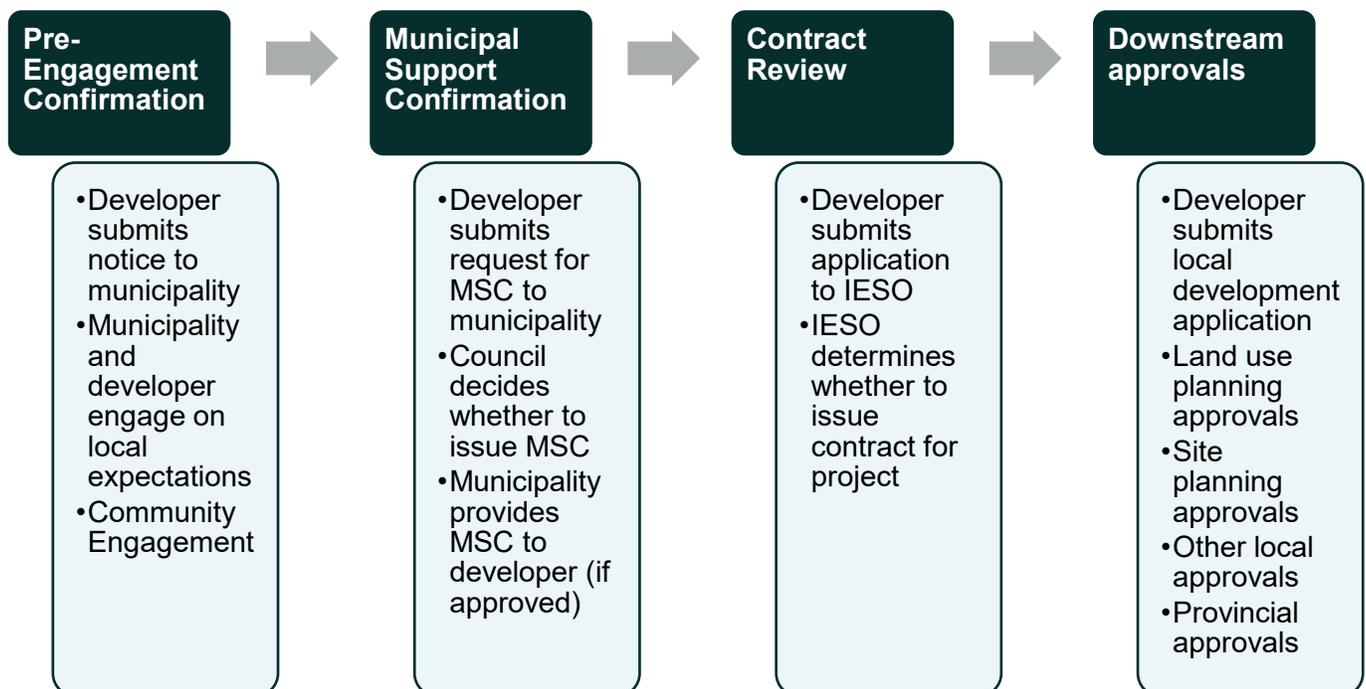
The Municipal Role in Energy Procurements

The Procurement Process

On the direction of the Minister of Energy and Electrification, all electricity project developers are required to obtain written confirmation of municipal support for energy projects within municipal boundaries under the Long-Term 2 (LT2) procurement. This requirement is intended to ensure that municipalities have control over what electricity projects they wish to host within their communities.

To deliver on this direction, the IESO requires project developers to engage early with municipalities to better understand local preferences and needs. Engagement will occur at different stages of the process, including pre-engagement consultation, municipal support confirmations, and downstream approvals. Municipalities have an opportunity for ongoing engagement and communication of local expectations to developers throughout the development process. Like other types of development, the full process from application to construction may be a multi-year process depending on the complexity of each project.

Successful completion of one stage of engagement does not guarantee that municipalities will provide local support or approvals in later stages, nor are municipalities required to give support if they are not satisfied with the information provided by an energy project developer. It is the responsibility of developers to work closely with municipalities to ensure development activities and all associated reporting requirements are completed in a way that is satisfactory to municipal expectations. It is up to municipalities to determine whether a project is in the best interest of the community, and whether they have enough information to make that determination. If a municipality does not support a project at the time of proposal submission, it will not be eligible for an LT2 contract.



Pre-Engagement Confirmation

All energy project developers are required to provide a “pre-engagement confirmation” notice to municipalities early in the development process which informs municipalities of the intent to submit a proposal. This notice includes a request to confirm what land use requirements may be applicable on the proposed project site.

This pre-engagement is the first formal opportunity for municipalities to engage with developers on proposed projects – although developers may choose to engage earlier. As with other development projects, early engagement between municipalities and developers can help identify local expectations and processes. Municipalities should be prepared to provide information about:

- What local approvals may be needed as part of a development project (examples include those in the “Key Considerations when Evaluating Energy Projects” section of this Toolkit)
- Any expectations for public engagement (e.g. public meetings or notices), and
- What timelines developers should expect for decision-making including zoning decisions, and permit applications.

Pre-engagement is also the first opportunity for municipalities to raise any general questions or concerns about a project to the developer. Although developers may not have exact project details at this early stage of the process, they should be able to answer questions around best practices, safety characteristics, and likely impacts of a project. Communicating these questions early can help ensure that answers are made available as the project proposal progresses, and that developers are prepared to answer questions during public meetings.

Conversely, where municipalities are not willing hosts for certain types of electricity project(s), this pre-engagement offers the first opportunity to indicate to a developer that a project is unlikely to be approved. If a municipality is opposed to a particular project, or type of project (e.g. natural gas, wind turbines, battery storage, etc.), it may be beneficial to communicate this as soon as possible to avoid additional resources being directed to a project that is unlikely to be approved. Some municipalities have started proactively adopting local energy plans, or resolutions indicating which types of energy projects may be considered or excluded (e.g. types of generation or storage), and any expectations for projects being brought forward for consideration (e.g. engagement requirements, local approvals such as submission of emergency management plan, negotiation of community benefit agreements).

Municipalities should be prepared to receive requests and engage with developers at this stage. AMO has prepared a document called [“Navigating Municipal Relations: A Guide for Energy Developers Proposing Projects under Ontario’s Long Term Electricity Procurements”](#) that municipalities may want to share with prospective developers.

Municipal Support Confirmations

As a project progresses past pre-engagement consultation, electricity project developers are required to obtain a “Municipal Resolution in Support of Proposal Submission” (“MRSPS”) ¹ or

¹ Under previous procurements, these were called “Municipal Support Resolutions” or “MSRs”.

blanket support resolution before a project proposal will be considered by the IESO. The MRSPS takes the form of a local resolution confirming several items, including but not limited to:

- that the developer has engaged with the municipality
- that the developer has completed (or committed to completing) public engagement activities to the satisfaction of the municipality
- for projects in prime agricultural areas, that the developer has provided evidence of having considered alternative locations by completing the Pre-Agricultural Impact Assessment (AIA) Submission Filing Requirement
- that the municipality is willing to host the project should it receive a contract and obtain all necessary permits and approvals, and
- any additional items or conditions that the municipal may choose to include.

MRSPSs are a key mechanism to meet provincial direction that energy projects only move forward with the consent of the host community. They are the formal decision-making process through which municipal councils assess information provided by developers about projects and determine whether a project is a fit for their community. Municipalities retain the right to decline a request to issue an MRSPS if they do not support a project moving forward.

MRSPSs provide municipalities with an opportunity to:

- Express a willingness to host a specific energy project subject to any local land-use, site planning, or other approvals
- Identify any local conditions that must be met moving forward for the MRSPS to remain in place (for example completing a safety plan, or entering into a community benefit agreement)
- Ensure there is adequate public engagement, and that any feedback from the community has been received and addressed before a project moves forward.

The IESO has provided a [prescribed form](#) that must be submitted as evidence of municipal support, and which includes an example municipal resolution which can be used as a template for MRSPSs . However, municipalities do not have to use this template and can provide an MRSPS in any form so long as the MRSPS includes the required information identified by the IESO (a list of mandatory elements for an MRSPS is included as Appendix A of this document). Municipalities can also choose to include additional content (e.g. conditions requiring additional approvals).

Importantly, MRSPSs are only a moment-in-time expression of support – they are not binding final approvals, and do not guarantee that a project will be awarded a contract. Additionally, because the MRSPS is only intended to indicate support in principle prior to IESO issuing a contract, once a contract has been awarded to a project, there is no effect to revoking an MRSPS. Even after a MRSPS is passed and an IESO contract is issued for a project, municipalities retain the right to:

- Require developers to submit applications or technical studies to obtain development approvals (e.g. zoning, site plan) and other local approvals required by the municipality, and
- Withhold or withdraw any locally required approvals if local expectations or conditions are not met.

Given the complex nature of many energy projects, municipalities may wish to consider retaining an energy consultant, or legal expert to negotiate with energy companies, and advise on elements of a proposed project, and what to consider prior to deciding whether to approve an MRSPS. Municipalities should consider retaining someone with expertise or experience dealing with electricity sector proposals,

Once an MRSPS is issued, the project moves forward to the IESO to determine whether to issue a contract for the project. Following the issuance of a contract, most projects are subject to provincial review which may include a Renewable Energy Assessment (REA) which includes assessment of projects' impacts on the environment, and public engagement. The REA process generally takes place concurrently with other local approvals.

Public Engagement Sessions

A notable change between LT2 and previous procurements is that developers are no longer required to demonstrate that discrete public engagement sessions were arranged when submitting a proposal to the IESO. Instead, they are expected to work in collaboration with municipalities to deliver public engagement to the satisfaction of the host municipalities. Municipalities must confirm that this engagement has taken place as part of the MRSPS. Municipalities should be prepared to communicate expectations on public engagement to energy project developers, and may wish to consider working with developers to deliver engagement activities.

LT2 projects may impact asserted or established Aboriginal or treaty rights, and project developers may be delegated by the provincial Crown to carry out procedural aspects of consultation with First Nation and Métis communities. Municipalities may wish to conduct their own engagement with First Nation and Métis communities, and consider the proponent's consultation and engagement efforts with Indigenous communities, to help inform their MRSPS decision, and to support relationships with First Nation and Métis communities.

Optional: Blanket Resolutions

Municipalities may also choose to issue a "blanket" municipal support for energy projects. Where these resolutions have been used in the past, direction is typically delegated to the CAO or other staff member, establishing the authority to provide support confirmations for projects that meet pre-determined criteria outlined in the Council resolution. Under this delegated authority, municipal staff can determine whether a proposed project meets the criteria set out under the blanket resolution and issue an MRSPS without each project having to go to Council for a separate decision.

Criteria included in blanket resolutions often outline which types of projects will or will not be considered (e.g. wind, gas, solar, battery storage, etc.), and identify local approvals or agreements that are pre-conditions of support such as entering into a [community benefit agreement](#), or providing documentation to the municipality (e.g. site plans, emergency management plans, and/or decommissioning plans).

When issuing blanket resolutions, municipalities may wish to consider setting an effective lifespan for the resolution. For example, municipalities could indicate that the blanket resolution is only applicable to the LT2 procurement, a specific intake under the procurement, or for any procurements moving forward until the resolution is revoked.

Blanket resolutions can streamline decision making on projects and proactively signal to developers whether a municipality is open to different types of energy project. Where blanket support is provided, projects are still expected to complete downstream approvals, and municipalities continue to reserve the ability to determine whether to issue permits or other local approvals.

Downstream Approvals

The IESO requires evidence of an MRSPS prior to issuing a contract for an energy project. The MRSPS does not however replace any other local or provincial approvals. This includes local development applications, permits and processes (e.g. those under the Planning Act, or Municipal Act), as well as any necessary provincial approvals (e.g. renewable energy approvals, approvals under the Public Lands Act for Crown land projects). After an MRSPS is issued, municipalities continue to reserve the to determine whether to issue permits or other local approvals.

Successfully obtaining these approvals is a condition of the contract between the IESO and project developers and as such, does not need to be set as a local condition for an MRSPS. However, some municipalities may prefer to consider whether downstream approvals such as rezoning, or site plan approvals are likely to be successful prior to issuing an MRSPS.

The decision of a municipality to provide an MRSPS to a specific project is not intended to replace, or guarantee that additional approvals will be provided.

Key Considerations When Evaluating Energy Projects

There are a range of policy and technical considerations that municipalities may wish to contemplate when determining whether to provide an MRSPS, or other local approvals. The details and interests may differ between communities. This section outlines some of the key issues considered by municipalities to date when reviewing projects. Depending on local preference, these considerations may be taken into account at different (or multiple) stages of a project as outlined in the previous section. Like with other development projects, municipalities should be prepared to communicate their preferences and expectations to energy project developers.

Land-Use and Site Planning

Decisions regarding official plan designations, zoning, and site-planning are not required to be made prior to issuing an MRSPS. However, municipalities often take high-level land-use questions into account while considering whether to provide support for a project. Even if these considerations are not addressed prior to an MRSPS, municipalities and project developers should also be prepared to work together to address these key issues during downstream approvals.

Project Siting

Municipalities have considered some of the following key issues while reviewing projects:

- What requirements exist under the Provincial Planning Statement, local official plan, zoning by-laws or other local policies? Does the project meet these requirements?
- How would projects impact, or be impacted by surrounding land-uses?
 - What areas of the municipalities, or surrounding uses are preferred locally? For example, some municipalities have found that projects located in industrial areas or former aggregate pits receive more community support than projects located in agricultural areas or near residential areas.
 - How would the project interact with future growth planned in the area?
 - Is the project located in proximity to electricity transmission lines that are required to connect the project to the energy grid?
- What mitigation should be in place regarding noise, vibration, environmental impacts? What setbacks or minimum distances from other land uses should be required? (Note: setbacks can often be addressed through downstream approvals such as through noise studies, or fire safety plans.)
- What servicing may be required for the project site (e.g. water service, road access)?

Agricultural Protection

Under LT2, ground-mounted solar projects are prohibited in prime agricultural areas. All other LT2 projects proposed in prime agricultural areas are required to submit the IESO's Pre-AIA Submission Filing Requirement to the satisfaction of the municipality. This document outlines how a project developer considered alternative locations and arrived at their chosen project site. In addition, if a contract is awarded to a project located in a prime agricultural area, an Agricultural Impact Assessment (AIA) must be completed by the proponent, and to the

satisfaction of the host municipality within 18-months of the IESO contract having been offered. The Ministry of Agriculture, Food and Agribusiness [has issued draft guidance](#) on how to complete and review an AIA and is preparing additional guidance to support the LT2 procurement.

The IESO has [provided guidance](#) on AIAs and how they should be addressed under the procurement process. In particular, municipalities should be aware that there is not a requirement for an AIA to be submitted, reviewed, and approved by a municipality until 18 months after a contract is issued. This means that a full AIA may not be available prior to a municipality making an MRSPS decision. However, as part of the MRSPS process, developers must provide alternative locations for the project prior to the MRSPS in case the original proposed site cannot be approved under the AIA. The template MRSPS from the IESO includes a requirement for municipalities to verify that these alternative locations have been identified.

Resources Available to Support Land Use Planning and Siting Considerations

- Ontario Ministry of the Environment, Conservation and Parks
 - [Renewable Energy Approvals](#)
 - [Technical Guide to Renewable Energy Approvals](#)
- Ontario Ministry of Natural Resources
 - [Renewable Energy Project Approval and Permit Requirements](#)
- Independent Electricity Systems Operator
 - [Agricultural Impact Assessment Questions and Answers](#)
- Ministry of Energy and Electrification
 - [Ministerial Directives Issued to the IESO for LT2](#)

The following additional resources from other jurisdictions may provide valuable technical assistance. However, it is important to note that these resources may not align with Ontario's specific legal and regulatory requirements and should be treated as guidance only:

- Quest Canada
 - [Integrating Energy Planning and Land-Use Planning: Taking Stock and Looking Forward](#)
- Pacific Northwest National Laboratory (On Behalf of the US Department of Energy)
 - [Energy Storage in Local Zoning Ordinances](#)
- American Planning Association
 - [Zoning Practice: Battery Energy Storage Systems](#)

Emergency Management and Environmental Protection

Municipalities have reported that residents are concerned about ensuring that proposed projects are safe and may expect municipal review of safety and mitigation plans. Further, as the primary provider of certain emergency services, municipalities should be actively engaged in discussions with energy developers to ensure that adequate emergency response plans are in place, and appropriate.

The approval of fire safety and emergency management plans is frequently completed as part of downstream approvals rather than prior to issuing an MRSPS. However, some municipalities have included the successful completion of these plans as a condition for issuing an MRSPS.

Municipalities do not have sole responsibility for assessing safety or environmental impacts. The provincial government also has several reviews and approvals that must be completed before a project can move forward.

- A Renewable Energy Approval (REA) from the Ministry of the Environment, Conservation and Parks (MECP) is required for most solar, wind, or bio-energy projects in Ontario.²
- Battery energy storage system (also called “BESS”) facilities require registration to the Environmental Activity & Sector Registry. Natural gas fired facilities require an Environmental Compliance Approval.
- New water powered facilities are subject to the Environmental Assessment Act, and Ministry of Natural Resources (MNR) approval under the Lakes and Rivers Improvement Act.
- For all project types, an Endangered Species Act permit may be required from MECP if species at risk or their habitats are impacted.

These environmental permissions processes include a review of environmental impacts to ensure that projects are unlikely to have adverse impacts on communities. All energy projects are generally subject to safety and building code requirements, similar to any other development.

Fire Safety and Emergency Management

Fire safety, particularly around proposed BESS projects, has been routinely identified by municipalities and residents as being of high interest. The Office of the Ontario Fire Marshall (OFM) has indicated that all Fire Chiefs in Ontario have access to an advisor at OFM who can provide support when reviewing energy projects.

Municipalities have considered some of the following key issues while reviewing projects:

- Does the project have an emergency management plan that outlines key risks, mitigation, and responses? Does the emergency management plan align with best practices from the Ontario Fire Marshall or other experts?
- Will the project have on-site staff monitoring the facility during the life of the project? How would these staff be able to work with the municipality to ensure safety and minimize potential impacts of an emergency incident.
- How would local first responders need to respond in the event of an incident?
 - Does the municipality have the capacity, equipment, and/or training to respond?
 - Will the proponent cover the costs of any training or equipment needed to improve local capabilities?
- Does the proposed site have the right infrastructure to facilitate access by first responders?
- Would the impact of an incident be localized to the project site, or widespread? What mitigation needs to be in place to minimize impacts?

² An REA is not required for rooftop solar, some classes of small-scale wind and ground-mounted solar, and certain bio-energy and thermal treatment projects.

Environmental Protection

Ontario is home to many different types of energy projects that use various technologies to generate or store energy. The potential environmental impacts differ from project to project, and a wide range of environmental considerations apply to these projects including impacts to carbon emissions, natural habitats, or source water. Concerns about environmental impacts apply to both renewable projects and carbon emitting projects (e.g. leaks from natural gas pipelines, or battery cells at BESS sites).

Many environmental mitigation measures can be addressed through downstream land use processes and subsequent approvals (e.g. ESA permits, Fisheries Act approvals). Electricity generation projects are also subject to provincial assessment of environmental impacts through the Renewable Energy Approvals (REA) or Environmental Assessment (EA) process).

Municipalities have considered some of the following key issues while reviewing projects:

- What provincial assessments might apply to the project?
- Is the project subject to review by the local Conservation Authority?
- Does the project have a Stormwater Management Plan that meets local needs?
- What mitigation measures can be put in place to reduce risks to locally important sites, such as municipally-managed natural spaces, public parks, or culturally significant areas/buildings? Can these be addressed through existing processes such as the site plan process?

Resources for Fire Safety and Environmental Protection

- Ontario Fire Chief's Association Guide
 - [Solar Electricity and Battery Storage Systems Safety Handbook for Firefighters.](#)
- Ontario Ministry of the Environment, Conservation and Parks
 - [Technical Guide to Renewable Energy Approvals](#)
- Ontario Ministry of Natural Resources
 - [Renewable Energy Project Approval and Permit Requirements](#)
- Hydro One Guide
 - [BESS Fire Protection Risk & Response Assessment Standard](#)

The following additional resources from other jurisdictions can provide valuable technical assistance, though it's important to note that these resources may not align with Ontario's specific legal and regulatory requirements and should be treated as guidance only:

- Energy Storage Canada
 - [Battery Energy Storage: Thermal Runaway and Fire Risk](#)
- Canadian Association of Fire Chiefs
 - [Lithium-Ion Battery Resources for Fire Services including Battery Storage Systems](#)
- Case study: Weymouth Town, U.S.
 - [Risk Assessment Study for BESS at Fore River Energy Center](#)

Project Decommissioning

Under the current IESO procurement process, contracts are issued for a fixed duration. Contracts between the IESO and energy companies do not include requirements for decommissioning at the end of project life. At the end of a contract, energy companies may decide to end operations and decommission the project or apply for a contract extension or renewal. Contract extensions will likely require equipment upgrades or replacement.

Projects that are subject to the provincial REA process are required to include a Decommissioning Plan Report which describes how a project site will be restored as close as possible to its original condition (or to the land use designation of the area at the time of decommissioning). The costs associated with decommissioning are often covered in the land lease agreement with the participating landowners, and are generally expected to be borne by the owner/operator of the energy facility.

Municipalities may wish to consider:

- Is decommissioning for a specific project type addressed through provincial requirements (e.g. renewable energy approvals)? If not:
 - Who will be responsible for the cost, and process of decommissioning end of life assets? Is this addressed through an enforceable legal framework (e.g. the land lease agreement with the landowner, a municipal development agreement, or site plan tools)?
 - Through what local mechanisms could decommissioning requirements be set and upheld in the future (e.g. site plan control, community benefit agreement, municipal by-laws)?
- Does the energy company have a standard process in place for decommissioning and/or land reclamation?
- If an energy company does not remain solvent, or a project is abandoned, where does the responsibility for decommissioning fall?
- Does the municipality wish to include any priorities for decommissioning in an agreement with the developer (e.g. restoring lands to agricultural use, re-naturalizing land)?

Resources for Decommissioning

- Ontario Ministry of the Environment, Conservation and Parks
 - [Technical Guide to Renewable Energy Approvals](#)

The following additional resource from the United States may provide valuable technical assistance, though it's important to note that this resource may not align with Ontario's specific legal and regulatory requirements and should be viewed as providing guidance only:

- U.S. Energy Storage Association (ESA)
 - [End-of-Life Management of Lithium-ion Energy Storage Systems](#)

Community Benefits, Costs and Community Benefit Agreements

Cost and Benefits of Hosting Energy Projects

As with other economic development projects, municipalities may incur costs to service and host electricity generation and storage projects. This may include new infrastructure such as improvements to roads for emergency access, or water infrastructure for fire response. It may also include improvements to local services such as new equipment and training for firefighters. Municipalities may also incur costs to retain expert advice to support project review, downstream approvals, or negotiations.

Similarly, like other types of development, electricity projects may bring financial, or other benefits to the communities. This may include property tax assessment increases, employment opportunities, or progress towards local energy or climate plans. Some developers may also offer community funds or sponsorships to local organizations.

Some municipalities report that the potential benefits to the community may not offset the potential costs. For example, increased property tax assessment may not be sufficient to cover increased infrastructure or servicing costs. Benefits may also only be temporary – for example, while a project may result in short-term construction jobs, these may not be filled by local residents, and long-term jobs may not be created. It is important to engage with developers to build a shared understanding of what benefits a community may experience.

Community Benefit Agreements

Municipalities are increasingly looking to community benefit agreements (CBAs) as opportunities to recover costs, secure meaningful local benefits, and share in project revenues so they can be reinvested into the community in the long-term. CBAs are formal agreements through which municipalities and project developers negotiate terms to ensure that both parties are sharing in the potential benefits of a project, and that all costs can be recovered.

Although CBAs are not currently required as part of the procurement process, municipalities may ask for them as a condition of support in providing an MRSPS. As with other types of development, municipalities should work with developers to negotiate an agreement that is beneficial to the community. A best practice for municipalities choosing to negotiate a CBA is to retain expert legal counsel to represent the municipal interest in negotiations. A legal advisor with experience working with energy projects and commercial negotiations can provide guidance about what terms to include as part of an agreement and support negotiations with project developers.

When considering potential costs and benefits, or whether to pursue a CBA, municipalities may wish to consider:

- What costs may the municipality incur to support the project? (e.g. infrastructure, local services and equipment, professional services, consultants for downstream approvals)
- What benefits may the project bring? (e.g. energy reliability, assessment growth, development opportunities)

- Is the developer proactively offering a community benefit agreement, or another form of support to the municipality? (e.g. access to a community fund)
- What expertise does the municipality need to procure to negotiate a community benefit agreement with the project developer?

Some common CBA contents include:

- A payment to the municipality based on the amount of energy generated or stored that would become general revenues for the municipality to direct towards local services
- A financial contribution from project developers to the municipality to support project related costs such as:
 - New or upgraded infrastructure related to supporting the project
 - Municipal services required to support the project
 - Professional fees incurred by the municipality to support CBA negotiations (e.g. legal fees), technical consultant project review, and downstream approvals
- A requirement for energy proponents to bear the cost of decommissioning projects when they reach end-of-life

Resources for Community Benefit Agreements

There is no standardized template for CBAs related to electricity projects in Ontario. As a result, unique agreements are typically negotiated on a project-by-project basis. The following resources provide insight into CBAs content.

- Clean Air Task Force - List of Resources on Community Benefits
 - [Community Benefits Resource Inventory](#)
- Columbia Law School's 35 Recommendations for Developers and Host Communities
 - [Expert Insights on Best Practices for Community Benefits Agreements](#)
- Clean Coalition Organization CBA Research
 - [Finding the Balance: Benchmarking Solar, Wind and Energy Storage Community Benefits Agreements](#)
- World Resources Institute Insights
 - [US Clean Energy Projects Need Public Buy-in. Community Benefits Agreements Can Help](#)
- Government of Scotland
 - [Community benefits from onshore renewable energy development](#) – Guidance on good practice principles for communities, businesses, local authorities, and others
- Local Energy Scotland- Community and Renewable Energy Scheme (CARES) CBA Support
 - [Resources: Community Benefits Toolkit, document template for Community Benefits agreement, community benefit Memorandum of Understanding guidance and template, related case studies](#)
- [University of Michigan](#)
 - [Renewable Energy: Providing a Spectrum of Potential Community Benefits](#)
 - [Beyond Renewable: Incorporating social sustainability & community benefits into renewable energy projects](#)

Appendix: Mandatory Elements of a Municipal Resolution in Support of Proposal Submission (MRSPS)

Should a municipality wish to develop its own resolution, to meet the minimum requirements of the IESO's RFPs, the resolution must:

(A) identify:

- (i) the Unique Project ID of the Project
- (ii) the name of the Project
- (iii) the name of the Proponent
- (iv) the generation technology type of the Project
- (v) the maximum potential Contract Capacity of the Project; and
- (vi) the Property Identification Number (PIN), municipal address, legal description or GPS coordinates of the Municipal Project Lands; and

(B) confirm:

that the Proponent has delivered a Pre-Engagement Confirmation Notice to an applicable Local Body Administrator in respect of the Local Municipality that includes the information above, except for the Unique Project ID which should only be required as part of the Pre-Engagement Confirmation Notice if available; and

(C) state:

- (i) that the Local Municipality supports the submission of a Proposal for the Project located on the applicable Municipal Project Lands. The statement in such resolution may be qualified as being solely for the purposes of satisfying the mandatory requirements under Section 4.2(b) of the LT2 RFP, and does not supersede any applicable permits or approvals under applicable Laws and Regulations that may be required for a particular Project;
- (ii) that that the Proponent has undertaken, or has committed to undertake, Indigenous and community engagement activities in respect of the Project to the satisfaction of the Municipality;
- (iii) whether or not the Municipal Project Lands are designated as Prime Agricultural Areas as set out in the Local Municipality's Official Plan as of the date of the resolution; and
- (iv) if the Municipal Project Lands are designated as Prime Agricultural Areas:
 - (a) the Municipal Project Lands are not designated as Specialty Crop Areas;
 - (b) the Project is not a Non-Rooftop Solar Project;

(c) the Proponent has satisfied the Pre-AIA Submission Filing Requirement to the satisfaction of the Municipality; and

(d) if the Proponent is selected as a Selected Proponent under the LT2 RFP, the Municipality will engage in good faith with the Selected Proponent to enable the Selected Proponent to complete an Agricultural Impact Assessment.



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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2025 Municipal Appreciation Events
Meeting: Council - 12 Jun 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the appreciation event for Council, volunteers and service clubs be arranged for September 18, 2025 from 5:30-7:30 pm

Background:

Appreciation events including Council, Volunteers, Service Clubs, BFR and Staff are a positive way of saying thank you to the hard work and dedication of the people / groups that help the Municipality run.

Comments:

We are proposing the same appreciation event(s) as were done in 2024:

Council / Service Clubs / Volunteers

A food truck / meal on site at the pavilion, Thursday September 18th from 5:30-7:30 pm; including spouses

Staff

An informal dinner scheduled for staff and spouses prior to ice installation.

BFR

To be determined

Financial Considerations:

The 2025 budget allocates monies towards an appreciation event not including service awards. The proposal fits the budget adequately with possible savings.

ATTACHMENTS:

[Appreciation Policy](#)

	THE CORPORATION OF THE MUNICIPALITY OF BROOKE-ALVINSTON POLICY MANUAL		
	Subject:	Appreciation Policy	Section Policy
	Effective Date:	October 1, 2023	Approved By:
	Revision Date:		

PURPOSE

To show appreciation annually to Council, Committee, Staff and Service Clubs in the Community.

POLICY

Council Members – Committee Members and Service Club / Volunteer Members

That an annual event be held for Council Members, Committee Members and Service Clubs / Volunteers which includes a catered dinner and cash bar at the BAICCC. Each service club should be sent 4 tickets to attend the event. The Municipality shall budget for the event annually.

Brooke Fire Rescue Members

That an annual event be held at the Department's convenience for Brooke Fire Rescue members and guests which includes a catered dinner and cash bar at the BAICCC. The Municipality shall budget for the event.

In cases where the planning of such an event is disturbed with either a pandemic or lack of available members to attend, an alternate choice of \$50 / BFR member to a Brooke-Alvinston business can be made. The Department will need to advise of their preference by November 1st annually.

Employees

That an annual event be held for the Administration, Roads and Parks & Recreation employees and guests which includes a meal and cash bar. The Municipality shall budget for the event annually.

In cases where the planning of such an event is disturbed with either a pandemic or lack of available members to attend, an alternate choice of \$50 / employee to a Brooke-Alvinston business can be made. The employees will need to advise of their preference by November 1st annually.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Brooke-Alvinston Community Fund
Meeting: Council - 12 Jun 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the report on the 2025 Brooke-Alvinston Community Fund donations be received and filed.

Background:

The fund was officially created in 2021. The 2025 donation marks donations to the community totaling \$ 2,500.

Previous recipients were:

Hope United Church Camps
 Inwood 150th Committee
 Canada Day Committee

Administered through the Sarnia Community Foundation, the Brooke-Alvinston Fund can provide tax receipt donations and all money allocated to the fund stays within Brooke-Alvinston.

Comments:

The Brooke-Alvinston Community Fund was notified that they had \$1,527.67 available to be granted in 2025. A meeting was held with the Committee Members on recommendations on where to disperse the funds. Several organizations were chosen:

Friendship Group (Hope United Church)	\$250
Alvinston Legion (towards a sound system)	\$500
Brooke-Alvinston Watford Fall Fair Ambassador Program	\$250
Brooke-Alvinston 4H Groups	\$250

A media release is attached.

Financial Considerations:

In an agreement with the Alvinston Killer Bees Hockey Club, \$1,000 was provided to the fund in 2025. This will be an annual donation from the Club to the fund.

ATTACHMENTS:

[MEDIA RELEASE For Immediate Release](#)

MEDIA RELEASE *For Immediate Release*

Brooke-Alvinston Community Fund Announces Distribution of Funds to Support Local Initiatives

Brooke-Alvinston— June 2025 — The Brooke-Alvinston Community Fund is proud to announce the distribution of \$1,250 in funding to support vital programs and services within Brooke-Alvinston. This investment reflects the municipal commitment of fostering growth, sustainability, and well-being for residents and organizations alike.

The funds will be allocated to key initiatives, including the Friendship Group at Hope United Church, three Brooke-Alvinston 4H Clubs, the Brooke-Alvinston-Watford Fall Fair Ambassador Program and the Alvinston Legion New Build Project. Through these contributions, the Brooke-Alvinston Fund in conjunction with the Sarnia Community Fund aims to strengthen local resources, empower residents, and ensure that essential services continue to thrive.

"We believe in the power of community and the impact that strategic funding can have on the lives of those we serve," said Mayor Dave Ferguson. "By distributing these funds, we are investing in a stronger, more vibrant Community and supporting the organizations that make a difference every day."

Residents and stakeholders are encouraged to learn more about the fund and how they can donate by contacting the Sarnia Community Foundation or visiting www.sarniacommunityfoundation.ca

For media inquiries, please contact: Sarnia Community Foundation at 519-332-2588 or www.sarniacommunityfoundation.ca



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: 2025 OMAA (Ontario Municipal Administrator's Association) Conference
Meeting: Council - 12 Jun 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That this report be received and filed for information.

Background:

The 2025 OMAA Conference was held May 14-16 in the Muskoka Lakes.

Comments:

I am a current member of AMCTO for over 15 years (Clerk) and OMAA for approximately 7+ years (Administrator). AMCTO offers a variety of courses and designations geared to both the clerk and treasurer positions. OMAA offers workshops geared to the administrator positions. I try to alter conferences each year. This year I attended the OMAA Spring conference.

Wednesday evening - exhibitor reception, dinner and networking with an evening keynote speaker - Stuart Knight. Mr. Knight spoke on how to build trust, invite feedback and develop the bonds that will move your organization past surviving and into thriving.

Thursday sessions attended (in addition to the trade show):

i) Rapid Fire & Inspire talks on: AI as a business case, AI driven asset inventory and rapid deployment of accessory dwelling units

Rebecca Wilson, Mindfulness Teacher at Arborvida spoke on resilience and how it can help leaders navigate growing complexity, rapid change and high pressure environments.

Strategy Corp hosted a Council-Staff relations session with focus on Bill 241 (municipal accountability), the role of governance tools and integrity commissioners.

IESO had a session on preparing for energy procurements. This session along with the trade show reps proved valuable for connections. The representative spoken to is providing an information package relevant to our current interests in considering wind energy proposals. When the package is received, it will be shared with Council.

The Region of Waterloo Acting CAO spoke on what municipalities can learn from their French (France) counterparts. He noted key differences in local governance between France and Ontario which focused on planning, citizen engagement and decision making processes.

A municipal law update was provided by our Integrity Commissioner on the Strong Mayor powers. Although not relevant to Brooke-Alvinston, it was interesting to hear the impact this will cause on administrative powers, budget responsibility and other duties across the province and some neighbouring municipalities.

The Friday sessions included:

The Municipal Engineers Association presenting an overview of changes to the Municipal Class Environmental Assessment process and potential new municipal project assessment process. This was high level and more literature is being explored to get a better grasp on the process.

The Assistant Deputy Minister of Municipal and Housing Operations provided valuable tips on practical strategies to make your delegations at AMO, ROMA, OGRA more impactful.

The closing / wrap up session was on partnerships between staff and how to ensure organizational stability, alignment and leadership succession.

I enjoyed the conference and appreciate the opportunity to attend this conference in the Administrator role.

Financial Considerations:

None associated with this report - the conference was budgeted for.