



# The Corporation of the Township of Dawn-Euphemia

## - A G E N D A -

**Monday, June 3, 2024 – 6:30 pm**

### REGULAR MEETING OF COUNCIL

Municipal Office, 4591 Lambton Line

- 
1. **CALL TO ORDER**
  2. **DISCLOSURE OF PECUNIARY INTEREST**
  3. **DELEGATIONS**
    - a) **6:30pm:** Presentation of 2024 Dawn-Euphemia Scholarship Award – Jake Leeson
  4. **ADOPTION OF MINUTES**
    - a) Minutes of Regular Council Meeting of May 21, 2024
  5. **BUSINESS ARISING FROM MINUTES**
  6. **PLANNING/DRAINAGE/PROPERTY**
    - a) Drain Maintenance Request received (1) May 15, 2024 Re: Neville Drain, (2) May 27, 2024 Re: Kersey Drain, and (3) May 29, 2024 Re: Coronation Drain
  7. **REPORTS**
    - a) Report from the Drainage Superintendent Re: MOECP Monthly Update – May 2024 – Florence Septics
    - b) Report from the Public Works Superintendent Re: 2024 Culvert Supplier Structure #88
    - c) Report from the Public Works Superintendent Re: Roof for Pavilion Community Centre Grounds
    - d) Report from the Treasurer Re: HST Remittance Report
  8. **CORRESPONDENCE**
    - a) Email from Jason Cole, Lambton County, dated May 30, 2024 Re: Rural Transit Solutions Fund Letter of Support
  9. **OTHER BUSINESS**
    - a) Accounts
  10. **BY-LAWS**
  11. **CLOSED SESSION**
  12. **ADJOURNMENT:** *Next Meeting of Council*  
**Regular Council Meeting – Monday, June 17, 2024 @ 6:30 pm**

CERTIFICATE OF SCHOLARSHIP

3a

THIS CERTIFIES THAT

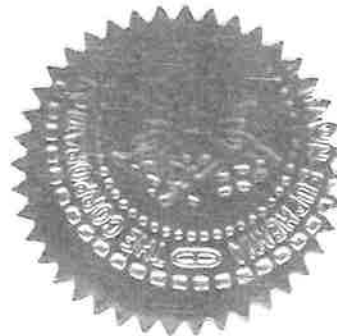
JAKE LEESON

IS THE RECIPIENT OF THE 2024 TOWNSHIP OF DAWN-  
EUPHEMIA MUNICIPAL SCHOLARSHIP

JUNE 3, 2024



Donna Clermont,  
Administrator-Clerk



Alan Broad,  
Mayor

The Corporation of the Township of Dawn-Euphemia

4a

RESOLUTION – REGULAR MEETING

Date: June 3, 2024

Moved by:	Seconded by:	Order	Recorded Vote: Vote	
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____	A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____	A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____	P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____	M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____	J. Meyer

That the Minutes of the Regular Council Meeting of May 21, 2024, be adopted. *Carried.*



The Corporation of the Township of Dawn-Euphemia

**- M I N U T E S -**

Regular Council Meeting  
 Tuesday, May 21, 2024  
 6:30 pm, Municipal Office, 4591 Lambton Line

Present: Mayor: A. Broad  
 Councillors: A. Gray  
 P. LeBoeuf  
 J. Meyer

Absent: M. McGuire

Staff Present: D. Clermont, Administrator-Clerk  
 P. Dalton, Public Works Superintendent  
 B. Stam, Deputy Clerk

**Disclosures:** None

Item 7(f) re: 2 quotes to Remedy Tidy Yard Violation was removed from the agenda.

**2024-91** Councillor Meyer – Councillor LeBoeuf  
 That the minutes of the May 6, 2024 Regular Council Meeting be adopted.  
*Carried.*

Minutes – May 6, 2024

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-92** Councillor Meyer – Councillor Gray  
 That Council accepts the quotes from VegTek Agri Inc. to provide product and application to complete the 2024 Roadside Spraying Program for the submitted price of \$139.00 per hectare treated, plus taxes. *Carried.*

Roadside Spraying 2024

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-93** Councillor Meyer – Councillor Gray  
 That Council accepts the report dated May 21, 2024, from the Deputy Clerk regarding the Commissioning Policy; and further that Council adopts the proposed Commissioning of Documents, Oaths, and Affidavits Policy.  
*Carried.*

Commissioning Policy

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-94** Councillor Meyer – Councillor Gray  
 That Council accepts the report dated May 21, 2024, from the Deputy Clerk regarding the Assessment Roll Access and Reproduction Policy; and further that Council adopts the proposed Assessment Roll Access and Reproduction Policy, as amended. *Carried.*

Assessment Roll Policy

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-95**     **Councillor LeBoeuf – Councillor Meyer**

That Council hereby awards the 2024 Scholarship Award to Jake Leeson as selected by the Scholarship Review Committee; and further that the recipient be invited to a future Council Meeting (if possible) to formally accept the award, to be presented by the Mayor and Council. *Carried.*

2024 Scholarship Award

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-96**     **Councillor Gray – Councillor Meyer**

That Council renew the Township’s benefit plan with Selectpath as invoiced for the June 1, 2024 renewal rate, being at a 3.3% increase (\$311.28/monthly) from 2023 rates. *Carried.*

Benefit Renewal 2024

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**NOTE:** Council members to confirm with Clerk if interested in attending the Blyth Festival Theatre 50<sup>th</sup> Anniversary Municipal Night on Wednesday, July 10, 2024 at Blyth Memorial Hall.

**Other Business**

The Administrator-Clerk informed Council that two complimentary tickets to “Oil Rush” at the Victoria Playhouse in Petrolia, ON for interested Council members.

**2024-97**     **Councillor Meyer - Councillor LeBoeuf**

That By-law 2024-10, being a by-law to impose special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*, be taken as read a first, second and third time, and finally passed this 21<sup>st</sup> day of May, 2024. *Carried.*

By-Law 2024-10 – Tile Loan

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-98**     **Councillor LeBoeuf - Councillor Gray**

That By-law 2024-11, being a by-law to adopt the tax rates for 2024 and repeal by-law 2023-08, be taken as read a first, second and third time, and finally passed this 21<sup>st</sup> day of May, 2024. *Carried.*

By-Law 2024-11 – Tax Rate

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**2024-99**     **Councillor LeBoeuf – Councillor Gray**

That Council hereby now moves into a session of the Regular Council Meeting that shall be closed to the public at 6:50 pm in accordance with S.239(2)(e) relating to a Litigation Matter. *Carried.*

Closed Session

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

**Rise and Report**

Council met in a closed session and received information regarding One (1) Matter under S.239(2)(e) relating to a Litigation Matter; Council received information only – no resolutions were passed.

**2024-100 Councillor LeBoeuf – Councillor Gray**

That this Regular Session of Council be hereby adjourned at the hour of 7:16 pm, to meet again on June 3, 2024 @ 6:30 pm (Regular Meeting), or at the call of the Chair. *Carried.*

Adjournment

Recorded Vote	
Vote	
Y	A. Broad
Y	A. Gray
Y	P. LeBoeuf
-	M. McGuire
Y	J. Meyer

\_\_\_\_\_  
Mayor

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

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: June 3, 2024

Moved by:	Seconded by:	Recorded Vote:	
		Order	Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That the following Drain Maintenance and/or Repair Requests be referred to the Drainage Superintendent with the power to act;

1. The Neville Drain Maintenance Request received May 15, 2024, submitted by Paul LeBoeuf.
2. The Kersey Drain Maintenance Request received May 27, 2024, submitted by Josh McLachlin.
3. The Coronation Drain Maintenance Request received May 29, 2024, submitted by Brian Butler. *Carried.*

For Office Use Only

Drainage Supt May 15/24  
Council June 3/24  
Res: \_\_\_\_\_  
Electronic File May 15/24

Township of Dawn-Euphemia

MAY 15 2024

RECEIVED

# Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: Neville Drain  
(Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

Tile needs repair at several places

### Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

### Property Description

<u>1300 Tinney Rd Con 2 WPT Lot 25</u>	Parcel Roll Number
Ward or Geographic Township	<u>3806 009 020 02400 0000</u>

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

### Select Ownership Type

Enter the mailing address and primary contact information:

Last Name <u>LeBoeyf</u>		First Name <u>Paul</u>	Middle Initial
Mailing Address			
Unit Number	Street/Road Number	Street/Road Name	PO Box <u>14</u>
City/Town <u>Kitchener</u>		Province <u>ON</u>	Postal Code <u>N2C 0B9</u>
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

Signature of Landowner: \_\_\_\_\_ Date: May 15/2024

To be completed by recipient municipality:

Notice filed this 15 day of May 20 24

Name of Clerk (Last Name, First Name) <u>Clemont, Donna</u>	Signature of Clerk
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For Office Use Only

Drainage Supt May 27/24  
Council June 3/24  
Res: \_\_\_\_\_  
Electronic File May 27/24

Township of Dawn-Euphemia

MAY 27 2024

RECEIVED

# Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: Kersey Drain  
(Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

Clean-out

### Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

### Property Description

Dawn Con 6 PT LT 25

Ward or Geographic Township

Parcel Roll Number

38-06-006-DSD-05500-0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

### Select Ownership Type

Enter the mailing address and primary contact information:

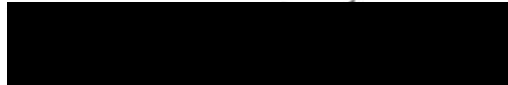
Last Name <u>Malachlin</u>		First Name <u>Josh</u>	Middle Initial
Mailing Address			
Unit Number	Street/Road Number	Street/Road Name	PO Box
City/Town <u>Dresden</u>	Province <u>ON</u>		Postal Code <u>N6P1M0</u>
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

Signature of Landowner: \_\_\_\_\_ Date: May 27/2024

To be completed by recipient municipality:

Notice filed this 27 day of May 20 24

Name of Clerk (Last Name, First Name): Clemont, Donna

Signature of Clerk: 

Drainage Supt May 29/24  
Council June 3/24  
Res: \_\_\_\_\_  
Electronic File May 29/24

Township of Dawn-Euphemia

# Notice of Request for Drain Maintenance and/or Repair

Drainage Act, R.S.O. 1990, c. D.17, subs. 79(1)

MAY 29 2024

RECEIVED

To: The Clerk of the Corporation of the Township of Dawn-Euphemia

Re: CORONATION  
(Name of Drain)

In accordance with section 74 and 79(1) of the Drainage Act, take notice that I, as a person affected by the above mentioned drain, request that it be maintained and repaired.

Provide a brief description of how you are affected by the condition of this drain:

Sides of ditch have eroded and left no bottom which is backing up water from draining properly. There is only a 1 foot bottom currently would like to see it restored to 3 ft bottom and proper slope and reseeded to grass.

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

**Property Description**

CON 12 NPT LOT 33 NE 1/4 LOT 33

**Ward or Geographic Township**

DAWN-EUPHEMIA

**Parcel Roll Number**

006.060.10400.0000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request drain maintenance and/or repair.

**Select Ownership Type**

Enter the mailing address and primary contact information:

Last Name <u>BUTLER</u>	First Name <u>BRIAN</u>	Middle Initial
----------------------------	----------------------------	----------------

**Mailing Address**

Unit Number	Street/Road Number	Street/Road Name	PO Box
	<u>---</u>	<u>---</u>	
City/Town <u>OIL SPRINGS</u>	Province <u>ON</u>	Postal Code <u>N0N 1P0</u>	
Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)	

Signature of Landowner: \_\_\_\_\_ Date: May 29/24

To be completed by recipient municipality:

Notice filed this 29 day of May 2024

Name of Clerk (Last Name, First Name) <u>Clermont, Donna</u>	Signature of Clerk
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## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

7a

4591 Lambton Line, RR # 4, Dresden, ON N0P 1M0  
Tel: (519) 692-5148 Fax: (519) 692-5511 Public Works Department: (519) 692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

To: Members of Dawn-Euphemia Township Council  
Meeting Date: June 3, 2024  
From: Paul Dalton, Drainage Superintendent  
Subject: **MOECP MONTHLY UPDATE – MAY 2024 – FLORENCE SEPTICS**

### Open Session Report

#### Background:

The following is an update of the actions during the month, to identify and attempt to remediate the sources of contamination in the drains of Florence, as requested by the Ministry of the Environment, Conservation and Parks (MOECP):

Month of June	<ul style="list-style-type: none"><li>The Public Works Department is planning to commence the operations, as were previously planned, by mid June. We have been inundated with rainfall for the last more than two weeks, (as much as seven inches,) and will need for the groundwater levels to decrease, prior to any excavation. We anticipate dedicating a crew to install the Testing Sites, then to conduct testing, to remain dedicated to this project, until completed.</li></ul>
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**Consultations:** None

#### Recommendation:

That Council approves the monthly report from the Drainage Superintendent Re: MOECP Monthly Update for the month of May 2024 – Florence Septics; And that a copy be sent to the Ministry of Environment.



7b

## CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

4591 Lambton Line, RR 4, Dresden, ON N0P 1M0  
Tel: 519-692-5148 Fax: 519-692-5511 Public Works: 519-692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

Meeting Date: June 3, 2024  
To: Mayor Broad and Members of Council  
From: Paul Dalton, Public Works Superintendent  
Subject: **2024 Culvert Supplier Structure # 88**

### OPEN SESSION REPORT

#### BACKGROUND:

The purpose of this report is to inform Council of the results for Quotes received for the supply of the culvert for replacement at Structure # 88, Mossie Line at the Martin Creek Drain.

#### COMMENTS:

Offers to Quote were sent to the two manufacturers of large pipe-arch culvert in the Province, plus one supplier who wished to Bid, utilizing one of the manufacturers.

Results were : Armtec Inc	\$ 54,913.00
Atlantic Industries Ltd.	\$ 55,197.80
Hubb Cap	\$ 64,897.80

I have ordered the pipe from Armtec Inc. for August delivery.

#### CONSULTATION:

Representatives from each Company were consulted.

#### FINANCIAL IMPLICATIONS

The amount Bid, is very close to the amount which I had included for budgetting purposes, thus, with no unforsen costs, the Project should be within the total amount budgetted.

#### STRATEGIC PLAN IMPLICATIONS:

There are no strategic plan implications.

#### RECOMMENDATIONS:

**That Council receives the Report from the Public Works Superintendent for the supply of the culvert for Structure # 88; and further that Council approves the low quote from Armtec Inc. in the amount of \$54,913 for culvert replacement of Structure #88 on Mossie Line.**

7c



## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

4591 Lambton Line, RR # 4, Dresden, ON N0P 1M0

Tel: (519) 692-5148 Fax: (519) 692-5511 Public Works Department: (519) 692-5018

Email: [roads@dawneuphemia.on.ca](mailto:roads@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

**To:** Members of Dawn-Euphemia Township Council  
**Meeting Date:** June 3, 2024  
**From:** Paul Dalton, Public Works Superintendent  
**Subject:** Roof for Pavilion Florence Community Centre Grounds

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### **Background:**

A Report to recommend a contractor to supply and install a new steel roof on the Pavilion at the Florence Community Centre Grounds.

### **Comments:**

I wish to utilize local Contractor Nth Degree Construction Inc. to supply and install the new steel roof at the pavilion at the Florence Community Centre Grounds. Nth Degree was the successful Bidder for the roof at the Shetland Park Pavillion, being less than half of the next highest Quote. The price is also, only slightly higher, but is practically the same, based on square footage.

### **Consultations:**

Cornellius Unger of Nth Degree Construction Inc. was consulted.

### **Financial Implications:**

\$5,460 + taxes.

The amount quoted is less than the amount budgeted in the 2024 Budget (\$7,500).

### **Strategic Plan Implications:**

**Recommendation:** That Council receives the report from the Public Works Superintendent dated June 3, 2024, regarding the supply and application of a new steel roof at the pavillion at the Florence Community Centre Grounds, and accepts the low Quote from Nth Degree Construction Inc for \$5,460.00 plus applicable taxes in accordance with Procurement Policy By-Law 2016-29 as per the informal quotation process.



## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA



4591 Lambton Line, RR # 4, Dresden, Ontario N0P 1M0  
Tel: (519) 692-5148 Fax: (519) 692-5511 Public Works Department: (519) 692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

To: Members of Dawn-Euphemia Township Council  
Meeting Date: June 3, 2024  
From: Marc Seguin - Treasurer  
Subject: HST remittance report

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### OPEN SESSION REPORT FIN 24-06-03

#### Background:

In the most recent annual Audit, the Auditors advised that Dawn Euphemia has surpassed the HST tax remittance threshold of \$50,000 established by the CRA.

#### Comments:

Council has two options to proceed with HST going forward in regards to the Fees bylaw:

- 1) In our discussions with other Municipalities, it is standard practice in the area to keep the fees the same as they are, but to have the total cost include an HST portion as well. For example, where currently we are charging \$60 for a tax certificate, we would now propose charging  $\$53.10 + \$6.90 \text{ HST} = \$60$ . Therefore, the total fees collected remains the same, but a portion of the fees collected would now go to the CRA in the HST remittance.
- 2) The other method would be to keep the fees schedule the same but now include HST on top of the charge. For example, a tax certificate would now be  $\$60 + \$7.80 \text{ HST} = \$67.80$ ; we do not recommend this method as we have already set our fees for the year plus it may cause confusion based on previous standards.

#### Financial:

We are trying to get in contact with the CRA to determine the start date of the HST remittance but the initial estimate Dawn Euphemia would need to pay for back HST taxes outstanding is approximately \$15,000. We will also need to ask CRA which accounts would be affected by HST remittance.

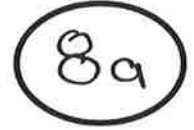
#### Consultations:

We have been in consultation with the auditors and the CRA regarding HST tax remittance, including the time period the remittance starts as well as which line items qualify for tax remittance.

#### Recommendation:

That Council implement option 1) adjust the fees schedule to include HST. That Council keep the current fees totals charges to clients but include HST as part of the charge collected from clients.

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: June 3, 2024

Moved by:	Seconded by:	Recorded Vote:		
		Order	Vote	
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____	A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____	A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____	P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____	M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____	J. Meyer

That Council approves the letter of support to Lambton County for the Rural Transit Solutions Fund – County of Lambton Application in regards to the County of Lambton Rural/Inter-Community Transit Demand and Feasibility Study. *Carried.*

**Donna Clermont, Dawn-Euphemia Clerk**

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**From:** Jason Cole <[REDACTED]>  
**Sent:** May 30, 2024 10:34 AM  
**To:** [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
**Cc:** [REDACTED]  
**Subject:** County of Lambton Rural Transit Demand and Feasibility Study Funding Application  
**Attachments:** Rural Transit Solutions Fund Letter of Support - Template.docx

CAO/Clerk Group,

The County of Lambton is soliciting **letters of support** from local municipalities and community groups to accompany our funding application under the federal Rural Transit Solutions Fund – Planning and Design Stream. If successful, the application will be applied to completion of a County of Lambton Rural/Inter-Community Demand and Feasibility Study, acting on the following motion from the February 7, 2024 meeting of Lambton County Council:

*#24: Bradley/Loosley:*

- a) That provided the funding stipulated in paragraph b) below is secured, that the County of Lambton engage a third-party consultant to carry out a Demand and Feasibility Study on the need for, and options for, a rural/inter-community transit system.*
- b) That the County be authorized to expend up to \$150,000 (including H.S.T.) to engage the third-party consultant for the purposes stated in paragraph (a) above, provided that the County first secure no less than \$50,000 in funding through external, thirdparty funding sources.*
- c) That Staff return to Council in September 2024 with an update on items (a) and (b) above.*

*Carried.*

A template letter is attached for your consideration and use, as appropriate. Noting active participation, administrative support, and in-kind contributions will assist with this application. Feel free to identify any direct impacts that a rural transit system would have on your community. We are not directly seeking any financial contributions from local municipalities toward this project, however, any identified budgetary consideration will be noted in the application.

The target submission date is **Thursday June 6, 2024**. If you intend to provide a letter of support, but need additional time for logistical reasons, please let me know.

Jason Cole, P.Eng.  
General Manager, Infrastructure & Development Services  
County of Lambton  
[REDACTED]



May 30, 2024

County of Lambton  
789 Broadway Street  
Wyoming ON  
N0N 1T0

Attention: Jason Cole, General Manager  
Infrastructure & Development Services Division

**Re.: Rural Transit Support Fund – County of Lambton Application**

Dear Mr. Cole:

The Corporation of the Township of Dawn-Euphemia supports the project of The County of Lambton for a Rural/Inter-Community Transit Demand and Feasibility Study so they may benefit, if approved, for funding under Infrastructure Canada's Rural Transit Solutions Fund. We anticipate that the proposed project will consider the application of rural transit alternatives throughout the County of Lambton to connect underserved populations within our community to critical health and support services, employment and education opportunities, necessities, recreational destinations, and broader transportation options.

The Corporation of the Township of Dawn-Euphemia is committed to providing support for the County of Lambton Rural/Inter-Community Transit Demand and Feasibility Study. We are committing the following contribution(s) to the project proposed by The County of Lambton;

- We will be [insert any partnering role contribution to the project]
  - o *Example:* We will be providing operational support to the proposed transit solution project.
  
- We will be [insert any dollar amount financial contribution to the project]
  - o *Example.:* We will provide direct financial support in the amount of \$[insert any dollar amount financial contribution to the project] out of the total anticipated cost of \$150,000 to retain a transit consultant to conduct this study.
  - o *Example:* We will provide \$[insert any dollar amount financial contribution to the project] of in-kind support for to assist with communication, public meetings, and community outreach services over a 12-month period.

Sincerely,

Digital/Physical Signature

Title/Contact Information



VOUCHER # 11 - 2024

03-Jun-24

INVOICES		CHEQUE RUN	CHEQUE #	TOTAL
Admin/P Wks/Fire/Drain/Water/DECC		21-May-24	3566-3602	\$ 333,553.05
Admin/P Wks/Fire/Drain/Water/DECC		22-May-24	EFT	\$ 8,379.95
Grand total of all invoices				<b>\$341,933.00</b>
PAYROLL	PP #10	PP # 11		
Administration	\$ 15,337.33	\$ 15,337.33	\$	30,674.66
Public Works	\$ 27,414.73	\$ 27,534.22	\$	54,948.95
			\$	-
Grand total of all Payroll				<b>\$ 85,623.61</b>
<b>VOUCHER # 11 - 2024</b>				<b>GRAND TOTAL \$427,556.61</b>

The Corporation of the Township of Dawn-Euphemia

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RESOLUTION – REGULAR MEETING

Date: June 3, 2024

Moved by:	Seconded by:	Order	Recorded Vote: Vote
<input type="checkbox"/> A. Broad	<input type="checkbox"/> A. Broad	_____	_____ A. Broad
<input type="checkbox"/> A. Gray	<input type="checkbox"/> A. Gray	_____	_____ A. Gray
<input type="checkbox"/> P. LeBoeuf	<input type="checkbox"/> P. LeBoeuf	_____	_____ P. LeBoeuf
<input type="checkbox"/> M. McGuire	<input type="checkbox"/> M. McGuire	_____	_____ M. McGuire
<input type="checkbox"/> J. Meyer	<input type="checkbox"/> J. Meyer	_____	_____ J. Meyer

That this Regular Meeting of Council be hereby adjourned at the hour of \_\_\_\_\_ pm, to meet again for the Regular Meeting of Council on June 17, 2024, at 6:30 pm or at the call of the Chair. *Carried.*