



The Corporation of the Township of Dawn-Euphemia

- A G E N D A -

Tuesday, February 18, 2025 – 6:30 pm

REGULAR MEETING OF COUNCIL

Municipal Office, 4591 Lambton Line

Be advised that Council Meetings are being recorded and live streamed. If you wish to attend via zoom, please contact the Clerk for an invitation. Comments and opinions expressed by individual Council Members, guests and the general public are their own, and do not necessarily represent those of the Dawn-Euphemia Council. The official record of the Council Meeting shall consist solely of the Minutes approved by Council.

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1. **CALL TO ORDER**
 2. **DISCLOSURE OF PECUNIARY INTEREST**
 3. **DELEGATIONS**
 - a) **6:30 pm** - Andrew Meyer, General Manager, Cultural Services Division & Darlene Coke, Manager Re: Library Services – Township of Dawn-Euphemia
 4. **ADOPTION OF MINUTES**
 - a) Minutes of Regular Council Meeting of February 3, 2025
 - b) Minutes of the Fire Committee of Brooke-Alvinston of August 27, 2024
 5. **BUSINESS ARISING FROM MINUTES**
 6. **PLANNING/DRAINAGE/PROPERTY**
 7. **REPORTS**
 - a) Report from the Treasurer Re: Tax and Utility eBilling Report
 - b) Report from the Treasurer Re: 2025 Energizing Life Community Fund Report
 8. **CORRESPONDENCE**
 - a) Letter dated January 27, 2025, received from Lambton County Historical Society Re: Request for Support and Meeting Location
 - b) Invite received from Lambton County Municipal Association Re Banquet – March 20, 2025
Information Only
 - c) Township of Dawn-Euphemia Environmental Scorecard
 - d) Severance Informational Poster
 9. **OTHER BUSINESS**
 - a) Accounts
 10. **BY-LAW**
 - a) By-Law 2025-03, being a by-law to authorize Vote-By-Mail for the 2026 Municipal Election
 11. **CLOSED SESSION**
 12. **ADJOURNMENT:** **Next Meeting of Council**
Regular Council Meeting – Monday, March 3, 2025 @ 6:30 pm



CULTURAL SERVICES DIVISION

REPORT TO:	CHAIR AND COMMITTEE MEMBERS
DEPARTMENT:	LIBRARIES
PREPARED BY:	Darlene Coke, Manager
REVIEWED BY:	Andrew Meyer, General Manager Stéphane Thiffault, Chief Administrative Officer
MEETING DATE:	February 19, 2025
SUBJECT:	Library Services – Township of Dawn-Euphemia

BACKGROUND

At the January 15, 2025 Committee of the Whole meeting, Committee received a progress update report concerning the implementation of the recommendations of the council-approved Joint Libraries Facility Review study (2023), and the ongoing evaluation of Lambton County Library’s 25 branch libraries against the Facility Standards Policy (also approved in 2023).

The committee report outlined the results of an evaluation of each library location in consultation with lower-tier municipal staff. The evaluation noted future planning considerations for each library location to bring them in alignment with the Facility Standards Policy and the Administrators of Rural and Public Libraries of Ontario (**ARUPLO**) Guidelines that the Policy endorses.

Within the Township of Dawn-Euphemia, this review identified several areas for improvement related to Shetland Library to be addressed in collaboration with the municipality to support future library service delivery. These include addressing the challenges of an undersized footprint for program delivery and other community services (an increase of 1,622 to 4,122 square feet is needed to meet ARUPLO Guidelines). The review also identified that the entrance at Shetland Library, the washroom and service desk require barrier-free improvements to meet the accessibility standards identified in the Accessibility for Ontarians with Disabilities Act (**AODA**). Further, the absence of any parking at the site was also identified as a health and safety concern for patrons, who must park along the gravel shoulder of the roadway.

The report and its recommendations were approved by the County’s Committee of the Whole at its January 15, 2025 meeting, and subsequently endorsed by County Council at its meeting of February 5, 2025. The report included the following recommendation pertaining to Shetland Library:

#6: Veen/Ferguson:

- e) *That Lambton County Council directs staff to engage the Township of Dawn-Euphemia in discussions about the current state of Shetland Library and potential options for the future that may include an expansion to the site, the closure of the site, or a new library service point in the Township.*

Carried.

DISCUSSION

At the end of January, representatives from the County of Lambton met with representatives from the Township of Dawn-Euphemia to discuss the status of Shetland Library with the goal of defining a path toward to improving library service delivery to the residents of the municipality.

The group reviewed usage statistics to understand how any service level changes may impact the local community. The library is located in a catchment area with an estimated population of 501 people (based on the most current available census data), bordered by Lambton Line and Euphemia Line to the south, McAuslan and McCutcheon Roads to the west, Aberfeldy Line to the north and Watterworth and Limerick Roads to the east. While the library's patron records reveal that there are 56 patrons who have selected Shetland Library as their 'home' library branch, in the last year, only 17 of these patrons borrowed physical items from the library. The remaining users either use the electronic library exclusively, or pickup items from other branch libraries within the county's system that may be more convenient to access because of location or greater hours of operation, or have not accessed library services within the last year.

While there were only 17 patrons with Shetland Library listed as their home library who borrowed physical items from Shetland Library last year, an additional 36 library card holders picked up material at Shetland Library in 2024. Examining that data reveals that:

- 11 of those cardholders are also employees of Lambton County Library and often elect to pick up items following their work day from the library where they work;
- eight of the remaining cardholders have Florence Library set as their home library branch;
- seven of the remaining cardholders have Alvinston Library set as their home library branch; and
- three of the remaining cardholders have Petrolia set as their home library branch.

The balance of the users have a mix of other library locations set as their home library branch including: Inwood, Watford, Thedford, Forest and Corunna. In 2024, public computer workstations were used by 17 unique users at Shetland Library.

A review of circulation data over a ten-year period reveals that total circulation at Shetland Library has declined significantly year after year. Annual circulation statistics are as follows:

Year	Circulation
2015	8,974
2016	9,666
2017	9,391
2018	6,428
2019	3,525
2020	677
2021	340
2022	880
2023	986
2024	860

Program attendance is also significantly lower than in previous years, noting that the capacity to deliver public programs is limited by the available floor space of the library. Annual program attendance is as follows:

Year	Program Attendance
2017	666
2018	454
2019	652
2020	104
2021	0
2022	61
2023	86
2024	59

Through discussions with the Township of Dawn-Euphemia representatives, the group reached consensus that there is insufficient land on the library's existing property to expand its footprint to increase its size, or to allow for a renovation that would create an accessible entrance and washroom. Representatives from the Township noted they had approached the adjacent property owner to acquire additional land and was not able to secure the transfer of ownership. As a result, expansion and / or a renovation were ruled out as possibilities at the current location. Following this report is an aerial view of Shetland Library for reference (see *Appendix 'A' – Shetland Library Property Boundary*).

The group then discussed the availability of Florence Library, located 6.9 to 8.6 kilometres to the south (depending on the route taken). The group noted that Florence is a newer building, offering full accessibility for residents as it was designed to meet the standards of the AODA when constructed in 2010 as part of the Florence Community Centre. Discussion then focused on the possibility of expanding access at Florence Library to ensure there is no net loss of library service to the municipality, should Shetland Library be removed from the library system.

Currently, Florence Library is located in a catchment area with an estimated population of 888 people bordered by the Chatham-Kent Boundary Line to the south, Mandaumin Road to the west, Bentpath Line to the north and McCutcheon and Florence Roads to the east. When evaluated against the library's Facility Standards Policy and ARUPLO Guidelines, the library has a shortfall of 1,347 to 3,847 square feet of floor space for the delivery of library and community services. This shortfall in space results in an undersized collection of 2,924 to 8,924 items, and an absence of a dedicated maker space, program room, private meeting space and study room. Based on ARUPLO Guidelines, the Library should also have one additional public computer workstation, and space should be identified for a staff room and library storage.

Township representatives re-affirmed that the community room is available for library use in the adjoining community centre which would help meet the library's needs for programming space or private meeting space. Representatives also suggested that hours presently allocated to Shetland could be transferred to Florence, allowing Florence to double its hours of access from 12 hours (currently) to 24 hours per week, over five days of the week. This would ensure no loss of library service hours to the residents of the municipality and enhance convenience for patrons.

Should Shetland Library be removed from the system, the total catchment area of Florence Library would grow from 888 people to 1,389 and Florence Library would remain a Small category library according to ARUPLO Guidelines.

Representatives from Lambton County Library visited Florence Library in early February to examine how it might be able to better utilize its existing footprint and take advantage of available shared space to arrive closer to achieving the guidelines set out by ARUPLO. The following observations were made:

- The existing bathroom inside the library's footprint is not fully barrier-free and requires a push button door opener. The Township is receptive to making this change to create a barrier-free washroom.
- The smaller community room, located immediately outside of the kitchen, could be booked for library programming during library hours of operation when not in use by rental users. With program space made available within this community room space, additional space would be available within the library for additional shelving to increase the library's collection size and improve the children's area.
- The library could make improvements to the children's area including the installation of an Early Literacy Station, a computer that is child-sized and pre-programmed with literacy games and lessons.
- Investments in improved storage solutions would also be required by the library to find efficiencies in space.

The floor plan of Florence Library, identifying the library space and dedicated library washroom, community room and foyer areas referenced above, following this report as *Appendix 'B' – Florence Community Centre and Library Floor Plan*, to provide a visual aid for reference.

Shetland Library's material collection (books, DVDs, audiobooks, etc.) would be re-distributed throughout the library system, including Florence Library. One of the public computer workstations at Shetland would be re-directed to Florence Library, provided floor space and electrical capacity exists for an additional workstation. There is a possibility that two shelving units from Shetland Library could also be re-used in other libraries.

For patrons of Shetland Library who may face transportation barriers with travelling the additional 6.9 to 8.6 kilometers to Florence Library, Lambton County Library has piloted a "Library by Mail" service that it intends to implement permanently. Through this service anyone can self-declare to be categorized as an 'accessible borrower' and with this borrowing category, a library patron could order selected library materials to be delivered by mail. The delivery would include return mailing envelopes with stamped addresses and postage paid to allow the patron to return to the items to the library on the due date.

Florence Library currently sees stronger usage than Shetland Library. Last year, there were 78 users who identified Florence Library as their home library branch. Thirty-five of those users did not borrow any physical items from Florence Library in the last year, using their membership for electronic resources, or perhaps picking up items at other libraries that may have more accessible hours, or a more convenient location. In addition to the 43 people who were visiting Florence Library to borrow physical items, an additional 15 people picked up items at Florence Library despite having another library set as their home library branch. Five people have identified Shetland as their home library branch. Three have Petrolia as their home library branch. Two have Alvinston set as their home library branch, and the balance have other libraries set as their home branches including Oil Springs, Sarnia, Watford and Wyoming.

An examination of usage statistics reveals that Florence Library's physical circulation and program attendance is stronger than Shetland Library's. This most likely reflects the larger number of active library cardholders, the larger collection size and a more desirable location that includes a paved parking lot, and a modern interior.

Florence Library's circulation is as follows:

Year	Circulation
2015	10,986
2016	10,593
2017	11,041
2018	9,992
2019	6,750
2020	3,672

2021	2,828
2022	3,288
2023	3,129
2024	3,075

Florence Library's program attendance is as follows:

Year	Program Attendance
2017	1,322
2018	826
2019	944
2020	111
2021	0
2022	66
2023	243
2024	157

With stronger usage, a more modern building envelope, and the capacity to serve more patrons within the Small library category, it would be possible to contemplate the closure of Shetland Library and the expansion of hours at Florence Library. With changes to the space at Florence Library and better utilization of available shared space, service enhancements would also be possible, such as the availability of private meeting space to allow for more outreach by other government and non-profit services, and the introduction of an Early Literacy Station for children.

As set out in the *Lambton County Library Branch Closures Policy* (H01.01), both the lower-tier and upper-tier municipality must be in agreement to permanently close a Library facility. Recommendations to permanently close a library must be presented to upper- and lower-tier governments for their consideration. As such, it would be the intention of staff to share this report and information with the Council of the Township of Dawn-Euphemia for its consideration and direction, as noted in the recommendations section of this report.

FINANCIAL IMPLICATIONS

The provision of library services is set out in the 1989 *Division of Responsibilities Between the County of Lambton and Lower-Tier Municipalities in Lambton County*. Should the Township support the permanent closure of Shetland Library, the County of Lambton would be responsible under this agreement for the costs of moving the collection and dismantling the interior furnishings and equipment to remove County operations from the site. The County owns a communications tower on the property to facilitate library internet service, and would also be responsible for removing it from the site, or making suitable arrangements in cooperation with the Township to repurpose this tower for municipal or community use. The Township has expressed an interest in maintaining the tower for other purposes, which will require a transfer in ownership. The Township would hold

responsibility for making a determination regarding the future use of the vacated facility in Shetland, and addressing any costs related to ongoing maintenance and future use.

With respect to Florence Library, costs for additional shelving and mobile furnishings will be required and would be the responsibility of the County of Lambton. The County would also be responsible for costs incurred for the purchase of any additional equipment and site-specific signage. These costs can be covered through available library reserve funds or the library's donation reserves, if required.

The permanent closure of the Shetland Library would provide minor operational savings for the County, related to monthly internet, phone and copier expenses, consolidation of collection and programming material costs, as well as contracted service expenses related to cleaning, floor mat service, and pest control.

CONSULTATIONS

Mayor Alan Broad and senior staff at the Township of Dawn-Euphemia were consulted in the creation of this report, along with the library's Community Library Supervisor, the Technical Services Supervisor, and the General Manager, Cultural Services.

STRATEGIC PLAN

The partnership between two levels of local government to deliver library service reflects a guiding principle of the County of Lambton's Strategic Plan related to collaboration and partnerships. An investment in public libraries also results in an enhanced quality of life for residents. Public libraries contribute to the community's economic growth by providing informational and educational resources, technology, training, and spaces to meet and innovate.

CONCLUSION

Lambton County Library strives to strengthen library service delivery in communities and is not supportive of closing any of its branch locations when it would result in reducing its Council approved goal of 0.7 square feet of library space per capita. However, the limitations of Shetland Library's physical space and accessibility concerns, along with changing societal demographics and the review of library usage reports, indicate that it may be in the interest of both the Township and County to end the delivery of library service in the community of Shetland, and expand the accessibility of library service in the community of Florence. Lambton County Library is confident that this will create new opportunities for community programming and service outreach, and result in enhanced library service delivery to the residents of the Municipality.

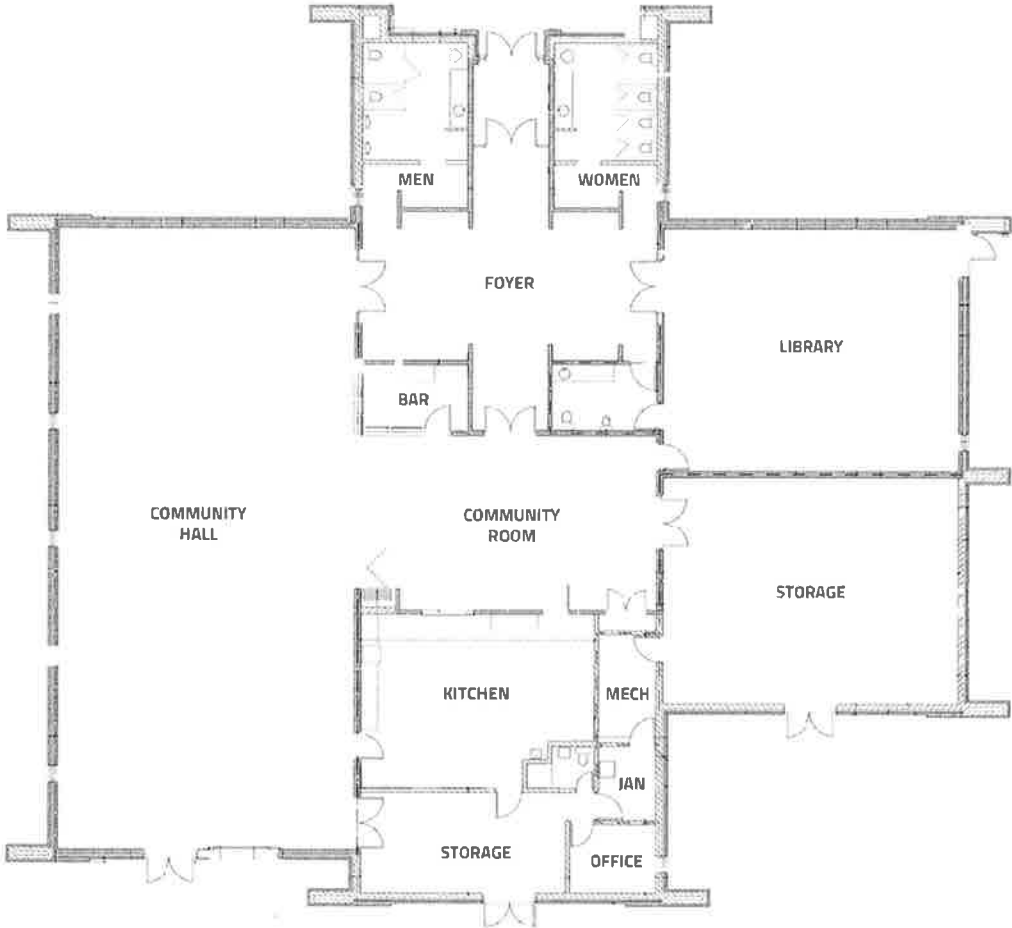
RECOMMENDATIONS

- a) That, if the Township of Dawn-Euphemia consents to the closure of the Shetland Library, Staff be authorized to close the Shetland Library by such date and time in 2025 as mutually agreed upon with the Township of Dawn-Euphemia.**
- b) That, if the Township of Dawn-Euphemia consents to the action authorized in paragraph a) above, Staff work collaboratively with the Township of Dawn-Euphemia on all reasonably necessary actions required to move the Shetland Library operations to the Florence Community Centre to enhance service delivery at Florence Library for the benefit of the community and to communicate the closure thereof to all affected stakeholders.**
- c) That, subject to recommendations a), b) above being realized, Staff be authorized to increase the public hours of operation at Florence Library from 12 hours over three days per week to 24 hours over five days per week, consisting of a range of morning / afternoon, weekend and evening service.**
- d) That Staff report back to County Council on recommendations a) and b) above once direction from the Township of Dawn-Euphemia has been received and an action plan has been established, as applicable.**

APPENDIX 'A' – Shetland Library Property Boundary



APPENDIX 'B' – Florence Community Centre and Library Floor Plan



The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: February 18, 2025

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 February 3, 2025, be adopted. *Carried.*



The Corporation of the Township of Dawn-Euphemia

- MINUTES -

Regular Council Meeting
Monday, February 3, 2025
6:30 pm, Municipal Office, 4591 Lambton Line

Present: Mayor: A. Broad
Councillors: A. Gray
P. LeBoeuf
M. McGuire (by Zoom)
J. Meyer

Staff Present: D. Clermont, Administrator-Clerk
P. Dalton, Public Works Superintendent (left at 6:46pm)
M. Seguin, Treasurer (left at 6:46pm)
T. Cartlidge, Deputy Treasurer
B. Stam, Deputy Clerk

Disclosures: None

Delegation: Marc Seguin, Treasurer
6:30 pm – 6:35 pm Re: Presentation of the 2025 Budget & Adoption

The Treasurer presented the final draft of the 2025 budget. He highlighted the changes that were made as requested by Council to the OPP costs and the removal of the Legion donation, as well as the verification of the asset management figures. The following resolution was passed:

2025-11 Councillor LeBoeuf – Councillor Meyer
That the 2025 Budget dated February 3, 2025, from the Treasurer be adopted as presented. *Carried.*

2025 Budget

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

Delegation: Marc Seguin, Treasurer
6:35 pm – 6:41 pm Re: 2022 Financial Statements Draft

The Treasurer presented the 2022 Financial Statements Draft. After discussion, the following resolutions were passed:

2025-12 Councillor Meyer – Councillor LeBoeuf
That the 2022 Financial Statements Draft from BDO Canada LLP for the fiscal year ending December 31, 2022, be adopted as presented. *Carried.*

2022 Financial Stmt's Draft

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

2025-13 Councillor Meyer – Councillor LeBoeuf

2022 Financial Stmts Draft

That Council direct the Treasurer to request an explanation, in writing, from BDO Canada LLP auditors regarding the two year delay in completing the Township's Audited Financial Statements; and that Council requests an explanation for the cost of the 2022 financial statements, which exceeds the estimated fee; and that Council request an estimated date of completion for the 2023 and 2024 Financial Statements; and further that Council requests estimated costs for completion of the 2023 and 2024 Financial Statements. *Carried.*

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

2025-14 Councillor Gray – Councillor Meyer

Minutes – January 13, 2025

That the minutes of the January 13, 2025 Regular Council Meeting be adopted. *Carried.*

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

2025-15 Councillor LeBoeuf – Councillor Gray

Drain Maintenance – 1st Con & Grant Turner

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

1. The 1st Concession Road Drain Maintenance Request received January 13, 2025, submitted by Enbridge Gas Inc.
2. The Grant Turner Drain Maintenance Request received January 15, 2025, submitted by Enbridge Gas Inc. *Carried.*

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

2025-16 Councillor Meyer – Councillor Gray

OPP Annual Billing Webinar 2025

That Councils accepts the report dated February 3, 2025 from the Treasurer Re: OPP Annual Billing Webinar Report 2025. *Carried.*

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

2025-17 Councillor Gray – Councillor Meyer

Integrity Commissioner

That Council enter into agreement with Aird & Berlis LLP, for Integrity Commissioner Services; and the Clerk prepare the appropriate By-Law for Appointment. *Carried.*

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

2025-18 Councillor LeBoeuf – Councillor Gray

Internet & Telephone Voting

That the Internet and Telephone Voting Report as presented by the Administrator-Clerk be accepted as presented; and that after careful consideration Council authorizes the use of the Vote-By-Mail as the voting method in the 2026 municipal election; and further directs the Clerk to prepare the appropriate By-Law for adoption by Council. *Carried.*

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

2025-19 Councillor Meyer – Councillor LeBoeuf

Deputy Clerk Position

That Council accepts the report from the Administrator-Clerk Re: Deputy Clerk Position; and that the Clerk proceed with recruitment for a Full-time Deputy Clerk. *Carried.*

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

2025-20 Councillor Gray – Councillor LeBoeuf

That Council accepts the resignation of the Accounts Receivable/Receptionist; and that the Clerk proceed with recruitment for a Full-time Accounts Receivable/Receptionist. *Carried.*

AR /Receptionist Position

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

2025-21 Councillor Gray – Councillor LeBoeuf

That By-Law 2024-32, 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 repealed; and that By-Law 2025-02, 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 3rd day of February, 2025. *Carried.*

By-Law 2025-02 – Tile Loan

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

2025-22 Councillor Gray – Councillor LeBoeuf

That this Regular Session of Council be hereby adjourned at the hour of 7:12 pm, to meet again on February 18, 2025 @ 6:30 pm (Regular Meeting), or at the call of the Chair. *Carried.*

Adjournment

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

Mayor

Administrator-Clerk

The Corporation of the Township of Dawn-Euphemia

4b

RESOLUTION – REGULAR MEETING

Date: February 18, 2025

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 minutes of the Fire Committee of Brooke-Alvinston Minutes of August 27, 2024.

Carried



MINUTES

Fire Committee Meeting

4:30 PM - Tuesday, August 27, 2024
Fire Hall

The Fire Committee of the Brooke-Alvinston was called to order on Tuesday, August 27, 2024, at 4:30 PM, in the Fire Hall, with the following members present:

Council Present: Deputy Mayor Frank Nemcek, Councillor Jenny Redick, Fire Committee Member Martin Vink, and Fire Committee Member Alan Broad. Mayor Ferguson attended as ex officio

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

Regrets:

1 CALL TO ORDER

Frank Nemcek called the meeting to order at 4:25 p.m. since all members were present.

2 DISCLOSURE OF PECUNIARY INTEREST

Frank Nemcek asked that any pecuniary interests be declared at the appropriate time.

3 MINUTES

- a) Fire Committee Meeting Minutes of April 23, 2024

RESOLUTION-2024-003

Fire Committee Member Alan Broad made a motion that the previous Committee meeting minutes of April 23, 2024 be approved as presented without error or omission. Fire Committee Member Martin Vink seconded the motion.

Carried

4 STAFF REPORTS

- a) Fire Chiefs Report

BFR Fire Chief Steve Knight reviewed his submitted report and provided the call sheet from the last quarter to the Committee members.

5 NEW BUSINESS

- a) Jenny Redick noted that over \$56k was raised during the 2024 Tanner Redick Memorial Ball Tournament.
- b) Martin Vink noted that Middlesex County announced the 911 services transition to Strathroy Caradoc Police effective September 10, 2024.

6 ADJOURNMENT

Alan Broad made a motion to adjourn the meeting at 4:50 p.m.. A tour of the new sea can and renovations to the Chiefs office were done after the meeting.



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: February 18, 2025
From: Marc Seguin, Treasurer
Subject: **Tax and Utility eBilling Report**

Open Session Report FIN 25-02-18

Background:

To report to Council the costs and recommendations associated with utilizing ebilling for Dawn Euphemia's tax and utility billing

Comments:

These figures all assume that we will be maintaining both ebilling and standard postage billing for the foreseeable future, and approximately how long it would take to reach a break-even point between using ebilling and not using ebilling.

Please refer to Financial for figures: it would take approximately 210 ebilling downloads replacing standard postage billing to reach a financial point where ebilling becomes a viable economic alternative to standard postage billing.

Consultations:

We have been in contact with Asyst for financial information.

Financial:

eBilling:

One time charge	\$ 745.00
Tax subscription annual	\$ 250.00
Utility subscription annual	\$ 180.00
Fees per upload	\$ 0.08

Standard postage:

Postage machine annual	\$ 840.72
Cost for regular paper	\$ 0.02
Cost for tax paper	\$ 0.21
Cost for envelope	\$ 0.10

Recommendation:

That the Tax and Utility ebilling report dated February 18, 2025 from the Treasurer regarding utilizing ebilling for Tax and Utility bills be accepted as presented.

AND

That Council directs the staff to garner interest in ebilling via survey for 2026.



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: February 18, 2025
From: Marc Seguin - Treasurer
Subject: 2025 Energizing Life Community Fund report

OPEN SESSION REPORT FIN 25-02-18

Background:

Hydro One's Energizing Life Community Fund supports wellbeing in communities where we live, work and play. Since 2020, recipients have provided critical services to local communities through a variety of programs: affordable and safe childcare for Ontario's farmers, food banks supporting Indigenous communities, and addressing senior social isolation.

The Fund application deadline is March 17, 2025.

Comments:

The proposal we feel has the greatest chance of success is a replacement of the Rutherford park gazebo.

An alternative suggestion is to replace the peastone surface of the Community Centre playground with a rubberized playground surfacing.

Financial:

The Grant has a maximum award of \$25,000

Due to short notice, no quotes are attached.

Consultations:

NA

Recommendation:

That the 2025 Energizing Life Community Fund report dated February 18, 2025 from the Treasurer regarding Hydro One's Energizing Life Community Fund be accepted as presented,

AND

That Council directs the staff to apply for the 2025 Energizing Life Community Fund to replace the Rutherford park gazebo.



RESOLUTION – REGULAR MEETING

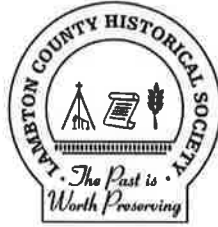
Date: February 18, 2025

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 accept the letter dated January 27, 2025, received from the Lambton County Historical Society Re: Request for Support and Meeting Location; and that Council allow the Lambton County Historical Society to use the Dawn-Euphemia Fire Hall as the meeting location for the meeting scheduled for May 22, 2025; and further that Council request

_____ attend as a guest speaker. *Carried.*

Lambton County Historical Society



January 27th, 2025

To Mayor Alan Broad and Council of the Township Of Dawn-Euphemia:

RE: LCHS Support request for 2025 and request for meeting location.

We would like to thank you for your continued support and representative, Marie Stevenson, which you have provided. Marie has been a tremendous asset to our group this past year. We would like to suggest that a designated member of council attend our meetings when possible and to bring greetings from the municipality. Please confirm the representative(s) for 2025. An invoice for 2025 will be sent out the end of February 2025, after confirmation of representative(s) and securing our meeting locations.

At this time we are also arranging and securing our meeting locations for the upcoming year. This year, we are requesting Dawn-Euphemia to host our May 22nd, meeting.

Requirements Requested From the Township:

- Host a meeting May 22nd, 2025.
- Secure a location for the meeting to accommodate up to 30 people, free of charge.
- Arrange for a guest speaker re: history of your locale
- Guest speaker should limit the presentation to between 20 and 30 min.
- Provide a light snack with coffee, tea and water
- Bring greetings from the municipality.

I will also send the meeting request to your representative.

Please advise if you can secure a location to host our meeting May 22nd, and provide the location address.

Representatives are encouraged to share information for any upcoming events or happenings in their municipalities at our meetings.

Once again, thank you for the years of support and for the representative you have provided. We are looking forward to your continual support going forward.

Respectfully,

Deb Narr
Secretary for Lambton County Historical Society



The Corporation of the Township of Dawn-Euphemia

8b

RESOLUTION – REGULAR MEETING

Date: February 18, 2025

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

That the following members of Council attend the Lambton County Municipal Association Banquet to be held March 20, 2025, at the East Lambton Community Complex in Watford, ON at a cost of \$30 per attendee:

Carried.

LAMBTON COUNTY MUNICIPAL ASSOCIATION

Join Us for the Lambton County
Municipal Association Banquet

Thursday, March 20, 2025

Social hour at 5:30 p.m.
Dinner at 6:30 p.m.

East Lambton Community Complex
61 Centennial Ave, Watford, ON N0M 2S0

RSVP by March 6, 2025

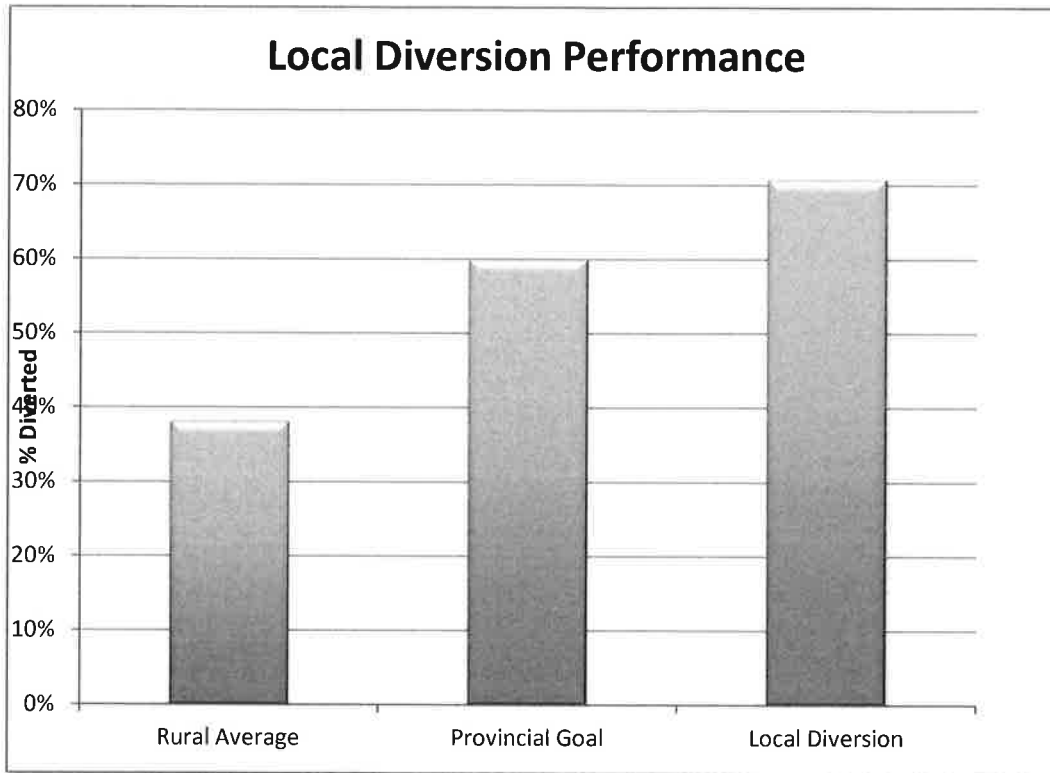




Township of Dawn Euphemia

Environmental Scorecard

Fiscal Quarter Ending December 31, 2024



Local Environmental Significance of Recycling Program Since 2000



Cubic Yards of
Landfill Space Avoided
5,830



Kilowatt
Hours Saved
9,018,999



Litres of
Water Saved
30,413,753



Barrels of
Oil Saved
5,308



Trees Saved
27,094



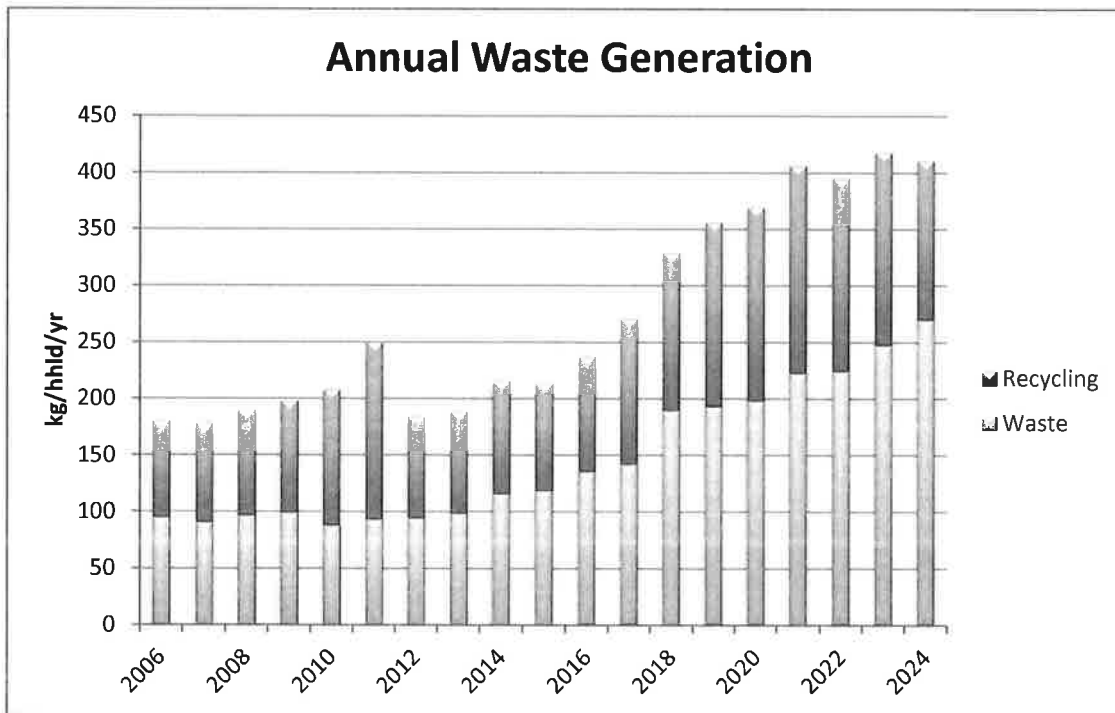
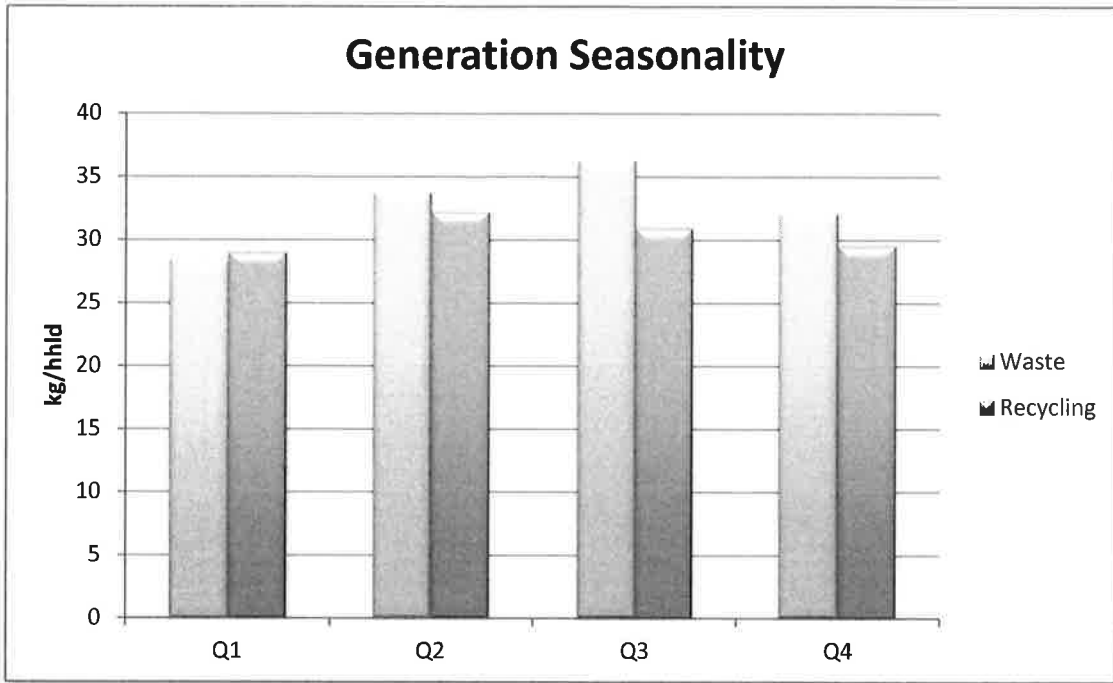
Pounds of
Air Pollutants Avoided
2,179,487



Township of Dawn Euphemia

Key Indicators Report

Fiscal Quarter Ending December 31, 2024





Township of Dawn Euphemia Quarterly Co-collection Report

Fiscal Quarter Ending December 31, 2024

kg Year	Waste					Recycling				Combined	
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Total
1999			6,275	8,480	14,755			6,675	9,510	16,185	30,940
2000	8,460	8,650	9,070	6,750	32,930	11,650	11,530	12,650	14,940	50,770	83,700
2001	6,290	7,470	10,370	8,082	32,212	10,980	12,980	13,390	10,447	47,797	80,009
2002	5,580	9,240	3,352		18,172	10,550	12,600	4,577		27,727	45,899
2006	6,530	10,670	10,995	10,670	38,865	7,030	10,510	8,710	9,080	35,330	74,195
2007	8,040	8,920	11,650	8,630	37,240	9,060	9,250	9,740	7,990	36,040	73,280
2008	6,370	12,180	11,420	9,780	39,750	8,250	10,740	9,380	9,960	38,330	78,080
2009	6,950	10,790	12,190	10,720	40,650	9,550	11,150	8,990	10,960	40,650	81,300
2010	8,520	10,220	9,550	7,640	35,930	8,250	13,700	14,950	12,250	49,150	85,080
2011	7,950	9,530	11,580	8,170	37,230	8,970	18,230	22,890	12,590	62,680	99,910
2012	9,790	9,110	10,290	9,720	38,910	10,250	8,960	8,210	9,560	36,980	75,890
2013	8,990	10,090	11,910	9,210	40,200	10,260	9,500	8,500	8,780	37,040	77,240
2014	9,790	12,520	14,100	10,910	47,320	10,260	10,510	10,130	9,840	40,740	88,060
2015	10,540	12,200	13,480	12,190	48,410	11,790	10,430	8,380	8,140	38,740	87,150
2016	11,220	12,980	16,850	14,310	55,360	10,080	11,720	9,750	9,880	41,430	96,790
2017	11,420	14,520	15,130	27,930	69,000	9,770	14,500	13,950	24,650	62,870	131,870
2018	36,730	44,330	45,330	42,050	168,440	28,300	30,720	31,210	34,000	124,230	292,670
2019	43,260	43,200	43,620	41,440	171,520	36,390	35,360	35,950	37,520	145,220	316,740
2020	40,120	44,100	47,930	43,920	176,070	39,630	38,340	37,560	37,110	152,640	328,710
2021	45,600	47,670	50,980	51,860	198,110	42,480	38,990	39,520	41,770	162,760	358,870
2022	42,980	47,280	58,120	49,970	198,350	36,780	35,460	39,820	39,010	151,070	349,420
2023	47,140	56,340	56,710	58,880	219,070	38,430	37,810	35,820	39,560	151,620	370,690
2024	59,120	59,340	56,700	62,830	237,990	39,370	38,590	23,470	23,500	124,930	362,920
Average	18,203	21,048	22,601	22,142	82,940	17,558	18,714	18,289	19,402	73,039	155,979

kg/hhld Year	Waste					Recycling				Combined	
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Total
2006	16	26	27	26	95	17	26	21	22	86	181
2007	20	22	28	21	91	22	23	24	19	88	179
2008	16	30	28	24	97	20	26	23	24	93	190
2009	17	26	30	26	99	23	27	22	27	99	198
2010	21	25	23	19	88	20	33	36	30	120	208
2011	20	24	29	20	93	22	46	57	31	157	250
2012	24	22	25	24	95	25	22	20	23	90	185
2013	22	25	29	23	99	25	23	21	22	91	189
2014	24	31	35	27	116	25	26	25	24	100	216
2015	26	30	33	30	119	29	26	21	20	95	214
2016	28	32	41	35	136	25	29	24	24	102	237
2017	28	36	37	38	142	24	36	34	34	129	271
2018	41	50	51	47	189	32	35	35	38	140	329
2019	49	49	49	47	193	41	40	40	42	163	356
2020	45	50	54	49	198	45	43	42	42	172	369
2021	52	54	58	59	222	48	44	45	47	184	406
2022	49	53	66	56	224	42	40	45	44	171	394
2023	53	64	64	66	247	43	43	40	45	171	418
2024	67	67	64	71	269	45	44	27	27	141	411
Average	28	34	36	32	131	29	32	31	30	122	252



Township of Dawn Euphemia

Daily Co-collection Report

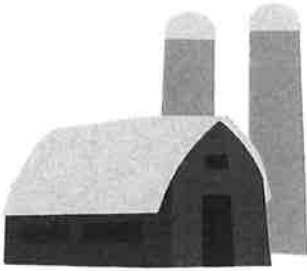
Fiscal Quarter Ending December 31, 2024

Municipality	Date	Weight		Cumulative Weight	
		Waste	Recycling	Waste	Recycling
Dawn-Euphemia	5-Jan-24		2,240	1,660,155	1,411,490
Dawn-Euphemia	5-Jan-24	2,670		1,662,825	1,411,490
Dawn-Euphemia	12-Jan-24		1,830	1,662,825	1,413,320
Dawn-Euphemia	12-Jan-24	4,050		1,666,875	1,413,320
Dawn-Euphemia	12-Jan-24	2,400		1,669,275	1,413,320
Dawn-Euphemia	19-Jan-24	3,290		1,672,565	1,413,320
Dawn-Euphemia	26-Jan-24		2,250	1,672,565	1,415,570
Dawn-Euphemia	26-Jan-24		1,680	1,672,565	1,417,250
Dawn-Euphemia	26-Jan-24	3,790		1,676,355	1,417,250
Dawn-Euphemia	26-Jan-24	2,300		1,678,655	1,417,250
Dawn-Euphemia	2-Feb-24		1,980	1,678,655	1,419,230
Dawn-Euphemia	2-Feb-24	3,140		1,681,795	1,419,230
Dawn-Euphemia	9-Feb-24		2,310	1,681,795	1,421,540
Dawn-Euphemia	9-Feb-24		1,600	1,681,795	1,423,140
Dawn-Euphemia	9-Feb-24	3,810		1,685,605	1,423,140
Dawn-Euphemia	9-Feb-24	2,330		1,687,935	1,423,140
Dawn-Euphemia	16-Feb-24		1,660	1,687,935	1,424,800
Dawn-Euphemia	16-Feb-24	3,400		1,691,335	1,424,800
Dawn-Euphemia	23-Feb-24		2,090	1,691,335	1,426,890
Dawn-Euphemia	23-Feb-24		1,550	1,691,335	1,428,440
Dawn-Euphemia	23-Feb-24	3,670		1,695,005	1,428,440
Dawn-Euphemia	23-Feb-24	2,580		1,697,585	1,428,440
Dawn-Euphemia	1-Mar-24		1,790	1,697,585	1,430,230
Dawn-Euphemia	1-Mar-24	3,370		1,700,955	1,430,230
Dawn-Euphemia	8-Mar-24		2,320	1,700,955	1,432,550
Dawn-Euphemia	8-Mar-24		1,540	1,700,955	1,434,090
Dawn-Euphemia	8-Mar-24	3,770		1,704,725	1,434,090
Dawn-Euphemia	8-Mar-24	2,060		1,706,785	1,434,090
Dawn-Euphemia	11-Mar-24		3,500	1,706,785	1,437,590
Dawn-Euphemia	11-Mar-24		3,140	1,706,785	1,440,730
Dawn-Euphemia	15-Mar-24		1,660	1,706,785	1,442,390
Dawn-Euphemia	15-Mar-24	2,880		1,709,665	1,442,390
Dawn-Euphemia	22-Mar-24		2,460	1,709,665	1,444,850
Dawn-Euphemia	22-Mar-24		2,080	1,709,665	1,446,930
Dawn-Euphemia	22-Mar-24	2,350		1,712,015	1,446,930
Dawn-Euphemia	22-Mar-24	4,450		1,716,465	1,446,930
Dawn-Euphemia	29-Mar-24		1,690	1,716,465	1,448,620
Dawn-Euphemia	29-Mar-24	2,810		1,719,275	1,448,620
Dawn-Euphemia	5-Apr-24		2,510	1,719,275	1,451,130
Dawn-Euphemia	5-Apr-24		1,520	1,719,275	1,452,650
Dawn-Euphemia	5-Apr-24	3,840		1,723,115	1,452,650
Dawn-Euphemia	5-Apr-24	2,400		1,725,515	1,452,650
Dawn-Euphemia	12-Apr-24		2,280	1,725,515	1,454,930

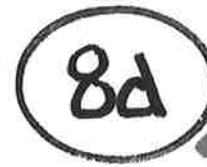
Municipality	Date	Weight		Cummulative Weight	
		Waste	Recycling	Waste	Recycling
Dawn-Euphemia	12-Apr-24	3,060		1,728,575	1,454,930
Dawn-Euphemia	19-Apr-24		1,890	1,728,575	1,456,820
Dawn-Euphemia	19-Apr-24		2,480	1,728,575	1,459,300
Dawn-Euphemia	19-Apr-24	3,220		1,731,795	1,459,300
Dawn-Euphemia	19-Apr-24	2,550		1,734,345	1,459,300
Dawn-Euphemia	26-Apr-24		1,970	1,734,345	1,461,270
Dawn-Euphemia	26-Apr-24	3,190		1,737,535	1,461,270
Dawn-Euphemia	3-May-24		2,460	1,737,535	1,463,730
Dawn-Euphemia	3-May-24		1,690	1,737,535	1,465,420
Dawn-Euphemia	3-May-24	3,650		1,741,185	1,465,420
Dawn-Euphemia	3-May-24	2,320		1,743,505	1,465,420
Dawn-Euphemia	10-May-24		2,280	1,743,505	1,467,700
Dawn-Euphemia	10-May-24	2,200		1,745,705	1,467,700
Dawn-Euphemia	17-May-24		1,650	1,745,705	1,469,350
Dawn-Euphemia	17-May-24		2,760	1,745,705	1,472,110
Dawn-Euphemia	17-May-24	3,530		1,749,235	1,472,110
Dawn-Euphemia	17-May-24	2,310		1,751,545	1,472,110
Dawn-Euphemia	24-May-24		1,890	1,751,545	1,474,000
Dawn-Euphemia	24-May-24	3,100		1,754,645	1,474,000
Dawn-Euphemia	31-May-24		1,990	1,754,645	1,475,990
Dawn-Euphemia	31-May-24		1,630	1,754,645	1,477,620
Dawn-Euphemia	31-May-24	2,470		1,757,115	1,477,620
Dawn-Euphemia	31-May-24	4,080		1,761,195	1,477,620
Dawn-Euphemia	7-Jun-24		1,720	1,761,195	1,479,340
Dawn-Euphemia	7-Jun-24	2,460		1,763,655	1,479,340
Dawn-Euphemia	14-Jun-24		1,620	1,763,655	1,480,960
Dawn-Euphemia	14-Jun-24		2,290	1,763,655	1,483,250
Dawn-Euphemia	14-Jun-24	3,450		1,767,105	1,483,250
Dawn-Euphemia	14-Jun-24	2,330		1,769,435	1,483,250
Dawn-Euphemia	21-Jun-24		1,270	1,769,435	1,484,520
Dawn-Euphemia	21-Jun-24	2,730		1,772,165	1,484,520
Dawn-Euphemia	28-Jun-24		1,140	1,772,165	1,485,660
Dawn-Euphemia	28-Jun-24		1,550	1,772,165	1,487,210
Dawn-Euphemia	28-Jun-24	4,080		1,776,245	1,487,210
Dawn-Euphemia	28-Jun-24	2,370		1,778,615	1,487,210
Dawn-Euphemia	8-Jul-24		1,650	1,778,615	1,488,860
Dawn-Euphemia	9-Jul-24	2,720		1,781,335	1,488,860
Dawn-Euphemia	12-Jul-24		1,640	1,781,335	1,490,500
Dawn-Euphemia	12-Jul-24		1,030	1,781,335	1,491,530
Dawn-Euphemia	12-Jul-24	3,880		1,785,215	1,491,530
Dawn-Euphemia	12-Jul-24	2,310		1,787,525	1,491,530
Dawn-Euphemia	19-Jul-24		970	1,787,525	1,492,500
Dawn-Euphemia	19-Jul-24	2,790		1,790,315	1,492,500
Dawn-Euphemia	26-Jul-24		810	1,790,315	1,493,310
Dawn-Euphemia	26-Jul-24		1,480	1,790,315	1,494,790
Dawn-Euphemia	26-Jul-24	4,040		1,794,355	1,494,790
Dawn-Euphemia	26-Jul-24	2,610		1,796,965	1,494,790
Dawn-Euphemia	2-Aug-24		1,210	1,796,965	1,496,000

Municipality	Date	Weight		Cumulative Weight	
		Waste	Recycling	Waste	Recycling
Dawn-Euphemia	2-Aug-24	2,660		1,799,625	1,496,000
Dawn-Euphemia	9-Aug-24		900	1,799,625	1,496,900
Dawn-Euphemia	9-Aug-24		1,660	1,799,625	1,498,560
Dawn-Euphemia	9-Aug-24	3,950		1,803,575	1,498,560
Dawn-Euphemia	9-Aug-24	2,320		1,805,895	1,498,560
Dawn-Euphemia	16-Aug-24		1,020	1,805,895	1,499,580
Dawn-Euphemia	16-Aug-24	2,960		1,808,855	1,499,580
Dawn-Euphemia	23-Aug-24		1,540	1,808,855	1,501,120
Dawn-Euphemia	23-Aug-24		1,050	1,808,855	1,502,170
Dawn-Euphemia	23-Aug-24	3,790		1,812,645	1,502,170
Dawn-Euphemia	23-Aug-24	2,380		1,815,025	1,502,170
Dawn-Euphemia	30-Aug-24		1,160	1,815,025	1,503,330
Dawn-Euphemia	30-Aug-24	2,740		1,817,765	1,503,330
Dawn-Euphemia	6-Sep-24		1,000	1,817,765	1,504,330
Dawn-Euphemia	6-Sep-24		1,850	1,817,765	1,506,180
Dawn-Euphemia	6-Sep-24	3,650		1,821,415	1,506,180
Dawn-Euphemia	6-Sep-24	2,420		1,823,835	1,506,180
Dawn-Euphemia	13-Sep-24		970	1,823,835	1,507,150
Dawn-Euphemia	13-Sep-24	2,730		1,826,565	1,507,150
Dawn-Euphemia	20-Sep-24		810	1,826,565	1,507,960
Dawn-Euphemia	20-Sep-24		1,730	1,826,565	1,509,690
Dawn-Euphemia	20-Sep-24	2,190		1,828,755	1,509,690
Dawn-Euphemia	20-Sep-24	4,060		1,832,815	1,509,690
Dawn-Euphemia	27-Sep-24		990	1,832,815	1,510,680
Dawn-Euphemia	27-Sep-24	2,500		1,835,315	1,510,680
Dawn-Euphemia	4-Oct-24		1,130	1,835,315	1,511,810
Dawn-Euphemia	4-Oct-24		1,490	1,835,315	1,513,300
Dawn-Euphemia	4-Oct-24	3,490		1,838,805	1,513,300
Dawn-Euphemia	4-Oct-24	2,720		1,841,525	1,513,300
Dawn-Euphemia	11-Oct-24		930	1,841,525	1,514,230
Dawn-Euphemia	11-Oct-24	2,360		1,843,885	1,514,230
Dawn-Euphemia	18-Oct-24		1,740	1,843,885	1,515,970
Dawn-Euphemia	18-Oct-24		980	1,843,885	1,516,950
Dawn-Euphemia	18-Oct-24	2,750		1,846,635	1,516,950
Dawn-Euphemia	18-Oct-24	4,410		1,851,045	1,516,950
Dawn-Euphemia	25-Oct-24		1,250	1,851,045	1,518,200
Dawn-Euphemia	25-Oct-24	2,870		1,853,915	1,518,200
Dawn-Euphemia	1-Nov-24		1,230	1,853,915	1,519,430
Dawn-Euphemia	1-Nov-24		810	1,853,915	1,520,240
Dawn-Euphemia	1-Nov-24	4,160		1,858,075	1,520,240
Dawn-Euphemia	1-Nov-24	2,400		1,860,475	1,520,240
Dawn-Euphemia	8-Nov-24		1,180	1,860,475	1,521,420
Dawn-Euphemia	8-Nov-24	2,840		1,863,315	1,521,420
Dawn-Euphemia	15-Nov-24		1,600	1,863,315	1,523,020
Dawn-Euphemia	15-Nov-24		800	1,863,315	1,523,820
Dawn-Euphemia	15-Nov-24	4,240		1,867,555	1,523,820
Dawn-Euphemia	15-Nov-24	2,430		1,869,985	1,523,820
Dawn-Euphemia	22-Nov-24		970	1,869,985	1,524,790

Municipality	Date	Weight		Cumulative Weight	
		Waste	Recycling	Waste	Recycling
Dawn-Euphemia	22-Nov-24	2,980		1,872,965	1,524,790
Dawn-Euphemia	29-Nov-24		1,020	1,872,965	1,525,810
Dawn-Euphemia	29-Nov-24		1,490	1,872,965	1,527,300
Dawn-Euphemia	29-Nov-24	4,900		1,877,865	1,527,300
Dawn-Euphemia	29-Nov-24	2,720		1,880,585	1,527,300
Dawn-Euphemia	6-Dec-24		550	1,880,585	1,527,850
Dawn-Euphemia	7-Dec-24	2,300		1,882,885	1,527,850
Dawn-Euphemia	13-Dec-24		1,490	1,882,885	1,529,340
Dawn-Euphemia	13-Dec-24		1,050	1,882,885	1,530,390
Dawn-Euphemia	13-Dec-24	2,290		1,885,175	1,530,390
Dawn-Euphemia	13-Dec-24	3,610		1,888,785	1,530,390
Dawn-Euphemia	20-Dec-24		1,010	1,888,785	1,531,400
Dawn-Euphemia	20-Dec-24	3,060		1,891,845	1,531,400
Dawn-Euphemia	27-Dec-24		1,120	1,891,845	1,532,520
Dawn-Euphemia	27-Dec-24		1,660	1,891,845	1,534,180
Dawn-Euphemia	27-Dec-24	4,010		1,895,855	1,534,180
Dawn-Euphemia	27-Dec-24	2,290		1,898,145	1,534,180
	Average	1,746	1,468	55.3%	44.7%



Severances



Tax Bills, Farm Tax Class &
Drain Reapportionments

Your Tax Bill

- After the severance has been approved by the Township Committee of Adjustment, there are many moving parts in the background. The Township must wait for the property to be registered at the Land Registry Office by your lawyer, and then wait for MPAC to assign a new roll number and assess the values of the properties. If there is a sale of property before the separate tax bills are available, dividing the taxes must be done with a lawyer.
- Creating a new property is not a fast process. There will not be separate tax bills for the two properties until the **Final Tax Bill of the year following the registration of the deed by your lawyer, at the earliest (ex. registered 2024, earliest bill is Final (Sept) 2025)**

Severances and Farm Tax Class

- When there is any change to a property classified as Farm Tax Class (such as a severance or farm consolidation), Agricorp will “flip” the property back to residential tax class. It is up to **you, as the landowner**, to coordinate with Agricorp regarding this change, after the property is registered with the Registry Office by your lawyer.
- In the event a farm that previously was taxed under the farm tax rate “flips” to residential, **you are responsible for those taxes**. If unpaid, these balances will accrue penalty. However, if, in cooperation with Agricorp, the farm tax tax class is restored, a supplemental tax bill will be generated with the next Final Tax Bill. At that point, the amounts paid over and above the farm tax rate amount will be credited to the roll.

Drain Reapportionments

- When you apply for a severance, you will typically complete a drain reapportionment request. A reapportionment is completed by an engineer and divides the drain assessment amounts between the existing and new properties. The invoice for this will be forwarded to you when available, typically around a year after the severance is approved.
- Reapportionments typically cost between \$600-\$900, depending on the number of drains involved.

Phone Numbers & Contact Information

- **Agricorp**
Phone: 1-888-247-4999
Email: contact@agricorp.com
Fax: 519-826-4118
Website: <https://www.agricorp.com>
- **Municipal Property Assessment Corporation (MPAC)**
Phone: 1-866-296-6722
Website: <https://www.mpac.ca/en>



VOUCHER # 3 - 2025

18-Feb-25

INVOICES	CHEQUE RUN	CHEQUE #	TOTAL
Admin/P Wks/Fire/Drain/Water/DECC	03-Feb-25	# [REDACTED]	\$ 135,541.48
Admin/P Wks/Fire/Drain/Water/DECC	04-Feb-25	[REDACTED]	\$ 52,315.72
Grand total of all invoices			\$187,857.20

PAYROLL	PP #4		
Administration	\$ 16,041.94	\$	16,041.94
Public Works	\$ 39,903.45	\$	39,903.45
Grand total of all Payroll			\$ 55,945.39

VOUCHER # 3 - 2025	GRAND TOTAL	\$243,802.59
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\$243,802.59



10a

THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

BY-LAW 2025-03

Being a by-law to authorize Vote-By-Mail for the 2026 Municipal Election and the entering into an agreement with Canada Post to provide Vote-By-Mail Services And Repeal By-law 2021-09.

WHEREAS Section 42 of the *Municipal Elections Act, 1996* provides that a municipal council may pass a by-law authorizing an alternative voting method;

AND WHEREAS Council deems it appropriate and in the public interest to conduct the 2026 Municipal Election using a vote by mail method and to contract with Data Fix to provide election services;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA ENACTS AS FOLLOWS:

1. The alternative voting method of "Vote by Mail" is hereby authorized for the Municipal Election to be held in 2026.
2. A Vote by Mail Kit will be provided to every person who qualifies to be an elector. The Kit will either be mailed or directly provided to each qualified elector.
3. The Vote by Mail Kit shall consist of:
 - A voting instruction sheet
 - A composite ballot
 - An inner secrecy envelope
 - A declaration of confidentiality form
 - An outer return envelope
 - Such other necessary materials as the Municipal Clerk determines
4. A Ballot Return Station shall be established at the Municipal Administrative Office from the date of mailing of the kits up to and including Election Day. The Ballot Return Station will be open regular business hours except for Election Day, which will be open from 8:30 am - 8:00 pm.
5. Ballot Return Station means a voting place under the supervision of a Returning Officer, Election Official or designate where electors, who prefer to deliver or have delivered their completed ballots, may deposit their ballots directly rather than forwarding their ballots by mail.
6. Every elector has the responsibility of completing the ballots in accordance with the *Municipal Elections Act, 1996*, and the procedures established by the Clerk, and returning the completed ballots to the Municipal Clerk by mail or by deposit at a Ballot Return Station on or before 8:00 pm on Election Day.

7. No proxy voting provisions or advance voting provisions other than the Ballot Return Station are applicable at Municipal Elections conducted in accordance with this by-law.
8. The Municipal Clerk shall establish procedures and forms for the use of, any alternative voting method authorized by by-law; and further the Clerk will make the procedures available to the public and to each candidate in accordance with the Municipal Elections Act.
9. Any person, corporation or trade union guilty of corrupt practices or contravening the provisions of the *Municipal Elections Act, 1996* or the procedures and rules as established in Section 8 of this by-law may be prosecuted pursuant to the provisions of the *Municipal Elections Act, 1996*.
10. The Mayor and Clerk are herewith authorized to sign the necessary agreement and any other required documents with Canada Post to provide Vote by Mail services.
11. The Mayor and Clerk are herewith authorized to sign the necessary agreement and any other required documents with DataFix to provide Vote by Mail services.
12. This By-law shall take effect on the date of final passing thereof.
13. That By-law 2021-09 is hereby repealed.

READ a first and second time, read a third time and finally passed

this 18th day of February, 2025.

Clerk

Mayor

The Corporation of the Township of Dawn-Euphemia

12

RESOLUTION – REGULAR MEETING

Date: February 18, 2025

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 March 3, 2025, at 6:30 pm or at the call of the Chair. *Carried.*