



The Corporation of the Township of Dawn-Euphemia

- A G E N D A -

Monday, October 21, 2024 – 6:30 pm

REGULAR MEETING OF COUNCIL

Municipal Office, 4591 Lambton Line

Council Members, staff, guests and members of the public are advised that Council Meetings are being video and audio recorded, and will be live streamed. Comments and opinions expressed may be published and any comments expressed by individual Council Members, guests and the general public are their own, and do not necessarily represent the opinions or comments of the Dawn-Euphemia Council. The recorded video of the Council Meeting is not considered the official record of the meeting. The official record of the Council Meeting shall consist solely of the Minutes approved by Council.

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST

a) Councillor Gray declared a pecuniary interest during the closed session of October 7, 2024

3. PLANNING/DRAINAGE/PROPERTY

a) **6:30 pm, Public Meeting – Zoning Amendment ZA002-24**

James and Sandra Thompson, 784 Kerry Road

- i. Notice of Public Meeting, mailed September 27, 2024
- ii. Application for Zoning Amendment
- iii. Planner's Report, dated October 10, 2024
- iv. Comment dated October 1, 2024 from St. Clair Region Conservation Authority
- v. By-Law 2024-27, being a by-law to amend Zoning By-Law 2014-54

4. DELEGATIONS

a) **6:40 pm** Jacob & Mary Smit Re: 1664 Smith Falls Road – Building on EP-Hazard Land

b) Planning Report from Ezio Nadalin, County Planner and Comments Received from Melissa Deisley, SCRCA Re: Zoning By-Law Infraction – 1664 Smith Falls Road

5. ADOPTION OF MINUTES

a) Minutes of Regular Council Meeting of October 7, 2024

6. BUSINESS ARISING FROM MINUTES

7. REPORTS

a) Report from the Administrator-Clerk Re: Council Remuneration

b) Report from the Administrator-Clerk Re: Grass Cutting Contract

c) Report from the Administrator-Clerk Re: Request to Waive Fees for Fundraiser

8. CORRESPONDENCE

a) Information received Re: ROMA Convention 2025

b) Letter dated October 10, 2024 received from the Township of Enniskillen Re: Water Rate Increase

c) Invitation received Re: Warden's Banquet – November 16, 2024

d) Letter dated October 4, 2024 received from Ontario Provincial Police Re: 2025 Annual Billing Statement

Information Only

e) Email dated October 8, 2024 received from Chantelle Core, Sarnia-Lambton Economic Partnership Re: Ontario Investing in Transportation for Rural Communities

f) Plumbing Permits, September 2024

g) Building Permits, September 2024

9. OTHER BUSINESS

a) Accounts

10. BY-LAWS

a) Report and By-Law 2024-26, being a Fees for Service By-Law

b) Report and By-Law 2024-28, being an Animal Control Services By-Law

11. CLOSED SESSION

12. ADJOURNMENT: Next Meeting of Council

Regular Council Meeting – Monday, November 4, 2024 @ 6:30 pm

2a



The Corporation of the Township of Dawn-Euphemia

DECLARATION OF INTEREST Municipal Conflict of Interest Act

I, Councillor GRAY, declare a potential (deemed/direct/indirect) pecuniary interest

on Closed Session Council Agenda Date Monday October 7, 2024, on Item No. 2a

Item Title, Employee Negotiations - Fire Department for the following reason:

relationship to a person(s) in the employment of the Fire Department

Councillor Name: ANN GRAY
(print)

Councillor Signature: _____

For an "indirect pecuniary interest" see Section 2 of the *Municipal Conflict of Interest Act*.

For a "deemed" direct or indirect pecuniary interest see Section 3 of the *Municipal Conflict of Interest Act*.

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 Township of Dawn-Euphemia Council hereby accepts Rezoning Application ZA002-24, from James and Sandra Thompson which proposes to amend the Township of Dawn-Euphemia Comprehensive Zoning By-Law #54-2014, by rezoning the severed parcel on Concession 5, Part Lots 18 & 19, RP 25R8968, Part 1 from “Agricultural 1 (A1)” to Agricultural 1(20) to recognize a small organic farm operation, and also rezoning the proposed retained parcel on Concession 5, Part Lots 18 & 19, RP 25R8968, Part 1 from “Agricultural 1 (A1)” to Agricultural – No Farm Dwelling (A-NFD) as a condition of severance for a surplus farm dwelling; And further that Council approves the Planning Report dated October 10, 2024, from Ezio Nadalin, County Planner. *Carried.*



**THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA
NOTICE OF PUBLIC MEETING
CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Township of Dawn-Euphemia will hold a Public Meeting on Monday, October 21, at 6:30 p.m. at the Dawn-Euphemia Township Council Chambers, 4591 Lambton Line, to consider an application for a Zoning By-law amendment submitted by James and Sandra Thompson under Section 34 of the Planning Act, R.S.O. 1990, as amended.

THE PROPOSED ZONING BY-LAW AMENDMENT APPLICATION proposes to amend the Township of Dawn-Euphemia Comprehensive Zoning By-Law 54 of 2014 as it applies to lands described as Concession 5, Part Lots 18 and 19, RP 25R8968, Part 1, Dawn-Euphemia Township (784 Kerry Road).

CONSENT APPLICATION B-009/24 has also been submitted to sever approximately a 1.8-hectare (4.4 acres) parcel from the present +/- 40.5-hectare (100 acre) farm.

The approval of Consent Application **B-009/24** includes a provisional consent condition that require the applicants to obtain the proposed re-zoning that will change the zoning of the retained land from "Agricultural 1 (A1) Zone" to the No Farm Dwelling (A-NFD) Zone" and the severed property re-zoned from "Agricultural 1 (A1) Zone" to "Zone Exception 20 to the Agricultural 1 (A1(20)) Zone". The two zone changes would formally recognize the change in use of both properties and recognize the added organic farm use and de-commissioning of the existing livestock facilities as they relate to the proposed severed lot.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of, or in opposition to, the proposed Zoning By-law Amendment.

WRITTEN SUBMISSIONS in respect of the proposed Zoning By-law Amendment can be made to the Administrator - Clerk of the Township of Dawn-Euphemia.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the Township of Dawn-Euphemia before the by-law is passed; the person or public body is not entitled to appeal the decision of the Township of Dawn-Euphemia to the Ontario Land Tribunal (OLT).

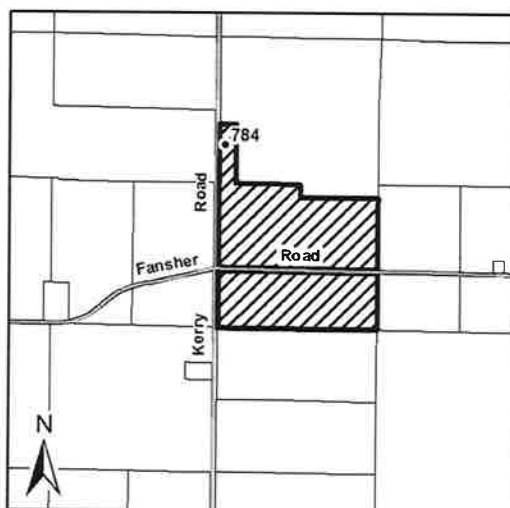
IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the Township of Dawn-Euphemia before the by-law is passed, the person or public body may not be added to the hearing of an appeal before the Ontario Land Tribunal (OLT) unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Township of Dawn-Euphemia on the proposed Zoning By-law Amendment, you must make a written request to the official and address noted below.

ADDITIONAL INFORMATION relating to the proposed amendment, including information about preserving your appeal rights, will be available for public inspection during regular office hours at the Municipal Office at 4591 Lambton Line, or by contacting the Official listed below.

THE KEY MAP shows more particularly the lands affected.

DATED at the Township of Dawn-Euphemia this 27th day of September 2024.



 Subject Properties

Donna Clermont
Administrator-Clerk
Township of Dawn-Euphemia
4591 Lambton Line, RR 4
Dresden, ON N0P 1M0

Telephone: 519-692-5148
Fax: 519-692-5511

Email: clerk@dawneuphemia.on.ca

WATER ACCESS - Where access to the subject land is by water only:

Docking facilities (specify)..... Parking facilities (specify).....
 distance from subject land..... distance from subject land
 distance from nearest public road..... distance from nearest public road.....

EXISTING USES of the subject land:

LENGTH OF TIME the existing uses of the subject land have continued:

Residential

Agricultural

60 years

EXISTING BUILDINGS – STRUCTURES - Where there are any buildings or structures on the subject land, indicate for each:

TYPE Front lot line setback: Height in metres:
 DATE CONSTRUCTED..... Rear lot line setback: Dimensions:
 Side lot line setback: Floor Area:
 Side lot line setback:

TYPE Front lot line setback: Height in metres:
 DATE CONSTRUCTED..... Rear lot line setback: Dimensions:
 Side lot line setback: Floor Area:
 Side lot line setback:

attach additional page if necessary

PROPOSED USES of the subject land

Residential and Agricultural

PROPOSED BUILDINGS – STRUCTURES - Where any buildings or structure are proposed to be built on subject land, indicate for each:

TYPE Front lot line setback: Height in metres:
 DATE CONSTRUCTED..... Rear lot line setback: Dimensions:
 Side lot line setback: Floor Area:
 Side lot line setback:

TYPE Front lot line setback: Height in metres:
 DATE CONSTRUCTED..... Rear lot line setback: Dimensions:
 Side lot line setback: Floor Area:
 Side lot line setback:

attach additional page if necessary

WATER is provided to the subject land by:

- Publicly-owned/operated piped water system
- Publicly-owned/operated individual well
- Private well
- Lake or other water body
- Privately owned and operated communal well
- Other means (specify).....

SEWAGE DISPOSAL is provided to the subject land by:

- Publicly owned/operated sanitary sewage system
- Privately owned/operated individual septic system
- Privately owned/operated communal septic system
- Public communal septic system
- Privy
- Other means (specify).....

STORM DRAINAGE is provided to the subject land by:

- Sewers
- Ditches
- Swales
- Other means (specify).....

OTHER APPLICATIONS - if known, indicate if the subject land is the subject of an application under the Planning Act for:

- official plan amendment File #..... Status.....
- approval of a plan of subdivision (under section 51) File #..... Status.....
- severance (under section 53) File #..... Status.....
- previous rezoning application (under section 34) File #..... Status.....

AUTHORIZATION BY OWNER

I, the undersigned, being the owner of the subject land, hereby authorize
to be the applicant in the submission of this application.

.....
Signature of Owner

.....
Signature of Owner

.....
Signature of Witness

.....
Date

DECLARATION OF APPLICANT

I, James and Sandra Thompson of the Township of
(name of applicant) (eg. city, town, Village, Township)
Dawn Euphemia in the County of Lambton
(name of local municipality)

solemnly declare that:

All the statements contained in this application and provided by me are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me at the Township.....

of Dawn-Euphemia.....

in the County of Lambton.....

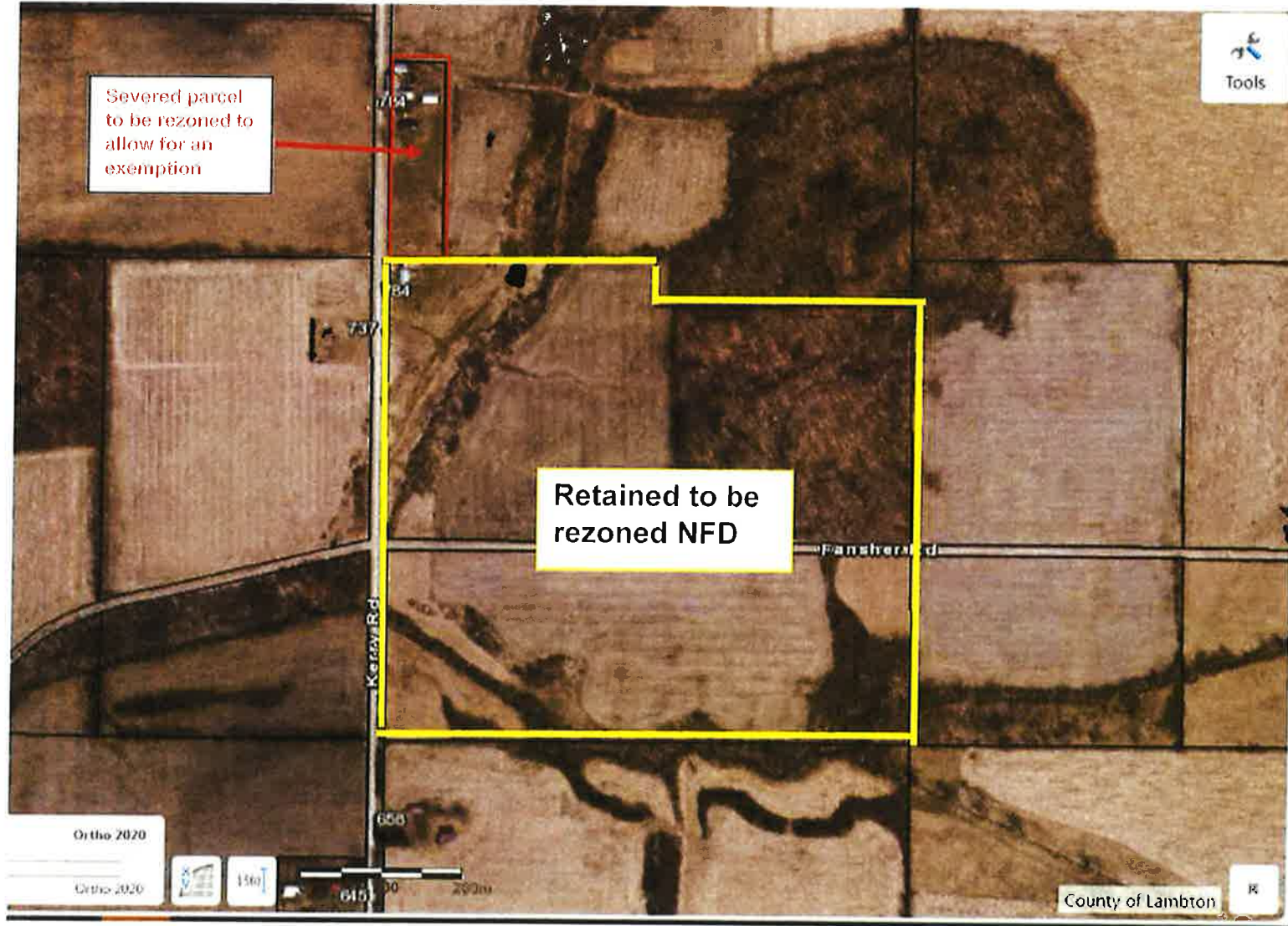
this 4th day of September 2024.....

.....
Signature of Applicant

Applicant

.....
Brooklyn Stam, Deputy Clerk
Commissioner for the
Township of Dawn-Euphemia
Province of Ontario

784 Kerry Road - REZONING





84 0 42 84



1:1,652



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





42 0 21 42
1: 826



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





PLANNING AND DEVELOPMENT SERVICES REPORT



REPORT TO:	TOWNSHIP OF DAWN EUPHEMIA COMMITTEE OF ADJUSTMENT
PREPARED BY: (COUNTY)	Ezio Nadalin, Planner
REPORT DATE:	October 10, 2024
MEETING DATE:	October 21, 2024
IN CAMERA:	Open Session
SUBJECT:	Agenda Item: B-009/24 & ZA002/24 Consent to Sever – 784 Kerry Road CON 5, PT LOTS 18 & 19, RP 25R8968, PART 1 Owners: James and Sandra Thompson

SITE PHOTO



BACKGROUND:

Consent application **B009/24** been made by James and Sandra Thompson with respect to lands described as Concession 5, Part Lots 18 and 19, RP 25R8968, Part 1, Dawn-Euphemia Township (784 Kerry Road). The applicant proposes to sever 1.8 hectares (4.4 acres) from the present +/- 40.5-hectare (100 acre) farm. The severed +/- 1.8-hectare (4.4 acres) property includes a single-family dwelling, a detached garage, two grain silos, four drive sheds and one barn while the retained property includes a small barn and a grain bin. This surplus farm dwelling severance



would include a small “agriculture-related” organic farm as an additional use. The proposed severed lot size and dimensions mimic a previous property land transfer that was approved by the Township of Dawn-Euphemia Committee of Adjustment (COA) in 2005. To formally recognize the proposed the land use change a zone exception is recommended. The proposed exception would add the “agriculture-related” organic farm use and add a special provision to ensure that “no existing livestock buildings and structures shall have legal non-conforming status.” With the intent that the existing farm livestock buildings and/or structures would be used for storage purposes only in future.

SITE CONTEXT:

Diagrams 1 & 2: Showing Proposed Severance – Macro and Micro Views



APPLICATION REVIEW – PLANNING ACT/PROVINCIAL POLICY STATEMENT:

Consent application **B009/24** meets the general intent and purpose of both the Planning Act and the PPS (Provincial Planning Statement).

Subsection 2.3.3 of the PPS lists the permitted uses for the prime agricultural areas which include agricultural uses, agricultural-related uses, and on-farm diversified uses. **Subsection 2.3.3.3** requires the creation of new lots to comply with minimum distance separation requirements (MDS). This proposal meets MDS, once all barns and associated farm structures have been decommissioned on the site, thereby ensuring that there are no active livestock facilities, on or in the immediate vicinity of, the subject property.

Subsection 2.3.4 of the PPS which sets policies for Lot Creation in Prime Agricultural Areas are generally met with this proposal.

Subsection 2.3.4.1 (e) of the PPS, requires that the new lot must meet the minimum size requirements to accommodate the use. The proposed severed residential lot exceeds the minimum required farm lot area for the Agricultural A1 zone as per the Township of Dawn-Euphemia Table "A" Regulations and in compliance with Section 2.3.4 of the PPS.

APPLICATION REVIEW – TOWNSHIP OF DAWN-EUPHEMIA OFFICIAL PLAN:

The site is designated "Agricultural Area" in the Township of Dawn-Euphemia OP and permits agricultural uses of all types, sizes, and intensities as per **Section 2.1** of the Dawn-Euphemia OP.

With regards to other applicable Sections of the Township of Dawn-Euphemia Official Plan that can be referred to, we bring your attention to the following:

Subsection 2.3 (a) which encourages on-farm diversified uses and home occupations that are secondary to the principal agricultural or residential use of the property and are limited in area and uses that produce value-added agricultural products from the farm operation on the property (**note:** to which this proposal conforms).

Subsection 2.11 which allows for the creation of new farm lots where:(a) the severed and retained lots are of sufficient size for agricultural use; (b) the severed and retained lots are of a nature and size, and have soil and drainage characteristics that are suitable to support an efficient farm unit; and (c) the size of the severed and retained lots conforms to the requirements of the Zoning By-law (**note:** to which this proposal conforms)..

Subsection 2.15.1 which directs additional agriculture-related uses, whether or not operated as part of a farm operation, shall be permitted in the Agricultural Area. Such uses shall be permitted where: (a) a zoning amendment is obtained to change the designation to a commercial, industrial, or appropriate site-specific zone; (d) the use is limited in area and a minimum of land is removed from agricultural crop production; and (h) the requirements of the Province, the County, the Health Unit and the Municipality (or its designated agent) regarding water supply and sewage disposal can be met (**note:** to which this proposal conforms).

Subsection 24.2 which requires that when assessing the compatibility of a proposal with the area in which it is proposed, the following criteria should be reviewed to determine whether the proposal will: (a) disrupt the established uses on adjacent sites or surrounding areas; (b) create disruptive visual

impressions which negatively affect the urban quality of the area, or (c) generate activity, noise or traffic levels which put undue pressure on the area and its infrastructure and other support facilities (**note:** the proposal is compatible with surrounding land uses and there should be no detrimental impacts).

APPLICATION REVIEW – TOWNSHIP OF DAWN-EUPHEMIA ZONING BY-LAW:

With respect to Township of Dawn-Euphemia Zoning By-law 54 of 2014 the subject property is located within the “Agricultural-1 (A1) Zone.”

The subject lands are located within the Agricultural 1 (A1) Zone in the Township of Dawn-Euphemia Zoning By-Law (ZBL), which permits a variety of agricultural uses.

“**TABLE A**” provides the zoning regulations for parcel size as there is no minimum lot area listed for the A1 Zone for Agricultural lots in “TABLE A”, the Township goes by the minimum lot area listed in the County OP which is now 30 hectares (74.13 acres) *. Both the proposed severed and retained lots would exceed the minimum lot size standard and meet and/or exceed Table “A” requirements.

SITE HISTORY: The subject parcel was subject to an earlier severance in 2005 (**B004/05**). In that proposal there was a land swap between two adjacent properties. The property size and dimensions of the proposed new lot would mimic those of the originally severed parcel.

In the original severance proposal, no new lots were created, once the severed parcels were merged with the adjacent retained properties. The lot re-configuration was permitted under Provincial and local Official Plan policies as the proposed severance constituted “*a minor lot adjustment*”.

PRESENT PROPOSAL: The new proposal (**B009/24**) would re-establish one of the previously severed properties and would be considered under current policies to be a “*surplus farm dwelling severance*.”

In terms of the atypical, severed lot size, going from the accepted +/- **0.8 hectare** (2-acre) size standard (i.e. as referenced in Table “A”) to +/- **1.8 hectares** (4.4 acres), we believe that this increased lot size can be justified for the following reasons: (1) we are re-establishing the previous severed parcel in accordance with the original size and dimensions and with the inclusion of the home and all outbuildings as originally proposed; and (2) as we are adding an “*agricultural-related*” land use (i.e. the proposed “*organic farm*”) to the rural residential land use and we are proposing to formally recognize the proposed agricultural land use with the added zone exception. We believe that this proposal therefore generally meets the intent and purpose of the Provincial Policy Statement (PPS) which is required.

APPLICATION REVIEW – PROPOSED ZONING BY-LAW AMENDMENTS (ZBA):

Staff have prepared the attached draft by-law, which would re-zone the **retained** parcel, to the “Agriculture-No Farm Dwelling (**A-NFD**)” Zone while the **severed** parcel would be re-zoned to, Zone Exception **A1 (20)** and included the associated text, which generally reads as follows:

5.4.20 Agricultural 1 (20) A1(20) Zone

The addition of the “Organic Farm Operation” be added as a **Permitted Use** and a zone exception (**Special Provision**) be applied to the property such that no existing livestock buildings and/or structures shall have future legal non-conforming status, and the current use will be discontinued.

CONCLUSION:

Planning staff supports approval of the above noted application as submitted.

RECOMMENDATIONS:

That the Township of Dawn-Euphemia Committee of Adjustment **APPROVE** Consent Applications **B009/24** subject to the following 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. This should be done for the rural residential severance (**B009/24**).
2. A re-zoning of the **retained** parcel from the current Agricultural-1 (A1) Zone to the "Agriculture-No Farm Dwelling (**A-NFD**)" Zone and a site-specific zone exception for the **severed** parcel from the Agricultural-1 (A1) Zone to the Agricultural-1 (20) (**A1(20)**) Zone.
3. The applicant enters into an agreement with the Municipality for the apportionment of drainage assessment as required.
4. Other standard conditions as set by the Township of Dawn-Euphemia.
5. That all conditions be fulfilled within two years of the notice of decision of this consent. The certificate of consent required by Section 53(42) of the Planning Act shall be obtained within two years of the notice of decision of this consent. The Township of Dawn-Euphemia will endeavor 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 two years 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 Provisional Consents.

DEPARTMENT AND AGENCY COMMENTS:

County of Lambton Building Services	The above noted application has been reviewed and the following comments are provided: the proposed severed and retained lot sizes meet the 'Reasonable Use' guidelines which requires a minimum lot size of 2 acres when created in underlying clay soils.
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	<p>The property municipally known as 784 Kerry Road does not have any septic records available for consideration. A property diagram was submitted regarding the existing septic system, but there are no official records for the system and there was pertinent information missing to confirm septic system compliance. The owner is agreeable to installing a new septic system, if the planning application process is successful.</p> <p>Septic effluent cannot be discharged into field tiles or drainage ditches. This process is no longer permitted or acceptable. If the septic system is not operating properly, it may be necessary to install an acceptable Part 8 septic system. This requirement has been set out by the County-Wide Septic Policy on all Planning Applications.</p> <p>This Department is not implying that the septic system on the lot is not operating in an efficient manner, but as there are no official records available, we must be conscientious in ensuring the septic system performance level is adequate and operating wholly contained within the lot boundaries with no negative impact to the environment.</p> <p>At this time, this Department can support the above noted application, provided the following conditions are imposed:</p> <ol style="list-style-type: none"> 1. That a septic system permit be obtained, and a new septic system be installed, which includes all required inspections. 2. That the septic system location be included on the survey (plotted on a copy by owner) and a copy provided to this Department for the property files. <p>If you require any further information, please do not hesitate to contact this office.</p>
<p>St. Clair Region Conservation Authority</p>	<p>ZA002-24 & B009-24 – 784 Kerry Road</p> <p>Portions of the subject property are regulated by the Conservation Authority under Ontario Regulation 41/24.</p>

	<p>The proposed severed lot is entirely outside the regulated area. SCRCA has no concerns with the proposed applications. Any future development and/or site alteration within the regulated area on the retained lot will require written permission from the Conservation Authority under Ontario Regulation 41/24.</p>
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Brooklyn Stam

From: Shelby Campbell <
Sent: Tuesday, October 1, 2024 9:29 AM
To: Brooklyn Stam; Donna Clermont, Dawn-Euphemia Clerk; ezio.nadalin@county-lambton.on.ca
Subject: RE: Notices of Public Meeting - ZA002-24 & B009-24 - 784 Kerry Rd

Good Morning,

Thank you for circulating us. SCRCA can offer the following comment:

ZA002-24 & B009-24 – 784 Kerry Road

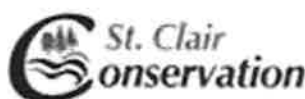
Portions of the subject property are regulated by the Conservation Authority under Ontario Regulation 41/24. The proposed severed lot is entirely outside the regulated area. SCRCA has no concerns with the proposed applications. Any future development and/or site alteration within the regulated area on the retained lot will require written permission from the Conservation Authority under Ontario Regulation 41/24.

Kind regards,

Shelby Campbell
Planning Technician

St. Clair Region Conservation Authority
205 Mill Pond Cres., Strathroy, ON N7G 3P9
Tel: 519-245-3710 Ext. 276 Fax: 519-245-3348

Website: www.scrca.on.ca



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From: Brooklyn Stam <deputy.clerk@dawneuphemia.on.ca>
Sent: September 26, 2024 2:49 PM
To: 'Corrine Nauta' < >; Olivia Leger < >;
Planning General Inbox < >; Bell Canada - Circulations Intake, Planning & Design < >;
Cc: 'Ezio Nadalin' <ezio.nadalin@county-lambton.on.ca>; Donna Clermont, Dawn-Euphemia Clerk <clerk@dawneuphemia.on.ca>; Brooklyn Stam <deputy.clerk@dawneuphemia.on.ca>
Subject: Notices of Public Meeting - ZA002-24 & B009-24 - 784 Kerry Rd

Hello,

Please find attached the Notices of Public Meeting for zoning amendment application ZA002-24 and consent application B009-24 concerning 784 Kerry Rd, submitted by James and Sandra Thompson.



The meetings are scheduled for October 21 at 6:20pm (consent) and 6:30 (zoning) at the Dawn-Euphemia Council Chambers.

Please forward any comments you may have to Ezio Nadalin - County Planner, myself, and Donna Clermont (all cc'd on this email) by **no later than noon of October 4, 2024.**

Thank you,

Brooklyn Stam

Deputy Clerk

Township of Dawn-Euphemia

4591 Lambton Line, RR4

Dresden, ON N0P 1M0

Ph: 519-692-5148

Fax: 519-692-5511



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The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 By-Law 2024-27, being a by-law to amend zoning by-law 54-2014, be taken as read a first, second, and third time, and finally passed this 21st day of October, 2024. *Carried*



**The Corporation of the
Township of Dawn-Euphemia
Zoning By-Law 27 of 2024**

(Being a By-law to Amend By-law 54 of 2014)

WHEREAS the Council of the Corporation of the Township of Dawn-Euphemia passed a comprehensive Zoning By-law 54 of 2014 on the 24th day of November 2014; and

WHEREAS the Council of the Corporation of the Township of Dawn-Euphemia deems it desirable to amend the said By-law; and

WHEREAS the Council may pass a by-law that does not conform to the Official Plan under Section 34 (10) of the Planning Act, R.S.O. 1990, as amended; and

WHEREAS this by-law will conform to the Official Plan of the Township of Dawn-Euphemia Official Plan is approved by the County of Lambton.

NOW THEREFORE, the Council of the Corporation of the Township of Dawn-Euphemia enacts as follows:

1. Schedule "A-1", attached, is hereby declared to form part of this By-law.
2. Schedule "A" to By-law 54 of 2014 is hereby amended by changing the zone symbol that applies to those lands as indicated on Schedule "A" to this By-law from the "Agriculture 1 (A1) Zone" to the "Agriculture – 20 (**A1(20)**) Zone" and from the "Agriculture 1 (A1) Zone" to the "Agricultural -No Farm Dwelling (**A-NFD**) Zone."
3. Section 5 of By-law No. 54 of 2014 is hereby amended by adding the following Subsection 5.4.20.
4. Notwithstanding any provisions on Table "A" to the contrary, for those lands zoned A1 (20), the addition of an "*Organic Farm Operation*" shall be added to the **Permitted Uses** within the A.1 Zone.
5. The provisions and setbacks of the A.1 Zone shall apply to the lands zoned A1 (20) with the added **Special Provision** that no livestock facilities shall be permitted and further no existing structures shall have legal non-conforming status as livestock facilities as per the conditions of Consent application **B009/24**.
6. This By-law shall come into force and effect pursuant to Sections 34 (21) or Section 34 (30) of the Planning Act, R.S.O. 1990.

Read a first and second time this 21st day of October 2024.

Read a third time and finally passed this 21st day of October 2024.

MAYOR

CLERK

Township of Dawn-Euphemia

SEP 07 2024

RECEIVED

Mon Oct 21
@ 6:40 pm
Delegation

4a

October 6, 2024

To: Mayor & Council of the Township of Dawn-Euphemia
Donna Clermont, Administrator-Clerk
From: Jacob & Mary Smit

Re: Letter dated September 26, 2024 - Arrived by non registered mail
October 4, 2024

To Whom It May Concern

As per our discussion on September 25, 2024, I feel we have a difference of opinion on the matter of the building which is sitting on my property located at Con 5 Lot 29 (1664 Smith Falls Road).
By definition this is not a permanent structure as stated in your letter when the building is clearly on wheels as you can see in the picture that was taken by I assume Dawn-Euphemia staff.

I have done some reading of the by-law pertaining to EP-H and Conservation Authority and my interpretation of the bylaw is that there is a possibility of a building for recreational use. This building was going to be used to store kayaks, canoes, tents etc for our family to enjoy on the Sydenham which is recreational. It was never the plan to be a residential home.

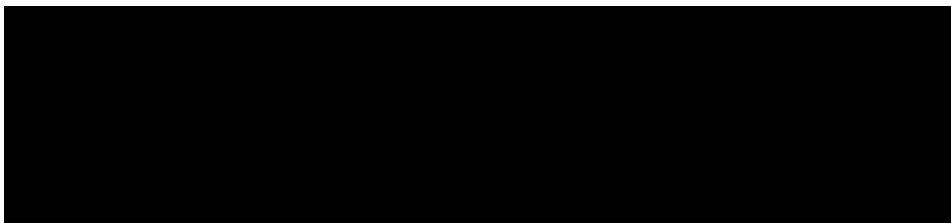
On my tax bill the assessments are RTP and RTM and I don't have any confirmation of this property being EP-H Zone. Is this registered on the property deed because there is no reference to it on the tax bill.

The letter states the building needed to be moved in a timely manner or a resolution for this building be done is impossible, as I work full time out of the county and have not had time to apply for a building permit to have the building put in a permanent place or to had time to have discussions with the St. Clair Conservation Authority if this building meet the requirements which I plan on doing both in the future. Yes the building is on wheels and can be moved but I have no other properties where we can put this structure.

I trust that between myself, St. Clair Conservation Authority and Dawn-Euphemia we can come to an agreement and the statement that the garage must be removed as soon as possible, I do not see that being done in the near future as I stated I work away from home for long hours and if we could come to a resolution on this building and my property that would be great.

Also can you forward to me the meeting minutes that the discussion took place at council as I have looked back 2 previous meetings and can find no mention or motion being made about this issue.

Thank you for the information about the "Clean Fill Wanted" we were not planning on a specific location as yet but if we did get some clean fill and did decide to use this location we will definitely be in contact with St. Clair Conservation Authority.



Jacob & Mary Smit



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

009-030-01502

4591 Lambton Line, RR # 4, Dresden, ON N0P 1M0 www.dawneuphemia.ca
Tel: 519-692-5148 Fax: 519-692-5511 Email: clerk@dawneuphemia.on.ca

September 26, 2024

Mr. Jacob Smit

Re: Zoning By-Law Infraction @ Con 5 E PT Lot 29 (1664 Smith Falls Road)

Dear Mr. Smit:

This letter is a follow up to our telephone conversation of yesterday regarding your property located at Con 5 E PT Lot 29 – 1664 Smith Falls Road.

As mentioned to you, the property is zoned Environmental Protection – Hazard (EP-H) Zone under the Township's Zoning By-Law 2014-54, and is also under the jurisdiction of the St. Clair Regional Conservation Authority. As such, "No building or structure shall be used or erected in any Environmental Protection-Hazard (EP-H) Zone". Included is a photo of the 2-car garage that you confirmed was moved onto this property without prior consultation with the Conservation Authority, Lambton County or the



municipality - otherwise you would have been instructed that no permanent structures are permitted on this property. The garage must be removed as soon as possible. Also, you are advertising for "clean fill wanted". Adding fill to this property is prohibited without permission from St. Clair Regional Conservation Authority.



If the garage is not removed **by Tuesday October 15, 2024**, the Township will engage the services of Lambton County Property Standards/By-law Enforcement for enforcement of the Zoning By-Law. You, as the owner shall be responsible for all costs associated with enforcement.

I trust I can count on your cooperation. ***Please confirm with me once the structure has been removed.*** If you have any questions, please do not hesitate to contact the undersigned.

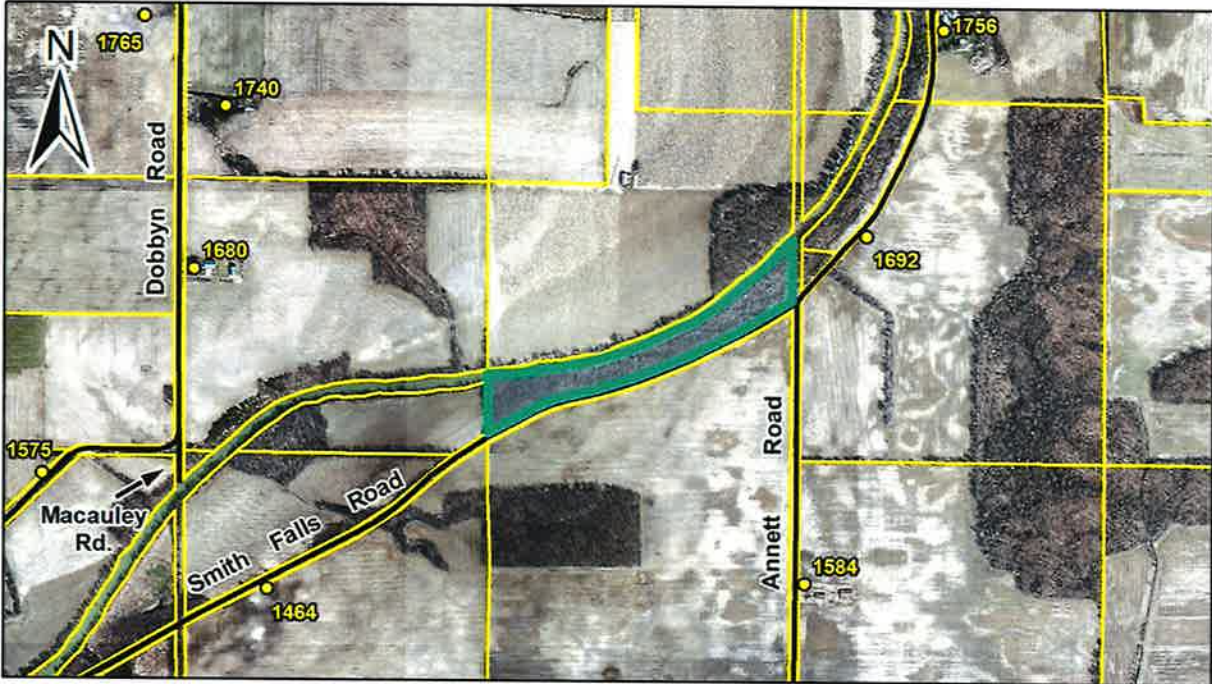
Yours truly,

Donna Clermont
Administrator-Clerk

c.c. Ezio Nadalin, Planner

	<p>PLANNING AND DEVELOPMENT SERVICES REPORT</p>	
<p>REPORT TO:</p>	<p>TOWNSHIP OF DAWN EUPHEMIA COUNCIL</p>	
<p>PREPARED BY: (COUNTY)</p>	<p>Ezio Nadalin, Planner</p>	
<p>REPORT DATE:</p>	<p>October 16, 2024</p>	
<p>MEETING DATE:</p>	<p>October 21, 2024</p>	
<p>IN CAMERA:</p>	<p>Open Session</p>	
<p>SUBJECT:</p>	<p>AGENDA ITEM: Zoning By-law Infraction 1664 SMITH FALLS ROAD CON 5, E PT LOT 29, OWNERS: Jacob and Mary Smit</p>	

SITE PHOTO:



BACKGROUND:

The issue here is that the landowner has moved a detached two car garage onto the subject property without permission and contrary to the permitted uses allowed within the EP-W and EP-H zones. There has been no consultation with Dawn-Euphemia Township, Planning Department, St. Regional Conservation Authority or Lambton County Building Services. No permits have been applied for and no re-zoning application has been submitted.

The County of Lambton Property Standards/By-law Enforcement Officer has visited the site and confirmed the By-law infraction (see **Appendix 1**) pursuant to relevant Planning Act legislation.

The SCRCA is also investigating the situation pursuant to the Conservation Authorities Act legislation.

Accordingly, the Municipality sent the landowner a Non-Compliance letter on September 26, 2024, which indicated the following:

The property is zoned Environmental Protection – Hazard (EP-H) Zone under the Township’s Zoning By-Law 54-2014 and is also under the jurisdiction of the St. Clair Regional Conservation Authority. As such, “No building or structure shall be used or erected in any Environmental Protection-Hazard (EP-H) Zone”. Included is a photo of the 2-car garage that you confirmed was moved onto this property without prior consultation with the Conservation Authority, Lambton County and/or the Municipality. No permanent structures are permitted on this property. The garage must be removed and please be advised that adding fill to this property is prohibited without permission from St. Clair Regional Conservation Authority.

*If the garage is not removed **by Tuesday October 14, 2024***, the Township will engage the services of Lambton County Property Standards/By-law Enforcement for enforcement of the Zoning By-Law. You, as the owner shall be responsible for all costs associated with enforcement.*

***Note:** Please confirm when the structure has been removed.”

The placement of the garage on the subject property is illegal and contrary to the Township of Dawn-Euphemia Zoning Bylaw and the situation must be rectified. The landowner is subject to Subsection 1.9 (VIOLATIONS AND PENALTIES). To address this situation building removal off-site may be required. If the landowner wishes to formally apply for a site-specific Re-zoning or Minor Variance, Subsection 1.12 would apply.

ZONING BY-LAW ENFORCEMENT PROVISIONS:

With regards to Township of Dawn-Euphemia (By-law 54 of 2014) **SECTION 1 - ADMINISTRATION, ENFORCEMENT & INTERPRETATION** the following provisions apply (note the relevant passages have been underlined):

1.2 APPLICATION

The provisions of this By-law shall apply to all lands within the boundaries of the Corporation of the Township of Dawn-Euphemia.

1.3 SCOPE

No lands shall be used, and no Buildings or Structures shall be Erected, Altered, enlarged or used within the Township of Dawn-Euphemia except in conformity with the provisions of this By- law.

1.9 VIOLATIONS AND PENALTIES

Pursuant to Section 67 of the Planning Act, R.S.O. 1990, Chap. P. 13 as amended, any person who contravenes this By-law is guilty of an offence and on conviction is liable:

- a) on a first conviction to a fine of not more than \$25,000; and
- b) on a subsequent conviction to a fine of not more than \$10,000 for each day or part thereof upon which the contravention has continued after the day on which the person was first convicted.

1.11 LICENSES AND PERMITS

No municipal permit, certificate or license shall be knowingly issued, where such is required, for a proposed Use of land or proposed erection, Alteration, enlargement or Use of any Building or Structure which is in violation of any of the provisions of this By-law. The issuance of any permit, certificate or license shall not, however, constitute an acknowledgement that the provisions of this By-law have been complied with.

1.12 REQUESTS FOR AMENDMENTS AND FEES

Applications for minor variances from the provisions of this By-law may be made to the Municipality to be heard by a Committee of Adjustment pursuant to Section 45 (1) of the Planning Act, R.S.O. 1990.

Applications for permission to extend or enlarge a legal Non-Conforming Use may be made to the Municipality to be heard by a Committee of Adjustment pursuant to Section 45 (2) of the Planning Act, R.S.O. 1990.

Applications for amendments to this By-law may be made to the Municipality to be heard by Council pursuant to Section 34 (10) of the Planning Act, R.S.O. 1990.

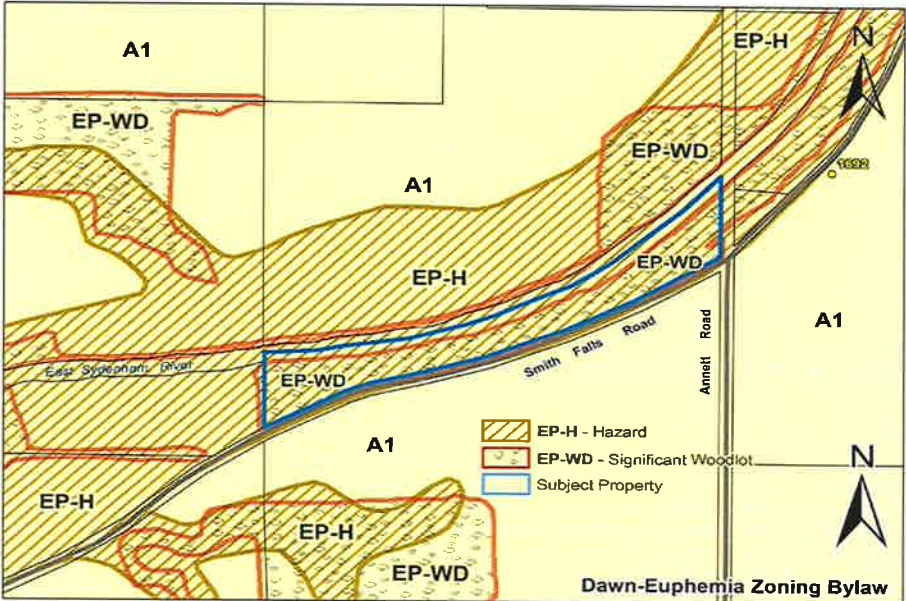
A fee as prescribed by the Corporation’s By-law, which sets a tariff of fees, shall accompany every application requesting an amendment to this By-law.

Any Person may appeal to the Ontario Land Tribunal against a decision of either the Committee of Adjustment or Council by filing with the secretary-treasurer of the Committee of Adjustment or the Clerk of the Municipality a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by the prescribed fee pursuant to Section 34 (19) or 45 (12) of the Planning Act, R.S.O. 1990.

ZONING BY-LAW ZONE PROVISIONS:

The subject property contains two separate zone designations, Environmental Protection-Hazard (EP-H) and Environmental Protection-Woodlot (EP-W) as indicated in the diagram below:

Diagram 1: Showing Zoning designations for the subject property:



The zoning by-law provisions these zones read as follows (**note**: the relevant items have been under-lined for easy reference):

1. SECTION 18 - ENVIRONMENTAL PROTECTION - WOODLOT (EP-WD) ZONE, and more specifically **Subsection 18.1 (PERMITTED USES)** which requires that:

No land, Building, or Structure shall be used or erected in any Environmental Protection Woodlot (EP-WD) Zone except for one or more of the following Uses:

- a) An Agricultural Use, **exclusive of Buildings and Structures**
Forestry, **exclusive of Buildings and Structures**
Passive Recreation, **exclusive of Buildings and Structures**
Conservation, **exclusive of Buildings and Structures**
- b) Existing Single Detached Dwellings, where the EP-WD does not have an EP-WET Zone contained within its boundary
- c) Buildings, Structures and Uses Accessory to a Dwelling Permitted under Section 18.1 b) or 18.2 b) and located within the same EP-WD Zone.

SITUATION ASSESSMENT:

As you can see from the above noted zoning by-law provisions there is a small list of "PERMITTED USES" within the EP-W zone, however, all of these uses are "exclusive of Buildings and Structures, and as you are aware, by definition, "exclusive of" is otherwise defined as "not including or allowing for." Therefore, the recently placed building is not allowed and would be subject to any "VIOLATIONS AND PENALTIES" as prescribed.

2. SECTION 19 - ENVIRONMENTAL PROTECTION - HAZARD (EP-H) ZONE

19.1 PERMITTED USES

No land, Building, or Structure shall be used or erected in any Environmental Protection - Hazard (EP-H) Zone except for one or more of the following uses:

- a) An Agricultural Use, **exclusive of Buildings and Structures**
Active Recreation, **exclusive of Buildings and Structures**
Passive Recreation, **exclusive of Buildings and Structures**
- b) Buildings and Structures **required for the safety of Persons** living in or adjacent to the Environmental Protection - Hazard (EP-H) Zone.

SITUATION ASSESSMENT:

With regards to the EP-H Zone, we are dealing with similar Zoning By-law provisions as the EP-W Zone which limits any future development in these areas, "exclusive of" BUILDINGS AND STRUCTURES. The EP-H Zone then goes further by providing special zone provisions in **Subsection 19.3**, which indicates that: a) The "Environmental Protection - Hazard (EP-H) Zone" shall be deemed to correspond with the limits of those lands formerly regulated by the "Fill, Construction, and Alteration" Regulation and that the EP-H Zone is layered with and shall take precedence over any other Zone designations shown on Schedule "A" and its part maps, except where the requirements of Ontario Regulation 171/06 under the Conservation Authorities Act are met. Where a Use, Building, or Structure complies with Regulation 171/06, the Use, Building, or

Structure shall be Permitted if it also complies with the provisions applicable in the Zone designation subordinate to and underlying the EP-H Zone. This provision shall not apply to Permit any Use, Building, or Structure within lands shown as an EP-WET, EP-WD or EP-SNA Zone on Schedule A or its part maps that does not comply with that Zone's provisions.

In this case, any future development is also subject to St. Clair Region Conservation Authority regulations and any minor alteration to the SCRCA mapping would be made at their suggestion. The line modification could then be used to establish an appropriate building envelope if required, to be incorporated into any subsequent Zoning By-law amendment relating to the site.

Finally, another issue that you may want to consider is the precedent that could be set if this development is allowed. As allowing an accessory building without a primary residence on the subject property is not something that is normally entertained. As the Zoning By-law specifically defines "ACCESSORY" as follows:

"ACCESSORY" when used to describe a Use, Building or Structure means a Use, Building or Structure subordinate, incidental and secondary to the main Use, Building or Structure located on the same Lot therewith.

So, in accordance with this definition the proposed building would not be "incidental and secondary" to a residence and/or any other permitted use.

RECOMMENDATION(S):

Currently, this is an enforcement issue that needs to be addressed. At this point staff recommendation has been that the 2-car garage be removed. The applicant has been given a timeline for said removal **by Tuesday October 14, 2024**, after which, the Township may engage the services of Lambton County Property Standards/By-law Enforcement for further enforcement of the Township Zoning By-Law.

The landowner has been advised that all clearing of land and infilling on the property should cease immediately, until all permits and permissions have been obtained. The SCRCA is also investigating the situation pursuant to the Conservation Authorities Act legislation and has advised the landowner that a permit is required prior to any present and/or future development of the site.

Council should consider this proposal carefully, as it has been Township Policy in the past to limit and/or prohibit any form of development on the north side of Smith Falls Road as there are numerous development limitations (i.e. suitable development envelopes, top-of bank setback requirements, possible slope stability issues, possible septic servicing issues, tree removal issues etc.) Approval of this proposal might set an unintended precedent.

If going forward with this project is deemed appropriate and formal recognition of the Non-Conforming Use is considered, then, as indicated previously an application for a minor variance heard by the Committee of Adjustment, or more appropriately, an application for amendment to this By-law may be made to the Municipality to be heard by Council.

APPENDIX 1: SITE PHOTO'S TAKEN OCTOBER 10, 2024





**Comments received from Melissa Deisley, Director of Planning & Regulations
St. Clair Region Conservation Authority
October 16, 2024**

Please see the Conservation Authority's comments and attached map for the Zoning Infracton at 1664 Smith Falls Road. Please let me know if you require anything else.

The majority of the subject property is regulated by the Conservation Authority under Ontario Regulation 41/24. SCRCA staff provide comments on applications under the *Planning Act* as part of the Authority's delegated responsibility of representing the provincial interest on natural hazards. Staff also provide comments as it relates to Ontario Regulation 41/24.

For the subject property, the regulated area of the Authority includes the areas susceptible to flooding during a regional storm event from the East Sydenham River. For the St. Clair Region Conservation Authority area of jurisdiction, the regional storm flooding event is equivalent to flooding that would be expected during a Hurricane Hazel Storm event. The subject property is also susceptible to erosion from the Sydenham River. The regulated area is depicted as 15 metres from the stable top of bank. The attached map depicts the approximate area regulated by the Authority.

New development is generally not permitted within the erosion hazard or within the flood hazard. It is a goal of Conservation Authority policy to encourage new development outside of the regulated area of the Authority to ensure that the control of flooding, erosion, or unstable soils will not be affected.

Development outside the regulated area of the Conservation Authority does not require further approvals from the Conservation Authority. There is a very small area that is not regulated by the Conservation Authority.

New development within the regulated area of the Authority and outside the erosion hazard limit (Development Setback, as depicted on the attached map) may be permitted if the landowner demonstrates that the following can be properly addressed to the satisfaction of the SCRCA:

- The risk of creating a new erosion hazard or aggravating an existing erosion hazard as a result of the development is negligible;
- The potential for surficial erosion is addressed through a satisfactory drainage and/or grading plan, erosion and sediment control and site stabilization/restoration plans; and;
- Access into the valley and along the top of the valley slope for preventative actions or maintenance or during an emergency is not prevented.

Planning Act

It is our understanding that the property is designated Hazard and Significant Woodlot, and is zoned Environmental Protection-Hazard (EP-H) and Environmental Protection- Woodlot. It is our understanding that the Hazard and Significant Woodlot Designation permits agriculture (exclusive of buildings and structures), conservation, forestry, parks, other passive outdoor recreational uses that rely on specific features of the natural environment and marine facilities where appropriate. Some permitted uses may be further restricted or prohibited in or adjacent to natural heritage features as specified in Section 6.2.

The Environmental Protection – Hazard Zone permits agricultural use (exclusive of buildings and structures), active recreation (exclusive of buildings and structures), and passive recreation (exclusive of buildings and structures), and Buildings or Structures required for the safety of Persons living in or adjacent to the Environmental Protection – Hazard (EP-H) Zone.

Section 19.3 a), and 4.6 d) of the Township of Dawn-Euphemia Zoning By-Law states:

The “Environmental Protection – Hazard (EP-H) Zone” shall be deemed to correspond with the limits of those lands formerly regulated by the “Fill, Construction, and Alteration” Regulation passed pursuant to the Conservation Authorities Act, R.S.O. 1990, Chap. C. 27, as amended. The EP-H Zone is layered with and shall take precedence over any other Zone designations shown on Schedule “A” and its part maps, except where the requirements of Ontario Regulation 171/06 under the Conservation Authorities Act are met as determined by the Conservation Authority. Where a use, building or structure complies with Regulation 171/06, the use, building or structure shall be permitted if it also complies with the provisions applicable in the Zone designation subordinate to and underlying the EP-H Zone. For clarity, this provision shall not apply to Permit any Use, Building or Structure within lands shown as EP-WET, EP-WD, or EP-SNA Zone on Schedule A or its part maps that does not comply with that Zone’s provisions.

It is our understanding that the property is also zoned EP-WD, and therefore, even if permitted through the Regulation (O.R. 41/24 – previously O.R. 171/06), buildings and structures would not be permitted on this property.

The regulations permit will be deferred pending Municipal Planning Act approvals and Provincial Policy review.

Melissa Deisley

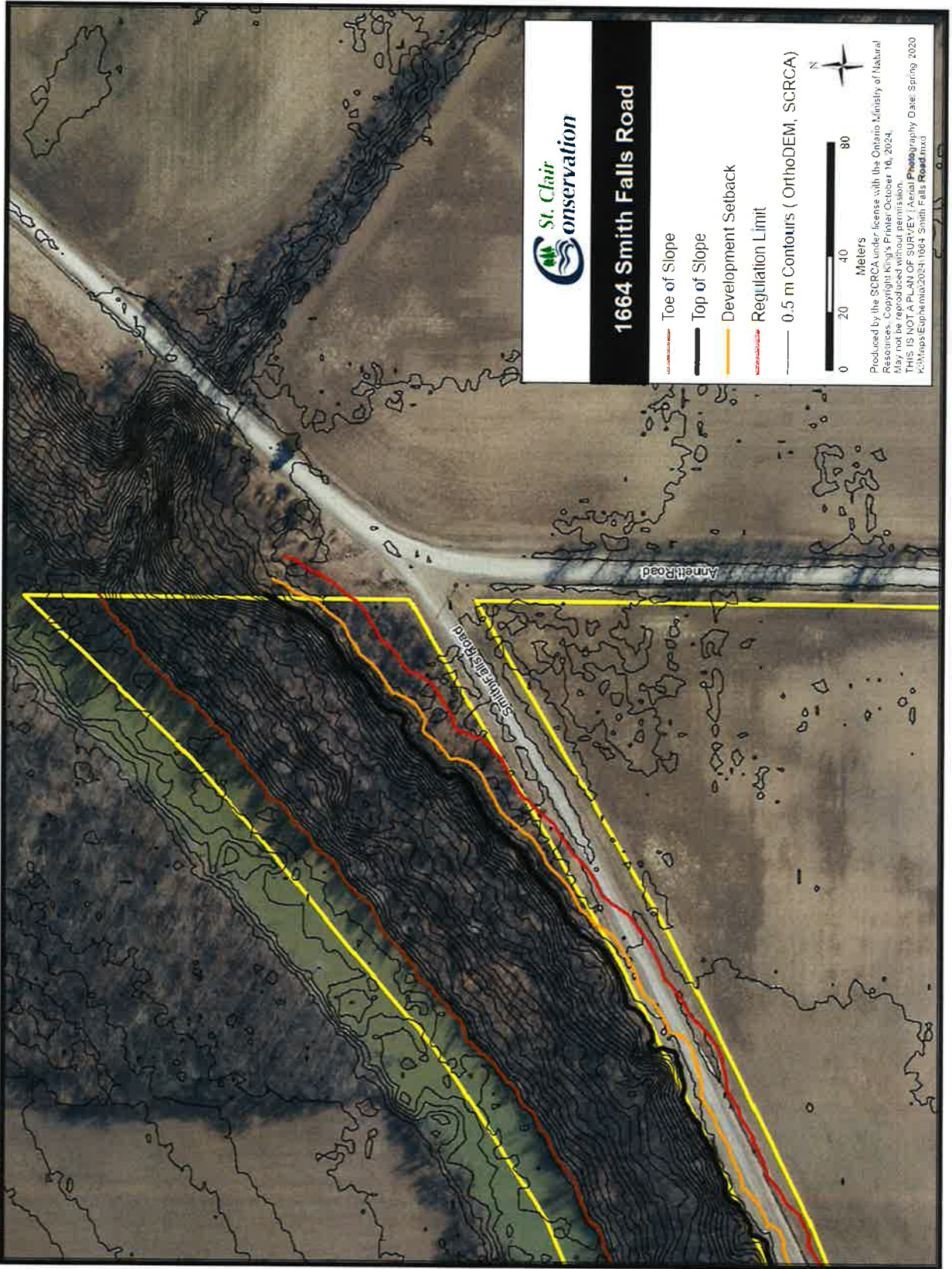
Director of Planning & Regulations

St. Clair Region Conservation Authority
205 Millpond Cres., Strathroy, ON N7G 3P9
Tel: 519-245-3710 Ext. 251 Fax: 519-245-3348
Website: www.scrca.on.ca



“Working together for a better environment”

Map PL#2024-0080



The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 Minutes of the Regular Council Meeting of October 7, 2024, be adopted. *Carried.*



The Corporation of the Township of Dawn-Euphemia

- M I N U T E S -

Regular Council Meeting
 Monday, October 7, 2024
 6:30 pm, Municipal Office, 4591 Lambton Line

Present: Mayor: A. Broad
 Councillors: A. Gray
 P. LeBoeuf
 M. McGuire
 J. Meyer (arrived at 6:36pm)

Staff Present: D. Clermont, Administrator-Clerk
 P. Dalton, Public Works Superintendent (left at 7:15pm)
 M. Seguin, Treasurer (left at 7:15pm)
 J. Collison, Compliance Coordinator (left at 7:15pm)

Disclosures: Councillor Gray declared a pecuniary interest during the Closed Session on Item 2a) Employee Negotiations – Fire Department by reason of relationship. Councillor Gray did not speak or vote on the matter.

2024-165 Councillor McGuire – Councillor Gray

That the minutes of the September 16, 2024 Regular Council Meeting be adopted. *Carried.*

Minutes – Sept 16, 2024

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

2024-166 Councillor LeBoeuf – Councillor McGuire

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

1. The W.M. Eden Drain Maintenance Request received September 17, 2024, submitted by Eddyview Farms;
2. The Second Concession Drain Maintenance Request received September 18, 2024, submitted by Tracey Childs;
3. The Downie Drain Maintenance Request received September 18, 2024, submitted by Lorne Sinclair;
4. The Welch Drain Maintenance Request received September 26, 2024, submitted by Donald Havens;
5. The Bourne-Hustler Drain Maintenance Request received September 26, 2024, submitted by Scott Moore;
6. The Hill-Thomas Drain Maintenance Request received September 30, 2024, submitted by Leonard McMurphy. *Carried.*

Drain Mntc Requests

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

Councillor Meyer is now present.

2024-167 Councillor Meyer – Councillor LeBoeuf

Water Financial Plan 2025-2030

That Council adopt the Water Financial Plan from the Treasurer dated October 7, 2024, as amended; and that the variable rate for municipal water increase by 3% over the base increase per year as depicted in the Water Financial Plan between the period of 2025 to 2030; and further that the bi-monthly fixed rate charge for municipal water increase \$20 bi-monthly (\$10/month) year over year as depicted in the Water Financial Plan between the period of 2025-2030. *Carried.*

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

2024-168 Councillor Gray – Councillor Meyer

MOECP Update – Sept 2024

That Council accept the monthly report from the Drainage Superintendent Re: MOECP Monthly Update for the month of September 2024 – Florence Septics; and that a copy be sent to the Ministry of Environment. *Carried.*

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

2024-169 Councillor Gray – Councillor McGuire

CSRIF Grant

That Council accept the report from the Public Works Superintendent Re: Community Sport and Recreation Infrastructure Fund Grant; and further that the Public Works Superintendent provide costs for the replacement of the HVAC system at the Dawn-Euphemia Community Centre. *Carried.*

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

2024-170 Councillor LeBoeuf – Councillor Gray

Broadcasting & Electronic Recording of Meetings Policy

That the Policy for Broadcasting and Electronic Recording of Meetings be adopted as presented by the Clerk. *Carried.*

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

2024-171 Councillor Meyer – Councillor McGuire

Accessory 2nd Dwellings

That Council receives the Administrator-Clerk's Report Re: Accessory Second Dwelling Units as information. *Carried.*

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

2024-172 Councillor McGuire – Councillor LeBoeuf

Council Renumeration Survey

That Council receives the Administrator-Clerk's Report Re: Council Renumeration Survey as information. *Carried.*

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

2024-173 Councillor Meyer - Councillor McGuire

By-Law 2024-24 - Winter Mntc Agreement

That By-law 2024-24, being a by-law to enter into agreement with the Corporation of the County of Lambton for the purposes of winter control and maintenance activities; and to repeal By-Law 2023-14, be taken as read a first, second and third time, and finally passed this 7th day of October, 2024. *Carried.*

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

2024-174 Councillor Gray – Councillor McGuire

By-Law 2024-25 – Tile Loan

That By-law 2024-24, 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 7th day of October, 2024. *Carried.*

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

2024-175 Councillor LeBoeuf – Councillor McGuire

Closed Session

That Council hereby now moves into a session of the Regular Council Meeting that shall be closed to the public at 7:30 pm for one (1) matter under S.239(2)(d) Employee Negotiations. *Carried.*

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

Rise and Report

Council met in a closed session for the purpose of consideration of one (1) matter under S.239(2)(d) Employee Negotiations. Council accepted a report from the Administrator-Clerk and direction was provided to the Administrator-Clerk on the matter.

2024-176 Councillor _____ – Councillor _____

Adjournment

That this Regular Session of Council be hereby adjourned at the hour of 8:55 pm, to meet again on October 21, 2024 @ 6:30 pm (Regular Meeting), or at the call of the Chair. *Carried.*

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

Mayor

Administrator-Clerk



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 Website: www.dawneuphemia.ca

To: Members of Dawn-Euphemia Township Council
Meeting Date: October 21, 2024
From: Donna Clermont, Administrator-Clerk
Subject: **COUNCIL REMUNERATION**

Open Session Report

Background:

Following up on the request from Council at the October 7, 2024, Regular Council Meeting regarding Council Remuneration. I have attached a copy of the historical value of Council Remuneration from 2008 to present along with the most recent survey of Lambton County Municipalities.

Also attached is the most recent By-Law 2022-39 Re: Remuneration of Members of Council with "red" highlights to make it easier to add any proposed changes to the honorariums, per diem rates, conference rate and meal rates. Under the current By-Law 2022-39, Council's annual honorarium increase is tied to the rest of Township Employees wage rate increase. Therefore, if Council decides to alter their remuneration contrary to this provision under S.1.2, then the Clerk will prepare a new by-law with Council's changes for adoption for the years 2025 and 2026.

Note: I have made a small change on Page 2, S.4.1 to add in the comments provided by the Auditors that "*receipts need to be provided for meals*".

Financial Impact:

N/A

Consultations:

Lambton County Municipalities

Recommendation: That By-Law 2022-39, being a by-law to provide for the Remuneration of Members of Council be amended as determined by Council for the upcoming years of 2025 and 2026; and that the Clerk prepare the new by-law for passage at an upcoming Council Meeting.

Attach: Council Remuneration Historical (1 pg)
Council Remuneration Survey 2024 (1 pg)
By-Law 2022-39, Council Remuneration (3 pgs)

COUNCIL REMUNERATION HISTORICAL

YEAR	TOTAL MEETINGS & CONFERENCES & HONORARIUM	HONOURARIUM	
		Mayor	Councillor
2008	\$ 39,351.18	\$ 650.00	\$ -
2009	\$ 30,188.04	\$ 650.00	\$ -
2010	\$ 29,968.30	\$ 650.00	\$ -
2011	\$ 30,987.08	\$ 1,400.00	\$ 750.00
2012	\$ 31,560.42	\$ 2,150.00	\$ 1,500.00
2013	\$ 31,712.32	\$ 2,150.00	\$ 1,500.00
2014	\$ 31,220.17	\$ 2,150.00	\$ 1,500.00
2015	\$ 34,498.80	\$ 2,300.00	\$ 1,600.00
2016	\$ 26,956.23	\$ 2,320.00	\$ 1,615.00
2017	\$ 28,008.05	\$ 2,370.00	\$ 1,650.00
2018	\$ 28,167.26	\$ 2,400.00	\$ 1,670.00
2019	\$ 34,336.93	\$ 4,966.00	\$ 2,483.00
2020	\$ 37,402.78	\$ 5,050.00	\$ 2,525.00
2021	\$ 28,973.61	\$ 5,090.00	\$ 2,545.00
2022	\$ 35,235.00	\$ 5,235.00	\$ 2,615.00
2023	\$ 49,515.27	\$ 6,489.00	\$ 3,729.00
2024		\$ 6,684.00	\$ 3,841.00

Council Remuneration Survey 2024

Municipality	Lambton Shores	Brooke-Alvinston	Enniskillen	Petrolia	St. Clair	Warwick	Point Edward	Dawn-Euphemia	Sarnia	Oil Springs	Plympton - Wyoming
Population (2021)	11,876	2,359	3,005	6,013	14,659	3,641	1,930	1,968	71,594	647	8,308
Mayor	\$37,031.84 annually	\$4,944 annually	\$6,685.00 annually	\$27964.06 annually	\$47,566 annually	\$9,595.91 annually	26313.94 annually	\$6,683.67 annually	\$86,726.00 annually	\$2,340.00 annually	\$9,592.66 annually
Deputy Mayor	\$27,921.51 annually	\$2,781 annually	\$5,305.00 annually	\$21,285.50 annually	\$28,894 annually	N/A	\$14,951.73 annually	N/A	N/A	N/A	\$7,194.50 annually
Councillors	\$23,272.41 annually	\$2,472 annually	\$3,840.00 annually	\$14,631.61 annually	\$23,881 annually	\$5,952.58 annually	\$12,297.17 annually	\$3,840.46	\$25,807.00 annually	\$1,930.00 annually	\$4,796.34 annually
Annual increase? If so, percent	Same as staff		3% tied to staff	annual COLA	same as union	Rate approved by Council		3% tied to staff	annual increase based on CPI	based on CPI	usually based on CPI, but for 2024 council voted to freeze their wages & meeting pay at 2023 rates
Per Meeting	None	M-\$180.25/Council Mtg; DM & C \$154.50/Council Mtg	\$175 per meeting		N/A	Mayor - \$181.57/meeting; Councillor - \$165.78/Meeting		\$165 per meeting	NA	Mayor - 155.40/meeting Councillors 129.50/meeting	Mayor - \$220.89; Deputy Mayor - \$200.43; Council - \$179.98
Per Special Meeting	None	M-\$180.25/Council Mtg; DM & C \$154.50/Council Mtg	\$113 per meeting		N/A			\$165 per meeting	NA	same as above	same as above
Mileage	Only for meetings outside of Lambton Shores - County rate	60/km	\$0.50/km		.62 per km		based on County rate	\$0.57/km	NA	.60/km	CRA rate = 70/km
Per Diem	None				\$250 for conference	\$120.00 per day		N/A	NA	n/a	Reimbursement of receipts (no alcohol)
Car Allowance					None				Mayor - \$6,250.00/annually	n/a	
Seminars/Conferences	\$2,500/Councillor for 2024	Mayor \$180.25 /day & DM & C \$154.50/day	Part of convention	\$4500.00 per year inclusive per member	3 annually, \$250/day + mileage	Same rate as meeting pay	\$125 per day + \$75 meals + mileage	\$240 per day + mileage (or train ticket, etc.)	Reimbursement required for reimbursement conf/seminars No max 44/km, \$20 breakfast, \$20 lunch, \$45 dinner Must produce receipt for meal reimbursement	Conventions 200/day plus mileage or train ticket	Meeting pay for each day attended. Max \$2,000 covers hotel, travel, meals. Two registration fees are also reimbursed.
Last wage adjustment	Annually based COLA	3% - 2024	January 2024	January 2024	Annually 2024		3.5% increase 2024	2024 - 3% increase	2022	2024	2023
Conference	Annual budget increase	Conference Allowance Mayor \$2,575/year; DM&C \$2,060/year	\$3,500 per year		3 per year		\$125 per day + \$75 meals + mileage	\$240 per day + mileage (or train ticket, etc.)	As noted above for conference/seminars	May attend 1 conference per year	
Committee Meetings		Committee Meetings (all) \$103.00/Committee Mtg	\$113.00					\$165 per meeting	No additional remuneration provided for participation on Advisory Comm	Mayor 155.40/meeting Councillors 129.50/meeting	same meeting pay as council meetings



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

BY-LAW 2022-39

A By-Law to Provide for the Remuneration of Members of the Council of the Township of Dawn-Euphemia and Repeal By-Law 2019-01

WHEREAS Section 283 of the *Municipal Act*, 2001, S.O. 2001, provides that the Council of a local municipality may establish by by-law the remuneration and expenses for members of Council, and such remuneration may be determined in any manner that Council considers advisable; and

WHEREAS despite any Act, a municipality may only pay the expenses of the members of its Council, officers and employees if the expenses are of those persons in their capacity, and if the expenses are actually incurred; or the expenses are in lieu of the expenses actually incurred, a reasonable estimate of the actual expenses that would be incurred; and

WHEREAS The Municipal Act, 2001, Section 283 (7) also states: “on or after December 1, 2003 a council shall review a by-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election”;

WHEREAS Council of the Corporation of the Township of Dawn-Euphemia deems it necessary and desirable to enact a by-law to establish the rate of remuneration for the Members of Council;

NOW THEREFORE the Council of the Township of Dawn-Euphemia enacts as follows:

1.0 Honorarium

1.1 Members of Council shall receive the following annual honorarium:

Mayor	\$ 6,489 (2023)	\$ 6,683.67 (2024)	_____ 2025	_____ 2026
Councillor	\$ 3,729 (2023)	\$ 3,840.87 (2024)	_____ 2025	_____ 2026

1.2 Any future annual honorarium increases shall be applied to the Mayor and Council’s remuneration in conjunction with the employee wage rate increases to be effective January 1st of the same year or as otherwise approved by Council.

1.3 The annual honorarium shall be considered as full compensation for activities such as but not limited to interactions with the public either by telephone, email or in-person, preparatory work for meetings, site visits, informal or formal meetings with staff, ceremonial functions, attendance at grand openings, attendance and/or presentations at public relations events, local events, voluntary training sessions, presentations and any other similar duty or responsibility not specifically identified.

1.4 The Mayor (or designate) will be entitled to meeting pay when requested, required or otherwise extends a benefit to represent the municipality in his/her official capacity at a meeting, conference call, function or other (subject to S. 1.4).

2.0 Meeting Pay/Per Diem

- 2.1 In addition to the annual honorarium, Members of Council will be paid at a rate of **\$165 (2024) _____ (2025) _____ (2026) per diem for attendance at each Regular, Special and other Meetings of Council** (where minutes are taken), standing committees, special and ad-hoc Committee Meetings and Local Boards (where Members are not reimbursed by the Board), workshops, road tours and mandatory training and whereby a member of Council has been duly appointed by Council Resolution.
- 2.2 Members shall only be eligible to claim one (1) per diem for combined meetings that are immediately prior or after a Regular, Special or other meeting of Council (ie: Committee of Adjustment).
- 2.3 Members of Council that receive compensation directly from outside Boards/Committees for attendance at meetings, are not eligible for additional Committee pay from the municipality.
- 2.4 Notwithstanding S.2.3, Members of Council receiving less than the **\$165 (2024) _____ (2025) _____ (2026) meeting pay from outside Boards/Committees for attendance at meetings**, will receive a top up pay by the municipality.

3.0 Mileage:

- 3.1 Mileage will be paid to any Council Member required by the Township to attend a meeting, conference or function for purposes of Township business only and where mileage is not paid by another organization.
- 3.2 Mileage is not paid for attendance at Regular, Special or other Meetings of Council held at the Municipal Office.
- 3.3 Mileage is calculated from Council member's residence.
- 3.4 Mileage shall be paid as per the Township's policy.

4.0 Conventions/Seminars

- 4.1 Members of Council will be paid a **conference per diem rate of \$240 (2024) _____ (2025) _____ (2026) (inclusive of meals)** per day while attending full-day conventions, conferences, seminars, workshops, courses, forums chosen and approved by Council for municipal purposes.
- 4.2 A member of Council will be reimbursed for actual expenses and upon submission of the proper documentation incurred as follows:
 - **The Meeting Pay/Per Diem Rate of \$165 240 (2024) _____ (2025) _____ (2026) will apply for the travel days to a convention unless the travel day exceeds 6 hrs, then the convention rate of \$240 240 (2024) _____ (2025) _____ (2026) would apply.**
 - Registration Fee
 - Travel fare for whichever means of transportation is most practical. Where more than one member/employee is traveling to the same location, car pooling is expected to be organized.

- Alcohol purchases *will not* be reimbursed by the Township of Dawn-Euphemia.
- Accommodations for room and taxes only shall be paid upon receipt of proof of payment.
- Incidentals supported by actual receipts:
 - Telephone – any long distance charges for municipal business may be claimed upon receipt of actual invoice.
 - Parking, taxi service between accommodations and location of event, etc. shall be reimbursed upon appropriate proof of payment.

4.3 The municipality will only reimburse expenses in accordance with this policy on the date(s) of travel and the date(s) of the meeting/seminar. No additional expenses will be eligible due to an early arrival or late departure.

4.4 Any additional costs incurred by the municipality resulting from a member's spouse/guest, may initially be paid by the municipality but shall be reimbursed by the member.

5.0 Other Expenses

5.1 All members of Council shall be reimbursed for actual expenses incurred while engaged in Township business on submission of proper documentation. Such expenses may include mileage, registration, accommodation, meals, incidentals, or such other expenses as approved by Council.

5.2 Except for when the Convention Rate applies or where meals are paid for, meals will be paid at \$100/day 240 (2024) _____(2025) _____(2026) (\$50 for dinner, \$30 for lunch, \$20 for breakfast) or with receipt.

6.0 Advance

6.1 Any member of Council may request an advance on expenses to attend functions. All advances must be approved by the Administrator-Clerk or Treasurer prior to receiving payment.

7.0 Pay Period

7.1 The Council will be responsible to complete their meeting and mileage expense sheets and submit with details of meetings to the Payroll Clerk on a monthly basis.

7.2 Members of Council's honorarium shall be paid monthly.

7.3 All pay will be paid via direct deposit.

8.0 Other

8.1 Bylaw 2019-01 is hereby repealed.

8.2 That all by-laws or parts of by-laws or motions heretofore passed inconsistent with this by-law hereof, are hereby repealed.

This By-law is considered read a first, second and third time and finally passed this 19th day of December, 2022.



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: clerk@dawneuphemia.on.ca Website: www.dawneuphemia.ca

To: Members of Dawn-Euphemia Township Council
Meeting Date: October 21, 2024
From: Donna Clermont, Administrator-Clerk
Subject: **Grass Cutting Contract**

OPEN SESSION REPORT

Background:

The grass cutting contracts for 15 municipal properties and Shetland Campground expires on October 15, 2024. There is a clause in both contracts to allow for an additional 3-year renewal.

Comments:

The grass cutting contract for 15 municipal properties including: Gould Cemetery, Municipal Office, Fire Hall, Roads Department, Rutherford Park, Cairo Cemetery, Eacott Cemetery, Johnston Cemetery, Cameron Cemetery, Carey Cemetery, Dawn-Euphemia Garage, Cenotaph, Fire Lot, Community Centre and Shetland Library, was last tendered in 2015 and was renewed in 2018 and 2021 with the current contractor. The following is the historical costs for the contract:

	2019	2020	2021	2022	2023	2024
Municipal Properties #1 to15	\$ 9,814.00 + hst	\$ 10,108.42 + hst	\$10,411.68 + hst	12,828.15 +hst	13,461.28 +hst	13,712.00 +hst

The Shetland Campground was last tendered in 2018 and the current contractor was awarded the contract in 2018 and 2021. The following is the historical costs for the contract:

	2019	2020	2021	2022	2023	2024
Shetland Conservation Area	\$ 4,800 + hst	\$4950 + hst	\$ 5,100 + hst	\$6,304.00 + hst	\$6,616.16 +hst	\$6,737.00 + hst

Council has two options:

- (1) Council could renew one or both contracts for another 3 years. The current contractor has indicated he would be willing to renew both contracts at the 2024 rate for next year (2025), with a 2% increase for the Municipal Properties in 2026 and 2027; and a 3% increase for the Shetland Conservation Area in 2026 and 2027. In order to protect the contractor from soaring gas prices as seen during COVID, a clause would also be added to the contract that in the event that gas exceeds \$1.70/litre that a reasonable gas surcharge would apply.
- (2) Alternately Council could also tender the contract. However, if Council chooses to re-tender, the Township runs the risk of losing the current contractor who has an *excellent* past record and has done a superb job for the Township with no complaints from the public or from staff. He is always reliable, and readily available for extra, (sometimes last minute) work that the Township may require such as property standards – which is key to timely enforcement. If Council decides to tender the contract, there is always the apprehension of losing this *local* contractor that has proven to be an asset to the Township.

dt

Financial:

0% increase for 2025; 2% (2026) and 2% (2027) (Municipal Properties)

0% increase for 2025; 3% (2026) and 3% (2027) (Shetland Campground)

Recommendation:

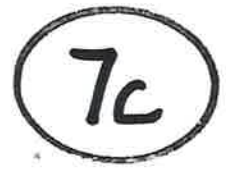
That the Clerk prepare the By-Law to enter into Agreement for the Grass Cutting Contract for Municipal Properties and the Shetland Conservation Area with current contractor for three (3) years at a 0% increase for 2025 and a 2% increase in 2026 and 2027 for the Municipal Properties; and a 0% increase for 2025 and a 3% increase for 2026 and 2027 for the Shetland Campground.

OR

That the grass cutting contract for Municipal Properties and the Shetland Conservation Area proceed to tender for the 2025, 2026, and 2027 seasons



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: admin@dawneuphemia.on.ca Website: www.dawneuphemia.ca

To: Members of Dawn-Euphemia Township Council
Meeting Date: October 21, 2024
From: Donna Clermont, Administrator-Clerk
Subject: **Request to Waive Fees for Fundraiser**

Open Session Report

Background:

Attached is a second request received in 2024, dated October 14, 2024, from the Florence Lodge to waive the Community Centre Fees for a rabbit supper scheduled for January 11, 2025, as a fundraiser for the local food banks in Petrolia, Oil Springs, Alvinston and Dresden. This event is currently their event is scheduled for their hall in Oakdale.

This is the second request received this year. On March 26, 2024, Council waived all fees for the Community Centre Fees for a Spaghetti Supper (300 people), as a fundraiser for the Dawn-Euphemia Public School Playground Initiative.

Comments:

Current fees for the Dawn-Euphemia Community Centre are as follows:

Hall only	\$240.00
Hall with bar and meeting room	\$330.00
Hall with kitchen and meeting room	\$355.00
Hall with kitchen, bar and meeting room	\$445.00

The Community Centre fees were raised \$10 in 2020. Otherwise the last time the fees were raised slightly was ten (10) years ago, in 2014, with the exception of the Hall, Bar & Meeting Room which actually dropped in price from \$385 to the current price of \$330. The Township has kept the Community Centre fees extremely low compared to other local municipalities in Lambton County, in order to provide opportunities, fundraisers, events and services to our community at a very low rental cost. The Township essentially subsidizes the operating expenses in order to provide our residents and local organizations these low cost opportunities.

This is the second request this year from the Florence Oddfellows, and although these organizations host wonderful fundraising initiatives, the Community Centre doesn't come close to breaking even for operating costs. Council has been cautious in the past *not to set a precedent* with organizations, by waiving fees for the hall for fundraisers, and our many other very worthwhile causes. It is important to be consistent in treatment of all organizations, and waiving fees for one fundraiser has certainly opened the door for other requests, which have also been granted. The Township has *several* worthwhile charitable organizations hosting fundraisers, events, etc. on a regular basis, but the Township already contributes to these organizations by offering some of the lowest rental rates in the County, so that these events can prosper. *Organizations should be instructed to complete and submit the Donation Application in accordance with the policy when requesting donations – this constitutes a donation.* This gives Council the opportunity to receive and deliberate all donation requests, prior to the budget being adopted.

In 2022 revenue was \$10,258.50 and expenses were \$42,428.68 a deficit of \$32,170.18.
In 2023 revenue was \$13,795.72 and expenses were \$63,541.99 a deficit of \$49,746.27.

Presently, Council has approved waiving of fees for the following groups: Dawn-Euphemia Public School Grade 8 Graduation Class (approved Dec 5/22) and community public health clinics that are open to the public (ie: flu clinics approved Sept 18/23).

Financial Impact: As per rental fees above

Consultations: None

Recommendation:

1. That Council denies the second request dated October 14, 2024, received from the Florence Odd Fellows requesting the waiving of fees for the Dawn-Euphemia Community Centre for a fundraiser for local food banks in Petrolia, Oil Springs, Alvinston and Dresden.

- OR -

2. That Council acknowledges receipt of the second request, dated October 14, 2024, received from the Florence Odd Fellows requesting the waiving of the hall rental fees for the Dawn-Euphemia Community Centre for a fundraiser for local food banks in Petrolia, Oil Springs, Alvinston and Dresden; And further that Council agrees to waive the fees in the amount of \$ _____ (excluding insurance costs and/or cleaning fee).



Florence Lodge #196

5708 Bentpath Line

Oakdale, Ontario

NoP 1Ro

October 14, 2024

Dear Council Members,

On January 11, 2025 the Florence Lodge is hosting a rabbit supper with proceeds supporting the local food banks in our local area (Petrolia, Oil Springs, Alvinston and Dresden). We are currently hosting the event at our hall in Oakdale, however, if council were to waive the rental fee of the Dawn-Euphemia Community Centre for our club once again we could increase the capacity of our event, allowing us to generate a larger donation to our local foodbanks.

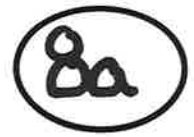
Our lodge would still be responsible for any insurance and licensing fees associated with our event. Please take this request into consideration at your next scheduled council meeting.

Sincerely,



Ian Elliott
Secretary

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 members of Council attend the 2025 Rural Ontario Municipal Association (ROMA) Convention to be held in Toronto on January 19-21, 2025 at a cost of \$670 per attendee, in addition to accommodation fees:

 _____ . *Carried.*

ROMA 2025 January 19-21- Registration Information

Registration for **Rural Routes** is open now. Save on registration fees by registering as an Early Bird. The deadline to take advantage these rates is **October 31, 2024**.

Registration Type	Member	Non Member
Full - Early	\$670.00	\$765.00
Sunday - Early	\$240.00	\$310.00
Monday - Early	\$370.00	\$530.00
Tuesday - Early	\$240.00	\$310.00
Full - Regular	\$730.00	\$850.00
Sunday - Regular	\$300.00	\$370.00
Monday - Regular	\$475.00	\$580.00
Tuesday - Regular	\$300.00	\$370.00
Full - Onsite	\$795.00	\$930.00
Sunday - Onsite	\$355.00	\$425.00
Monday - Onsite	\$540.00	\$680.00
Tuesday - Onsite	\$355.00	\$425.00

Cancellation \$95.00 \$100.00

- *Please note all cancellations must be submitted in writing via email to events@roma.on.ca.*
- *Cancellations received prior to 4:00 pm ET, November 29, 2024 will be eligible for a refund less \$95 (member) or \$100 (non-member) (plus HST) administration fee.*
- *Cancellations made after 4:00 pm are non-refundable. Registrations are transferable. An alternate name may be substituted at any time.*

[REGISTER HERE](#)

CONTACT



ROMA Conference

Conference Registration

[Hotel Information](#)

[Sponsorship Opportunities](#)

[Exhibitor Information](#)

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 acknowledge receipt of the letter dated October 10, 2024 received from the Township of Enniskillen Re: Water Rate Increase; and further that Council recognizes the increase in water rates for 2025 from Petrolia by 2 cents per cubic meter, plus a new water operating costs increase from the Township of Enniskillen of an additional 5 cents per cubic meter. *Carried*



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

October 10, 2024

Donna Clermont
Township of Dawn-Euphemia
4591 Lambton Line,
Dresden, ON NOP 1M0

Dear Donna,

Re: Water Rate Increase

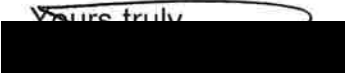

I wish to confirm my telephone conversation with you concerning the increase in the sale rate of water from the Township of Enniskillen.

Petrolia has increased the water rate by 2 cents per cubic meter for 2025. Due to increasing water operating costs the Township has decided to increase the water rates by an additional 5 cents per cubic meter.

The water rates for the Township of Dawn-Euphemia will increase to 2.14 per cubic meter effective January 1 2025.

I trust that if you have any questions on this matter that you will contact me directly.

Yours truly,


Duncan McTavish
Clerk


The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 members of Council attend the Warden’s Banquet to be held at the Brigden Fairgrounds on November 16, 2024 at a cost of \$30 per attendee:

_____. *Carried*

THE COUNCIL OF THE COUNTY OF LAMBTON

CORDIALLY INVITES YOU TO ATTEND THE

Warden's Banquet

IN HONOUR OF

Warden

Kevin Marriott

NOV | 16 | 2024

RECEPTION 5:00 PM

DINNER 6:00 PM

AT THE BRIGDEN FAIRGROUNDS

2958 BRIDGEN ROAD, BRIGDEN

\$30 PER PERSON

RSVP BY OCTOBER 31, 2024

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: October 21, 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 acknowledge receipt of the letter dated October 4, 2024 received from Ontario Provincial Police Re: 2025 Annual Billing Statement. *Carried*

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télé.: 705 330-4191

File Reference:

612-20

October 4, 2024

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2025 Annual Billing Statement package.

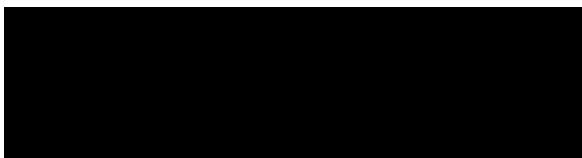
This year's billing package includes a statement for the 2023 year-end reconciliation. The final cost adjustment calculated as a result of the 2023 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2025 calendar year.

The final reconciliation of the 2025 annual costs will be included in the 2027 Annual Billing Statement.

For more detailed information on the 2025 Annual Billing Statement package please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in October/November. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,



Steve Ridout
Superintendent
Commander,
Municipal Policing Bureau

OPP 2025 Annual Billing Statement

Dawn-Euphemia Tp

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

Please refer to www.opp.ca for 2025 Municipal Policing Billing General Information summary for further details.

			<u>Cost per Property \$</u>	<u>Total Cost \$</u>
Base Service	Property Counts			
	Household	883		
	Commercial and Industrial	<u>51</u>		
	Total Properties	<u><u>934</u></u>	189.44	176,933
Calls for Service	(see summaries)			
	Total all municipalities	209,489,870		
	Municipal portion	0.0661%	148.29	138,499
Overtime	(see notes)		21.98	20,526
Contract Enhancements	(see summary)		11.61	10,842
Prisoner Transportation	(per property cost)		1.67	1,560
Accommodation/Cleaning Services	(per property cost)		<u>5.70</u>	<u>5,324</u>
Total 2025 Estimated Cost			<u><u>378.68</u></u>	<u><u>353,684</u></u>
2023 Year-End Adjustment	(see summary)			15,452
Grand Total Billing for 2025				<u><u>369,136</u></u>
2025 Monthly Billing Amount				30,761

Note:

Discrepancies were discovered during an audit of grant-related invoicing. This would result in a credit to the Lambton Group Police Service Board, in the amount of \$161,519.97, however, the Police Service Board no longer exists as a result of the implementation of the CSPA. This credit is scheduled to be issued in January of 2025. Please advise the OPP Municipal Policing Bureau Financial Services Unit at your earliest convenience how the member municipalities of the former Lambton Group wish to apply this credit. The credit cannot be issued until we receive this information. To apply this credit to account balances once the credit has been issued, please contact Ontario Shared Services (OSS) directly.

OPP 2025 Annual Billing Statement

Dawn-Euphemia Tp

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

Notes to Annual Billing Statement

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2025 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.7 % Base Services and 49.3 % Calls for Service. The total 2025 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.44 estimated for 2025. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2020, 2021, 2022, and 2023 has been analyzed and averaged to estimate the 2025 costs. The costs incorporate the estimated 2025 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2025 hours and salary rates and included in the 2027 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2025 costs have been estimated based on the 2023 activity levels. These costs will be reconciled to the actual cost of service required in 2025.

There was no information available about the status of 2025 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) **Year-end Adjustment** - The 2023 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2025 Estimated Base Services and Calls for Service Cost Summary
Estimated Costs for the period January 1, 2025 to December 31, 2025

Salaries and Benefits	Positions		Base \$/FTE	Total Base Services and Calls for Service	Base Services	Calls for Service
	FTE	%		\$	\$	\$
Uniform Members	Note 1					
Inspector	26.56	100.0	187,318	4,975,177	4,975,177	-
Staff Sergeant-Detachment Commander	8.60	100.0	156,717	1,347,770	1,347,770	-
Staff Sergeant	38.53	100.0	168,657	6,498,335	6,498,335	-
Sergeant	226.23	50.7	143,480	32,459,478	16,460,024	15,999,454
Constable	1,618.15	50.7	120,835	195,529,705	99,147,813	96,381,892
Part-Time Constable	11.97	50.7	91,572	1,096,112	555,839	540,272
Total Uniform Salaries	1,930.04			241,906,577	128,984,959	112,921,618
Statutory Holiday Payout			6,207	11,906,411	6,262,929	5,643,483
Shift Premiums			1,129	2,095,821	1,062,740	1,033,081
Uniform Benefits - Inspector			29.47%	1,466,114	1,466,114	-
Uniform Benefits - Full-Time Salaries			36.38%	85,791,541	44,909,750	40,881,790
Uniform Benefits - Part-Time Salaries			18.75%	205,571	104,245	101,326
Total Uniform Salaries & Benefits				343,372,035	182,790,737	160,581,298
Detachment Civilian Members	Note 1					
Detachment Administrative Clerk	164.29	50.7	75,342	12,377,949	6,276,748	6,101,201
Detachment Operations Clerk	3.41	50.7	69,798	238,011	120,750	117,260
Detachment Clerk - Typist	1.74	50.7	62,349	108,488	54,867	53,620
Court Officer - Administration	28.73	50.7	92,124	2,646,719	1,342,245	1,304,474
Crimestoppers Co-ordinator	0.89	50.7	73,240	65,184	32,958	32,226
Cadet	1.62	50.7	51,219	82,974	41,999	40,975
Total Detachment Civilian Salaries	200.68			15,519,324	7,869,568	7,649,757
Civilian Benefits - Full-Time Salaries			36.13%	5,606,608	2,843,009	2,763,599
Total Detachment Civilian Salaries & Benefits				21,125,933	10,712,577	10,413,355
Support Costs - Salaries and Benefits	Note 2					
Communication Operators			6,682	12,896,527	6,782,230	6,114,297
Prisoner Guards			2,061	3,977,812	2,091,915	1,885,897
Operational Support			7,119	13,739,955	7,225,785	6,514,170
RHQ Municipal Support			3,208	6,191,568	3,256,120	2,935,448
Telephone Support			157	303,016	159,355	143,661
Office Automation Support			938	1,810,378	952,070	858,308
Mobile and Portable Radio Support			357	693,298	364,522	328,776
Total Support Staff Salaries and Benefits Costs				39,612,554	20,831,997	18,780,557
Total Salaries & Benefits				404,110,521	214,335,311	189,775,210
Other Direct Operating Expenses	Note 2					
Communication Centre			150	289,506	152,250	137,256
Operational Support			1,112	2,146,204	1,128,680	1,017,524
RHQ Municipal Support			360	694,814	365,400	329,414
Telephone			1,458	2,813,998	1,479,870	1,334,128
Mobile Radio Equipment Repairs & Maintenance			168	326,258	171,540	154,718
Office Automation - Uniform			4,487	8,660,089	4,554,305	4,105,784
Office Automation - Civilian			1,154	231,585	116,485	115,100
Vehicle Usage			10,219	19,723,079	10,372,285	9,350,794
Detachment Supplies & Equipment			1,073	2,070,933	1,089,095	981,838
Uniform & Equipment			2,360	4,583,144	2,409,725	2,173,418
Uniform & Equipment - Court Officer			1,037	29,793	15,109	14,684
Total Other Direct Operating Expenses				41,569,403	21,854,744	19,714,660
Total 2025 Municipal Base Services and Calls for Service Cost				\$ 445,679,925	\$ 236,190,055	\$ 209,489,870
Total OPP-Policed Municipal Properties					1,246,809	
Base Services Cost per Property					\$ 189.44	

OPP 2025 Estimated Base Services and Calls for Service Cost Summary
Estimated Costs for the period January 1, 2025 to December 31, 2025

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2020 through 2023. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 85.71 FTEs with a cost of \$17,779,996 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2025 salaries incorporate the 2025 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024 and 2.75% in 2025.)

The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2024-25). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

Two new premiums were added in these new agreements: a 3% Frontline Patrol Premium (which applies to Constables and Sergeants in Frontline roles only) and a 3% Second-In-Command Premium (which applies to members when temporarily backfilling a short term platoon command position.) An allowance of \$2,101 per Constable FTE and \$3,330 per Sergeant FTE for the Frontline Patrol Premium and \$76 per Constable FTE for the Second-In-Command premium have been included in the salary rates for Constables and Sergeants. These allowances are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.7% Base Services : 49.3% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2024 Municipal Policing Cost-Recovery Formula.

OPP 2025 Calls for Service Billing Summary

Dawn-Euphemia Tp

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

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
					A	B	C = A * B		
					Note 1			Note 2	Note 3
Drug Possession	3	2	1	0	2	5.9	9	0.0005%	1,018
Drugs	0	0	0	1	0	88.1	22	0.0012%	2,534
Operational	115	124	94	80	103	3.9	403	0.0221%	46,319
Operational 2	28	23	33	22	27	1.7	45	0.0025%	5,182
Other Criminal Code Violations	4	4	5	3	4	7.1	28	0.0016%	3,267
Property Crime Violations	54	42	48	39	46	6.2	284	0.0156%	32,628
Statutes & Acts	43	17	17	19	24	3.5	84	0.0046%	9,662
Traffic	51	53	58	64	57	3.8	215	0.0118%	24,696
Violent Criminal Code	5	5	10	11	8	14.8	115	0.0063%	13,194
Municipal Totals	303	270	266	239	270		1,204	0.0661%	\$138,499

Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
					A	B	C = A * B		
					Note 1			Note 2	Note 3
Drug Possession	2,803	2,979	2,483	2,363	2,657	5.9	15,676	0.8608%	1,803,207
Drugs	1,127	1,050	797	920	974	88.1	85,765	4.7092%	9,865,380
Operational	178,171	180,823	176,502	180,423	178,980	3.9	698,021	38.3272%	80,291,662
Operational 2	48,046	48,395	46,304	47,019	47,441	1.7	80,650	4.4283%	9,276,939
Other Criminal Code Violations	12,123	12,103	12,206	12,931	12,341	7.1	87,619	4.8110%	10,078,638
Property Crime Violations	46,799	47,403	48,878	49,446	48,132	6.2	298,415	16.3855%	34,325,987
Statutes & Acts	31,261	32,888	32,697	34,047	32,723	3.5	114,531	6.2887%	13,174,266
Traffic	32,067	34,757	38,776	32,713	34,578	3.8	131,397	7.2148%	15,114,318
Violent Criminal Code	19,343	20,055	21,513	22,640	20,888	14.8	309,139	16.9743%	35,559,474
Provincial Totals	371,740	380,453	380,156	382,502	378,713		1,821,214	100%	\$209,489,870

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2021 municipal police force amalgamations.

OPP 2025 Calls for Service Details
Dawn-Euphemia Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Grand Total	303	270	266	239	269.50
Drug Possession	3	2	1	0	1.50
Drug Related Occurrence	1	1	0	0	0.50
Possession - Methamphetamine (Crystal Meth)	1	0	0	0	0.25
Possession – Opioid (other than heroin)	0	0	1	0	0.25
Possession - Other Controlled Drugs and Substances Act	1	1	0	0	0.50
Drugs	0	0	0	1	0.25
Trafficking - Methamphetamine (Crystal Meth)	0	0	0	1	0.25
Operational	115	124	94	80	103.25
Accident - non-MVC - Master Code	0	0	1	1	0.50
Animal - Bite	2	0	0	0	0.50
Animal - Dog Owners Liability Act	0	1	0	0	0.25
Animal - Injured	1	4	2	1	2.00
Animal - Master Code	1	3	0	0	1.00
Animal - Other	1	0	0	0	0.25
Animal - Stray	5	1	1	3	2.50
Assist Fire Department	0	0	0	1	0.25
Assist Public	1	18	13	7	9.75
By-Law - Master Code	0	0	1	0	0.25
Distressed / Overdue Motorist	0	1	1	0	0.50
Domestic Disturbance	8	13	6	6	8.25
Family Dispute	9	13	7	8	9.25
Fire - Building	1	3	3	2	2.25
Fire - Other	2	1	2	1	1.50
Fire - Vehicle	5	1	3	4	3.25
Found Property - Master Code	3	2	3	2	2.50
Lost - Others	1	0	1	0	0.50
Lost Property - Master Code	1	1	1	0	0.75
Missing Person 12 & older	2	1	0	0	0.75
Missing Person Located 12 & older	0	0	2	0	0.50
Neighbour Dispute	6	8	5	6	6.25
Noise By-Law	0	1	0	0	0.25
Noise Complaint - Animal	1	1	0	0	0.50
Noise Complaint - Master Code	3	1	1	1	1.50
Other Municipal By-Laws	0	0	2	0	0.50
Phone - Master Code	0	1	0	0	0.25
Phone - Nuisance - No Charges Laid	1	3	0	1	1.25
Phone - Other - No Charges Laid	1	0	0	0	0.25
Sudden Death - Apparent Overdose/Overdose	0	1	0	0	0.25
Sudden Death - Drowning	0	0	1	0	0.25
Sudden Death - Master Code	0	0	1	0	0.25
Sudden Death - Natural Causes	2	1	3	1	1.75
Sudden Death - Others	0	0	1	0	0.25
Sudden Death - Suicide	1	0	1	0	0.50
Suspicious Person	17	9	8	8	10.50

OPP 2025 Calls for Service Details
Dawn-Euphemia Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Suspicious vehicle	27	21	14	9	17.75
Trouble with Youth	4	3	3	5	3.75
Unwanted Persons	0	5	3	7	3.75
Vehicle Recovered - All Terrain Vehicles	0	1	0	0	0.25
Vehicle Recovered - Automobile	1	1	2	3	1.75
Vehicle Recovered - Construction Vehicles	0	0	1	0	0.25
Vehicle Recovered - Master Code	0	0	0	2	0.50
Vehicle Recovered - Motorcycles	1	0	0	0	0.25
Vehicle Recovered - Other	2	0	0	0	0.50
Vehicle Recovered - Trucks	5	4	1	1	2.75
Operational 2	28	23	33	22	26.50
911 call - Dropped Cell	5	3	4	5	4.25
911 call / 911 hang up	11	6	9	6	8.00
False Alarm - Others	6	3	16	7	8.00
False Holdup Alarm - Accidental Trip	0	0	0	1	0.25
Keep the Peace	6	11	4	3	6.00
Other Criminal Code Violations	4	4	5	3	4.00
Animals - Drugging	0	0	1	0	0.25
Animals - Others	0	1	0	0	0.25
Bail Violations - Fail To Comply	1	0	1	0	0.50
Bail Violations - Master Code	0	0	0	1	0.25
Breach of Probation	1	1	0	0	0.50
Offensive Weapons - Careless use of firearms	1	1	0	1	0.75
Offensive Weapons - Other Weapons Offences	0	0	0	1	0.25
Offensive Weapons - Restricted	0	0	1	0	0.25
Possession of Burglary Tools	0	1	0	0	0.25
Trespass at Night	0	0	1	0	0.25
Utter Threats to damage property	1	0	1	0	0.50
Property Crime Violations	54	42	48	39	45.75
Arson - Building	1	0	0	0	0.25
Break & Enter	14	9	14	4	10.25
Break & Enter - Firearms	0	0	1	0	0.25
Fraud - False Pretence Under \$5,000	0	0	1	0	0.25
Fraud - Fraud through mails	1	1	0	0	0.50
Fraud - Master Code	2	4	2	1	2.25
Fraud - Money/property/security Over \$5,000	0	1	1	3	1.25
Fraud - Money/property/security Under \$5,000	3	1	1	2	1.75
Fraud - Other	1	3	3	0	1.75
Fraud - Steal/Forge/Poss./Use Credit Card	0	0	0	1	0.25
Identity Fraud	2	0	0	0	0.50
Mischief	7	1	8	5	5.25
Possession of Stolen Goods over \$5,000	0	1	1	1	0.75
Property Damage	1	0	0	2	0.75
Theft from Motor Vehicles Under \$5,000	0	5	0	0	1.25
Theft of - All Terrain Vehicles	4	2	1	1	2.00

OPP 2025 Calls for Service Details
Dawn-Euphemia Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Theft of - Automobile	1	2	2	1	1.50
Theft of - Farm Vehicles	3	0	0	0	0.75
Theft of - Mail	0	0	1	0	0.25
Theft of - Other Motor Vehicles	0	0	1	0	0.25
Theft of - Trucks	2	1	1	2	1.50
Theft of Motor Vehicle	1	2	3	6	3.00
Theft Over \$5,000 - Building	0	0	1	0	0.25
Theft Over \$5,000 - Farm Equipment	1	0	0	2	0.75
Theft Over \$5,000 - Other Theft	0	1	0	1	0.50
Theft Over \$5,000 - Trailers	0	0	1	0	0.25
Theft Under \$5,000 - Bicycles	0	1	0	0	0.25
Theft Under \$5,000 - Farm Equipment	1	0	1	1	0.75
Theft Under \$5,000 - Master Code	3	1	2	3	2.25
Theft Under \$5,000 - Other Theft	6	4	2	3	3.75
Theft Under \$5,000 - Persons	0	1	0	0	0.25
Theft Under \$5,000 - Trailers	0	1	0	0	0.25
Statutes & Acts	43	17	17	19	24.00
Custody Dispute	0	1	0	0	0.25
Landlord / Tenant	16	4	6	11	9.25
Mental Health Act	7	4	0	4	3.75
Mental Health Act - Apprehension	1	0	1	0	0.50
Mental Health Act - Attempt Suicide	1	1	1	0	0.75
Mental Health Act - Placed on Form	1	0	1	0	0.50
Mental Health Act - Threat of Suicide	4	3	1	0	2.00
Mental Health Act - Voluntary Transport	3	0	1	0	1.00
Trespass To Property Act	10	4	6	4	6.00
Traffic	51	53	58	64	56.50
MVC - Personal Injury (Motor Vehicle Collision)	3	2	4	3	3.00
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	0	1	3	1.25
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	9	9	4	9	7.75
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	36	40	49	48	43.25
MVC (Motor Vehicle Collision) - Master Code	2	2	0	1	1.25
Violent Criminal Code	5	5	10	11	7.75
Assault - Level 1	2	2	2	2	2.00
Assault With Weapon or Causing Bodily Harm - Level 2	2	1	1	0	1.00
Criminal Harassment	1	0	3	3	1.75
Indecent / Harassing Communications	0	0	0	1	0.25
Sexual Assault	0	1	0	2	0.75
Utter Threats - Master Code	0	1	0	2	0.75
Utter Threats to Person	0	0	4	1	1.25

OPP 2025 Estimated Contract Enhancement Cost Summary

Lambton Group

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

2024 Cost Recovery Formula

Salaries and Benefits

	Positions	\$/FTE	\$ Total
Uniform Members			
Staff Sergeant	Note 1 1.00	168,657	168,657
Total Uniform Salaries	1.00		168,657
Statutory Holiday Payout		6,207	6,207
Uniform Benefits - Full-Time Salaries		36.38%	61,353
Total Uniform Salaries & Benefits			236,217
Support Costs - Salaries and Benefits			
Communication Operators		6,682	6,682
Prisoner Guards		2,061	2,061
Operational Support		7,119	7,119
RHQ Municipal Support		3,208	3,208
Telephone Support		157	157
Office Automation Support		938	938
Mobile and Portable Radio Support		357	357
Total Support Staff Salaries and Benefits Costs			20,522
Total Salaries & Benefits			256,739
Other Direct Operating Expenses			
Communication Centre		150	150
Operational Support		1,112	1,112
RHQ Municipal Support		360	360
Telephone		1,458	1,458
Mobile Radio Equipment Repairs & Maintenance		168	168
Office Automation - Uniform		4,487	4,487
Vehicle Usage		10,219	10,219
Detachment Supplies & Equipment		1,073	1,073
Uniform & Equipment		2,360	2,360
Administrative Vehicle	Note 2	9,412	28,235
Additional Municipally Leased Desktop Computer	Note 3	1,028	11,308
Total Other Direct Operating Expenses			60,930
Total 2025 Estimated Enhancement Cost	Note 4		\$ 317,670
Total OPP-Policed Properties			27,365
Cost Per Property			\$ 11.61

OPP 2025 Estimated Contract Enhancement Cost Summary

Lambton Group

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

Notes:

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2025 salaries incorporate the 2025 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024 and 2.75% in 2025.) In 2025, the reconciliation for hours of service provided will be based on the updated availability factor of 1,381 hours per year.
- 2) Three (3) Administrative vehicles are included in this costing at a current annual cost of \$9,412 per vehicle.
- 3) Additional Municipally Leased Desktop Computers includes eleven (11) desktop computers which were previously under a separate agreement with the OPP IT Section, at the current Cost-Recovery Formula rate of \$1,028 each.
- 4) Costs are allocated to contract members based on property counts. See table below:

Municipality	Property Count	%	Enhancement cost
Brooke-Alvinston M	1,119	4.09%	12,990
Dawn-Euphemia Tp	934	3.41%	10,842
Enniskillen Tp	1,179	4.31%	13,687
Lambton Shores M	8,423	30.78%	97,779
Oil Springs V	342	1.25%	3,970
Petrolia T	2,785	10.18%	32,330
Plympton-Wyoming T	3,982	14.55%	46,226
St. Clair Tp	6,982	25.51%	81,051
Warwick Tp	1,619	5.92%	18,794
Total	27,365	100.00%	317,670

OPP 2023 Reconciled Year-End Summary
Dawn-Euphemia Tp
Reconciled cost for the period January 1 to December 31, 2023

			<u>Cost per Property \$</u>	<u>Reconciled Cost \$</u>	<u>Estimated Cost \$</u>
Base Service	Property Counts				
	Household	883			
	Commercial and Industrial	<u>52</u>			
	Total Properties	<u><u>935</u></u>	174.11	162,797	154,894
Calls for Service					
	Total all municipalities	187,830,598			
	Municipal portion	0.0790%	158.66	148,349	141,041
Overtime			16.63	15,546	16,168
Contract Enhancements	(see summary)		9.92	9,274	8,851
Prisoner Transportation	(per property cost)		1.45	1,356	1,094
Accommodation/Cleaning Services	(per property cost)		<u>5.06</u>	<u>4,731</u>	<u>4,553</u>
Total 2023 Costs			<u><u>365.83</u></u>	<u><u>342,053</u></u>	<u><u>326,601</u></u>
2023 Billed Amount				<u><u>326,601</u></u>	
2023 Year-End-Adjustment				<u><u>15,452</u></u>	

Notes

The Year-End Adjustment above is included as an adjustment on the 2025 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2025.
The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

OPP 2023 Reconciled Contract Enhancement Cost Summary

Lambton Group

Reconciled cost for the period January 1 to December 31, 2023

2022 Cost Recovery Formula

Salaries and Benefits

		Positions	\$/FTE	Total \$
Uniform Members	Note 1			
Staff Sergeant		1.00	146,154	146,154
Total Uniform Salaries		1.00		146,154
Statutory Holiday Payout			5,240	5,240
Uniform Benefits - Full-Time Salaries			34.81%	50,875
Total Uniform Salaries & Benefits				202,269
Support Costs - Salaries and Benefits				
Communication Operators			6,698	6,698
Prisoner Guards			2,074	2,074
Operational Support			5,604	5,604
RHQ Municipal Support			2,713	2,713
Telephone Support			131	131
Office Automation Support			680	680
Mobile and Portable Radio Support			250	250
Total Support Staff Salaries and Benefits Costs				18,150
Total Salaries & Benefits				220,419
Other Direct Operating Expenses				
Communication Centre			147	147
Operational Support			991	991
RHQ Municipal Support			122	122
Telephone			1,496	1,496
Mobile Radio Equipment Repairs & Maintenance			56	56
Office Automation - Uniform			2,282	2,282
Vehicle Usage			8,999	8,999
Detachment Supplies & Equipment			406	406
Uniform & Equipment			2,105	2,105
Administrative Vehicle	Note 2		7,916	23,747
Additional Municipally Leased Desktop Computer	Note 3		370	4,070
Total Other Direct Operating Expenses				44,421
Total 2023 Reconciled Enhancement Cost	Note 4 & 5			\$ 264,841

OPP 2023 Reconciled Contract Enhancement Cost Summary

Lambton Group

Reconciled cost for the period January 1 to December 31, 2023

Notes:

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2022 salaries incorporate the 2023 general salary rate increases set in the 2023 to 2026 OPPA Uniform and Civilian Collective Agreements, (uniform and civilian staff - 4.75%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2023-24).
- 2) Three (3) Administrative vehicles are included in this costing at a current annual cost of \$7,916 per vehicle.
- 3) Additional Municipally Leased Computers includes eleven (11) desktop computers which were previously under a separate agreement with the OPP IT Section, at the current Cost-Recovery Formula rate of \$370 each.
- 4) The enhancement contractual hours were met for this period.

Contractual Hours Calculation

Billable Uniform Contract Enhancement Hours Worked			1,620
Calls For Service Hours Removed	1.00		(26)
Total Uniform Enhancement Hours Worked In Contract			1,594
Minimum Hours Required in Contract	1.00	FTEs x 1381	1,381
Total Hours Above Minimum Hours Required			213

- 5) Costs are allocated to contract members based on property counts. See table below:

Municipality	Property Count	%	Enhancement cost
Brooke-Alvinston M	1,105	4.14%	10,961
Dawn-Euphemia Tp	935	3.50%	9,274
Enniskillen Tp	1,174	4.40%	11,645
Lambton Shores M	8,165	30.58%	80,990
Oil Springs V	330	1.24%	3,273
Petrolia T	2,708	10.14%	26,861
Plympton-Wyoming T	3,844	14.40%	38,129
St. Clair Tp	6,829	25.58%	67,738
Warwick Tp	1,610	6.03%	15,970
Total	26,700	100.00%	264,841



Donna Clermont, Dawn-Euphemia Clerk

From: Chantelle Core <Chantelle@sarnialambton.on.ca>
Sent: October 8, 2024 1:58 PM
To: Donna Clermont, Dawn-Euphemia Clerk; mayor@dawneuphemia.com
Subject: Fw: Ontario Investing in Transportation for Rural Communities

Hi Donna and Mayor Broad,

Please see below as it may be of interest to you.

Happy to discuss further!

Chantelle

From: Ontario News <newsroom@ontario.ca>
Sent: Monday, October 7, 2024 12:50:20 PM
To: Shauna Carr <shauna@sarnialambton.on.ca>
Subject: Ontario Investing in Transportation for Rural Communities

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



NEWS RELEASE

Ontario Investing in Transportation for Rural Communities

Province boosting public transit in northern and underserved areas

October 07, 2024

Ministry of Transportation

THUNDER BAY — The Ontario government is investing \$5 million annually to help smaller communities across the province build safe and reliable transit services. The funding is being delivered through the new Ontario Transit Investment Fund (OTIF). “No matter where you live, Ontarians deserve reliable public transportation to access employment, visit friends and family and maintain healthy, independent lifestyles,” said Prabmeet Sarkaria, Minister of Transportation. “The Ontario Transit Investment Fund is another targeted step our government is taking to make life easier for people living in the north, rural areas, or other communities with limited transportation options.”



The OTIF will help municipalities, Indigenous communities and non-profit organizations deliver transit services in unserved and underserved parts of the province, particularly in rural communities. It will support local and inter-community transit projects like bus service, on-demand shared rides and door-to-door transportation.

“The Ontario Transit Investment Fund (OTIF) is a significant step toward improving connectivity for residents in rural and underserved areas,” said Kevin Holland, MPP for Thunder Bay – Atikokan. “In northwestern Ontario, where many communities lack access to public transportation, this program will create new opportunities for people to access services, visit family, and stay connected with larger urban centres.”

Applications for OTIF will be accepted on an ongoing basis, with programs expected to begin in 2025.

Quick Facts

- Municipalities, Indigenous communities and non-profit organizations can apply for OTIF funding.
- Applicants are encouraged to form project teams with key partners and stakeholders to deliver a coordinated, integrated and sustainable transit service for their communities.
- Connecting communities underserved by passenger transportation services is one of the actions in Ontario’s regional transportation plans for the southwest and north.

Quotes

"As we advance our commitment of connecting northern and First Nation communities, our government recognizes that reliable transportation requires innovative solutions. Bridging the gaps in rural and remote regions of Ontario is not one-size-fits all and the Ontario Transit Investment Fund marks an important opportunity for municipalities and service providers in the north."

- **Greg Rickford**

Minister of Northern Development and Minister of Indigenous Affairs and First Nations Economic Reconciliation

Media Contacts

Dakota Brasier

Minister’s Office

Dakota.Brasier@ontario.ca

Tanya Blazina

Communications Branch

MTO.Media@ontario.ca

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The following is a summary of the Plumbing Permits issued for the Township of Dawn-Euphemia to the end of the month of September, 2024:

<u>PERMIT #</u>	<u>DESCRIPTION &/OR LOCATION</u>	<u>OWNER/CONTRACTOR</u>
PP-23-004	████ Dawn Valley Rd, Con 2, W Pt Lot 20	████████████████████
PP-24-001	████ Edys Mills Line, Con 8, W Pt Lot 31	████████████████████████████████
35617	████ Lambton Lane, Con 8, Pt Lot 16	████████████████
PP-24-002	████ Fansher Rd, Con 7, Pt Lot 19	████████████████



TOWNSHIP OF DAWN-EUPHEMIA
SEPTEMBER

<u>PERMITS</u> <u>ISSUED</u>	<u>OWNER/CONTRACTOR</u>	<u>LOCATION</u>	<u>FEE</u>	<u>TYPE</u> <u>VALUE</u>
BP-24-007	[REDACTED] owner [REDACTED] Fansher Rd, Bothwell (erect single family dwelling onto existing foundation, extend garage, new porch) [REDACTED] Sept 5/2024 009-030-14110	[REDACTED] Fansher Rd Con 7, Pt Lot 19 RP25R9204, Pt 1	1,120.00	Res/Add 265,000 170 m ²



21-Oct-24

INVOICES	CHEQUE RUN	CHEQUE #	TOTAL
Admin/P Wks/Fire/Drain/Water/DECC	██████████24	██████████	█ 162.05
Admin/P Wks/Fire/Drain/Water/DECC	██████████24		█ 238,299.90
Admin/P Wks/Fire/Drain/Water/DECC	██████████24		█ 1,826.89
Admin/P Wks/Fire/Drain/Water/DECC	██████████24		\$ 4,577.48
Grand total of all invoices			\$ 244,866.32
PAYROLL	PP # 21		
Administration	\$ 15,337.00		\$ 15,337.00
Public Works	\$ 26,025.36		\$ 26,025.36
Council	\$ -		\$ -
Grand total of all Payroll			\$ 41,362.36
VOUCHER # 19 - 2024		GRAND TOTAL	\$286,228.68

10a



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 Website: www.dawneuphemia.ca

To: Members of Dawn-Euphemia Township Council
Meeting Date: October 21, 2024
From: Donna Clermont, Administrator-Clerk
Subject: **FEES FOR SERVICE BY-LAW REVIEW**

OPEN SESSION REPORT

Background:

The purpose of this report is for Council to review the Fees for Service Bylaw.

Comments:

In 2024, the Township was notified by Canada Revenue Agency that HST would have to be submitted to CRA on an annual basis, as previously reported by the Treasurer to Council in his report dated June 3, 2024 Re: HST Remittance Report.

As such, the Fee By-Law has been updated to include and reflect HST on most of the services offered by the Township offers. The water rates were adopted by Council on October 7, 2024 in the Water Financial Plan and Blue Water Recycling has provided their projected increase for 2025. Proposed changes are highlighted in red and bolded for ease of reference on the attached "draft" by-law, for discussion and review by Council.

Consultations:

Staff

Strategic Plan Implications:

Recommendation:

That By-Law 2024-26, being a by-law to Impose User Fees or Charges and Planning Application Fees and Repeal By-Law 2023-25, be taken as read a first, second and third time, and finally passed this 21st day of October, 2024. *Carried.*

Attachments: "Draft" By-Law 2024-26 Fees For Service (7 pages)



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

BY-LAW 2024 – 26

***Being a By-law to Impose User Fees or Charges and Planning Application Fees
and Repeal By-Law 2023-25***

WHEREAS Section 391(1) of the Municipal Act, 2001, as amended from time to time, authorizes the council of a municipality to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c.P.13, as amended from time to time, authorizes the council of a municipality to pass a by-law imposing a tariff of fees on persons for the processing of applications made in respect of planning matters;

WHEREAS the Council of the Township of Dawn-Euphemia deems it advisable and expedient to impose fees or charges for services;

AND WHEREAS the Council of the Township of Dawn-Euphemia deems it advisable and expedient to impose fees for planning applications;

NOW THEREFORE the Council of the Corporation of the Township of Dawn-Euphemia enacts as follows:

1. That the Schedule of Fees shall form part of the by-law and be attached as Schedule "A" thereto.
2. That the fees and charges as set out in Schedule "A" shall be hereby set and imposed for services and for planning applications provided by the Township of Dawn-Euphemia.
3. That all fees collected by the Township of Dawn-Euphemia from the rental of the Dawn-Euphemia Fire Hall are to be transferred on a quarterly basis, to the Dawn-Euphemia Firefighters Association.
4. That By-law Number 2023-05 is hereby repealed.
5. This by-law shall come into force and take effect on the final passing thereof.

By-law read a first, second and third time and finally passed this 21st day of October, 2024.

Mayor

Clerk

SCHEDULE "A" – BY-LAW 2024-26 FEES FOR SERVICES

GENERAL

Tax Certificates	\$ 60.00	
Statement of Account	\$ 35.00	
Duplicate Tax Bill	\$ 15.00	\$20
Zoning By-law/Official Plan - Copies	\$ 30.00	\$35
Pins	\$ 2.00	(plus postage if mailed out)
Lambton County 911 Road Map	\$ 5.00	
Marriage License	\$ 110.00	
Tile Inspection & Livestock Valuer Fee	\$ 100.00 + mileage	\$120
Fence Viewers Fee	\$ 300.00+mileage(per ruling)	\$330
Relocation of Used Residential House	\$7,500.00 deposit	
Admin Fee for items added to Collectors Roll	\$ 25.00 per item/charge	\$30
Admin Fee	\$ 30.00	
NSF Cheque or PAP	\$ 45.00	

DOG TAGS

Each Male	\$ 40.00	<i>*no charge for government</i>
Each Additional Male or Female Dog	\$ 50.00	<i>certified/registered service dog</i> Each
Female	\$ 40.00	<i>(validation may be required)</i>
Each Neutered Male	\$ 30.00	
Each Spayed Female	\$ 30.00	
Each Additional Neutered or Spayed Dog	\$ 40.00	
Kennel	\$135.00	
Replace Lost Dog Tag	\$ 15.00	
Dog Attaining age of 3 months after May 01	\$ 15.00	
Newcomers to the Township after May 01	\$ 15.00	
Penalty for Late Tag Purchase (effective 2017 – per tag)	\$ 20.00	\$25.00
Admin Fee if Dog Tag Fee is added to Collectors Roll	\$ 10.00	\$20.00

911 PROPERTY SIGNS

5" x 13" – 1 st for a new home, no charge	\$60.00 includes post	\$70
Sign or post (replacement)	\$30.00 each	\$35

WATER

A shut off fee *plus* a reconnection charge will be charged as follows:

Shut-off fee & Reconnection Charge	<u>Non-Emergency</u>	<u>Emergency</u>
-During Normal Working Hours	\$130.00 each \$140	\$150.00 each \$165
-Outside Normal Working Hours	\$225.00 each \$235	\$350.00 each \$370
Disconnection / Removal of Service	\$300.00 \$320	
Tenant Deposit (No Interest to be Paid)	\$250.00	
Damage to or Failure to Install Remote Read Out	\$150.00 \$175	
County Plumbing Fees	To be set by County of Lambton	
Malfunction / Testing of Meters	Cost of a new Meter	

METERS

¾ inch water meter (backflow preventer, hardware, valving)	\$ 400.00	\$425
1 inch water meter (backflow preventer, hardware, valving)	\$ 650.00	\$675
1.5 inch water meter (backflow preventer, hardware, valving)	*as quoted	
Municipally Approved Meter Pit to include: 24" x 6' tile, lid, insulated Styrofoam, meter, remote reader, flange kit, dual check, backflow preventer, elbows, flanges, ball valves (for ¾" or 1" service connection only)	\$ 600.00	\$675
High Risk Backflow Preventer - up to 1"	\$ 900.00	\$1,000

Water Tokens for Bulk Sales Station

(Purchaser is responsible for supplying fill hose with 2" female cam-lock coupler)
One token = 250 Imperial Gallons = \$4.00 each

Consumption Charges / Fees - 2025	(as per Water Financial Plan)
Per Billing Fixed Charge	\$ 70.00 bi-monthly billing
Metered Consumption	\$ 4.33 cu3

Waterline Connection Charges

Construction Project Participant

- The connection charge shall be calculated as the Net Project Cost divided by the number of participant connections.
- The charge applies to every connection provided to a property.
- The charge will be differentiated by service connection size.

Waterline Subsequent Connection (connection within existing waterline)

- The charge applies to connection requests for dwellings that did not participate in the original project, when the servicing waterline was constructed.
- The charge shall be calculated as 135% of the applicable waterline's original charge.
- Any new connection shall be set at the current minimum charge.

Waterline Subsequent Extension Rebate (an extension to an existing mainline that was constructed by an individual at a cost greater than the cost of a new proposed construction for a new proponent)

- The original applicant is entitled to a rebate if the minimum price for the connection is more than 1.5 times the cost of a minimum connection charge for the service to an existing line.
- No rebate after 10 years of the connection date of the initial project. (Adopted by Council Report dated June 21, 2021 PWS Rebates for Water Connections)

Example: If the cost to install a new mainline paid by the initial party was \$40,000 and if to connect to advance the initial mainline were \$10,000 to a subsequent proponent, then the cost now would total \$50,000 (divided by the two parties equals \$25,000 each.) The new applicant is charged \$25,000. A total of \$65,000 (\$40,000 + \$25,000 from the new applicant) has now been collected. The owner of the *new* service would pay \$25,000 and the initial party would receive a \$15,000 rebate from those funds, thus equalizing the cost. Both scenarios have a 10 year sunset clause.

Minimum Connection Charge

- Applies to all waterline connections: \$9,500 (2025) \$10,000 (2026)
- \$500 deposit required

Multiple Dwellings

- A connection charge applies to every detached dwelling serviced by the Township's municipal water system.

Payment Options

- Lump sum payment.
- 5 year plan - five equal annual payments calculated at 5% annual interest.
- collected on the annual final property tax billing.
- 10 year plan - ten equal annual payments calculated at 6% annual interest.
- collected on the annual final property tax billing.

TRANSPORTATION/ROADS

Moving Buildings/Structures on Township Roads	\$200 plus \$1,000.00 damage deposit	\$225
Driveway Culverts	\$100.00/lineal meter	\$110
Grader (+cost of operator) Bachhoe, loader tractor, dump truck and Appurtenances (+cost of operator)	\$175.00/hour	\$185
Pickup	\$120/hr	\$130
Operator/Labour	\$65/hr	\$70
Supervision / Inspections	\$70/hr	\$75 \$105/hr/after-hours rate \$120
Seismic Testing within road ROWs	\$90/hr	\$100 \$135/hr/after-hours rate \$150
	\$310/km	\$350 plus \$5,000.00 deposit

FIRE DEPARTMENT

Costs to be billed out at current MTO Rate/per truck for 1st hour (includes manpower) \$485.00
2nd hour and each additional hour ½ MTO rate \$242.50

Fire Report	\$ 75.00	\$85
Fire Inspection	\$ 150.00	\$175 or actual (whichever is more)

GARBAGE COLLECTION/RECYCLING

35 gallon container	\$145/yr	\$150 (as projected by BRA)
65 gallon container	\$240/yr	\$250
95 gallon container	\$345/yr	\$360

SHETLAND PARK FEES (includes HST) (AFTER 2 YEARS OF FLOODING & 1 TORNADO – FEES WERE NOT INCREASED THIS YEAR)

Serviced sites (daily)	\$ 40.00
Unserviced sites (daily)	\$ 30.00
Weekly Pass (serviced)	\$ 185.00
Weekly Pass (unserviced)	\$ 110.00
Monthly Pass	\$ 325.00 + \$75 (air conditioning) = \$400
Monthly Pass (unserviced)	\$ 160.00
Seasonal Pass (serviced)	\$1,150.00 + \$225 (air conditioning) = \$1,375
Seasonal Pass (unserviced)	\$ 550.00
Pavilion	\$ 40.00
Scouts, Guides, Group camping	\$ 3.00/person/night
Refrigerator / freezer charge	\$ 225.00/unit/season - \$75.00/unit/monthly
Air Conditioner charge	\$ 225.00/unit/season - \$75.00/unit/monthly
ADD Electric Cars/Golf Carts	\$250.00/unit/season - \$100.00/unit/monthly

DAWN-EUPHEMIA FIRE HALL (includes HST)

Wedding Showers/Special Events	\$85.00	\$100
Family Reunions/Dinners	\$85.00	\$100
Meetings/Card Parties	\$55.00	\$65
Use of Hall for Day before Event	\$35.00	\$40
Kitchen – Hot	\$70.00	\$80
Kitchen – Cold	\$35.00	\$40
Clean-up Fee	\$55.00	\$65
*Active firefighters renting fire hall	50% discount (hall rental only)	

DAWN-EUPHEMIA COMMUNITY CENTRE (includes HST)

*Insurance & damage deposit is required for all rentals.

Banquet Fees

Hall only	\$240.00	\$275
Hall with bar and meeting room	\$330.00	\$375
Hall with kitchen and meeting room	\$355.00	\$400
Hall with kitchen, bar and meeting room	\$445.00	\$500

Other Fees

Table Cloth Rental	\$15.00 each	
Meeting room only	\$100.00	\$120
Funerals (includes use of kitchen)	\$185.00	\$210
Caretaker at Event (optional)	\$30.00/hr	\$35/hr
Extra Set Up - booked		
Full Day before	\$100.00	\$120
Night before (after 7:00 p.m.)	\$ 50.00	\$60
Kitchen - Hot	\$100.00	\$120
Kitchen - Cold	\$ 40.00	\$70
Multiple Meeting Rate (Monday-Thursday 9:00 a.m. – 6:00 p.m.)	\$ 40.00/event	\$50/event
Multiple Meeting Rate (Monday-Thursday After 6:00 p.m.)	\$ 60.00/event	\$70/event
Social/Recreation Rate (1 st hour)	\$ 35.00/hr	\$40
Social/Recreation Rate (additional hours)	\$ 25.00/hr	\$30
Youth Group Rate	\$ 15.00/hr	\$20
	Minimum \$30.00/day \$35	
Security Deposits (Hall Rentals)		
General Non-alcohol events	\$250.00	
Meeting Room Rentals	\$100.00	
Stag and Doe events	\$500.00	
Other events serving alcohol	\$250.00	

GROUNDS RENTAL (includes HST)

Grounds (large organized events)	\$ 500/ \$565 day + \$500 damage deposit
Grounds & Community Centre (large organized events)	\$1,000/ \$1130 day + \$500 damage deposit
Grounds-Partial (Pavilion, Rink, Ball Diamond, Parking Lot)	\$ 100/ \$115 day + \$250 damage deposit
Significant Events	\$1,500/ \$1700 event damage deposit

Community Centre Fees are waived for the following groups: Dawn-Euphemia Public School Grade 8 Graduation Class (approved Dec 5/22) and community public health clinics that are open to the public (ie: flu clinics) approved Sept 18/23.

PLANNING FEES

Application for Telecommunications Tower	\$500
Application for Minor Variance:	\$500.00 + SCRCA Fee (if applicable) + \$75 to County if Septic Report required
Application for Consent:	\$ 600.00 at time application submitted + SCRCA Fee (if applicable) + \$75 to County if Septic report required + \$250.00 at time deed is stamped (if application is approved)
Application for Official Plan Amendment:	
*Major:	\$2,000.00 +SCRCA Fee (if applicable) + \$600 to County of Lambton
*Minor:	\$1000.00 + SCRCA Fee (if applicable) + \$600 to County of Lambton
Application for Zoning Amendment	
*Major:	\$1,600.00 + SCRCA Fee (if applicable) + \$425 to County of Lambton
*Minor:	\$700.00 + SCRCA Fee (if applicable) +\$425 to County of Lambton
Applications for Combined Official Plan and Zoning Amendments	
*Major:	\$3,600.00 + SCRCA Fee (if applicable) +\$1,025 to County of Lambton
*Minor:	\$1,600.00 + SCRCA Fee (if applicable) +\$1,025 to County of Lambton
Site Plan Applications / Amendment applications	\$500 under \$50,000 \$1,000 over \$50,000 + SCRCA Fee (if applicable)
Application for Removal of Holding (H) Symbol	\$ 250.00

***Major** means estimated total staff time processing application(s) will exceed 10 hours and/or notice circulation required in 2-3 newspapers.

***Minor** means estimated total staff time processing application(s) will be less than 10 hours and/or notice circulation required in 1-2 newspapers

BUILDING SERVICES – BYLAW ENFORCEMENT SERVICES

Hourly Rate: \$70.00/hr - Building and Property Standards (TBD annually as per Lambton County)

Kilometric Rate is set accordingly on July 1 and set accordingly based on National Joint Council Mileage Rate.
Current Rate: 0.60 (per km)

Wherever the By-Law Enforcement Officer (or employee, officer or agent of the Township) directs the Owner to comply with either the Tidy Yard Bylaw, Property Standards Bylaw (or both), and/or any other by-laws of the municipality, in default of it being done by the person directed or required to do it; such compliance and enforcement will be completed under the direction of the By-Law Enforcement Officer (or employee, officer or agent of the Township), at the expense of the Owner;

And wherever any authorized employee, officer or agent of the Township is required to attend to, remove, repair or replace, any appurtenances on, or damages done to the roadway, municipal road allowance; or to address any other potential liability or hazard caused by a resident, tenant or landowner; or for the purposes of compliance or enforcement of a municipal by-law, the Township shall complete the work at the expense of the resident, tenant or landowner;

The Municipality may recover the costs incurred in doing such things referred to above, by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes as per section 446(4) of the Municipal Act, 2001, S.O. 2001, c.25, as amended

10b



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: admin@dawneuphemia.on.ca Website: www.dawneuphemia.ca

To: Members of Dawn-Euphemia Township Council
Meeting Date: October 21, 2024
From: Donna Clermont, Administrator-Clerk
Subject: **ANIMAL CONTROL SERVICES**

Open Session Report

Background:

On December 20, 2021, Council entered into an agreement with the current Animal Control Officer for the Provision of Animal Control Services for the Township. The term was for three (3) years commencing on January 3, 2022, with a termination date of January 2, 2025. The current contract allows the ability to renew for a period as agreed to by both parties. In preparation for the expiration of the contract, attached is a renewed agreement for the next three (3) years.

The Township staff has been more than satisfied with the services provided by the current Animal Control Officer and have certainly noticed considerable benefits of having a well-known, local resident that knows the layout of our municipality and personally knows many of the residents (and most dogs to). I would strongly recommend continuing with this individual and renewing the contract for another 3 years. I have spoken to the Animal Control Officer and he is willing to continue providing services beyond 2024, and as such Council direction is required as to whether you wish to renew the existing contract or look into other options.

Another option was presented to Council in 2023, which was to have the Sarnia Humane Society provide pick up services for the municipality. Council at the time, determined it was in the Township's best interest to have a local animal control officer.

Should Council prefer to look into other options, then Council direction is required.

Financial Impact: As per Contract – the monthly retainer will remain the same, the hourly call out rate will increase by \$4/hr.

Consultations: Current Animal Control Officer

Recommendation:

That Council agrees to renew the Agreement for the Provision of Animal Control Services for a three (3) year term; and that By-Law 2024-28, Being a By-Law to Authorize the Execution of an Agreement for the Provision of Animal Control Services to the Municipality of Dawn-Euphemia and Repeal By-Law 2021-24, be read a first and second time, read a third time and finally passed this 21st day of October, 2024

- OR -

Council agrees to allow the existing Animal Control Officer Contract to expire on January 1, 2025; and further directs the Clerk to

Attach: By-Law 2024-27, Animal Control Services By-Law (7 pgs)



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

BY-LAW NUMBER 2024-28

Being a By-law to authorize the execution of an Agreement for the Provision of Animal Control Services to the Municipality of Dawn-Euphemia AND Repeal By-Law 2021-24.

WHEREAS the Corporation of the Township of Dawn-Euphemia is desirous of entering into an agreement with Jim Thompson for the provision of animal control services to the Municipality of Dawn-Euphemia;

NOW THEREFORE the Council of the Corporation of the Township of Dawn-Euphemia ENACTS AS FOLLOWS:

1. THAT the entering of an Agreement between The Corporation of the Township of Dawn-Euphemia and Jim Thompson is hereby approved and authorized.
2. THAT the Mayor and the Clerk are hereby authorized and directed to execute on behalf of The Corporation of the Township of Dawn-Euphemia the said Agreement, in substantially the same form as that attached hereto as Schedule "A" and forming a part of this By-law.
3. That By-Law 2021-24 is hereby repealed.
4. That this By-law shall come into force and take effect on the final passing thereof.

READ a FIRST and SECOND time this 21st day of October, 2024.

READ a THIRD time and FINALLY PASSED this 21st day of October, 2024.

Mayor – Alan Broad

Clerk – Donna Clermont

The Corporation of the Township of Dawn-Euphemia

12

RESOLUTION – REGULAR MEETING

Date: October 21, 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 this Regular Meeting of Council be hereby adjourned at the hour of _____ pm, to meet again for the Regular Meeting of Council on November 4, 2024, at 6:30 pm or at the call of the Chair. *Carried.*