



AGENDA

Council Meeting

4:30 PM - Thursday, July 17, 2025
Municipal Office

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10. CLOSED SESSION

11. RISE AND REPORT

12. BY-LAW CONFIRMING PROCEEDINGS

13. ADJOURNMENT



MINUTES

Council Meeting

4:30 PM - Thursday, June 26, 2025
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, June 26, 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, and Councillor Jenny Redick

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

Regrets: Councillor Craig Sanders

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 when appropriate during the meeting.

3 MINUTES

a) Regular Council Meeting Minutes of June 12, 2025

RESOLUTION-2025-199

Deputy Mayor Frank Nemcek made a motion that the minutes of the June 12, 2025 Council meeting be approved as presented without any error or omission. Councillor Jenny Redick seconded the motion.

Carried

b) Special Council Meeting Minutes of June 19, 2025

RESOLUTION-2025-200

Councillor Jenny Redick made a motion that the minutes of the June 19, 2025 Special Council meeting be approved as presented without any error or omission. Councillor Don McCabe seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

a) The Mayor inquired about a payment issued at the June 12th, 2025 meeting from Intact Insurance in the amount of \$1,438.50. The Treasurer advised it is for Intact's work to date on an insurance claim.

b) Access off Nauvoo for proposed subdivision

RESOLUTION-2025-201

Councillor Don McCabe made a motion that staff be directed to request the County Public Works staff to comment on their position of denying an access off of Nauvoo to the subdivision. Councillor Jenny Redick seconded the motion.

Carried

5 DELEGATIONS & TIMED EVENTS

6 CORRESPONDENCE

- a) Municipal Correspondence

RESOLUTION-2025-202

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

Carried

- b) Township of Black River - Matheson: Exemption for Firefighter Certification

RESOLUTION-2025-203

Councillor Don McCabe made a motion that the request for support from the Township of Black River-Matheson exempting firefighters for the certification be received and filed. Councillor Jenny Redick seconded the motion.

Carried

- c) Township of Brudenell, Lyndoch and Raglan: Inclusive Research of Communities

RESOLUTION-2025-204

Councillor Don McCabe made a motion that the request for support from the Township of Brudenell, Lyndoch and Raglan be received and filed. Councillor Jenny Redick seconded the motion.

Carried

- d) Town of Bradford West Gwillimbury: Income Support for Veterans

RESOLUTION-2025-205

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston supports the request from the Town of Bradford West Gwillimbury to call on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit program from \$20,000 to no less than \$40,000 annually for a single-person household; and that Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada. Councillor Jenny Redick seconded the motion.

Carried

7 STAFF REPORTS

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

RESOLUTION-2025-206

Councillor Jenny Redick made a motion that staff be directed to forward the drain maintenance requests for the Dolbear-McKellar and the Smith Drain to the Drainage Superintendent with the power to act. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- b) Petition for Drainage Works - Nemcek

RESOLUTION-2025-207

Councillor Jenny Redick made a motion that Council appoint R. Dobbin Engineering under Section 4 of the Drainage Act to investigate the petition. Councillor Don McCabe seconded the motion.

Carried

c) **Planner's Report****RESOLUTION-2025-208**

Deputy Mayor Frank Nemcek made a motion that the Planner's Report be received and filed. Councillor Don McCabe seconded the motion.

Carried

[Additional Residential Units Report for Brooke-Alvinston](#)d) **Clerk Administrator's Report:** Community Sport & Recreation Infrastructure Fund

Staff noted that they are currently working and referencing with other professionals on the scope of the project and seeking advice and best practices from them.

RESOLUTION-2025-209

Councillor Jenny Redick made a motion that the report on approval of the CSRIF Funding be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

e) **Public Works Superintendent's Report:** Traffic Counts**RESOLUTION-2025-210**

Councillor Jenny Redick made a motion that the attached report be received for information. Councillor Don McCabe seconded the motion.

Carried

f) **Treasurer's Report:** Tenders to replace the flat roof on the Municipal Office Building - 3236 River Street**RESOLUTION-2025-211**

Councillor Jenny Redick made a motion that Council accept the lowest bid proposal from Imperial Roofing (Sarnia) Ltd. for \$77,824.00, plus HST to replace the existing roof with a new single ply system, as quoted. Deputy Mayor Frank Nemcek seconded the motion.

Carried

g) **Treasurer's Report:** Reserve and Reserve Fund Policy Implementation**RESOLUTION-2025-212**

Councillor Don McCabe made a motion that Council table the draft policy implementation presented and direct staff to propose a plan which shows increment levels of reserves. Councillor Jenny Redick seconded the motion.

Carried

h) **Treasurer's Report:** 2025 Ontario West Municipal Treasurer's Forum Report**RESOLUTION-2025-213**

Councillor Jenny Redick made a motion that the Report on the 2025 West Municipal Treasurer's Forum be received and filed. Councillor Don McCabe seconded the motion.

Carried

i) **Fire Chief's Report:** Reallocation of capital funds**RESOLUTION-2025-214**

Councillor Don McCabe made a motion that the recommendation to complete

the training room with a reallocation of capital funds be denied and that extra monies be placed in reserves. Councillor Jenny Redick seconded the motion.

Carried

8 BY-LAWS

- a) By-law 16 of 2025 Logan Drain - Third & Final Reading

RESOLUTION-2025-215

Councillor Jenny Redick made a motion that By-law 16 of 2025 be read a third and final time and finally passed this 26th day of June, 2025. Deputy Mayor Frank Nemcek seconded the motion.

Carried

9 NEW BUSINESS

The Clerk Administrator noted the 2025 Ecumenical Service would be held in the Pavilion this coming Sunday

The Public Works Manager noted the dolmolite application was finished and dust suppressant will follow on those roads

Councillor Redick inquired about the status of the new slide at the park in Alvinston - it has not been delivered

Councillor Redick inquired about the tender for the Optimist Project funded through the Alix Foundation. She was advised that the tender for the proposed lighting is out and the resurfacing quote is being reviewed

Councillor Redick asked the status of when the tree at the Memorial Gardens will be taken down

Councillor McCabe informed Council of the Lambton Farm Safety Day for families being held July 3rd in Brigden

Councillor McCabe noted highlights from the SCRCA meeting including the community pasture obtained

The Public Works Superintendent noted that Little Ireland culvert replacement will commence in September

Councillor McCabe presented a notice of motion for the July 17th meeting to have staff investigate sidewalks on Millpond and Francis Streets.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law 29 of 2025

RESOLUTION-2025-216

Councillor Jenny Redick made a motion that By-law 29 of 2025 be read a first, second and third time and finally passed this 26th day of June, 2025. Deputy Mayor Frank Nemcek seconded the motion.

Carried

13 ADJOURNMENT

Councillor Redick made a motion to adjourn the meeting at 5:11p.m.

Clerk-Administrator

Mayor

	PLANNING AND DEVELOPMENT SERVICES REPORT	
REPORT TO:	Municipality of Brooke-Alvinston	
PREPARED BY: (COUNTY)	Ezio Nadalin Planner – County of Lambton Development Services	
APPROVED BY: (COUNTY)	Will Nywening Senior Planning Official - County of Lambton Development Services	
REPORT DATE:	June 18, 2025	
MEETING DATE:	June 26, 2025	
IN CAMERA:	Open Session	
SUBJECT:	Additional Residential Units (ARU) Report Report to Mayor & Members of Council	

RECOMMENDATION:

That the information report by County of Lambton Planners Ezio Nadalin and Will Nywening dated June 18, 2025, be received by Municipal Council.

BACKGROUND:

This Report provides an overview of the current Additional Residential Unit (ARU) regulations in the context of the ARU policies now contained in the policies of the *Planning Act* and new 2024 Provincial Planning Statement.

An “Additional Residential Unit (ARU) is a self-contained dwelling unit located within another dwelling or in a detached building on the same lot.

PLANNING ACT: Changes to **Section 35(1) and **Ontario Regulation 299/19****

The recently amended *Planning Act* now offers multiple options with regards to the number of residential units (i.e. ARU’s) ranging from one unit to three units in detached homes, semi-detached homes or rowhouses, as indicated in Section **35.1 (1)**.

The ARU regulations in the *Planning Act* supersede the Brooke-Alvinston Comprehensive Zoning By-law, which will need to be amended to address these changes.

PLANNING ACT - SECTION 35 (1):

Restrictions for residential units:

Under Section **35.1 (1)** The authority to pass a by-law under section 34 does not include the authority to pass a by-law that prohibits:

- (a) *two residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land, if all buildings and structures ancillary to the detached*

house, semi-detached house or rowhouse cumulatively contain no more than one residential unit.

(b) three residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land, if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units; or

(c) one residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units.

These legislative permissions apply only to “parcels of urban residential land”, which is defined in the Act to include lands that are serviced with municipal water and sanitary sewers, where the zoning permits residential uses as the primary land use (not accessory to another non-residential use):

“parcel of urban residential land” means a parcel of land that is within an area of settlement on which residential use, other than ancillary residential use, is permitted by by-law and that is served by,

(a) sewage works within the meaning of the Ontario Water Resources Act that are owned by,

(i) a municipality,

(ii) a municipal service board established under the Municipal Act, 2001,

(iii) a city board established under the City of Toronto Act, 2006,

(iv) a corporation established under sections 9, 10 and 11 of the Municipal Act, 2001 in accordance with section 203 of that Act, or

(v) a corporation established under sections 7 and 8 of the City of Toronto Act, 2006 in accordance with sections 148 and 154 of that Act, and

(b) a municipal drinking water system within the meaning of the Safe Drinking Water Act, 2002;

Parking:

Municipalities currently have varying rules with regards to the number of parking spaces required for ARU's, however with the recent changes to the *Planning Act*, Section 35 (1.1) limits ARU's to one additional parking space per unit, other than that of the primary residential unit.

Minimum area:

Changes to Section 35 (1.2) now require that Municipalities are prohibited from passing a by-law that regulates the minimum floor area of a residential unit. This may therefore require changes to the local Zoning By-law, as the present By-law lists minimum floor area (i.e. Table “A” requirements).

Provisions of no effect

Section 35 (1.3) indicates that the above-mentioned Act changes are “*as of right*”, which means that the prescribed changes prevail over any current Municipal Zoning By-law provisions to the contrary. Any contravention to Subsection (1), (1.1) or (1.2) would have no legal status to

the extent that they contravene the *Planning Act*. An update of the Comprehensive Municipal Zoning By-law will be required to address these changes.

ONTARIO REGULATION 299/19:

The Brooke-Alvinston Zoning By-law may need to be amended to reflect the Ontario Regulation as listed below. This will require several changes with regards to the number and location of ARU's, additional parking requirements (adding one), the increase in lot coverage (from 40% to 45%), the required setback distances to the main dwelling (4 m) and minimum ARU area requirements (not required).

This Provincial Regulation applies to the following additional residential units:

1. *A second residential unit in a detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures cumulatively contain no more than one residential unit.*
2. *A third residential unit in a detached house, semi-detached house or rowhouse on a parcel of land is permitted, if no building or structure contains any residential units.*
3. *A residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse on a parcel of is permitted, if the detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units. O. Reg. 462/24, s. 1 (4).*

Relevant sections of the Regulation are quoted below:

Requirements and standards — additional residential units

2. The following requirements and standards are established with respect to additional residential units:

1. *Each additional residential unit shall have one parking space that is provided and maintained for the sole use of the occupant of the additional residential unit.*
2. *Where a by-law passed under section 34 of the Act does not require a parking space to be provided, a parking space is not required.*
3. *A parking space that is provided for an additional residential unit may be a tandem parking space.*
4. *An additional residential unit may be occupied by any person regardless of whether,*
 - i. the person is related to the person who occupies the primary residential unit, and*
 - ii. the person who occupies either the primary or additional residential unit is the owner of the lot.*
5. *Where the use of additional residential units is authorized, an additional residential unit is permitted regardless of the date of construction of the primary residential unit.*

Requirements and standards — buildings and structures on parcels of urban residential land

4. (1) The following requirements and standards are established with respect to buildings or structures that contain additional residential units and that are located on parcels of urban residential land:

1. The building or structure shall be at least 4 metres from another building or structure on the parcel if the other building or structure contains a residential unit.

Requirements and standards — parcels of urban residential land

5. (1) The following requirements and standards are established with respect parcels of urban residential land on which additional residential units are located:

1. Up to 45 per cent of the surface of the parcel is permitted to be covered by buildings and structures.

2. Subject to any maximum height and minimum setback requirements in a by-law passed under section 34 of the Act applicable to buildings and structures on the parcel, there is no limit to the floor space index of the parcel.

3. The minimum area of the parcel is the minimum area that would be required in a by-law passed under section 34 of the Act in respect of the same parcel if no additional residential units were located on the parcel. O. Reg. 462/24, s. 2.

PPS - AGRICULTURAL LANDS:

The 2024 Provincial Planning Statement replaced the former 2020 Provincial Policy Statement and came into force on October 20, 2024. In addition to a principal residence, the 2024 PPS adds “Additional Residential Units” as permitted uses in prime agricultural areas. Section 4.3.2.5 of the 2024 PPS permits ARUs subject to criteria:

Where a residential dwelling is permitted on a lot in a prime agricultural area, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:

- a) comply with the minimum distance separation formulae;*
- b) are compatible with, and would not hinder, surrounding agricultural operations;*
- c) have appropriate sewage and water services;*
- d) address any public health and safety concerns;*
- e) are of limited scale and are located within, attached, or near the principal dwelling or farm building cluster; and*
- f) minimize land taken out of agricultural production.*

The new permissions for ARUs in agricultural areas in the PPS do not supersede the Zoning By-law. If rezoning applications are submitted for ARUs however, these policies indicate that the rezoning should be approved if the PPS criteria are met. The Municipality may wish to continue to deal with requests for ARUs in the agricultural area on a case by case basis through rezonings or may wish to eventually include as-of-right provisions for ARUs in the Agricultural Zone designations of the Zoning By-law.

COUNTY OF LAMBTON OFFICIAL PLAN:

The policies of the current County and Municipal Official Plans were drafted prior to the recent changes to the *Planning Act* and 2024 PPS. The policies are not consistent with the Act and PPS in a number of respects. The policies applicable to ARUs are noted below:

Subsection 2.3.14: states that:

Municipalities shall permit an accessory second dwelling unit in a residential area on a residential lot occupied by a single detached, semi-detached, or townhouse dwelling, or an accessory building if a second unit does not exist within the principal dwelling. Municipalities shall develop local policies and zoning regulations that establish appropriate standards, which protect neighbourhood character, public health and safety, and enjoyment of abutting properties without unduly restricting the creation of such dwelling units.

MUNICIPALITY OF BROOKE ALVINSTON OFFICIAL PLAN:

(1.0) Agricultural Area / Residential Uses Policies, Subsection 1.11 (d): requires that:

the creation of an additional dwelling unit within single detached dwellings or accessory farm buildings shall be subject to the following requirements: (i) The lot size and configuration are sufficient to accommodate adequate parking and open spaces; (ii) The building age and condition are capable of supporting the intensified use and the building code requirements as well as health and safety requirements, can be satisfied; (iii) Additional dwelling units shall be permitted in compliance with all relevant Zoning By-law provisions; (iv) Additional dwelling units, while permitted in basements, are not to be permitted in the cellar area of a dwelling; (v) The availability and adequacy of municipal services to accommodate the increased density; (vi) There is sustainable private sewage disposal and water available for the additional dwelling unit.

(2.0) Residential Area / Residential Policies, Subsection 2.2.22: requires that:

(a) Notwithstanding any other policy in the Plan, the use of ‘additional units’ is authorized in accordance with the Ontario Heritage Act and its associated regulations, by permitting the following:

- i. The use of two residential units in a detached house, semi-detached house or rowhouse; and*
- ii. The use of a residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse.*

For calculating residential density and implementing the policies of this Plan, ‘additional units’ or the potential for ‘additional units’ shall not be included in maximum density calculations. However, these units may be considered when assessing servicing capacity associated with site development. As well, additional units approved for occupancy (per Ontario Building Code) may be used to demonstrate achievement of minimum densities when applicable, either for implementation of policies in this Plan or for use in an implementing zoning bylaw.

- a) *The Municipality shall permit additional dwelling units in a residential area on a residential lot occupied by a single detached, semi-detached, or townhouse dwelling, and an additional dwelling unit in an accessory building. Additional dwelling units shall be limited in scale and secondary to the main dwelling. In location, layout and character, additional dwelling units must not conflict with the physical character of the neighbourhood and must not negatively impact adjoining properties.*
- b) *An additional dwelling may not be permitted as accessory to a main dwelling unit in certain situations. These may include units within a plan of condominium, and lots where a dwelling is only permitted as accessory to another use. Within rural areas new additional dwelling units shall be located within the farm building cluster and shall be required to meet reasonable use guidelines regarding sewage disposal. Additional dwelling units may be prohibited within areas with sewage capacity constraints.*
- c) *Preference shall be for additional dwelling units to be within or attached to the main dwelling and convertible to use as part of the main dwelling. Additional dwelling units in detached accessory buildings may be subject to greater lot line setbacks than normally applied to detached accessory buildings. The permitted size shall be less than second units contained within or attached to a main dwelling. Additional dwelling units in detached accessory buildings do not, in themselves, provide justification for larger accessory building sizes, numbers or coverage than otherwise allowed on a residential lot.*

MUNICIPALITY OF BROOKE-ALVINSTON ZONING BY-LAW:

The Brooke-Alvinston Zoning By-law may need to be amended to address the changes in the amended *Planning Act* and associated Ontario Regulation. As alluded to previously, this will require several changes with regards to the number and location of ARU's, additional parking requirements (adding one), the increase in lot coverage (from 40% to 45%), the required setback distances to the main dwelling (4 m), minimum ARU area requirements (not required), and proposed rural ARU locations (addressing possible septic issues).

The current Comprehensive Zoning By-law provisions are rather limited in addressing these recent changes. Currently the only By-law provisions that we can apply are shown below and include Subsections 3.3.3, 3.3.4 and Section 3.8:

3.8 Addition of Second Dwelling Units in Single Detached Dwellings

In those Zones where Single Detached Dwellings are permitted, the addition of a second Dwelling Unit may be established in the Single Detached Dwelling subject to the following provisions:

- a) *Only one (1) additional Dwelling Unit will be permitted.*
- b) *One parking space is to be provided for the additional Dwelling Unit.*
- c) *All parking spaces are to be in an interior side yard, rear yard, or in a garage.*
- d) *All provisions of the Fire Code and Building Code are to be complied with.*
- e) *No Dwelling Unit is to be established in a Cellar.*

- f) *There shall be no significant alteration to the exterior of the dwelling, except for required fire escapes, and extra windows and entrances.*
- g) *The Dwelling must be inspected by the Corporation's Building Inspector before the additional Dwelling Unit is occupied.*
- h) *In areas served with private on-site sewage systems, the proposed conversion must be approved under Part 8 of the Ontario Building Code before the additional Dwelling Unit is to be established.*

Also, given that ARU's are often located in Accessory Buildings we also refer to:

3.3.3 Accessory Buildings and Structures in Residential Zones

All Accessory Buildings and Structures shall comply with the Yard provisions of the Zone in which such Accessory Building or Structure is located, except that in any Residential Zone, an Accessory Building or Structures shall comply with the following provisions:

- a) *Except as otherwise provided for in any Residential Zone, an Accessory Building or Structure which is not attached to the Main Building shall not be erected in any Yard other than the Interior Side Yard or Rear Yard.*
- b) *An area of 1.2 metres which is open and unobstructed from the ground to the sky shall be maintained between a Detached Accessory Building or Structure and the Main Building on the same Lot.*
- c) *An attached Accessory Building or Structure may be erected in a Front Yard or Exterior Side Yard provided it is not located in a Required Yard.*
- d) *When an Accessory Building or Structure is in an Interior Side Yard, it shall be no closer than 1(one) metre to the Interior Side Lot Line.*
- e) *When an Accessory Building or Structure is in the Rear Yard, it shall be located no closer than 1(one) metre to either the Rear Lot Line or the Interior Side Lot Line.*
- f) *No Accessory Building or Structure shall be located closer to the Exterior Side Lot Line than the Exterior Side Yard Setback requirement for the Zone in which each lot is located.*
- g) *Where a mutual Private Garage is erected on the common Lot Line between two Lots, no Setback is required from the common lot line.*

3.3.4 Lot Coverage and Height of Accessory Buildings and Structures in Residential Zones

The total Lot Coverage of all Accessory Buildings and Structures on a Lot in any Residential Zone shall not exceed 10% of the Lot Area. This percentage shall be included as part of the Maximum Lot Coverage Calculation Permitted in the Residential Zone requirements. The height of any Accessory Building or Structure shall not exceed 5.5 metres. The height of the Building or Structure shall be measured from the finished floor to the highest point of the Building or Structure.

3.25 Conversion of Existing Dwellings

In a Residential Zone where Converted Dwellings are Permitted in Existing Single Detached Dwellings, Single Detached Dwellings may be altered, remodeled, enlarged and used for purposes of a Multiple Dwelling, provided that:

- a) *The residence prior to conversion has a minimum Gross Floor Area of 112 square metres.*
- a) *No Dwelling Unit so created contains a Floor Area of less than thirty-five (35) square metres.*
- c) *After conversion no more than a total of three (3) Dwelling Units exist.*
- d) *There is no increase to the Gross Floor Area of the Building for habitable purposes except for the addition of sun Porches, entrance ways and dormers.*
- e) *Any outside stairways (except for required fire escapes) be in the Rear Yard.*
- f) *No Building may be converted unless the Lot has a minimum of 100 square metres of Landscaped Open Space located in the Rear Yard. For any conversion an additional 35 square metres of Landscaped Open Space must be provided for each additional Dwelling Unit.*
- g) *The off-street parking requirements of this By-law are complied with.*
- h) *Where the Building cannot be connected to an Existing sanitary sewer system, alternative sewage treatment facilities approved under Part 8 of the Environmental Protection Act shall be provided.*

CONCLUSION:

The Zoning By-law and Official Plan currently contain a number of regulations and policies that are inconsistent with the *Planning Act* and 2024 PPS respecting ARUs.

The new *Planning Act* as-of-right permissions now permit up to three residential units per lot in fully serviced residential areas, regardless of whether local zoning by-laws permit them or not. Some of the Municipality's Zoning By-law provisions continue to apply respecting ARUs and detached accessory buildings with such modifications as required to comply with the *Planning Act*. It would be appropriate however to update the Zoning By-law and possibly the Official Plan to address these new as-of-right regulations.

The 2024 PPS now permits up to three residential units per lot in prime agricultural areas. This is policy however, not regulation, and does not supersede Zoning By-laws. The policies however, indicate that zoning applications for ARUs in the agricultural area should be approved, if criteria are met. For now the ARUs permitted in agricultural areas can be dealt with through rezoning applications. It may be advisable however to develop appropriate zoning by-law provisions (perhaps as-of-right) respecting ARUs in the Agricultural area.

Consultants are currently being selected to commence a comprehensive review of the Brooke-Alvinston Zoning By-law. Appropriate ARU zone regulations will be among the items dealt with through the Zoning By-law review process. Staff and the consultants will bring proposed ARU Zone provisions to Council and the public for review as part of the soon-to-commence Zoning By-law review.



BROOKE-ALVINSTON COMMITTEE OF ADJUSTMENT

PROVISIONAL CONSENT
 (Ont. Regulation 197/96)

DECISION

FILE NO. B-003 / 25

In the case of an application for consent from Kathryn Shailer made under Section 53 of the Planning Act, as it affects the property legally known as 3314 River Street, and described as Con. 6, South of North Part Lot 20 in the Municipality of Brooke-Alvinston, in the County of Lambton as described in the application.

DECISION: GRANTED WITH CONDITIONS

CONDITIONS:

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and properly georeferenced to the NAD83 UTM Zone 17 Coordinate System, and in a form suitable for registration.
2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;
3. That all conditions be fulfilled within two years of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within one year of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, each applicant is responsible for ensuring that the Provisional Consent does not lapse. If the Provisional Consent does lapse (meaning the deeds have not been stamped within one year of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*
4. That the applicant(s) enter into an agreement with the municipality for the apportionment of drainage assessments on the involved properties;
5. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent Application B001/25 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office
6. That any outstanding property taxes be paid in full
7. That drain assessment schedules be revised in accordance with the Drainage Act, as amended, to be commissioned and paid for by the owners, to the satisfaction of the Municipality
8. That independent access to the severed and retained lands be provided to the satisfaction of the Municipality
9. That a municipal 911 address be assigned to the retained lands and a 911 sign be posted on the retained and severed properties

Christa Sawyer

Randy Hills

Ken McGugan

Craig Sanders

Don McCabe

*** CERTIFICATION ***

I, Stephen Ikert, (Acting) Secretary-Treasurer for this meeting of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded electronically herein which was brought before the Committee on July 8, 2025 with the Notice of Decision being mailed July 9, 2025

Janet Denkers Secretary-Treasurer
Municipality of Brooke-Alvinston Committee of Adjustment

LAND DIVISION COMMITTEE
(Ont. Regulation 547 / 06)

6.1.

A hearing was held by the Land Division Committee appointed by the Council of the Municipality of Brooke-Alvinston.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse to give provisional consent or make a written request to be notified of changes to the conditions of the provisional consent.

Additional information regarding the application will be available to the public for inspection at the Municipality of Brooke-Alvinston, 3236 River Street, Alvinston, ON N0N 1A0 from 8:30 a.m. to 4:30 p.m. Monday to Friday (excluding holidays).

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

The *Planning Act* states: "*The applicant, the Minister, a specified person or any public body may, not later than 20 days after the giving of notice under subsection (17) is completed, appeal the decision or any condition imposed by the council or the Minister or appeal both the decision and any condition to the Tribunal by filing with the clerk of the municipality or the Minister a notice of appeal setting out the reasons for the appeal, accompanied by the fee charged by the Tribunal.*"

Therefore let it be known that the last day for appealing the said decision to the Ontario Land Tribunal, is as stated on the reverse side of this form.

Written notice of the appeal accompanied by a cheque or money order in the specified amount for the first appeal made payable to the Minister of Finance for Ontario must be filed with the Secretary-Treasurer of the Municipality of Brooke-Alvinston Land Division Committee on or before the appeal date.

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

The last day for appeal of the above decision is the 30th day of July, 2025



BROOKE-ALVINSTON COMMITTEE OF ADJUSTMENT

PROVISIONAL CONSENT
 (Ont. Regulation 197/96)

DECISION

FILE NO. B-004 / 25

In the case of an application for consent from Tim Campbell made under Section 53 of the Planning Act, as it affects the property legally known as 6423 Petrolia Line, and described as Concession 10, West Part Lot 3, West Half Lot 3 in the Municipality of Brooke-Alvinston, in the County of Lambton as described in the application.

DECISION: GRANTED WITH CONDITIONS

CONDITIONS:

1. That a copy of the deed and R.D. Plan or survey be submitted to the Secretary-Treasurer in digital format, if available, and properly georeferenced to the NAD83 UTM Zone 17 Coordinate System, and in a form suitable for registration.
2. That a fee of \$300.00 be paid to the Municipality of Brooke-Alvinston by cash or cheque;
3. That all conditions be fulfilled within two years of the notice of decision of this consent. That the certification of consent required by Section 53(42) of The Planning Act, be obtained within one year of the notice of decision of this consent. *The Municipality will endeavour to send the applicant a reminder that the Provisional Consent is approaching its lapsing date. However, **each applicant is responsible for ensuring that the Provisional Consent does not lapse.** If the Provisional Consent does lapse (meaning the deeds have not been stamped within one year of the notice of decision of the consent), a new application will be required. There is no provision in The Planning Act for extensions to the Provisional Consents;*
4. That the applicant(s) enter into an agreement with the municipality for the apportionment of drainage assessments on the involved properties;
5. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent Application B004/25 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office
6. That any outstanding property taxes be paid in full
7. That drain assessment schedules be revised in accordance with the Drainage Act, as amended, to be commissioned and paid for by the owners, to the satisfaction of the Municipality
8. That independent access to the severed and retained lands be provided to the satisfaction of the County
9. That a municipal 911 address be assigned to the retained lands and a 911 sign be posted on the retained and severed properties
10. That a rezoning of the retained parcel from the current Agricultural-1 (A1) Zone to the No Dwelling Agricultural (ND-A) Zone be obtained
11. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating a road widening along County Road 4 along both the severed and retained lands and subject to the final approval by the County of Lambton Public Works Department.

Members concurring in the above ruling:

Craig Sanders

Christa Sawyer

Don McCabe

*** CERTIFICATION ***

I, Janet Denkers, Secretary-Treasurer for this meeting of the Brooke-Alvinston Committee of Adjustment in the County of Lambton certify that the above is a true copy of the decision of the Committee with respect to the application recorded electronically herein which was brought before the Committee on July 8, 2025 with the Notice of Decision being mailed July 9, 2025

Janet Denkers Secretary-Treasurer
 Municipality of Brooke-Alvinston Committee of Adjustment

The last day for appeal of the above decision is the 30th day of July, 2025

LAND DIVISION COMMITTEE
(Ont. Regulation 547 / 06)

A hearing was held by the Land Division Committee appointed by the Council of the Municipality of Brooke-Alvinston.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse to give provisional consent or make a written request to be notified of changes to the conditions of the provisional consent.

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Therefore let it be known that the last day for appealing the said decision to the Ontario Land Tribunal, is as stated on the reverse side of this form.

Written notice of the appeal accompanied by a cheque or money order in the specified amount for the first appeal made payable to the Minister of Finance for Ontario must be filed with the Secretary-Treasurer of the Municipality of Brooke-Alvinston Land Division Committee on or before the appeal date.

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

The last day for appeal of the above decision is the 30th day of July, 2025

June 27, 2025



Independent Electricity System Operator

1600-120 Adelaide Street West

Toronto, ON M5H 1T1

t 416.967.7474

www.ieso.ca

Dear Members of Council,

Re: Update from IESO on LT2 Procurement Process

Please accept this letter to be shared with relevant staff and members of your Council to help municipalities prepare as the [Independent Electricity System Operator \(IESO\)](#) launches the Long-Term 2 (LT2) procurement. The IESO recognizes the importance of collaborative efforts between stakeholders and communities to advance Ontario's energy infrastructure while meeting municipal planning goals and is committed to keeping municipalities informed as work progresses. This letter aims to provide a fact-based view of the province's growing need for electricity, the important role that securing new electricity infrastructure plays in ensuring Ontario continues to have a reliable, affordable and sustainable electricity system today and into the future and offers a suite of online resources to support municipalities through the procurement process.

The IESO works at the heart of Ontario's electricity system. We maintain reliability by overseeing the operation of the grid in real time – 24 hours a day, 7 days a week. We also conduct ongoing planning and procurement processes to ensure Ontario's electricity system has the infrastructure and tools in place to meet our needs 20-years into the future.

The growth of Ontario's electricity system must accelerate at an unprecedented pace. The IESO forecasts annual electricity demand to grow 75 per cent by 2050 due to economic growth, electrification, and evolving technologies. To ensure reliable and affordable electricity is available where and when it is needed, the IESO is moving forward with ambitious plans to build a significant amount of new supply and transmission infrastructure, as well as to expand energy efficiency programs.

To address Ontario's growing electricity needs, the IESO has initiated several electricity supply acquisition mechanisms, including the LT2 procurement process. The LT2 Request for Proposal (RFP) seeks to procure new supply resources and will include multiple proposal submission windows, that will be run on approximately an annual basis. The LT2 RFP will take an "all of the above" approach to eligibility and may see wind, solar, bioenergy, energy storage, combined heat and power, hydroelectric and natural gas projects come forward under the first submission window. Successful projects will be awarded a 20-year contract term.

Municipalities play a critical role in Ontario's energy transition and local decisions are shaping the future of Ontario's electricity system. Municipal governments determine whether their community will be a willing host of electricity projects by issuing a Municipal Support Confirmation (MSC) and oversee local development approvals. The MSC does not guarantee that the project will be awarded an IESO contract and does not supersede any applicable permits or approvals under applicable Laws and Regulations. If you would like more information, you can review our [LT2 RFP webpage](#).

While the IESO always encourage developers to conduct early engagement with communities, for the LT2 RFP, the IESO is empowering municipalities to determine the appropriate levels of engagement required in their communities. Each community in Ontario is unique and should be engaged in a manner that works best for their community members. This means that municipalities will be able to determine minimum engagement standards that developers must meet, as part of their issuance of an MSC.

To help inform discussions, the IESO is sharing the following resources:

- The [Annual Planning Outlook Engagement webpage](#) which provides IESO's forecast of Ontario's electricity system needs out to 2050.
- A dedicated [community engagement webpage](#) which provides key information to aid municipal decision-making.

While the IESO is responsible for planning the system and executing the procurement process, other Ministries and government authorities are responsible for overseeing environmental assessment processes and setting standards for the safe maintenance and operation of electrical equipment. As part of the IESO's contracts, proponents are required to obtain and comply with all relevant permits and processes. Additional resources include:

- Ontario Ministry of the Environment, Conservation and Parks (MECP) [Location/Site Considerations Checklist for Renewable Energy Projects](#).
- MECP's [Technical Guide to Renewable Energy Approvals](#) which provides information on land use planning, siting considerations and decommissioning.
- To support the completion and review of the Agricultural Impact Assessment requirements the Ontario Ministry of Agriculture, Food, and Agribusiness has published guidelines documents here: [OMAFA Guidelines for the LT2 AIA Component One Requirement](#).
- The Ontario Association of Fire Chiefs, the Canadian Renewable Energy Association and Energy Storage Canada released the [Solar Electricity and Battery Storage Systems Safety Handbook for Firefighters](#).
- A [toolkit](#) created by the Association of Municipalities of Ontario (AMO) to guide municipalities on the development of electricity projects.
- The Ontario government requires all renewable energy proposals to acquire [Renewable Energy Approvals](#) before moving forward with development. More information on the approval process can be found via the link above.
- More information about wind turbine noise can be found on [Health Canada's page](#).

The current electricity system will not meet electricity demand projected for 2050. Ontario requires more electricity, and we must work together to secure it. Municipalities like yours are

key partners in Ontario's energy transition and local decisions play a critical role in shaping the province's electricity system. Municipalities determine whether they are willing hosts for new supply resources and are therefore essential to securing the energy resources needed to meet Ontario's growing electricity needs. For this reason, it is essential that municipalities remain engaged and informed in the procurement process. To stay up to date please subscribe [here](#).

The IESO is committed to continuing our engagement with municipalities as work progresses, and we welcome your feedback and involvement in these important matters.

If you would like more information, please email our Regional and Community Engagement team at communityengagement@ieso.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Nell', is positioned above the printed name.

Carla Y. Nell

Executive Vice-President, Corporate Relations, Engagement and Strategy, IESO

LT2 Procurement Steps and Requirements for Municipalities

June 2025

Purpose

This document aims to provide further details on the steps a municipality can expect during the IESO's Long-Term 2 (LT2) procurement process and the specific requirements that developers and municipalities must complete if the proposed project is to be supported by the municipality and be eligible to compete for an IESO contract. It also includes details on the approximate timelines for both developers and municipalities as contemplated in the LT2 procurement process.

Step 1: Engagement with Developer

- Municipalities can expect to be approached by developers to discuss potential projects. As all developers are required under the LT2 RFP to provide the Local Municipality with a **Pre-Engagement Confirmation Notice** at least 60 days prior to Proposal Submission Deadline, this may be the first form of formal engagement. A sample of the Pre-Engagement Confirmation Notice will be provided as part of the [Prescribed Form\(PF\): Evidence of Municipal Support](#).
- The Pre-Engagement Confirmation Notice serves the purpose of sharing preliminary project details, including a request that the Local Municipality confirms the land use designation of the proposed project site, and begins the collaborative work between the Local Municipality and the developer to establish an agreed upon community engagement plan.
- Municipalities are encouraged to set expectations and minimum community engagement standards with developers directly. This allows municipalities to determine what is sufficient community engagement based on their local needs and preferences and allows the IESO to rely on a Municipal Support Confirmation as a measure that engagement has been completed in a manner that is satisfactory to the host community.

Step 2: Protections for Agricultural Lands – applicable to Project Sites located on Prime Agricultural Land as defined by the PPS, 2024 and designated in the Local Municipality's Official Plan

- Municipalities can expect to be asked by the developer to confirm the land-use designation of the proposed project site. There are additional requirements if the project is proposed to locate in a Prime Agricultural Area.
- Per the Ministerial Directive all new electricity projects are prohibited in Specialty Crop Areas, and all new ground mounted solar projects are prohibited in Prime Agricultural Areas. All eligible projects that are proposed in Prime Agricultural Areas require the completion of an Agricultural Impact Assessment (AIA). There are three components of an AIA (avoid, minimize, and mitigate), which may be completed in two different stages for projects proposed under the LT2 RFP:
 - Stage 1: AIA Component One Requirement considers ways to avoid potential impacts (e.g., prevent impacts, where possible, through a project location process that considers options outside prime agricultural areas and lower priority soils, if necessary).
 - Stage 2: AIA Components Two and Three Requirement considers strategies to minimize potential impacts (e.g., keep impacts to a minimum by incorporating specifics in the design of a project or operational plan) and approaches to mitigate potential impacts (e.g., adopt measures to reduce the severity of impacts such as noise, dust and traffic).
- **The AIA Component One Requirement** must be met as of the Proposal submission deadline and the **AIA Components Two and Three Requirement** must be met within 18-months of the IESO awarding a Contract. These requirements are completed by the developer and then reviewed to the satisfaction of the Local Municipality. To support the completion and review of the AIA requirements the Ontario Ministry of Agriculture, Food, and Agribusiness has published guidelines documents here: [OMAFA Guidelines for the LT2 AIA Component One Requirement](#). The OMAFA Guidelines for the LT2 AIA Component Two and Three Requirement have not been published yet.
- Confirmation that the AIA Component One Requirement has been completed to the satisfaction of the Local Municipality is evidenced via the Municipal Support Confirmation.
- Confirmation that the AIA Components Two and Three Requirement has been completed to the satisfaction of the Local Municipality is evidenced via Exhibit T: Form of AIA Confirmation Certificate of the [LT2 Contract](#).

Step 3: Municipal Support Confirmation

- Once a developer has completed, (or has committed to completing) the agreed upon community engagement plan, the developer will ask the Local Municipality to issue a **Municipal Support Confirmation (MSC)**. A MSC is required as a part of the Proposal submission and serves as confirmation that community engagement has been completed by the developer in a manner that is satisfactory to the municipality and that the municipality is supportive of the developer submitting their proposed project to the IESO.
- The MSC does not guarantee that the proposed project will be awarded an IESO Contract and does not supersede any applicable permits under applicable Laws and Regulations.

- The MSC can be in the form of a **Municipal Resolution in Support of Proposal Submission** or a **Blanket Municipal Support Resolution** provided together with a Blanket Municipal Support Confirmation Letter.
- Municipalities are welcome to develop their own resolution, however, to make the process easier, a writable form that includes all necessary information will be posted as part of the **Prescribed Form: Evidence of Municipal Support** once the LT2 RFP documents are finalized. Municipalities can work with the proponent on filling in the relevant details. Municipalities developing their own resolution should follow the instructions included in the [Prescribed Form: Evidence of Municipal Support](#).

Step 4: Contract Awarded

- After a project is awarded an IESO LT2 contract, municipalities continue to work with developers to ensure that projects align with their community interests and requirements. Municipalities and developers have the ability to negotiate community engagement requirements and community benefit agreements. Additionally, before construction, successful projects must obtain a number of permits and approvals, including:
 - a site plan approval;
 - zoning permits or amendments (if required);
 - environmental approvals (including engagement and consultation requirements with Indigenous communities);
 - Regulatory approvals;
 - grid connection approvals; and
 - permits for new roads and other infrastructure.
- Other government organizations will also play an oversight role to ensure projects are safe and appropriately sited. Some examples include:
 - **Environmental Assessments (EA):** The Ontario Ministry of the Environment, Conservation and Parks may conduct a Renewable Energy Approval (REA) assessment for some wind, solar and bioenergy projects. There are several other EA's that can be undertaken. More information on types of EAs can be found [here](#).
 - **Land Use and Municipal Requirements:** The Ontario Ministry of Municipal Affairs and Housing provides guidance on legal and regulatory requirements related to land use, such as zoning and buffer zones for specific types of generation.
 - **Agricultural Land:** The Ontario Ministry of Agriculture, Food and Agribusiness provides guidance on zoning requirements and other regulatory restrictions.
 - **Crown Land:** The Ontario Ministry of Natural Resources provides guidance on the use of crown lands, including approvals, rules for access, and the role of municipalities.
 - **Fire and Safety:** Third parties, such as the Electrical Safety Authority and Technical Standards and Safety Authority, ensure that project proposals and development comply with all applicable laws and regulations.

- Over the course of the project's development, municipalities engage directly with project developers to ensure compliance with all applicable laws, regulations and local requirements.
- Additionally, projects that are **unsuccessful and are not awarded a contract** could participate in subsequent procurement windows, if the Municipality and developer are interested. This would require further engagement between the two parties to ensure compliance with the LT2 RFP and the potential to be awarded a contract in one of the multiple procurement windows.

MUNICIPALITY OF BROOKE-ALVINSTONJUNE

<u>PERMITS ISSUED</u>	<u>OWNER/CONTRACTOR</u>	<u>LOCATION</u>	<u>FEE</u>	<u>TYPE VALUE</u>
BP-25-008	Bob VanDamme, owner 7611 Courtright Line, Alvinston, (erect addition to existing livestock barn) Cont: owner, June 19/2025 120-030-12000	3538 Hardy Creek Rd Con 7, Pt Lot 25 Con 8, Pt Lot 25	2,304.00	Agr/Con 900,000 1682 m ²
BP-25-011	Brad Goss, owner 8066 Railroad Line, Alvinston, (demolish existing dwelling) Cont: owner April 14/2025 120-020-06800	7315 Shiloh Line Con 6, N Pt Lot 12	550.00	Res/Dem 1,000
BP-25-016	Fairview Property Development, owner 15 Fairview St, Tillsonburg (erect single family dwelling) Cont: owner, June 12/2025 140-002-70900	3268 Walnut St Plan 10, Lot 7	1,536.00	Res/Con 220,000 102 m ²
BP-25-017	Linda Podolinsky, owner 3911 Little Ireland Rd, Alvinston, (erect temporary tent for wedding) Cont: owner June 11/2025 120-020-13700	3911 Little Ireland Rd Con 9, N Pt Lot 9	154.00	Res/Tent 6,000
BP-25-018	Withdrawal requested			
BP-25-019	Withdrawal requested			
BP-25-020	Brooke Telecom, owner 3220 Inwood Rd, Inwood (erect temporary dining tent for appreciation dinner) Cont: Inwood 150 th Celebration Committee, June 19/2025 120-210-09500	3220 Inwood Rd Plan 6, Lots 5 to 7	154.00	Com/Tent 500

MUNICIPALITY OF BROOKE-ALVINSTON
JUNE

<u>PERMITS</u> <u>ISSUED</u>	<u>OWNER/CONTRACTOR</u>	<u>LOCATION</u>	<u>FEE</u>	<u>TYPE</u> <u>VALUE</u>
BP-25-021	Greg Graham, owner 1068 Langan Dr, Arkona (erect single family dwelling) Cont: owner, June 23/2025 120-040-16501	7291 Churchill Line Con 14, Pt Lot 11 RP25R10898, Pts 1, 2	1,536.00	Res/Con 500,000 408 m ²

BP-25-023 In Review



Development Services Department
789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0

Telephone: 519-845-0801
Toll-free: 1-866-324-6912
Fax: 519-845-3817

MEMO

Date: June 20, 2025
To: Municipal Clerks
From: Will Nywening, Senior Planning Official
cc: Corrine Nauta, Manager, Development Services Department
Planning Staff, Development Services Department
Re: Surplus Farm Dwelling Severances and Retained Farm Parcel Sizes

This memo updates member municipalities on Planning staff discussions regarding minimum farm parcel sizes. Please circulate to Council, Committee of Adjustment, and relevant staff.

Planning staff recognize that minimum farm parcel size policies should apply differently to farm parcels resulting from surplus dwelling severances versus farm splits. More flexibility can be allowed for farm parcels that result from a surplus farm dwelling severance. This represents a change in approach for some municipalities.

Policy Basis of Minimum Farm Size Policies

The 2024 Provincial Planning Statement includes the following policies on minimum farm parcel sizes:

4.3.2 Permitted Uses

2. *In prime agricultural areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards.*

4.3.3 Lot Creation and Lot Adjustments

1. *Lot creation in prime agricultural areas is discouraged and may only be permitted in accordance with provincial guidance for:*
 - a) *agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;*

And from the County Official Plan:

4.2.3 *Consent in the Agricultural Area may also be permitted for the following purposes:*

- f) *to create farm parcels that, in order to discourage the unwarranted fragmentation of farmland, are not less than 38 hectares in the municipalities of Brooke-Alvinston, Enniskillen, Plympton-Wyoming and Warwick, and 30 hectares in the municipalities of Dawn-Euphemia, Lambton Shores, Oil Springs, Sarnia and St. Clair. A different minimum farm parcel size for local municipalities may be considered through an amendment to this Plan provided that a study is carried out by the local municipality with the guidance and assistance of the Province, to demonstrate that the different farm parcel size is appropriate for the type of agricultural uses common in the local area, yet is sufficiently large enough to maintain flexibility for future changes in the type or size of agricultural operations. (LPAT Order)*

Local Official Plans with Agricultural designations each establish minimum farm parcel sizes. While the County permits either a 30 or 38-hectare minimum depending on the municipality, local municipalities generally require 38 or 40 hectares. (Sarnia requires 35 hectares, with several Official Plan amendments pending.)

Purpose of Minimum Farm Size Policies

Minimum farm parcel size policies reduce parcel fragmentation to:

1. Maximize long-term flexibility for diverse agricultural uses, and
2. Prevent parcels from being acquired for non-agricultural purposes.

New (and Existing) Lots for Agricultural Use

This framework applies specifically to farm splits intended to create new agricultural parcels.

The first reason—maximizing long-term flexibility—applies to farm splits that separate existing parcels into two farm parcels. The PPS requirement at section 4.3.3.1 a) that lots be "of a size appropriate" and "sufficiently large" applies to "lot creation... for agricultural use". Similarly, the County Official Plan's minimum farm parcel sizes in section 4.2.3 f) implement this PPS policy for permissions "to create farm parcels".

These policies prohibit splitting farm parcels unless both resulting parcels can accommodate the full range of current and future agricultural uses common to the area. This supports the PPS requirement under section 4.3.2.2 to promote and protect all "types, sizes and intensities of agricultural uses".

When splitting a farm to create smaller farm parcels, both resulting parcels must meet the minimum farm parcel size in the applicable municipal official plan. At that size, the risk of parcels being lost to non-agricultural uses is negligible.

The minimum farm parcel size requirement does not diminish the value of "undersized" parcels or reduce the need to protect them for agricultural use. Most farm operations combine multiple parcels, some of which may be "undersized". All existing agricultural

parcels must be protected and promoted for diverse agricultural uses, regardless of past fragmentation. (The extent to which a parcel can be used for livestock will be governed by the Minimum Distance Separation formulae.)

Surplus Farm Dwelling Severances

The PPS, County OP, and local Official Plans with Agricultural lands permit surplus farm dwelling severances – a residence “rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation)”.

While technically creating a new farm parcel, a surplus dwelling severance practically reduces an existing parcel. The purpose is to create a residential lot (governed by PPS section 4.3.3.1 c) and County OP section 4.2.1), not an agricultural parcel (governed by PPS section 4.3.3.1 a) and County OP section 4.2.3 f)).

For surplus dwelling severances, the retained farm parcel's size and long-term flexibility remain important. However, the parcel already exists and is typically reduced only marginally by removing the residence, potentially with no loss of actively farmed land. Surplus dwelling severances often result in minimal changes to the parcel's long-term agricultural potential, aside from losing the right to construct a farm dwelling.

The second concern—preventing parcels from being lost to non-agricultural uses—is more significant for surplus dwelling severances. The key question is whether the retained parcel would be reduced to a size where it might be acquired for non-agricultural purposes or cease agricultural use long-term. Retained farm parcels that are too small may have greater market value for non-agricultural development than farming. Experience shows inappropriate rural land uses often become bylaw enforcement problems.

Surplus dwelling severances should not be permitted where the retained farm parcel size and location may be attractive for non-farm use. Where parcel size appropriateness is questionable, merging the retained farm with an abutting parcel should be considered as an alternative, or the severance should not be permitted.

While farm size is less critical for surplus dwelling severances than farm splits, the threshold at which fragmentation becomes problematic varies by municipality and site. Key factors include:

- Workable acreage and impediments to typical agricultural use
- Proximity to urban areas that attract residential development or non-farm businesses seeking cheaper land or locations with perceived weaker development standards
- Highway access for transportation-related uses
- Recreational features like the St. Clair River or Lake Huron that attract residential development
- Whether the municipality has a 30 or 38 hectare minimum farm parcel size requirement in the County OP

Concluding Comments

Minimum farm parcel size requirements will be applied more flexibly for surplus dwelling severances. Extreme cases are clear—a 10-acre parcel should not be eligible unless the retained farmland can be merged with an abutting farm. Other situations (such as an 80-acre farm where only 50 acres are workable) will depend heavily on circumstances.

No one-size-fits-all approach applies to all municipalities or situations. For cases where retained farm size doesn't fall into either extreme, Planning staff will exercise judgment based on specific circumstances, erring on the side of caution when uncertain. This means not permitting severances when there is any doubt about retained farm parcel size appropriateness.

Municipalities may wish to adopt official plan policies providing objective guidance for Planning staff on required retained farm parcel sizes in surplus dwelling severances (as Lambton Shores has done).

Minimum farm parcel size requirements in zoning bylaws, however, should not be amended in response to this memo. Parcels that do not meet zoning minimums (38 ha in most municipal agricultural zones) should continue requiring site-specific rezoning or minor variance processes to ensure full assessment of potential fragmentation concerns.



855 Confederation St.,
 PO Box 2140
 Sarnia, ON N7T 7L6
 519-337-8201

June 26, 2025

To: Municipal Shareholders of Bluewater Power Corporation

City of Sarnia
 255 Christina Street N
 Sarnia, ON N7T 7N2
 Mayor Bradley
 Chris Carter – CAO
 Amy Burkhart – City Clerk

The Municipality of Brooke-Alvinston
 3236 River Street, Box 28
 Alvinston, ON N0N 1A0
 Mayor Ferguson
 Janet Denkers – Clerk-Administrator

Town of Petrolia
 411 Greenfield Street, Box 1270
 Petrolia, ON N0N 1R0
 Mayor Loosley
 Rick Charlebois – CAO

Township of Warwick
 6332 Nauvoo Road, RR#8
 Watford, ON N0M 2S0
 Mayor Case
 Trevor Jarrett - Treasurer / Deputy CAO

Village of Point Edward
 135 Kendall Street
 Point Edward, ON N7V 4G6
 Mayor Hand
 Jim Burns – CAO

Village of Oil Springs
 4591 Oil Springs Line
 Oil Springs ON N0N 1P0
 Mayor Veen
 Martha Gawley – Clerk-Treasurer

Dear Friends,

We are pleased to advise our shareholders of a new exciting initiative for your municipally owned corporation. Bluewater Power Corporation is now a part owner of **“PowerShare Inc.”**, a newly incorporated company designed to bring together a group of Ontario’s leading Local Distribution Companies (LDCs) to collaborate on the development of capabilities required for future Distribution System Operator (DSO) roles. These DSO roles involve local energy planning and energy market control functions normally conducted at a Provincial level.

PowerShare represents a critical and timely opportunity for LDCs to work together as Ontario's electricity system continues to undergo a rapid transformation. As a part owner of PowerShare Inc., Bluewater Power will work alongside a group of progressive utilities including Essex Powerlines, Greater Sudbury Hydro, Kingston Hydro, Lakefront Utilities, London Hydro, Milton Hydro, PUC Distribution, and Welland Hydro, to help shape the Ontario regulatory, technical, and operational frameworks needed to support this evolution.

For us, this is yet another step in ensuring Bluewater Power retains its top shelf position in the industry. It's about staying ahead of regulatory change and leveraging relationships to form cohesive cost-effective solutions for energy system advancements. At the same time, PowerShare may open the door to additional new revenue opportunities — by developing services, capabilities, and market functions that can serve not only our own customers, but potentially the broader Ontario electricity market.

We love sharing our success with our Community!

Sincerely,



Janice L. McMichael-Dennis
President & Chief Executive Officer
Bluewater Power Group of Companies

Cc: Garry McDonald
Margaret Dragan
Brad Goodhill

Ministry of Rural Affairs

Ministère des Affaires rurales

Office of the Minister

Bureau du ministre

777 Bay, 28th Floor
Toronto, Ontario M7A 2J3
Tel: 647-329-1485

777, rue Bay, 28^e étage
Toronto (Ontario) M7A 2J3
Tél. : 647-329-1485



Tuesday, March 24, 2025

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

<Voir version française ci-après>

Dear Janet Denkers:

As the Minister of Rural Affairs, I am pleased to announce that the newly expanded Rural Ontario Development (ROD) program is now accepting applications.

This enhanced program is part of Enabling Opportunity: Ontario's Rural Economic Development Strategy, our government's blueprint for protecting rural Ontario and helping rural communities and businesses to grow and thrive.

Ontario is investing \$20 million, doubling the funding over two years, to support rural municipalities, not-for-profits, Indigenous communities, local service boards and rural small businesses to attract investment and create new jobs and opportunities for rural workers.

The ROD program introduces four new enhanced funding streams and expands program eligibility to include more rural communities and rural small businesses:

Economic Diversification, Competitiveness and Capacity Building
Projects that support communities with building economic development capacity and implementing strategies to increase competitiveness and retain businesses, attract investment and enhance growth. There are three sub-streams for applicants to explore:

- Strategies and plans – Up to \$50,000 (50 per cent cost share)
- Economic diversification and competitiveness – Up to \$150,000 (50 per cent cost share)

- Capacity building events – Up to \$10,000 (35 per cent cost share)

Workforce Development, Attraction and Retention

Projects that support communities to implement strategies and/or undertake initiatives for attracting and retaining workers. Applicants can apply for up to \$150,000 (50 per cent in cost share).

Community Infrastructure Enhancements

Projects that update or transform community assets that have been identified as important to the community's economy. Applicants can apply for up to \$25,000 (35 per cent cost share) for small projects or up to \$250,000 (35 per cent cost share) for large projects.

Business Development

Projects that support small brick-and-mortar businesses in rural Ontario with between one to 20 employees. Applicants can apply for up to \$10,000 (35 per cent cost share).

Whether you're an applicant or a connector in your community, we hope you will help us spread the word about this program and its expanded eligibility. Applicants can find full program details, instructions and applications at www.ontario.ca/RODprogram.

Applications will be accepted until September 24, 2025, at 5 p.m. On the ROD program homepage, applicants can register for a free information session, stay up to date on future program intakes and learn more about opportunities for applicant support. To learn more about Ministry of Rural Affairs programs and to stay connected, please visit this page and follow the Ministry of Rural Affairs on LinkedIn, Facebook or X.

Our government is committed to protecting Ontario's rural communities, enabling them to take advantage of economic development opportunities, address workforce challenges and encourage business attraction and investment.

Please accept my best wishes as you explore the opportunities that are possible through the Rural Ontario Development program.

Sincerely,

Original signed by

Lisa M. Thompson
Minister of Rural Affairs

**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, ON M3M 0B1



June 30, 2025

Municipality of Brooke-Alvinston

Dear Steve Knight - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2024.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in 2024.

You may also be interested in learning of the following information for further context:

- 423 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2024, of which 418 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not conducting an annual exercise as prescribed;
 - CEMC did not complete training;
 - Not completing the annual MCEG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Holly Ready

Email: holly.ready@ontario.ca; darin.dees@ontario.ca

Phone: 437-217-0230

Sincerely,

Heather Levecque
Assistant Deputy Minister, Operations Division
Ministry of Emergency Preparedness and Response

cc: Mayor David Ferguson

ServiceOntario

Office of the Registrar
General

P.O. Box 4600

189 Red River Road
Thunder Bay ON P7B 6L8

ServiceOntario

Bureau du registraire général de l'état
civil

C.P. 4600

189, Red River Road
Thunder Bay ON P7B 6L8

**Memorandum**

To: Ontario Division Registrars

From: Sirad Mohamoud
Deputy Registrar General
Office of the Registrar General, ServiceOntario

Date: June 26, 2025

Re: Medical Certificate of Death and Expanding the Scope of Practice for Nurses

On November 28, 2024, the Government of Ontario announced it was expanding the scopes of practice for nurse practitioners and registered nurses.

Effective July 1, 2025, regulatory amendments made under the *Vital Statistics Act, 1990*, will allow:

- Nurse practitioners to certify deaths in a broader range of circumstances; and
- Registered nurses to certify deaths in limited circumstances by completing and signing Medical Certificates of Death in specific situations.

This initiative is a collaboration between the Ministry of Health and Ministry of Public and Business Service Delivery and Procurement (MPBSDP).

To support the implementation of these changes, MPBSDP has developed new and updated training materials regarding how to certify deaths and how to complete the Medical Certificate of Death (MCOD), including a video tutorial and more, which can be accessed via Publications Ontario.

The paper and electronic versions of the MCOB have been updated to include a box for RNs when certifying the death. Updates have also been made to the eMCOB in

- 2 -

preparation for a future time when the electronic death registration initiative is implemented.

We kindly ask that you share this information with your sector partners, stakeholders, and affected staff from the Association of Municipalities of Ontario to ensure they are aware of the regulatory changes and available resources.

Thank you for your ongoing partnership and dedication to enhancing access to vital records and services for communities across Ontario.

If you have any questions or require further clarification about this memo, please do not hesitate to contact the dedicated division registrar helpline at (807) 343-7431.

For any questions regarding the scope of practice for nurses, please contact the College of Nurses of Ontario using this link: [practice support form](#).

Sincerely,



Sirad Mohamoud
Deputy Registrar General
Office of the Registrar General, ServiceOntario

- c. Robin Jones, Association of Municipalities of Ontario
- David Arbuckle, Association of Municipal Managers, Clerks and Treasurers of Ontario
- Kelly McCarthy, City of Toronto
- Allan Thompson, Rural Ontario Municipal Association
- Marc Gagnon, L'Association fran^aise des municipalites de l'Ontario
- Jim Cassimatis, Bereavement Authority of Ontario

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 revoked and replaced Ontario Regulation 351/12: Registrations Under Part II.2 of the Act – Waste Management Systems with a new regulation (O. Reg. 119/25) made under the *Environmental Protection Act* (EPA) to make systems that manage additional types of wastes eligible to be registered on the Environmental Activity and Sector Registry (EASR). These changes will be implemented on August 1, 2025.

The new regulation will strengthen operational requirements for registrants and move additional waste management systems that manage the following wastes (as defined in Regulation 347) and certain additional waste activities to a registration-first approach:

- asbestos waste
- hazardous waste (excluding Polychlorinated Biphenyls [PCB] and naturally occurring radioactive material [NORM] waste)
- liquid industrial waste
- certain types of treated hazardous waste
- temporary in-vehicle storage of waste overnight for waste that is destined out of province where waste cannot be delivered on the same day as it is picked up
- temporary in-vehicle storage of waste and until the next business day for hauled sewage

These changes align regulatory requirements with industry best practices within the sector to confirm that all registered waste management activities are conducted in accordance with industry best practices.

Proponents are required to meet strict environmental standards and requirements that are protective of the environment, such as introducing new drivers training requirements and spill prevention and contingency planning. These requirements are similar to those seen in conditions of environmental compliance approvals today.

The changes are expected to reduce financial and administrative burden on the regulated community and reduce regulatory red tape for the waste management sector in Ontario. Moving additional waste types and activities to the EASR will provide a faster

method of obtaining permission for waste management systems in Ontario while continuing to maintain Ontario's strict environmental standards.

The ministry retains its ability to inspect activities and confirm that they are complying with any applicable environmental standards and requirements.

In addition, these changes allow the ministry to focus its resources on higher risk and more complex permissions which continue to require an environmental compliance approval.

More information about these changes is available on the Environmental Registry of Ontario (ERO Posting: 019-6963: [Streamlining environmental permissions for waste management systems under the Environmental Activity and Sector Registry | Environmental Registry of Ontario](#))

If you have any questions, please reach out to the Permissions Modernization team at: permissions.modernization@ontario.ca

Thank you,

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

Interested in learning more?

The ministry will be holding an information session about waste transportation systems subject to EASR this fall. [Sign up here](#) if you are interested in attending and we will send you more details and an invite.

THE HONOURABLE ROBERT BLACK
SENATOR – ONTARIO



L'HONORABLE ROBERT BLACK
SÉNATEUR – ONTARIO

SENATE | SÉNAT
CANADA

June 13, 2025

Mayor Dave Ferguson
Municipality of Brooke-Alvinston
3236 River Street, P.O. Box 28
P.O. Box 28
Alvinston Ontario N0N 1A0

Dear Mayor Ferguson,

I am writing you to raise an important issue impacting provinces, territories and municipalities across Canada that requires your immediate attention and action.

In June 2024, the Standing Senate Committee on Agriculture and Forestry (AGFO) tabled a report on soil health in Canada that was completed over an 18-month period. This report examined the state of soil health across Canada, the effects of soil pollution and contamination, as well as domestic and international practices in place to protect, preserve and conserve soil.

Our report found that soil is at risk. Canada, along with other countries around the world, are losing substantial amounts of healthy, useable soil that is needed to grow food to feed our nation. In addition, there are over 20 million contaminated sites around the world, and more than 30 per cent of the world's soil is already degraded, meaning it has significantly lost its ability to grow food, hold water or support plants and animals. The Food and Agriculture Organization of the United Nations (FAO-UN) estimates that 90 per cent of the world's soil will be degraded by 2050, if something is not done.

Climate change is causing extreme weather events and unpredictable weather that causes soil degradation. Farmers may not have the financial means or resources to use sustainable methods to preserve their soil and agricultural lands full of rich soil are being paved over to build infrastructure and housing. While the agriculture sector faces these issues, there is little being done to ensure that soil is being protected.

If Canada continues down this path and does not prioritize the protection of farmlands and the conservation of soil health, we will find ourselves lacking the agricultural land we need to sustain our ever-growing country. We will lose the ability to not only feed Canadians but the world!

The preservation of Canadian soil requires a whole of government approach. While many recommendations in the report specifically call on action by federal and provincial governments, municipal governments are equally as equipped to assist in this endeavor. With your support, we can work to keep this issue front of mind for all government officials, so that soil protection and conservation is taken seriously and met with meaningful action.

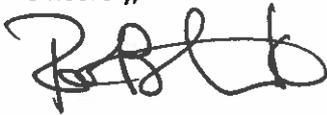
In April 2025, I had the pleasure of presenting our soil report and recommendations to the Township of Amaranth Council in Dufferin County. The response I received from this visit was tremendous, with the Council putting forward a resolution that supports all the recommendations outlined in the AGFO soil report. This initiative pushes us forward in the fight to save our soil and reiterates to all levels of government the urgency of this issue.

Subsequently, the Township of North Wellington Council passed a similar motion of support.

Enclosed, you will find a QR Code to access the AGFO soil report, and copies of the Township of Amaranth and Township of Wellington North resolutions. I implore you to read the report, the 25 recommendations on how to best protect, preserve and conserve our soils, the federal government's response, as well as the municipal resolutions put forward this spring. And hopefully you will consider supporting the resolution and pass a similar one at a future council meeting.

I am committed to continue advocating for soil health in the Red Chamber, and I hope that the agriculture sector has your support in this endeavor. It is important that we work together to ensure we will have the land we need to continue feeding our country now and for years to come.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Black', written over a horizontal line.

The Hon. Robert Black, P. Ag. (Hon)
Senator (Ontario)

c.c.: All Municipal Councils across Ontario

Attachments (3)



374028 6TH LINE • AMARANTH ON • L9W 0M6

April 16, 2025

The Standing Senate Committee on Agriculture and Forestry
The Senate of Canada
Ottawa, Ontario K1A 0A4

**Re: Critical Ground: Why Soil is Essential to Canada's Economic,
Environmental, Human and Social Health**

Following a presentation and discussion from The Honourable Robert Black at the regular meeting of Council held on April 16, 2025, the Township of Amaranth Council passed the following motion:

Resolution #: 3

Moved by: G. Little **Seconded by:** A. Stirk

Whereas the Township of Amaranth 2023 Strategic Plan included a vision statement "To grow a strong, vibrant rural and agricultural community" and a goal to "Protect our agricultural land and promote the farming economy"

And Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" that contained twenty five (25) recommendations in total for the federal government, two of which also provided recommended actions for provincial and territorial governments.

And Whereas, Recommendation 7 of Critical Ground stated that "The Government of Canada encourage provinces, territories, and municipalities to develop measures—as a form of land use planning—that best preserve and protect agricultural land in their jurisdictions."

Therefore be it resolved that the Township of Amaranth fully support all of the Recommendations included within Critical Ground and will consider how to implement the Recommendations contained within Critical Ground when completing a review of the Township of Amaranth Official Plan.

And further that the Township of Amaranth urge the Government of Canada and the Province of Ontario to implement all the recommendations contained within Critical Ground and commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25.

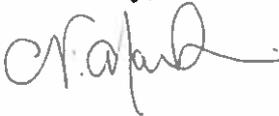
And further that this motion be circulated to the following parties:

- *All local municipalities within the County of Dufferin*
- *MPP Hon. Sylvia Jones*
- *Hon. Todd McCarthy, Ministry of Environment, Conservation and Parks*
- *Hon. Trevor Jones, Minister of Agriculture, Food and Agribusiness*
- *Hon. Lisa Thompson, Minister of Rural Affairs*
- *MP Hon. Kyle Seeback*
- *Federal Ministry of Environment and Climate Change*
- *Federal Minister of Agriculture and Agri-Food and Rural Economic Development*
- *Rural Ontario Municipal Association*
- *Association of Municipalities of Ontario*
- *Federation of Canadian Municipalities*
- *Dufferin Federation of Agriculture*
- *Ontario Federation of Agriculture*
- *Senate Standing Committee on Agriculture and Forestry*
- *Premier of Ontario*
- *Prime Minister of Canada*

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,



Nicole Martin, Dipl. M.A.
CAO/Clerk



Township of Wellington North Council meeting of June 2, 2025

RESOLUTION

Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" (the Report) that contained twenty five (25) recommendations in total for the federal government;

And whereas the work that Senator Black has done to bring not only the importance of soil to the forefront for the federal government, but Canadian agriculture - in specific Ontario agriculture, food security and how much the Ontario agricultural industry contributes to the federal and provincial Gross Domestic Product, is of critical significance to Wellington North - indeed all of Wellington County.

Therefore be it resolved that the Township of Wellington North fully supports all of the recommendations included in the Report;

And that the Township of Wellington North urge the Government of Canada and the Province of Ontario to implement all the recommendations contained within the Report and commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25;

And further that this motion be circulated to the following parties:

- Rob Black, Senator
- John Nater, MP Perth Wellington
- Senate Standing Committee on Agriculture and Forestry
- All municipalities within the County of Wellington
- Wellington Federation of Agriculture
- Ontario Federation of Agriculture



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Accounts Payable Listing - June 2025
Meeting: Council - 17 Jul 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

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

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2025 to 06/30/2025 Paid Invoices Cheque Date 06/01/2025 to 06/30/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
ASSETS & LIABILITIES					
01-0000-0020	003652 WENDE, DIANA	WATER DEPOSIT REFUND	06/06/2025	06/06/2025	60.40
01-0000-1100	000279 BMO BANK OF MONTREAL	0502677-2506 AMAZON - CANADA DAY GLOVES	06/13/2025	06/13/2025	27.11
01-0000-2291	002708 RECEIVER GENERAL-DEDUCTIONS	MAY 2025 SOURCE DEDUCTIONS	06/06/2025	06/06/2025	35,324.96
01-0000-2292	000370 MINISTER OF FINANCE -EHT	MAY 2025 EMPLOYER HEALTH TAX	06/06/2025	06/06/2025	2,806.50
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	47-0625 FOOD BANK PURCHASES	06/06/2025	06/06/2025	339.69
01-0000-2426	000018 CLOVER MART - 1000967669 ONTARIO CORP.	48-0625 JUNE 2025 FOOD BANK PURCHASES	06/19/2025	06/19/2025	204.42
01-0000-2426	003561 BARESICH, ANGIE	JUNE 2025 JUNE 2025 FOOD BANK PURCHASES	06/19/2025	06/19/2025	1,222.67
		Account Total			1,766.78
		Department Total			39,985.75
LICENCES, PERMITS, RENTS					
01-0050-1435	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	-425.00
		Department Total			-425.00
GOVERNANCE					
01-0240-7306	003086 MCCABE, DON	JUNE 2025 JUNE 2025 MILEAGE	06/24/2025	06/24/2025	48.00
01-0240-7325	000279 BMO BANK OF MONTREAL	0502677-2506 TEENY TINY SUMMIT - D. MCCABE	06/13/2025	06/13/2025	50.23
01-0240-7399	000279 BMO BANK OF MONTREAL	0502677-2506 HOME HARDWARE - LEGION BASKET	06/13/2025	06/13/2025	37.86
01-0240-7399	003655 PETROLIA LIFE SKILLS	2025 SCA DONATION 2025 SCA FUND DONATION	06/19/2025	06/19/2025	85.00
01-0240-7399	003656 SANDERS, STEPHANIE	2025 SCA DONATION 2025 SCA FUND DONATION	06/19/2025	06/19/2025	85.00
01-0240-7399	000225 ROYAL CANADIAN LEGION, BR. 249	2025 SCF DONATION 2025 SCF SOUND SYSTEM DONATION	06/19/2025	06/19/2025	500.00
01-0240-7399	002473 BROOKE-ALVINSTON AMBASSADOR PROGR.	2025 SCF DONATION 2025 SCF FUND DONATION	06/19/2025	06/19/2025	250.00
01-0240-7399	002911 HOPE UNITED CHURCH	2025 SCF DONATION FRIENDSHIP GROUP	06/19/2025	06/19/2025	250.00
01-0240-7399	003654 CHALFCRAFT, AMBER	2025 SCF DONATION 2025 SCF FUND 4H DONATION	06/19/2025	06/19/2025	85.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2025 to 06/30/2025 Paid Invoices Cheque Date 06/01/2025 to 06/30/2025

Account	Vendor Number	Vendor Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
Account Total						1,292.86
Department Total						1,391.09
COUNCIL SUPPORT						
01-0241-7301	000279	BMO BANK OF MONTREAL	0502677-2506 MIN OF FINANCE - MARRIAGE CERT	06/13/2025	06/13/2025	480.00
01-0241-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	106.92
01-0241-7325	000279	BMO BANK OF MONTREAL	0502677-2506 TEENY TINY SUMMIT - J.DENKERS	06/13/2025	06/13/2025	50.23
01-0241-7325	000279	BMO BANK OF MONTREAL	0502677-2506 MARRIOT - OMAA CONFERENCE	06/13/2025	06/13/2025	628.61
Account Total						678.84
01-0241-7350	002572	DENKERS, JANET	JUNE 2025 JUNE 2025 MILEAGE	06/24/2025	06/24/2025	140.40
Department Total						1,406.16
CORPORATE MANAGEMENT						
01-0250-7301	000165	MANLEY'S BASICS	1167405 PAPER	06/06/2025	06/06/2025	184.16
01-0250-7301	000165	MANLEY'S BASICS	1167676 OFFICE SUPPLIES	06/13/2025	06/13/2025	25.98
Account Total						210.14
01-0250-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	59.48
01-0250-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	166.41
01-0250-7303	003464	FIBERNETICS CORPORATION	742653 PHONE LINES	06/06/2025	06/06/2025	67.74
Account Total						293.63
01-0250-7304	003641	XEROX CANADA LTD.	F64166578 COPIER MAINTENANCE	06/06/2025	06/06/2025	55.23
01-0250-7305	003217	MUN OF BROOKE-ALVINSTON - EFT	1035949 POSTAGE ALVINSTON HYDRO	06/16/2025	06/16/2025	18.19
01-0250-7305	003217	MUN OF BROOKE-ALVINSTON - EFT	1044549 POSTAGE	06/25/2025	06/25/2025	1,261.08
Account Total						1,279.27
01-0250-7310	002215	KEYSTONE TECHNOLOGIES LTD.	22719 IT SUPPORT	06/19/2025	06/19/2025	1,291.41

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2025 to 06/30/2025 Paid Invoices Cheque Date 06/01/2025 to 06/30/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0250-7310	002215 KEYSTONE TECHNOLOGIES LTD.	22759 IT LICENCING	06/06/2025	06/06/2025	658.79
		Account Total			1,950.20
01-0250-7350	002889 IKERT, STEPHEN	JUNE 2025 TRAVEL	06/23/2025	06/23/2025	75.00
01-0250-7410	003607 MNP	12367226 2024 AUDIT INTERIM INVOICE	06/13/2025	06/13/2025	6,525.75
		Department Total			10,389.22
FIRE STATION - ALVINSTON					
01-0411-7120	000279 BMO BANK OF MONTREAL	0502677-2506 FISHER REGALIA - UNIFORMS	06/13/2025	06/13/2025	63.87
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2506 MCCULLOCH-MANIKIN MASKS	06/13/2025	06/13/2025	143.49
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2506 STAPLES-TRAINING SUPPLIES	06/13/2025	06/13/2025	233.28
01-0411-7150	000279 BMO BANK OF MONTREAL	0502677-2506 MIN OF FINANCE - TRAINING FEES	06/13/2025	06/13/2025	131.70
01-0411-7150	002040 FIRE MARSHAL'S PUBLIC FIRE SAFETY COUN	IN168582 TEXTBOOKS - OFFICE DEVELOPMENT	06/13/2025	06/13/2025	256.50
		Account Total			764.97
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	59.48
01-0411-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	56.65
		Account Total			116.13
01-0411-7320	003016 FLUENT INFORMATION MANAGEMENT SYSTEMS	INV-10027 BURN PERMIT CREDITS	06/24/2025	06/24/2025	565.00
01-0411-7330	000100 MCNAUGHTON HOME HARDWARE CENTRE	486033 PUB ED. PROGRAM MATERIALS	06/19/2025	06/19/2025	90.17
01-0411-7340	000279 BMO BANK OF MONTREAL	0502677-2506 PRINCESS AUTO-HINGES SEACAN	06/13/2025	06/13/2025	67.73
01-0411-7340	000279 BMO BANK OF MONTREAL	0502677-2506 DYNAMIC GRAFFIX-ASSET LABELS	06/13/2025	06/13/2025	113.00
01-0411-7340	003364 R & C CLEANING	MAY 2025 MAY 2025 CLEANING	06/16/2025	06/16/2025	150.00
		Account Total			330.73
01-0411-7345	000021 M & L SUPPLY / 3635112 CANADA INC.	026653 FILL STATION COMPRESSOR REPAIR	06/13/2025	06/13/2025	592.66

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0411-7350	000279 BMO BANK OF MONTREAL	0502677-2506 FIREHOUSE SUBS-OAFL SHOW LUNCH	06/13/2025	06/13/2025	99.75
01-0411-7360	000279 BMO BANK OF MONTREAL	0502677-2506 PPE SOLUTIONS - MIC KEEPERS	06/13/2025	06/13/2025	293.80
01-0411-7360	002649 ALLIED MEDICAL	545759 MEDICAL RESPONSE SUPPLIES	06/13/2025	06/13/2025	117.30
		Account Total			411.10
01-0411-7371	002892 SANI GEAR INC.	19354 BUNKER GEAR CLEANING & TESTING	06/16/2025	06/16/2025	1,193.90
01-0411-7371	002892 SANI GEAR INC.	19443 BUNKER GEAR CLEANING & TESTING	06/24/2025	06/24/2025	422.21
		Account Total			1,616.11
01-0411-7372	000279 BMO BANK OF MONTREAL	0502677-2506 PRINCESS AUTO-2 PLATFORM CARTS	06/13/2025	06/13/2025	158.18
01-0411-7372	003465 DYNAMIC DIESEL REPAIR INC	3490 SERVICE T2	06/16/2025	06/16/2025	1,183.00
		Account Total			1,341.18
01-0411-7460	002223 COUNTY OF LAMBTON	40067 RADIO LEASE & OPERATING FEE	06/13/2025	06/13/2025	1,498.56
		Department Total			7,490.23
<u>FIRE DEPARTMENT - WATFORD</u>					
01-0413-7372	000214 KARL'S TRUCK SERVICE	1472 TANKER II REPAIR	06/13/2025	06/13/2025	589.28
01-0413-7610	000267 TOWNSHIP OF WARWICK	0076227 WARWICK FIRE AGREEMENT	06/16/2025	06/16/2025	2,284.00
		Department Total			2,873.28
<u>POLICE</u>					
01-0420-7460	000279 BMO BANK OF MONTREAL	0502677-2506 MIN OF FINANCE - POLICING	06/13/2025	06/13/2025	405.99
		Department Total			405.99
<u>PROTECTIVE INSPECTION & CONTROL</u>					
01-0440-5505	002223 COUNTY OF LAMBTON	PP 25-009/PP 25-008 PLUMBING PERMITS	06/19/2025	06/19/2025	778.00
01-0440-7470	002223 COUNTY OF LAMBTON	40117 BUILDING INSPECTIONS	06/19/2025	06/19/2025	5,110.00
01-0440-7470	002223 COUNTY OF LAMBTON	40117 BUILDING INSPECTIONS	06/19/2025	06/19/2025	464.64
		Account Total			5,574.64

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01-0440-7476	002223 COUNTY OF LAMBTON	40118 PROPERTY STANDARDS	06/19/2025	06/19/2025	525.00
01-0440-7476	002223 COUNTY OF LAMBTON	40118 PROPERTY STANDARDS	06/19/2025	06/19/2025	117.98
01-0440-7476	002223 COUNTY OF LAMBTON	40119 PROPERTY STANDARDS EXPENSES	06/19/2025	06/19/2025	28.36
		Account Total			671.34
		Department Total			7,023.98
RT&M - LITTER/GARBAGE PICKUP					
01-0549-7401	000066 WASTE MANAGEMENT OF CANADA CORP.	0457390-0676-0 DUMPSTER	06/06/2025	06/06/2025	243.47
		Department Total			243.47
RT&M - SIGNS					
01-0550-7301	000048 WATFORD HOME HARDWARE / CARIS HARDV	491382 SIGN POSTS	06/26/2025	06/26/2025	203.71
01-0550-7301	003423 TH INDUSTRIAL SUPPLY LIMITED	INV-10662 SIGN BOLTS	06/19/2025	06/19/2025	88.40
		Account Total			292.11
01-0550-7401	002838 ADVANTAGE DATA COLLECTION	2480 SIGN INSPECTIONS	06/26/2025	06/26/2025	4,237.50
		Department Total			4,529.61
RT&M - INTERSECTION LIGHTING					
01-0551-7306	000014 HYDRO ONE NETWORKS INC.	4674-0625 HYDRO	06/06/2025	06/06/2025	23.19
		Department Total			23.19
PUBLIC WORKS - OVERHEAD					
01-0560-7150	003658 CHATHAM KENT ROAD ASSOCIATION	2025 TRUCK ROADEO TRUCK ROADEO	06/24/2025	06/24/2025	80.00
01-0560-7150	003457 BAKER, BRENT	JUNE 2025 LICENSE LICENSE RENEWAL	06/06/2025	06/06/2025	113.75
		Account Total			193.75
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	219.51
01-0560-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	147.90
		Account Total			367.41
01-0560-7304	003136 NAPA GLENCOE	130-575262 CREDIT	06/13/2025	06/13/2025	-21.46

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0560-7304	000048 WATFORD HOME HARDWARE / CARIS HARDV	75652 TOOL	06/06/2025	06/06/2025	14.68
			Account Total		-6.78
01-0560-7306	000014 HYDRO ONE NETWORKS INC.	2206-0625 HYDRO	06/13/2025	06/13/2025	485.90
01-0560-7310	000131 BEARCOM CANADA CORP	5899728 GPS SERVICE CONTRACT	06/06/2025	06/06/2025	414.29
01-0560-7310	000131 BEARCOM CANADA CORP	5901568 GPS SERVICE CONTRACT	06/06/2025	06/06/2025	-78.68
			Account Total		335.61
01-0560-7315	002034 CAM-RON INSURANCE BROKERS	139169 SUBSTITUE CATERPILLAR	06/06/2025	06/06/2025	1,557.36
01-0560-7350	003458 COVEMAEKER, CARTER	JUNE 2025 MILEAGE	06/26/2025	06/26/2025	84.00
01-0560-7398	000074 MACKENZIE OIL LIMITED	1728 DYED DIESEL	06/19/2025	06/19/2025	3,345.92
01-0560-7398	000074 MACKENZIE OIL LIMITED	B143020 FUEL	06/19/2025	06/19/2025	573.50
01-0560-7398	000074 MACKENZIE OIL LIMITED	B148913 DYED DIESEL	06/26/2025	06/26/2025	1,617.35
			Account Total		5,536.77
			Department Total		8,554.02
2006 STERLING PSD					
01-0601-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.14
			Department Total		235.14
2011 INTERNATIONAL					
01-0603-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.14
			Department Total		235.14
2018 WESTERN STAR					
01-0604-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.14
			Department Total		235.14
2021 - CAT 150-15AWD GRADER					
01-0611-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.14

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0611-7372	003068 SARNIA TIRE INC.	S205764 TIRE REPAIR	06/26/2025	06/26/2025	491.55
Department Total					726.69
2017 FORD 4X4 Diesel					
01-0620-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.14
Department Total					235.14
2021 Dodge RAM 4 x 4 pickup					
01-0621-7370	000074 MACKENZIE OIL LIMITED	17225 GAS	06/19/2025	06/19/2025	373.39
01-0621-7372	000207 OKE'S AUTO INC.	068535 A/C COMPRESSOR & PULLY	06/19/2025	06/19/2025	1,043.46
01-0621-7372	003136 NAPA GLENCOE	130-578546 OIL FILTERS	06/19/2025	06/19/2025	24.91
Account Total					1,068.37
Department Total					1,441.76
2019 FORD 4x4 PICKUP					
01-0622-7370	000074 MACKENZIE OIL LIMITED	17225 GAS	06/19/2025	06/19/2025	373.38
01-0622-7372	000192 WATFORD FORD LINCOLN	WW54528 TRUCK REPAIRS	06/23/2025	06/23/2025	339.44
Department Total					712.82
DEERE TRACTOR LOADER					
01-0630-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.14
01-0630-7372	000136 PODOLINSKY EQUIPMENT LTD	431427 HITCH PIN	06/06/2025	06/06/2025	16.00
01-0630-7372	000168 WATFORD AUTO PARTS	482594 BULBS	06/26/2025	06/26/2025	5.03
Account Total					21.03
Department Total					256.17
CAT BACKHOE					
01-0631-7370	000074 MACKENZIE OIL LIMITED	B33839 DIESEL EXHAUST FLUID	06/13/2025	06/13/2025	235.16
01-0631-7372	000068 KAL TIRE	873144621 TIRE REPAIR	06/06/2025	06/06/2025	212.95

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Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
01-0631-7372	000069 TOROMONT INDUSTRIES LTD	PS071505902 FILTERS	06/19/2025	06/19/2025	271.47
Account Total					484.42
Department Total					719.58
BUSHOG					
01-0635-7372	003210 SOUTHPOINT EQUIPMENT/CL BENNINGER EC	IR42055 KUBOTA LAWNMOWER PARTS	06/13/2025	06/13/2025	56.64
01-0635-7372	000042 ADVANTAGE FARM EQUIPMENT LTD.	J24082 BLADES & BOLTS	06/26/2025	06/26/2025	405.09
Account Total					461.73
Department Total					461.73
ROAD DRAG					
01-0639-7372	000078 J & M HEAVY EQUIPMENT REPAIR INC.	20901 HYDRAULIC REPAIR	06/13/2025	06/13/2025	350.41
Department Total					350.41
STREET LIGHTING - ALVINSTON					
01-0751-7345	002991 BLUEWATER POWER SERVICES CORP	90073125 LIGHT REPAIRS	06/26/2025	06/26/2025	1,726.06
Department Total					1,726.06
STREET LIGHTING - INWOOD					
01-0752-7306	000014 HYDRO ONE NETWORKS INC.	6752-0625 STREET LIGHTING	06/06/2025	06/06/2025	648.41
Department Total					648.41
SANITARY SEWER SYSTEM					
01-0810-7303	000003 BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	150.00
01-0810-7432	000047 CHEMTRADE CHEMICALS CANADA LTD	90256884 ALUMINUM SULPHATE	06/26/2025	06/26/2025	2,908.48
01-0810-7432	000034 CENTRAL SANITATION INC.	I50340 SLUDGE REMOVAL	06/06/2025	06/06/2025	461.61
01-0810-7432	000034 CENTRAL SANITATION INC.	I50738 SLUDGE REMOVAL	06/06/2025	06/06/2025	388.72
01-0810-7432	000034 CENTRAL SANITATION INC.	I51984 SLUDGE REMOVAL	06/23/2025	06/23/2025	437.31
Account Total					4,196.12
01-0810-7455	003240 ONTARIO CLEAN WATER AGENCY - PAP	INV00000054985 OPERATIONS CONTRACT	06/06/2025	06/06/2025	10,710.83
Department Total					15,056.95

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INWOOD SEWER SYSTEM						
01-0811-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	50.00
Department Total						50.00
WATERWORKS SYSTEM						
01-0830-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	50.00
01-0830-7310	002353	ITRON CANADA INC.	53118 SOFTWARE UPDATES	06/13/2025	06/13/2025	1,301.76
01-0830-7312	003270	WOLSELEY CANADA INC	5764515 WATER PARTS	06/06/2025	06/06/2025	679.36
01-0830-7432	000124	ONTARIO CLEAN WATER AGENCY - EFT	INV00000055413 QMI AUDIT	06/19/2025	06/19/2025	488.45
01-0830-7455	003240	ONTARIO CLEAN WATER AGENCY - PAP	INV00000054985 OPERATIONS CONTRACT	06/06/2025	06/06/2025	9,169.49
Department Total						11,689.06
WASTE COLLECTION						
01-0840-7480	000026	BLUEWATER RECYCLING ASSOC.	28312 GARBAGE & RECYCLING	06/06/2025	06/06/2025	7,687.50
01-0840-7481	003211	1528564 ONTARIO LTD	580410 LARGE ITEM COLLECTION	06/13/2025	06/13/2025	16,526.25
Department Total						24,213.75
RECYCLING						
01-0860-7480	000026	BLUEWATER RECYCLING ASSOC.	28312 GARBAGE & RECYCLING	06/06/2025	06/06/2025	448.91
Department Total						448.91
ALVINSTON COMMUNITY CENTRE						
01-1635-7125	000279	BMO BANK OF MONTREAL	0502677-2506 AMAZON - SAFETY GLASSES	06/13/2025	06/13/2025	57.06
01-1635-7125	000279	BMO BANK OF MONTREAL	0502677-2506 AMAZON - GLOVES	06/13/2025	06/13/2025	29.37
Account Total						86.43
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	104.01
01-1635-7303	000003	BROOKE TELECOM CO-OPERATIVE	10605820-0625 PHONE & INTERNET SERVICE	06/06/2025	06/06/2025	74.35

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01-1635-7303	003464 FIBERNETICS CORPORATION	742653 PHONE LINES	06/06/2025	06/06/2025	33.84
		Account Total			212.20
01-1635-7307	003623 ALVINSTON KILLER BEES HOCKEY CLUB	MPP SHIRT MPP SHIRT FOR CANADA DAY	06/24/2025	06/24/2025	25.00
01-1635-7340	003017 MARCOTTE DISPOSAL INC.	22453 GARBAGE DISPOSAL	06/23/2025	06/23/2025	326.00
01-1635-7340	000100 MCNAUGHTON HOME HARDWARE CENTRE	486303 SUPPLIES	06/23/2025	06/23/2025	21.99
01-1635-7340	000048 WATFORD HOME HARDWARE / CARIS HARDV	653219 PAVILION WASHROOM TAPS	06/25/2025	06/25/2025	920.66
		Account Total			1,268.65
01-1635-7341	003443 CONNOR MOLZAN (WELDING)	24-25 PLAQUE HOLDER MEMORIAL GARDENS	06/23/2025	06/23/2025	192.10
01-1635-7341	003463 DOHERTY, ED	2500027 PLAQUE FOR MEMORIAL GARDENS	06/13/2025	06/13/2025	310.75
01-1635-7341	003459 WINDOVER NURSERIES INC.	36395 MEMORIAL TREE	06/23/2025	06/23/2025	203.40
		Account Total			706.25
01-1635-7343	002214 GERBER ELECTRIC LTD	00028999 BALL DIAMOND LAMPS/BALLISTS	06/06/2025	06/06/2025	4,336.54
01-1635-7372	000167 BLACK & MCDONALD LIMITED	43-1793168 C1 & C2 OIL CHANGES	06/13/2025	06/13/2025	4,277.02
01-1635-7372	000168 WATFORD AUTO PARTS	483234 LAWN MOWER OIL FILTERS	06/25/2025	06/25/2025	111.59
01-1635-7372	000041 DELTA POWER EQUIPMENT	P40464 HUSTLER PTO SWITCH	06/16/2025	06/16/2025	56.69
		Account Total			4,445.30
01-1635-7383	002841 KERN WATER SYSTEMS INC.	178018 BAR ICE	06/23/2025	06/23/2025	126.00
01-1635-7383	002841 KERN WATER SYSTEMS INC.	178278 BAR ICE	06/27/2025	06/27/2025	143.50
		Account Total			269.50
01-1635-7384	000100 MCNAUGHTON HOME HARDWARE CENTRE	486303 SUPPLIES	06/23/2025	06/23/2025	145.18
01-1635-7399	000279 BMO BANK OF MONTREAL	0502677-2506 ARMORS ALE - WORK LUNCH	06/13/2025	06/13/2025	112.95
		Department Total			11,608.00

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INWOOD COMMUNITY CENTER						
01-1639-7306	000044	TOWNSHIP OF ENNISKILLEN	930050000.00-0625 WATER	06/13/2025	06/13/2025	141.10
01-1639-7399	002214	GERBER ELECTRIC LTD	00029070 INSTALL WATER HEATER	06/27/2025	06/27/2025	418.10
01-1639-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	485605 CANADA FLAGS INWOOD/ALVINSTON	06/16/2025	06/16/2025	163.80
01-1639-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	486303 SUPPLIES	06/23/2025	06/23/2025	30.50
01-1639-7399	000048	WATFORD HOME HARDWARE / CARIS HARDV	651517 CANADA DAY FLAGS FOR INWOOD	06/16/2025	06/16/2025	237.22
Account Total						849.62
Department Total						990.72
ALVINSTON LIBRARY						
01-1641-7340	000100	MCNAUGHTON HOME HARDWARE CENTRE	K86282 LIBRARY ENTRANCE FLOORING	06/23/2025	06/23/2025	193.31
01-1641-7340	003364	R & C CLEANING	MAY 2025 MAY 2025 CLEANING	06/16/2025	06/16/2025	700.00
Account Total						893.31
Department Total						893.31
INWOOD LIBRARY						
01-1642-7306	000044	TOWNSHIP OF ENNISKILLEN	930056000.00-0625 WATER	06/13/2025	06/13/2025	55.50
Department Total						55.50
PLANNING & ZONING						
01-1810-7430	002639	GRAY, ANN	LA327761 DOCUMENT REGISTRATION	06/13/2025	06/13/2025	305.71
Department Total						305.71
COMMERCIAL & INDUSTRIAL						
01-1820-7399	000279	BMO BANK OF MONTREAL	0502677-2506 AMAZON - WATERING WAND	06/13/2025	06/13/2025	125.37
01-1820-7399	003063	ACE COUNTRY & GARDEN / 1040721 ONTARIO	184503 HANGING BASKET FERTILIZER	06/16/2025	06/16/2025	146.89
01-1820-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	483878 WATERING WAND SHOWER HEAD	06/06/2025	06/06/2025	27.11
01-1820-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	484124 GARDEN BED TOP SOIL	06/06/2025	06/06/2025	90.17
01-1820-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	484678 MISC WATERING MATERIAL	06/06/2025	06/06/2025	10.35
01-1820-7399	000100	MCNAUGHTON HOME HARDWARE CENTRE	484827 WATERING WAND PARTS	06/13/2025	06/13/2025	20.32

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01-1820-7399	000100 MCNAUGHTON HOME HARDWARE CENTRE	485605 CANADA FLAGS INWOOD/ALVINSTON	06/16/2025	06/16/2025	163.81
01-1820-7399	003657 STARK PAINTING PROFESSIONALS	LC11743 REPAINT ALVIN THE BEE	06/19/2025	06/19/2025	2,542.50
01-1820-7399	003415 THORNICROFT, GREG	MAY 2025 BASKET HANGER SPRAY PAINT	06/16/2025	06/16/2025	17.36
Account Total					3,143.88
Department Total					3,143.88

AGRICULTURE & REFORESTATION

01-1840-7455	000113 R DOBBIN ENGINEERING INC	101.25 DRAINAGE SUPERINTENDENT	06/19/2025	06/19/2025	2,637.00
Department Total					2,637.00

COUNTY OF LAMBTON TAXATION

01-9400-9100	002223 COUNTY OF LAMBTON	39969 2ND QUARTER LEVY	06/19/2025	06/19/2025	556,804.00
Department Total					556,804.00

EDUCATION ENGLISH PUBLIC

01-9500-9100	000176 LAMBTON KENT DISTRICT SCHOOL BOARD	2025 2ND QUARTER 2025 2ND QUARTER LEVY	06/19/2025	06/19/2025	212,655.00
Department Total					212,655.00

EDUCATION FRENCH PUBLIC

01-9510-9100	000277 CONSEIL SCOLAIRE VIAMONDE	2025 2ND QUARTER 2025 2ND QUARTER LEVY	06/19/2025	06/19/2025	1,996.00
Department Total					1,996.00

EDUCATION ENGLISH SEPARATE

01-9520-9100	000276 ST. CLAIR CATHOLIC DISTRICT SCHOOL BD.	2025 2ND QUARTER 2025 2ND QUARTER LEVY	06/19/2025	06/19/2025	55,630.00
Department Total					55,630.00

EDUCATION FRENCH SEPARATE

01-9530-9100	000278 CONSEIL SCOLAIRE CATHOLIQUE PROVIDEN	2025 2ND QUARTER 2025 2ND QUARTER LEVY	06/19/2025	06/19/2025	6,676.00
Department Total					6,676.00

GIS MAPPING & ASSET MGMT

20-0505-7401	003659 GO EVO	INV-14267 MESH SETUP	06/26/2025	06/26/2025	12,091.00
Department Total					12,091.00

SEWAGE TREATMENT PLANT

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2025 to 06/30/2025 Paid Invoices Cheque Date 06/01/2025 to 06/30/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
20-0811-8041	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000055414 BLOWER MOTOR REPLACEMENT	06/19/2025	06/19/2025	14,745.05
20-0811-8041	000124 ONTARIO CLEAN WATER AGENCY - EFT	INV00000055415 PUMP STATION 2 REFURBISH	06/19/2025	06/19/2025	26,315.41
Account Total					41,060.46
Department Total					41,060.46
<u>MUNICIPAL DRAINS - CONSTRUCTION</u>					
20-2800-7401	002478 BRUCE POLAND & SONS TRUCKING INC.	1076 LOGAN DRAIN	06/06/2025	06/06/2025	604.55
20-2800-7401	000286 ROBINSON FARM DRAINAGE LTD.	4359 MORWOOD DRAIN H.B.	06/23/2025	06/23/2025	4,101.90
20-2800-7401	000113 R DOBBIN ENGINEERING INC	89-25 CRANG DRAIN	06/06/2025	06/06/2025	2,147.00
20-2800-7401	000113 R DOBBIN ENGINEERING INC	90.25 6-7 CONCESSION DRAIN	06/06/2025	06/06/2025	5,173.99
Account Total					12,027.44
Department Total					12,027.44
<u>MUNICIPAL DRAINS - MAINTENANCE</u>					
20-2900-7401	003304 H.E. CONSTRUCTION INC.	1452 GRAY DRAIN 3% HB	06/24/2025	06/24/2025	399.88
20-2900-7401	000044 TOWNSHIP OF ENNISKILLEN	IVC05137 DURHAM CREEK DRAIN	06/13/2025	06/13/2025	3,843.33
20-2900-7401	000044 TOWNSHIP OF ENNISKILLEN	IVC05137 BROOKE-ENNISK-DAWN TL DRAIN	06/13/2025	06/13/2025	2,237.92
Account Total					6,481.13
Department Total					6,481.13
Total Paid Invoices					1,068,389.00
Total Unpaid Invoices					0.00
Total Invoices					1,068,389.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2025 to 06/30/2025 Paid Invoices Cheque Date 06/01/2025 to 06/30/2025

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

01-0000	ASSETS & LIABILITIES	39,985.75
01-0050	LICENCES, PERMITS, RENTS	-425.00
01-0240	GOVERNANCE	1,391.09
01-0241	COUNCIL SUPPORT	1,406.16
01-0250	CORPORATE MANAGEMENT	10,389.22
01-0411	FIRE STATION - ALVINSTON	7,490.23
01-0413	FIRE DEPARTMENT - WATFORD	2,873.28
01-0420	POLICE	405.99
01-0440	PROTECTIVE INSPECTION & CONTROL	7,023.98
01-0549	RT&M - LITTER/GARBAGE PICKUP	243.47
01-0550	RT&M - SIGNS	4,529.61
01-0551	RT&M - INTERSECTION LIGHTING	23.19
01-0560	PUBLIC WORKS - OVERHEAD	8,554.02
01-0601	2006 STERLING PSD	235.14
01-0603	2011 INTERNATIONAL	235.14
01-0604	2018 WESTERN STAR	235.14
01-0611	2021 - CAT 150-15AWD GRADER	726.69
01-0620	2017 FORD 4X4 Diesel	235.14
01-0621	2021 Dodge RAM 4 x 4 pickup	1,441.76
01-0622	2019 FORD 4x4 PICKUP	712.82
01-0630	DEERE TRACTOR LOADER	256.17
01-0631	CAT BACKHOE	719.58
01-0635	BUSHOG	461.73
01-0639	ROAD DRAG	350.41
01-0751	STREET LIGHTING - ALVINSTON	1,726.06
01-0752	STREET LIGHTING - INWOOD	648.41
01-0810	SANITARY SEWER SYSTEM	15,056.95
01-0811	INWOOD SEWER SYSTEM	50.00
01-0830	WATERWORKS SYSTEM	11,689.06
01-0840	WASTE COLLECTION	24,213.75
01-0860	RECYCLING	448.91
01-1635	ALVINSTON COMMUNITY CENTRE	11,608.00
01-1639	INWOOD COMMUNITY CENTER	990.72
01-1641	ALVINSTON LIBRARY	893.31
01-1642	INWOOD LIBRARY	55.50
01-1810	PLANNING & ZONING	305.71
01-1820	COMMERCIAL & INDUSTRIAL	3,143.88
01-1840	AGRICULTURE & REFORESTATION	2,637.00
01-9400	COUNTY OF LAMBTON TAXATION	556,804.00
01-9500	EDUCATION ENGLISH PUBLIC	212,655.00
01-9510	EDUCATION FRENCH PUBLIC	1,996.00
01-9520	EDUCATION ENGLISH SEPARATE	55,630.00

Accounts Payable

Posted Invoice Payment Approval List By Account

Vendor 000000 Through 999999

Invoice Entry Date 06/01/2025 to 06/30/2025 Paid Invoices Cheque Date 06/01/2025 to 06/30/2025

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Item Amount
		01-9530 EDUCATION FRENCH SEPARATE			6,676.00
		20-0505 GIS MAPPING & ASSET MGMT			12,091.00
		20-0811 SEWAGE TREATMENT PLANT			41,060.46
		20-2800 MUNICIPAL DRAINS - CONSTRUCTION			12,027.44
		20-2900 MUNICIPAL DRAINS - MAINTENANCE			6,481.13
				Report Total	1,068,389.00



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Request to purchase alley
Meeting: Council - 17 Jul 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the Council of the Municipality of Brooke-Alvinston declare the alley located between 3229 & 3231 River Street as surplus to their needs and that staff be directed to follow the disposal of land by-law for sale of the alley; and that an easement be arranged for purposes of access to services or building maintenance if needed with the adjacent property owner.

Background:

A request was received to acquire the alley way between 3231 River Street and 3229 River Street. The proposal was forwarded to the Planning Department, Roads, Fire and discussed with Bluewater Recycling.

Fire:

- no issues with the disposal of the land.

Public Work:

- there is no sanitary or water running in the alley

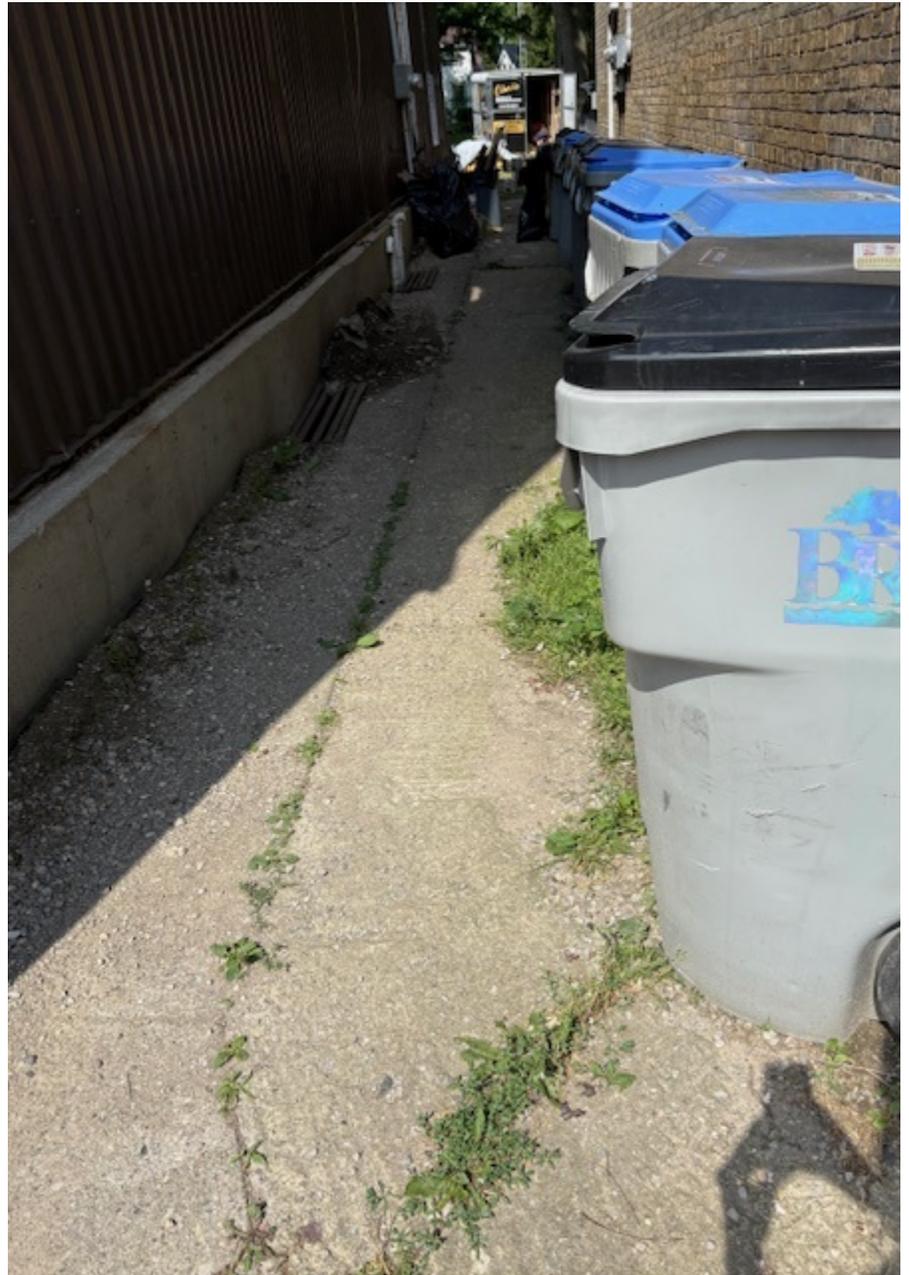
Planning:

- No issues if area is not needed

Bluewater Recycling

- If improvements are made to the alley and storage of bins is moved to the rear of the properties, wheelie bin pickup could be done on Railroad Street vs River Street

An inspection of the area was done. It is currently utilized as a storage area for wheelie bins (see photo).



As per the Sale of Land by-law, should Council declare the land surplus, the adjacent owners to the alley would be offered the purchase (respectively half each). If one adjacent owner does not want it, the whole alley would be sold to the requesting owner.

Comments:

The land is deemed to be of limited marketability and could only be sold to an abutting owner(s). The whole property, if combined with the land would create a configuration which is acceptable and in accordance with good planning principles. If sold, the land would be required to merge in title with the abutting owner's land.

In review of best practices, we see the need for an easement with the other owner to allow for maintenance on the outer wall if needed.

Financial Considerations:

Council may authorize the sale of land for less than fair market value if in the opinion of Council, it is in the best interest of the Municipality. The by-law also states that the party acquiring the land pays all transaction costs.

In the past, the sale price of land on River Street has been nominal as it aids in the beautification of the downtown area. The purchaser would be required to pay all legal costs associated with the sale of the alley.

ATTACHMENTS:

[Request to purchase alley](#)



Tracey Poelstra
3229 River St., Alvinston ON, N0N 1A0
1-604-825-6992

Date: June 26, 2025

To:
Mayor and Council
Municipality of Brooke-Alvinston
3229 River Street
Alvinston, ON N0N 1A0

Re: Request to Acquire Unmaintained Municipal Lands – 8’ Alley Between 3229 River Street and Pharmacy Building

Dear Mayor and Council,

I am writing to formally request the opportunity to acquire a parcel of unmaintained municipal land, specifically the **8-foot-wide alleyway located between 3229 River Street and the adjacent pharmacy building**, as outlined in the attached diagram.

The intent behind this request is to make substantial improvements to the alleyway's appearance, functionality, and drainage. Currently, the cement in the alley is **sloped toward my building**, causing recurring surface water infiltration into the basement. This water damage has already led to the **replacement of a furnace** and has prompted **significant rebricking work** to mitigate further issues.

Acquiring this narrow parcel would allow me to:

- Install proper surface drainage, directing water to the centre of the alley and away from adjacent foundations
- Remove the existing incorrectly sloped cement
- Improve the visual aesthetics of the alleyway in a manner that complements the ongoing revitalization of River Street
- Ensure the drainage and building protections remain secure **for generations to come**

I am fully willing to **cover the cost of the necessary survey** and any related legal or transfer fees associated with this process.

I believe this initiative supports the broader beautification and infrastructure goals of the municipality while alleviating a long-standing drainage issue that affects private property. I respectfully request Council's consideration of this request at an upcoming meeting.

Please do not hesitate to contact me should you require further information or clarification. I would also welcome the opportunity to attend a Council meeting to speak to this matter directly.

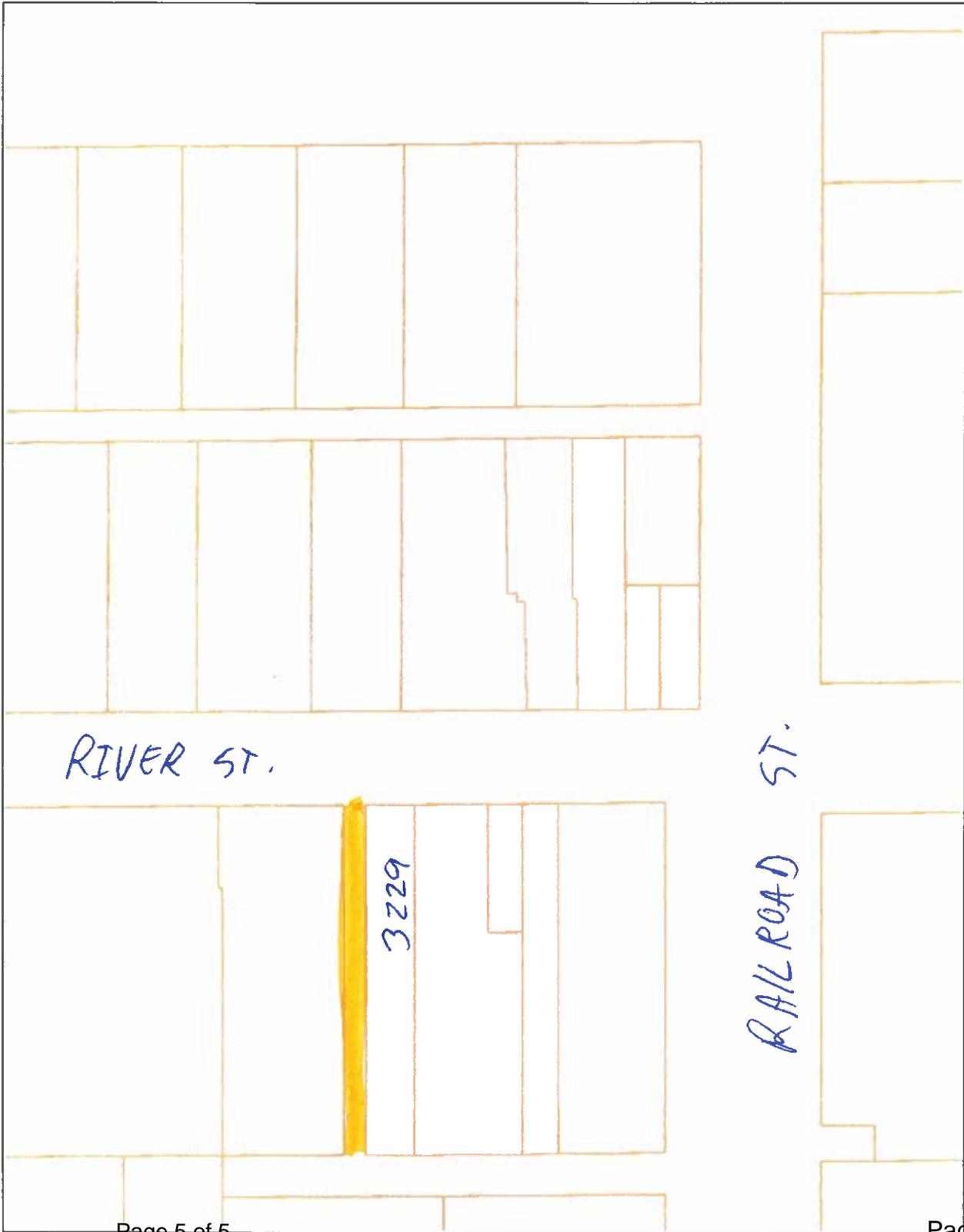
Thank you for your time and attention.

Please see the Attached.

Warm regards,

Tracey Poelstra

Lambton County GIS



Legend

- Assessment Parcels
- Citations

Location

Notes

County of Lambton
789 Broadway St
Wyoming, ON N0N 1T0
www.lambtongis.ca

This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

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Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: August 14, 2025 Meeting Adjustment
Meeting: Council - 17 Jul 2025
Department: Clerks
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That the August 14, 2025 regularly scheduled Council meeting be moved to Wednesday August 13th at 4:30 p.m. and that the Clerk Administrator advertise the change.

Background:

There is one Council meeting scheduled for the month of August - August 14th.

Comments:

The Warden's picnic has been set for Aug. 14th - invitation attached. In efforts to not hurry along a meeting and with staff commitments earlier in the day, we propose an alternate date be set.

Financial Considerations:

None associated with this report.

ATTACHMENTS:

[Warden's Picnic Invitation - August 14, 2025](#)

WARDEN KEVIN MARRIOTT
INVITES YOU TO THIS YEAR'S

Warden's Picnic



THURSDAY, AUGUST 14, 2025

SHILOH FARMS
5389 SHILOH LINE, PETROLIA, ON N0N 1R0

4:00 P.M.

Reception,
Games, and
Live Music

**6:00 P.M.
Dinner**



Tickets
\$25



[RSVP to Melissa Donovan by July 30, 2025](http://www.lambtononline.ca/picnictickets2025)
www.lambtononline.ca/picnictickets2025



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Provincial Cannabis Funding
Meeting: Council - 17 Jul 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council approve Brooke-Alvinston's allocation of the Cannabis Funding to the Lambton Group OPP Detachment Board to provide benefit to the community through the OPP public engagement and resources support.

Background:

In 2019-2020 The Ontario Government provided funding to municipalities to offset costs related to the legalization of cannabis. Municipalities must use the funding to pay for costs directly related to the legalization of recreational cannabis. Brooke-Alvinston received a total of \$20,000 for this purpose and no funds have been used to date.

Comments:

The Lambton Group OPP Detachment Board have been discussing whether they could use any unspent Cannabis Funding that area municipalities have received *to provide benefit to the community through the OPP public engagement and resources support.*

They asked that Lambton municipalities provide confirmation that they are willing to use any unspent funding for this purpose before the Board's next meeting in August.

Financial Considerations:

The funds are currently sitting in Reserves and must be used for costs related to the legalization of cannabis or else repaid to the Provincial Government.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Reserve and Reserve Fund Policy Implementation - 2nd Try
Meeting: Council - 17 Jul 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

That Council approve a plan to grow Brooke-Alvinston Reserves so that they are within the levels as defined in our approved Reserve and Reserve Fund Policy.

Background:

At the April 24, 2025 meeting, Council approved Brooke-Alvinston's Reserve and Reserve Fund Policy. This Policy recommended that Reserves should be kept in the range of \$2,810,000 to \$7,200,000. Currently our Reserves are at \$1,680,000.

At the June 26, 2025 meeting I presented 3 scenarios to increase Reserves to get within our Policy levels that were approved by Council. I showed that we needed to contribute \$1,370,000 to \$5,520,000 (\$274,000 to \$1,104,000 per year over 5 years) to get to the recommended policy levels for our Operating Reserve, Tax Stabilization Reserve, and our Capital Investment Reserve. Our Working Capital Reserve is already within the range recommended by our Policy. Council tabled the Implementation Plans presented to get Reserves to their recommended levels in 5 years and asked that a more workable plan be presented.

Comments:

The attached table shows the number of years it would take under several annual contribution levels to increase our Reserves so they reach the levels as established in our Reserve Policy.

- If we add 2% of our annual budget to reserves it will take us 18 to 73 years;
- If we add 3% of our annual budget to reserves it will take us 12 to 50 years;
- If we add 4% of our annual budget to reserves it will take us 9 to 37 years;
- If we add 5% of our annual budget to reserves it will take us 7 to 30 years; and
- If we add 7% of our annual budget to reserves it will take us 5 to 21 years.

Financial Considerations:

In order to get Reserves to their Reserve Policy target levels it will require a combination of:

- deferring future capital expenditures,
- redirecting funds from non-essential operating expenditures (cutting budgets), and/or
- special tax levies.

ATTACHMENTS:

[Reserves Policy Scenarios](#)

Municipality of Brooke-Alvinston Reserve Policy Implementation Scenarios

			Years to get to Lower Policy Limit or \$1,370,000 Increase	Years to get to Mid Policy Limit or \$3,410,000 Increase	Years to get to Upper Policy Limit or \$5,520,000 Increase
Yearly Contribution	Percent of Yealy Budget				
\$ 75,000	2%		18.3	45.5	73.6
\$ 110,000	3%		12.5	31.0	50.2
\$ 150,000	4%		9.1	22.7	36.8
\$ 185,000	5%		7.4	18.4	29.8
\$ 260,000	7%		5.3	13.1	21.2



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Rural Ontario Development Program
Meeting: Council - 17 Jul 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That staff be directed to submit grant under the Rural Ontario Development Program for arena furniture (tables and chairs).

Background:

This report is intended to provide an update on funds applied for (less than \$25K or otherwise approved by Council) and future funds open for application.

Comments:

The Rural Ontario Development (ROD) Program provides Cost-Share funding to support activities that create strong rural communities in Ontario and opens doors to rural Economic Development, by funding Projects that:

- address barriers and build capacity for economic development
- to attract, retain and expand businesses
- attract and retain investment and jobs
- strengthen regional partnerships and economic resiliencies
- address workforce development challenges
- transform community assets to drive economic development

Municipalities are eligible to apply. Projects must be within an eligible rural area of Ontario. Brooke-Alvinston is. There are three streams to make application:

1) Economic diversification, competitiveness and capacity building:

Projects that support communities to build economic development capacity and implement strategies that increase competitiveness to retain businesses, attract investment and enhance growth.

- _____
- _____
- _____

Examples in this type of application pertinent to Brooke-Alvinston could be:

- creation of a development fees

2) Workforce development, attraction and retention:

This stream funds projects that support communities to implement strategies and/or to undertake initiatives for attracting and retaining workers. This stream offers up to 50% cost-share, up to \$150,000.

Examples in this type of application pertinent to Brooke-Alvinston could be:

- workforce training (roads, arena, administration)

3) Community infrastructure enhancements:

This stream funds projects that update or transform community assets that have been identified as important to the community's economy. This stream offers up to 35% cost-share, with large projects eligible from \$25,000 to \$250,000 and for small projects eligible up to \$25,000.

Examples in this type of application pertinent to Brooke-Alvinston could be:

- wayfinding signage, beautification (decorative lighting, banners, public art)
- arena furniture (tables & chairs)

Financial Considerations:

With the list of recommendations presented, arena furniture (tables & chairs) is the only item that budgeted (\$10,000) which would cover 35% of the maximum small project of \$25,000.



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Killer Bees Home Opener Sponsorship Opportunity
Meeting: Council - 17 Jul 2025
Department: Administration
Staff Contact: Janet Denkers, Clerk Administrator

Recommendation:

That Council approve of sponsorship for the home opener game of the Alvinston Killer Bees.

Background:

The Alvinston Killer Bees Hockey Club has offered the opportunity for the Municipality to sponsor the home opener of the Alvinston Killer Bees game as in previous years. The sponsorship package is attached.

Comments:

The sponsorship details are highlighted in the attachment. Also in the attachment the other sponsorship packages are highlighted as an add on. In 2023 the municipal sponsorship covered a portion of the auditorium rental the club used for washroom and bar access. With the increased attendance, the full auditorium was used to assist with occupancy. The Club will be renting the full auditorium for the 2025 / 2026 season as they did in the 2024/2025 season.

Financial Considerations:

The sponsorship is in kind and would offset the ice / auditorium rental for the home opener.

ATTACHMENTS:

[Sponsorship options](#)

ICE LEVEL BAR STOOL \$380

- Personal Name on the Rink Glass Reserved "Just For You" Permanently for the Year
- Regular Season Game Pass
- 24 Drink Tickets or a Killer Bees Jacket & Tugue
- Comfortable Stool Provided at Each Home Game
- Available to be added to this package:
 - Add additional drink tickets for \$6.00 each

PROGRAM SPONSORS

- Full Page Colour Advertisement: \$500
- Half Page Colour Advertisement: \$350
- Quarter Page Colour Advertisement: \$250

REGULAR SEASON GAME PASSES

- Regular Season Pass: \$110
- Regular Season Pass w/ Guaranteed Standing Room: \$160
- Regular Season Pass w/ Guaranteed Seat Number: \$200
- Guaranteed Entry to Each Regular Season & Playoff Home Game (All Playoff Tickets \$11.00 each), 5% off in stock Merchandise
- Guaranteed Seat/Standing Location in Playoffs with Ticket Purchase



PACKAGE K



COMPANY LOGO "IN THE ICE"



PACKAGE R



PACKAGE W



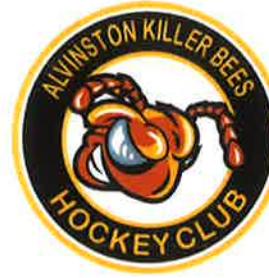
LOBBY/SOCIAL AREA PULL UP BANNER



PACKAGE E



AVAILABLE ADD-ONS



2024-2025 SEASON ALVINSTON KILLER BEES SPONSORSHIP PACKAGES

A	PLATINUM \$10,000	B	GOLD \$5,000
C	SILVER \$2,500	D	BRONZE \$1,650
E	*NEW* GAME TICKET \$2,500	F	*NEW* PLAYER OF THE GAME \$2,500
G	*NEW* BEES NEST \$2,500	H	*NEW* DIGITAL SCREEN \$2,500
I	*NEW* HOCKEY CARD \$2,500	J	*NEW* HOCKEY FIGHTS CANCER JERSEY \$2,000
K	*NEW* LIVE STREAM RINK BOARDS \$1,650	L	*NEW* GOLF TOURNAMENT \$1,500
M	*NEW* LOUNGE AREA \$1,500	N	GAME SPONSOR \$1,250
O	*NEW* JERSEY PATCH \$1,250	P	PUCK, SOCK, OR HELMET \$950
Q	PLAYOFF GAME SPONSOR \$950	R	WALL SIGN \$850
S	HOCKEY CAMP \$800	T	*NEW* PLAYOFF FAN BUS \$800
U	JERSEY ** \$600	V	PUCK-OUT-OF-PLAY, PENALTY KILL \$600
X	SHOTS ON GOAL, LAST MINUTE OF PLAY \$500	W	*NEW* ARENA STAND STEPS \$600-\$800
Y	PROGRAM ADS \$250-\$700	Z	FRONT OF PROGRAM BANNER AD \$1,000

**CHOICE OF JERSEY PREMIUM

WWW.ALVINSTONKILLERBEES.COM



Council Staff Report

To: Mayor Ferguson and Members of Council
Subject: Year-to-Date (to June 30) Budget to Actual Comparisons
Meeting: Council - 17 Jul 2025
Department: Treasury
Staff Contact: Stephen Ikert, Treasurer

Recommendation:

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

Background:

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

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

Comments:

The year-to-date budget to actual results to June 30, 2025 are attached. Council is encouraged to review the year-to-date results.

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

Financial Considerations:

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

- **General Government** - expenditures within budget. Council Support and Administration are just under 50% of budget.
- **Protection Services** - expenditures within budget. Fire and Conservation Authority are over 50% of budget due to yearly assessment, insurance being paid upfront and some capital equipment purchases.
- **Transportation Services** - expenditures close to budget. Vehicles and Equipment are well over 50% due to purchase of the new grader.
- **Environmental Services** - expenditures within budget.
- **Health Services** - expenditures within budget. Cemetery operations are estimated.
- **Recreation and Culture** - most Recreation and Culture expenditures are close to budget.
- **Planning and Development** - expenditures within budget.

ATTACHMENTS:

[2025-Brooke-Alvinston Budget-to-actual - June 30](#)

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2025 Budget to Actual Comparison

To June 30, 2025

ALL DEPARTMENTS

EXPENDITURES

GENERAL GOVERNMENT

Page 3 of 7

	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
ALL DEPARTMENTS																
EXPENDITURES																
GENERAL GOVERNMENT																
1 COUNCIL	70,450	37,930	34,678	3,252					-		70,450	37,930	34,678	3,252		49.2%
2 COUNCIL SUPPORT	205,025	105,494	100,166	5,328					-		205,025	105,494	100,166	5,328		48.9%
3 ADMINISTRATION	404,920	228,383	221,368	7,015		110,000	18,000	17,105	895		514,920	246,383	238,473	7,910		46.3%
	680,395	371,807	356,212	15,595		110,000	18,000	17,105	895		790,395	389,807	373,317	16,490		47.2%
PROTECTION SERVICES																
4 BROOKE FIRE RESCUE	356,130	179,551	180,095	(544)		128,500	91,750	91,851	(101)		484,630	271,301	271,946	(645)		56.1%
5 FIRE - WATFORD	7,360	6,360	5,657	703					-		7,360	6,360	5,657	703		76.9%
6 POLICE	401,102	200,550	200,818	(268)					-		401,102	200,550	200,818	(268)		50.1%
7 CONSERVATION AUTHORITY	31,048	31,048	31,048	-					-		31,048	31,048	31,048	-		100.0%
8 INSPECTIONS & CONTROL	47,250	24,500	28,314	(3,814)					-		47,250	24,500	28,314	(3,814)		59.9%
9 EMERGENCY MEASURES	3,450	1,300	1,283	17					-		3,450	1,300	1,283	17		37.2%
	846,340	443,309	447,214	(3,905)		128,500	91,750	91,851	(101)		974,840	535,059	539,066	(4,006)		55.3%
TRANSPORTATION SERVICES																
10 ROADS - MATERIALS & SERVICES	985,500	678,750	681,065	(2,315)		737,500	58,700	58,170	530		1,723,000	737,450	739,234	(1,784)		42.9%
11 PUBLIC WORKS OVERHEAD	778,986	432,823	428,465	4,358					-		778,986	432,823	428,465	4,358		55.0%
12 VEHICLES & EQUIP	170,100	72,625	77,384	(4,759)		629,500	614,500	612,414	2,086		799,600	687,125	689,798	(2,673)		86.3%
13 SNOW REMOVAL	32,250	12,000	11,727	273					-		32,250	12,000	11,727	273		36.4%
14 STREET LIGHTS - ALVINSTON	14,000	8,000	9,153	(1,153)					-		14,000	8,000	9,153	(1,153)		65.4%
15 STREET LIGHTS - INWOOD	8,500	3,750	3,394	356					-		8,500	3,750	3,394	356		39.9%
	1,989,336	1,207,948	1,211,187	(3,239)		1,367,000	673,200	670,584	2,616		3,356,336	1,881,148	1,881,771	(623)		56.1%
ENVIRONMENTAL																
16 STORM SEWER	68,252	34,126	34,126	-					-		68,252	34,126	34,126	-		50.0%
17 WASTE COLLECTION/DISPOSAL	107,246	61,123	61,236	(113)					-		107,246	61,123	61,236	(113)		57.1%
18 RECYCLING	6,630	3,315	2,693	622					-		6,630	3,315	2,693	622		40.6%
	182,129	98,564	98,056	509		-	-	-	-		182,129	98,564	98,056	509		53.8%
HEALTH																
19 HOSPITAL/CEMETERIES - DONATIONS	5,750	450	450	-					-		5,750	450	450	-		7.8%
20 CEMETERY OPERATIONS	53,820	26,910	26,910	-		-	-	-	-		53,820	26,910	26,910	-		50.0%
	59,570	27,360	27,360	-		-	-	-	-		59,570	27,360	27,360	-		45.9%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2025 Budget to Actual Comparison

To June 30, 2025

RECREATION AND CULTURAL

	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
21 CANADA DAY	24,750	24,750	24,750	-		-	-	-	-		24,750	24,750	24,750	-		100.0%
22 COMMUNITY CENTER - ARENA	682,280	368,970	389,213	(20,243)		200,500	47,700	47,698	2		882,780	416,670	436,911	(20,241)		49.5%
23 COMMUNITY CENTER - CONCESSION	4,500	2,100	1,797	303					-		4,500	2,100	1,797	303		39.9%
24 INWOOD REC	8,460	5,410	6,002	(592)		-	-	-	-		8,460	5,410	6,002	(592)		70.9%
25 LIBRARY - ALVINSTON	8,830	5,760	5,171	589		-	-	-	-		8,830	5,760	5,171	589		58.6%
26 LIBRARY - INWOOD	5,440	2,625	2,233	392		-	-	-	-		5,440	2,625	2,233	392		41.0%
	734,260	409,615	429,166	(19,551)		200,500	47,700	47,698	2		934,760	457,315	476,864	(19,549)		51.0%

PLANNING AND DEVELOPMENT

27 PLANNING & ZONING	32,700	6,000	5,436	564					-		32,700	6,000	5,436	564		16.6%
28 COMMERCIAL INDUSTRIAL	13,750	4,350	7,632	(3,282)		-	-	-	-		13,750	4,350	7,632	(3,282)		55.5%
29 POST OFFICE	48,000	24,000	20,938	3,062					-		48,000	24,000	20,938	3,062		43.6%
30 AGRICULTURE & REFORESTATION	36,250	15,250	14,819	431					-		36,250	15,250	14,819	431		40.9%
31 MUNICIPAL DRAIN LOANS	-	-	-	-					-		-	-	-	-		0.0%
32 MUNICIPAL DRAIN WORK	650,000	310,000	245,000	65,000					-		650,000	310,000	245,000	65,000		37.7%
33 TILE DRAIN LOANS	7,500	3,750	3,750	-					-		7,500	3,750	3,750	-		50.0%
	788,200	363,350	297,576	65,774		-	-	-	-		788,200	363,350	297,576	65,774		37.8%

OTHER/RESERVES

34 RESERVES	5,000	5,000	5,000	-					-		5,000	5,000	5,000	-		100.0%
35 RESERVE FUNDS	-	-	-	-					-		-	-	-	-		
	5,000	5,000	5,000	-		-	-	-	-		5,000	5,000	5,000	-		100.0%

TOTAL EXPENDITURES

36	5,285,229	2,926,953	2,871,770	55,183		1,806,000	830,650	827,238	3,412		7,091,229	3,757,603	3,699,008	58,595		52.2%
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MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2025 Budget to Actual Comparison

To June 30, 2025

REVENUES

FEES AND CHARGES

	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
37 GENERAL GOVERNMENT	16,100	7,975	8,929	954		-	-	-	-		16,100	7,975	8,929	954		55.5%
39 PROPERTY INSPECTION & CONTROL	47,500	24,600	35,993	11,393		-	-	-	-		47,500	24,600	35,993	11,393		75.8%
40 TRANSPORTATION/ROADS	5,000	5,000	5,551	551		-	-	-	-		5,000	5,000	5,551	551		111.0%
41 WASTE COLLECTION & RECYCLING	-	-	443	443		-	-	-	-		-	-	443	443		0.0%
42 CEMETERY	53,820	26,910	26,910	-		-	-	-	-		53,820	26,910	26,910	-		50.0%
43 COMMUNITY CENTER - ALVINSTON	276,400	169,350	175,756	6,406		-	-	-	-		276,400	169,350	175,756	6,406		63.6%
44 COMMUNITY CENTER - CONCESSION	4,720	2,460	3,033	573		-	-	-	-		4,720	2,460	3,033	573		64.2%
46 CANADA DAY	19,750	19,750	19,750	-		-	-	-	-		19,750	19,750	19,750	-		100.0%
47 PLANNING FEES	10,500	8,750	11,089	2,339		-	-	-	-		10,500	8,750	11,089	2,339		105.6%
48 HANGING BASKETS/COMMUNITY GROUP	3,000	3,000	3,675	675		-	-	-	-		3,000	3,000	3,675	675		122.5%
49 POST OFFICE	60,000	30,000	27,684	(2,316)		-	-	-	-		60,000	30,000	27,684	(2,316)		46.1%
50 AGRICULTURE & REFORESTATION	-	-	7,338	7,338		-	-	-	-		-	-	7,338	7,338		0.0%
51 MUNICIPAL DRAIN BILLINGS	435,000	217,500	175,000	(42,500)		-	-	-	-		435,000	217,500	175,000	(42,500)		40.2%
52 TILE DRAIN LOANS	7,500	3,750	3,750	-		-	-	-	-		7,500	3,750	3,750	-		50.0%
	939,290	519,045	505,042	(14,003)		-	-	-	-		939,290	519,045	505,042	(14,003)		53.8%
MUNICIPAL																
53 BROOKE FIRE RESCUE	59,296	29,648	39,830	10,182		21,395	10,698	10,706	8		80,691	40,346	50,536	10,190		62.6%
53 COUNTY POLICING & OTHER GRANTS	11,910	11,910	11,910	-		-	-	-	-		11,910	11,910	11,910	-		100.0%
54 DONATIONS	-	-	6,000	6,000		-	-	-	-		-	-	6,000	6,000		0.0%
	71,206	41,558	57,740	16,182		21,395	10,698	10,706	8		92,601	52,256	68,446	16,190		73.9%
ONTARIO																
55 OCIF	-	-	-	-		570,000	37,700	37,700	-		570,000	37,700	37,700	-		6.6%
56 PROVINCIAL - RED	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
57 OMRFA DRAIN SUPERINTENDENT	17,500	-	-	-		-	-	-	-		17,500	-	-	-		0.0%
58 OMAFRA - DRAIN SUBSIDIES	215,000	107,500	70,000	(37,500)		-	-	-	-		215,000	107,500	70,000	(37,500)		32.6%
59 PROVINCIAL - other	-	-	-	-		-	-	7,227	7,227		-	-	7,227	7,227		0.0%
60 OMPF	397,700	198,850	198,850	-		-	-	-	-		397,700	198,850	198,850	-		50.0%
	630,200	306,350	268,850	(37,500)		570,000	37,700	44,927	7,227		1,200,200	344,050	313,777	(30,273)		26.1%

MUNICIPALITY OF BROOKE-ALVINSTON

OPERATING

CAPITAL

TOTAL

2025 Budget to Actual Comparison

To June 30, 2025

CANADA

	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
CANADA																
61 CANADA - Other	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
62 CANADA - FCM	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
63 FEDERAL GAS TAX - CCBF	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
64 FEDERAL CANADA DAY	5,000	5,000	5,000	-					-		5,000	5,000	5,000	-		0.0%
65 FEDERAL Other	-	-	-	-		-	-	-	-		-	-	-	-		
	5,000	5,000	5,000	-		-	-	-	-		5,000	5,000	5,000	-		100.0%
LICENCES, PERMITS, RENTS																
66	15,505	7,840	9,215	1,375					-		15,505	7,840	9,215	1,375		59.4%
FINES AND PENALTIES																
67	55,000	30,000	40,099	10,099					-		55,000	30,000	40,099	10,099		72.9%
OTHER REVENUES																
68	64,000	39,500	42,602	3,102					-		64,000	39,500	42,602	3,102		66.6%
AREA RATINGS																
69 ALVINSTON AREA RATING	49,688	24,844	24,844	-					-		49,688	24,844	24,844	-		50.0%
70 INWOOD AREA RATING	13,381	6,690	6,690	-					-		13,381	6,690	6,690	-		50.0%
	63,069	31,534	31,534	-		-	-	-	-		63,069	31,534	31,534	-		50.0%
RESERVES/RESERVE FUNDS/FINANCING																
71 RESERVES	585,340	585,340	574,981	(10,359)		340,000	242,700	242,700	-		925,340	828,040	817,681	(10,359)		88.4%
72 FINANCING -OTHER				-					-		-	-	-	-		
	585,340	585,340	574,981	(10,359)		340,000	242,700	242,700	-		925,340	828,040	817,681	(10,359)		88.4%
TAXATION																
73 GENERAL TAXATION	2,841,219	1,340,586	1,329,007	(11,579)		874,605	539,553	528,905	(10,648)		3,715,824	1,880,139	1,857,912	(22,227)		50.0%
74 ADJUSTMENTS/WRITE-OFFS	(25,000)	-	-	-					-		(25,000)	-	-	-		0.0%
75 SUPPLEMENTAL	25,000	12,500	-	(12,500)					-		25,000	12,500	-	(12,500)		0.0%
76 UTILITY TRANSMISSION	15,400	7,700	7,700	-					-		15,400	7,700	7,700	-		50.0%
	2,856,619	1,360,786	1,336,707	(24,079)		874,605	539,553	528,905	(10,648)		3,731,224	1,900,339	1,865,612	(34,727)		50.0%
TOTAL REVENUES																
77	5,285,229	2,926,954	2,871,770	(55,183)		1,806,000	830,650	827,238	(3,412)		7,091,229	3,757,604	3,699,008	(58,595)		52.2%
NET REVENUE OVER EXPENDITURES																
78	(0)	0	0	0		-	-	(0)	(0)		(0)	0	(0)	(0)		

MUNICIPALITY OF BROOKE-ALVINSTON

2025 Budget to Actual Comparison

To June 30, 2025

WATER & SEWER

REVENUE

	OPERATING					CAPITAL					TOTAL					
	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	2025 Total Budget	2025 YTD Budget	2025 YTD Actual	YTD Over/Under	!	% of Total budget Used
	(1)	(2)	(3)	(4)		(5)	(6)	(7)	(8)		(9)	(10)	(11)	(12)		(13)
1 ONTARIO - GRANTS				-		-	-	-	-		-	-	-	-		0.0%
2 FEDERAL - GRANTS				-		-	-	-	-		-	-	-	-		0.0%
3 LOANS				-		-	-	-	-		-	-	-	-		0.0%
4 RESERVE FUNDS				-		215,000	40,000	41,060	1,060		215,000	40,000	41,060	1,060		0.0%
5 WASTE WATER - ALVINSTON	234,208	118,329	125,247	6,918					-		234,208	118,329	125,247	6,918		53.5%
6 WASTE WATER - INWOOD	67,830	33,915	33,915	-					-		67,830	33,915	33,915	-		50.0%
7 INWOOD SEWER CAPITAL & CONNECTION	59,256	29,628	29,628	-					-		59,256	29,628	29,628	-		50.0%
8 WATER - ALVINSTON	367,323	184,764	195,513	10,749					-		367,323	184,764	195,513	10,749		53.2%
9 WATER - ALVINSTON - OTHER CHGS	-	-	-	-		-	-	-	-		-	-	-	-		0.0%
TOTAL WATER & SEWER REVENUES	728,616	366,635	384,303	17,667		215,000	40,000	41,060	1,060		943,616	406,635	425,363	18,727		45.08%

EXPENDITURES

10 WASTE WATER - ALVINSTON	194,577	97,132	98,557	(1,425)		182,750	40,000	41,060	(1,060)		377,327	137,132	139,617	(2,486)		37.0%
11 WASTE WATER - INWOOD	110,979	56,350	54,471	1,880		32,250	-	-	-		143,229	56,350	54,471	1,880		38.0%
12 WATER - ALVINSTON	354,482	189,306	190,756	(1,450)		-	-	-	-		354,482	189,306	190,756	(1,450)		53.8%
13 RESERVE FUND TRANSFERS	68,578	23,847	40,519	(16,671)					-		68,578	23,847	40,519	(16,671)		59.1%
TOTAL WATER & SEWER EXPENDITURES	728,616	366,635	384,303	(17,667)		215,000	40,000	41,060	(1,060)		943,616	406,635	425,363	(18,728)		45.08%

NET WATER & SEWER EXPENDITURES

	-	-	-	-		-	-	(0)	(0)		-	-	(0)	(0)		
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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

9.2.

July 10, 2025

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

Via email: jdenkers@brookealvinston.com

Attention: Janet Denkers, Clerk-Administrator

Dear Ms. Denkers:

Re: County Road 79 Access Related to Schouten Subdivision Application

The County recently received correspondence regarding a motion by Brooke-Alvinston Council related to access onto County Road 79 (Nauvoo Road) for a new development.

Motion: That staff be directed to request the County of Lambton Public Works staff to comment on their position of denying an access off Nauvoo to the subdivision.

As part of the development process, various studies and documents are submitted to the local municipality for review. These documents are circulated to stakeholders for review and comment, which includes the County of Lambton Public Works Department. As part of this proposed subdivision development, a comprehensive Traffic Impact Study (TIS) was completed by the Developer's Traffic Engineer, RC Spencer & Associates.

The TIS applied traffic volumes for the complete build-out of the development projected into 2033. Based on the projected 2033 traffic volumes, the study concluded that the existing roadway infrastructure, including the intersections of County Road 79 & Millpond Avenue and County Road 79 & County Road 80, would continue to operate at an effective level of service (LOS), with no modifications or improvements required. A wholistic review of the TIS indicated that there are no observable traffic impacts to surrounding roads whereby a new connection would be needed to alleviate any perceived level of service concerns.

The County Public Works Department review of technical reports is not only driven by consistent engineering practices and established standards, but also by documents such as the County of Lambton Official Plan.

The County of Lambton Official Plan outlines the general policies for future land use and the planning goals at the County level that will guide future development and Official Plans at the local level.

Section 7.1 of the Lambton County Official Plan states the following:

Section 7.1 - Road Network

Goal: To ensure the continued provision of a safe, efficient, and high-quality network of roads that primarily meet the needs of traffic with origins and destinations within the County.

7.1.7 New access points to County roads will be discouraged where development sites have suitable access to the local road system, in order to preserve the traffic carrying capacity and safety of County roads.

7.1.9 Large development proposals that are likely to generate significant traffic volumes may require a transportation study so that their impact on County roads and surrounding land uses can be properly assessed.

Given the conclusions presented in the traffic study, and the County Official Plan policy discouraging new local road connections to County arterial roadways, the position to limit new access points to the County Road Network at this location remains unchanged.

Should you have any questions, please do not hesitate to contact our office.

Sincerely,



Matt Deline, P.Eng.
Manger, Public Works

- c. Corrine Nauta, Manager, Development Services, County of Lambton
Will Nywening, Senior Planning Official, County of Lambton
Ezio Nadalin, Planner, County of Lambton
Jamie Botting, Development and Transportation Coordinator, County of Lambton
Jason Cole, General Manager, I&DS, County of Lambton