



The Corporation of the Township of Dawn-Euphemia

- A G E N D A -

Monday, April 7, 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.

-
- 1. CALL TO ORDER**
 - 2. DISCLOSURE OF PECUNIARY INTEREST**
 - 3. DELEGATIONS**
 - 4. ADOPTION OF MINUTES**
 - a) Minutes of Regular Council Meeting of March 17, 2025
 - 5. BUSINESS ARISING FROM MINUTES**
 - 6. PLANNING/DRAINAGE/PROPERTY**
 - a) Drain Maintenance Request received (1) March 28, 2025 Re: Bull Drain; (2) March 28, 2025 Re: Keating Drain; (3) March 28, 2025 Re: Smoke Drain; and (4) March 28, 2025 Re: Young Drain
 - 7. REPORTS**
 - a) Report from the Treasurer Re: Auditor's Response Report
 - b) Report from Darlene Coke, Manager, Lambton County Library Services Re: Proposed Changes to Florence Library
 - 8. CORRESPONDENCE**
 - a) Letter dated March 13, 2025 received from the Municipality of Brooke-Alvinston Re: Cost Recovery of Services at Brooke-Alvinston-Inwood Community Centre Complex
 - b) Letter received from Greg Nemcek, Lambton Group Police Services Board Re: Continued Supplement of Provincial Funding for OPP Policed Municipalities
 - c) Letter dated March 28, 2025, received from Nina Diaz, Director, Emergency Management, Preparedness, Program and Planning Re: 2024-2025 Community Emergency Preparedness Grant (CEPG)
Information Only
 - d) Letter dated March 11, 2025 received from Four Counties Health Services Foundation Re: Letter of Appreciation
 - e) Florence Library News Release & Survey
 - f) Plumbing Permits, February 2025
 - g) Building Permit Comparison, February 2024 & 2025
 - 9. OTHER BUSINESS**
 - a) Accounts
 - 10. BY-LAWS**
 - 11. CLOSED SESSION**
 - 12. ADJOURNMENT:** ***Next Meeting of Council***
Regular Council Meeting – Tuesday, April 22, 2025 @ 6:30 pm

The Corporation of the Township of Dawn-Euphemia

4a

RESOLUTION – REGULAR MEETING

Date: April 7, 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 Minutes of the Regular Council Meeting of March 17, 2025,
be adopted. *Carried.*



The Corporation of the Township of Dawn-Euphemia

- MINUTES -

Regular Council Meeting
Monday, March 17, 2025
6:30 pm, Municipal Office, 4591 Lambton Line

Present:
Mayor: A. Broad (arrived at 7:00 pm)
Councillors: A. Gray – Acting Mayor
P. LeBoeuf
M. McGuire
J. Meyer

Staff Present:
D. Clermont, Administrator-Clerk
B. Stam, Deputy Clerk

Disclosures: Mayor Broad declared a potential indirect pecuniary interest on agenda item 3a) Watson-Turner Drain Preliminary Meeting. Mayor Broad was not present for discussion or voting on the matter.

In accordance with S. 3.3 and S4.7(h) of Procedural By-Law 2022-31, Councillor Ann Gray is Acting Mayor/Chair for the Purpose of the Meeting.

6:30 pm – 6:57 pm Preliminary Meeting – Watson-Turner Drain
Engineer: Ray Dobbin, PEng, R. Dobbin Engineering Inc.
Public Present: Chuck Baresich
Delbert Jones
Patrick Power

Chairman Gray called the meeting to order.

2025-39 Councillor LeBoeuf – Councillor Meyer

Watson-Turner Drain Preliminary Mtg

That Council hereby opens the Preliminary Meeting at 6:30 pm for discussions regarding the Watson-Turner Drain Preliminary Report, dated February 19, 2025, by Ray Dobbin, P. Eng, Dobbin Engineering. *Carried.*

Recorded Vote	
Vote	
-	A. Broad
Y	A. Gray
Y	M. McGuire
Y	J. Meyer
Y	L. Williams

The Engineer Ray Dobbin, PEng, R. Dobbin Engineering Inc., presented the Watson-Turner Drain Preliminary Report, Section 4(1), dated February 19, 2025, of which notice was sent to all affected landowners and parties as required by the Drainage Act, on February 27, 2025. Correspondence had been received from three assessed landowners, dated (1) March 6, 2025 from C. Baresich (30-114, 30-173, 30-183), expressing support of the preliminary report; (2) March 10, 2025 from D. Jones (30-172) questioning the drainage area and requesting a shifting of location of the tile; and (3) March 17, 2025 from WJ Kerr Lands (30-174), questioning the drainage area. Landowner's comments at the meeting reflected the concerns that had been raised in the received correspondence. Engineer Ray Dobbin responded to the concerns and advised that they will be addressed in the Final Report. After discussion, Council passed the following resolution:

2025-40 Councillor LeBoeuf – Councillor McGuire

Watson-Turner – Final Report

Subsequent to review and consideration of the Preliminary Report for the Watson-Turner Drain, as prepared by R. Dobbin Engineering Inc., dated February 19, 2025, Council hereby directs the Engineer to prepare a Final Report addressing the following concerns expressed in the meeting:
1. That the Engineer investigate the drainage area for the Kerr and Jones lands;

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

2. That the Jones tile be exposed to reveal the depth of the tile to provide insight as to where the Watson-Turner drainage tile should be located. *Carried.*

2025-41 Councillor Meyer – Councillor LeBoeuf

Watson-Turner – Adjournment

That Council hereby closes the Meeting to Consider the Preliminary Report for the Watson-Turner Drain, dated February 19, 2025 at 6:57 pm. *Carried.*

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

Delegation: John Collison, Overall Responsible Operator Re: 2024 Summary & Annual Reports

6:58 - 6:04 pm

The Overall Responsible Operator presented the 2023 Summary Report and Annual Report, prepared under the Drinking Water Systems Regulation O. Reg 170/03. The following resolution was passed:

2025-42 Councillor McGuire – Councillor Meyer

2024 Summary & Annual Reports

That Council receives the 2024 Summary Report and Annual Report prepared under Drinking Water Systems Regulation O. Reg 170/03, dated February 5, 2025, and directs the Overall Responsible Operator to post the reports at the Municipal office, the Florence library, and on the Township's website. *Carried.*

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

Mayor Broad is now present. Councillor Gray continued to act as Chair for the remainder of the meeting.

2025-43 Councillor Meyer – Councillor LeBoeuf

Safety & Clothing Reimbursement Policy

That the Safety Clothing and Reimbursement Policy No. 32 be amended to increase the amount for CSA approved steel-toed protective footwear from \$200 up to a maximum of \$300 (receipts required). *Carried.*

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

2025-44 Councillor McGuire – Councillor Meyer

Minutes – March 3, 2025

That the minutes of the March 3, 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

2025-45 Councillor Meyer – Councillor McGuire

2022 Financial Statements

That Council adopts the 2022 Financial Statements as presented on Monday, March 17, 2025. *Carried.*

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

2025-46 Councillor LeBoeuf – Councillor Meyer

Council Remuneration 2024

That Council accepts the report from the Deputy Treasurer Re: 2024 Council Remuneration as presented. *Carried.*

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

2025-47 Mayor Broad – Councillor LeBoeuf

LCRGPB Membership & Banquet

That Council approve the 2025 Membership of the Lambton County Rural Game Protective Association at a cost of \$300.00, and that the following members of Council attend the Lambton County Rural Game Protective Association Banquet to be held Thursday, April 10, 2025 at the Forest Legion (58 Albert St, Forest, ON): Councillor LeBoeuf, Councillor Gray, and Mayor Broad. *Carried.*

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

2025-48 Councillor McGuire – Councillor LeBoeuf

Oddfellows – Waive DECC Fees

That Council acknowledges receipt of the request, dated March 11, 2025 received from the Florence Odd Fellows requesting the waiving of the hall rental fees for the Dawn-Euphemia Community Centre for a spaghetti dinner fundraiser for Three Oaks Respite Cabin; and further that Council agrees to waive the fees in the amount of \$500 (excluding any licensing, insurance costs, and/or cleaning fee). *Carried.*

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

2025-49 Mayor Broad – Councillor LeBoeuf

By-Law 2025-06 – Emergency Mngmt

That Bylaw 2025-06, being a bylaw to adopt the Emergency Management Plan and Emergency Management Program, and to repeal Bylaw 64 of 2015, be taken as read a first, second, and third time, and finally passed this 17th day of March, 2025. *Carried.*

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

2025-50 Councillor Meyer – Councillor McGuireBy-Law 2025-07 – Confirmatory, 1st Quarter

That Bylaw 2025-07, being a bylaw of the Corporation of the Township of Dawn-Euphemia to confirm the resolutions and motions of the Township of Dawn-Euphemia Council meeting which were adopted up to and including March 17, 2025, be taken as read a first, second, and third time, and finally passed this 17th day of March, 2025. *Carried.*

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

2025-51 Councillor LeBoeuf – Mayor Broad

Adjournment

That this Regular Session of Council be hereby adjourned at the hour of 7:13 pm, to meet again on April 7, 2025 @ 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



RESOLUTION – REGULAR MEETING

Date: April 7, 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 following Drain Maintenance and/or Repair Requests be referred to the Drainage Superintendent with the power to act;

1. The Bull Drain Maintenance Request received March 28, 2025 submitted by Spring Enterprises Inc;
2. The Keating Drain Maintenance Request received March 28, 2025 submitted by Spring Enterprises Inc;
3. The Smoke Drain Maintenance Request received March 28, 2025 submitted by Spring Enterprises Inc;
4. The Young Drain Maintenance Request received March 28, 2025 submitted by Spring Enterprises Inc. *Carried.*

For Office Use Only
 Drainage Supt. March 28/25
 Council Apr 7/25
 Res: _____
 Electronic File March 28/25

Township of Dawn-Euphemia

MAR 28 2025

RECEIVED

Notice of Request for Drain Maintenance and/or Repair

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

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

Re: BULL DRAIN
 (Name of Drain)

COPY

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

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

☒ Clean Out ☐ Tile Repair ☐ Culvert Replacement ☐ Sprayed

Comments:

CLEANOUT

Property Owners:

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

Property Description

W 1/2 LOT 21, CON 8

Ward or Geographic Township

FORMER EUPHEMIA TWP

Parcel Roll Number

3806 009030159 00

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

Select Ownership Type

Enter the mailing address and primary contact information:

Last Name

SPRING ENTERPRISES INC

First Name

Middle Initial

Mailing Address

Unit Number

Street/Road Number

Street/Road Name

PO Box

City/Town

Province

ON

Postal Code

Telephone Number

Cell Phone Number (Optional)

Email Address (Optional)

Signature of Landowner

AL

Date:

MARCH 10 2025

To be completed by recipient municipality

Notice filed this

day of

20

Name)

Signature of Clerk

10

For Office Use Only

Drainage Supt. March 28/25
Council Apr 7/25
Res. _____
Electronic File March 28/25

Township of Dawn-Euphemia

MAR 28 2025

RECEIVED

Notice of Request for Drain Maintenance
and/or Repair

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

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

Re: FEETING DRAIN

(Name of Drain)

COPY

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

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

☐ Clean Out

☒ Tile Repair

☐ Culvert Replacement

☐ Sprayed

Comments:

REPAIR OR REPLACE TILE

Property Owners:

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

Property Description

WPT Lot 30, Con. 10

Ward or Geographic Township

TURNER EUPHEMIA

Parcel Roll Number

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

Select Ownership Type

Enter the mailing address and primary contact information:

Last Name

SPRING ENTERPRISES INC.

First Name

Middle Initial

Mailing Address

Unit Number

Street/Road Number

Street/Road Name

PO Box

City/Town

Province

ON

Postal Code

Telephone Number

Cell Phone Number (Optional)

Email Address (Optional)

Signature of Landowner:

Date:

MAR 10 2025

To be completed by recipient municipality

Notice filed this _____ day of _____

20

Name of Clerk (Last Name, First Name)

Signature of Clerk

Clermont, Donna

For Office Use Only
 Drainage Supt March 28/25
 Council Apr 7/25
 Res: _____
 Electronic File March 28/25

Township of Dawn-Euphemia

MAR 28 2025

RECEIVED

Notice of Request for Drain Maintenance and/or Repair

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

COPY

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

Re: SMOKE DRAIN
 (Name of Drain)

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

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

☒ Clean Out ☐ Tile Repair ☐ Culvert Replacement ☐ Sprayed

Comments:

CLEANOUT

Property Owners:

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

Property Description

Pt W Pt Lot 27 W 1/2 Con 8

Ward or Geographic Township

FORMER EUPHEMIA

Parcel Roll Number

380600903016800

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

Select Ownership Type

Enter the mailing address and primary contact information:

Last Name SPRING ENTERPRISES INC First Name _____ Middle Initial _____

Mailing Address

Unit Number _____ Street/Road Number _____ Street/Road Name _____ PO Box _____

City/Town _____ Province ON Postal Code _____

Telephone Number _____ Cell Phone Number (Optional) _____ Email Address (Optional) _____

Signature of Landowner: _____ Date: March 10, 2025

To be completed by recipient municipality:

Notice filed this _____ day of _____ 20____

Name of Clerk (Last Name, First Name)

Signature of Clerk _____

Clermont, Donna

For Office Use Only
Drainage Supt. March 28/25
Council Apr 7/25
Res: _____
Electronic File March 28/25

Township of Dawn-Euphemia

MAR 28 2025

RECEIVED

Notice of Request for Drain Maintenance
and/or Repair

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

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

Re: YOUNG DRAIN
(Name of Drain)

COPY

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

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

☒ Clean Out ☐ Tile Repair ☐ Culvert Replacement ☐ Sprayed

Comments:

CLEANOUT

Property Owners:

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

Property Description

W 1/2 LOT 22 CONCESSION 8

Ward or Geographic Township

FORMER EUPHEMIA TWP

Parcel Roll Number

3B06 0090 301600

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

Select Ownership Type

Enter the mailing address and primary contact information:

Last Name SPRING ENTERPRISES INC First Name _____ Middle Initial _____

Mailing Address

Unit Number _____ Street/Road Number _____ Street/Road Name _____ P.O. Box _____

City/Town

Province

Postal Code

Telephone Number

Cell Phone Number (Optional)

Email Address (Optional)

Signature of Landowner: _____

Date: March 10, 2025

To be completed by recipient municipality:

Notice filed this _____ day of _____ 20____

Name of Clerk (Last Name, First Name)

Clemens, Donna

Signature of Clerk _____



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

7a

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: April 7, 2025
From: Marc Seguin - Treasurer
Subject: Auditors Response Report

OPEN SESSION REPORT FIN 25-04-07

Background:

Regarding resolution 2025-13, a letter was drafted and sent to BDO requesting 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 as provided in the contract dated February 14, 2022; further, 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.

Comments:

No response has been received to date.

Financial:

NA

Consultations:

NA

Recommendation:

That the Auditors Response Report to BDO Canada LLP dated April 7, 2025, from the Treasurer be accepted as presented.



RESOLUTION – REGULAR MEETING

Date: April 7, 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 Council accepts the report dated April 7, 2025, received from Darlene Coke, Manager, Lambton County Library Services, Re: Proposed Changes to Florence Library; and further that Council supports the proposal to remove the extra countertop from the family washroom to allow for the installation of a change table, to update the exterior signage, to install and move desks and shelving units, to add electrical outlets, and other minor changes to the Florence Library as proposed in the report, all at the cost of Lambton County. *Carried.*



CULTURAL SERVICES DIVISION

REPORT TO:	MAYOR AND COUNCIL MEMBERS
DEPARTMENT:	LIBRARIES
PREPARED BY:	Darlene Coke, Manager
REVIEWED BY:	Andrew Meyer, General Manager
MEETING DATE:	April 7, 2025
SUBJECT:	Proposed Changes to Florence Library

BACKGROUND

In February, 2025 the Township of Dawn-Euphemia and the County of Lambton jointly decided to permanently close Shetland Library and to transfer the existing 12 hours of operation at Shetland Library to Florence Library upon Shetland Library's closure. The County of Lambton committed to making additional changes to Florence Library in an effort to more closely achieve best practices established by the Administrators of Rural and Public Libraries of Ontario (ARUPLO). A closure date of Friday, August 29, 2025 is set for Shetland Library, and new hours of operation will begin at Florence Library during the first week of September. The County of Lambton is currently surveying Township residents and users of Shetland and Florence Libraries to determine what hours of operation would be most convenient.

DISCUSSION

The County of Lambton plans to make the following changes to Florence Library:

1. The County would like to remove the existing countertop in the library's washroom and replace it with a baby change table, at the County's cost. The removal of the counter would allow for a larger turning radius for anyone using assistive devices, and a certified baby change table would offer parents a safer location to change their child as the change table has a curved edge to prevent rolling off the unit, and comes with a safety strap to ensure the child stays on the table. See attached image.
2. The County would like to replace the library's existing outdoor signage at the entrance of the facility, facing the parking lot. New signage would include the County's most recent logo that includes Lambton County Library branding standards and would include the Township's logo in recognition of the partnership to deliver library services in Lambton County. New signage would also include the civic address and contact information, along with directional arrow indicators for

the library's designated entrance. In addition to this signage, the library proposes adding additional signage immediately adjacent to the library's designated entrance that will list Florence Library's hours of operation.

3. A new Early Literacy Station has been purchased for installation at Florence Library later this summer. An Early Literacy Station is a child-sized computer and is designed specifically for children aged 2 – 8. It features over 4,000 learning activities featuring content that spans seven curricular areas: math, science & nature, social studies and geography, reading, art and music, writing and computer skills and reference. The content is fun and interactive. Early Literacy Stations are currently located at 12 other libraries in Lambton County.
4. One public computer workstation will be moved from Shetland Library to Florence Library after Shetland Library closes at the end of August. This additional unit will allow Florence Library to meet the ARUPLO best practice of having a minimum of three public computer workstations in a small category library.
5. The County intends to purchase three additional mobile shelving units so that it can increase the size of the collection at Florence Library. Currently, there are about 3,075 items available for borrowing at Florence Library; however, to meet ARUPLO best practice guidelines, 2,924 – 8,924 additional items should be added to Florence Library.
6. The employee service desk will require modifications by the library to make it possible for two employees to work at the desk simultaneously. The service desk will also require movement closer to the library entrance to free up floor space to allow the placement of the three new shelving units.
7. The County will be required to add electrical outlets and / or data cabling to make the Early Literacy Station operational, and to accommodate the relocation of the employee service desk.
8. The County will also seek to affix its service delivery branding to existing walls and / or shelves. This includes a County of Lambton Logo on a blue background, which is likely to be affixed to a wall behind the service desk, and internal wayfinding signage to orient visitors to the library's collection. (e.g. Fiction, Large Print, Local History, etc.)
9. The County intends to purchase locked storage cabinets for placement inside the community centre's shared storage room. Currently the Library stores many of its office and craft supplies and additional activities / toys on carts or in totes or in the open in the storage room. Storage units will better organize the supplies and improve the tidiness level of the shared storage space.
10. The County also intends to purchase new mobile furnishings (e.g. tables and chairs) that can be easily moved from storage into the hall for the delivery of programs when required.
11. The hours of operation will be changed at Florence Library during the first week of September, 2025. The library's hours will expand from 12 hours / week to 24 hours / week. Beginning on March 31, 2025 an online survey opened at lclibrary.ca/survey asking Township residents and users of Shetland and Florence Libraries to provide input on what hours of operation would be convenient for them. Paper copies of the survey are also available at the Township Office. The survey closes on April 30, 2025. In accordance with Libraries Department Policy

R05.01 Branch Hours of Operation Policy, Lambton County Council will consider any changes to the library's hours of operation, and three months' notice will be provided to lower-tier municipalities of the new hours of operation, in accordance with policy.

FINANCIAL IMPLICATIONS

The County of Lambton will be making a significant financial investment in Florence Library as it is funding all of the purchases and / or work described in this report.

CONSULTATIONS

The Deputy CAO / General Manager, Cultural Services, the Community Engagement / Communications Supervisor, the Facilities Supervisor and the Community Library Supervisor were consulted in the creation of this report.

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

The enhancements planned for Florence Library will help the Lambton County Library achieve its goal of meeting ARUPLO guidelines at all of its branch libraires. Additional hours, and the enhancements to the collection and the installation of the Early Literacy Station may also entice new users to the library.

RECOMMENDATIONS

- a) **THAT Dawn-Euphemia Township Council support the work of Lambton County Library in enhancing Florence Library.**

APPENDIX:



Existing countertop to be removed.







Proposed new baby change table to be affixed to the wall in place of the countertop.



Existing main signage.



Proposed new main signage design and placement.

	 <div><p>FLORENCE LIBRARY 6213 MILL STREET, FLORENCE 519-692-3213 www.lclibrary.ca</p><p>HOURS OF OPERATION MONDAY XXXXXX TUESDAY XXXXXX WEDNESDAY XXXXXX THURSDAY XXXXXX FRIDAY XXXXXX SATURDAY XXXXXX SUNDAY XXXXXX</p></div>
Area next to library entrance.	Proposed new hours signage design and placement next to library entrance.
	
An Early Literacy Station	

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: April 7, 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 Council acknowledge receipt of the letter dated March 13, 2025 from the Municipality of Brooke-Alvinston regarding Cost Recovery of Services at Brooke-Alvinston-Inwood Community Centre Complex;

And that Council await the pending information regarding statistics of Dawn-Euphemia residents registered in sports activities, as requested by the Administrator-Clerk.

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

Phone: 519.898.2173

Fax: 519.898.5653



March 13, 2025

To: Township of Dawn-Euphemia
Township of Enniskillen
Village of Oil Springs
Township of Adelaide Metcalfe

While the Brooke-Alvinston-Inwood Community Centre is located in Brooke-Alvinston, in reality it serves a regional catchment area which includes other neighbouring municipalities without recreational complexes including Enniskillen, Oil Springs, Dawn-Euphemia and Adelaide Metcalfe.

The Municipality of Brooke-Alvinston is exploring a full cost recovery of services offered from the Brooke-Alvinston-Inwood Community Centre Complex. It has been identified, mainly through sports registrations, that a portion of the registrants for minor sports including hockey, figure skating and minor ball reside in your community. With boundary changes imposed by the Ontario Minor Hockey Association (OMHA), we expect to see more non residents using our facility.

At Council's request I am writing to advise that we will be exploring a fee for non residents enrolled in an organized sport in Brooke-Alvinston. We have obtained similar agreements on how this cost sharing can be recouped and are gathering enrollment numbers from our affiliate minor sport users. We are aware that some of your municipalities have similar agreements with other areas with arenas. As you can appreciate, registration fees for these sports cover some of the operational expenses however the capital expenses are left burdened by the Brooke-Alvinston ratepayers. These capital upgrades are enjoyed by the majority of Brooke-Alvinston residents in addition to non residents. We note that some residents in your area (specifically the former Euphemia) were on the Building Committee. We also note that the former Euphemia had at one time provided a grant to the Complex for maintenance and operation. We continue to explore our archives for more information on past practices.

Should you wish to discuss further or have specific questions, please contact me directly. We will follow up with individual municipal meetings upon request.

Kind Regards,


Janet Denkers
Clerk Administrator

Donna Clermont, Dawn-Euphemia Clerk

From: Donna Clermont, Dawn-Euphemia Clerk
Sent: March 20, 2025 9:11 AM
To: 'Janet Denkers'
Subject: RE: Letter

Janet can you please provide us some stats as far as how many of our residents are currently registered in sports activities at the community centre? Also can you provide these stats for the past 5 years.

Thank you,

Donna Clermont, Administrator-Clerk

The Corporation of the Township of Dawn-Euphemia
4591 Lambton Line, RR4
Dresden, ON N0P 1M0
Ph: 519-692-5148 Fax: 519-692-5511



From: Janet Denkers [REDACTED]
Sent: March 20, 2025 9:07 AM
To: Donna Clermont, Dawn-Euphemia Clerk <clerk@dawneuphemia.on.ca>; Duncan McTavish [REDACTED]; Martha Gawley <[REDACTED]> Morgan Calvert [REDACTED]
Subject: Letter

Good Morning-
Please see attached. If any questions, please give me a call.

Janet Denkers BA, Dipl. M.M.
Clerk Administrator
Municipality of Brooke-Alvinston
3236 River Street, PO Box 28
Alvinston, ON N0N 1A0
Phone: 519-898-2173

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: April 7, 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 Township of Dawn-Euphemia request that the Province of Ontario continue to provide Ontario municipalities with funding to offset the increased costs associated with implementation of the CSPA, the ratification of several collective agreements, implementation of recommendations from the Solicitor General's audit and Bill 124; and

THAT While the funding provided in 2024 to offset the unexpected increases received through the annual billing statement was appreciated, there needs to be a more sustainable commitment from the province to continue to provide offsetting funding.

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

LAMBTON GROUP OPP DETACHMENT BOARD



LAMBTON GROUP
OPP DETACHMENT BOARD

Mailing Address:

PO BOX 273 | Petrolia, Ontario | N0N 1R0

Website: www.lgodb.ca

e-mail: lgpsb.secretary@gmail.com

Dear Lambton OPP, Policed municipalities.

RE: Continued supplement of provincial funding for OPP policed municipalities.

It was released that in 2023, the OPP hired and trained more than 500 new recruits and experienced officers. This was an increase of almost 40 per cent from 2022, ensuring continued dedication to the safety and well-being of the communities the OPP serve across the province, creating a safe communities and a secure Ontario.

The Lambton Group OPP Detachment Board members recognize the necessity of this increase in expenses in response to increased hiring, and implementation of recommendations issued through the Solicitor General's 2021 audit report.

Recognizing that implementation of these recommendations does lead to safer municipalities in Lambton now and in future years. The Lambton Group OPP Detachment Board is very supportive of these continued initiatives in creating safe communities, recognizing that it comes at a cost, and as a result it is anticipated that municipalities will continue to experience increases in the annual billing statement.

The Lambton Group OPP Detachment Board supports our member municipalities in their concerns raised over the concern of continued increased billing expenses. As a result, during the Lambton Group OPP Detachment Board February 2025 meeting, a motion was brought forward and carried regarding the identified need for continued provincial supplement to offset future annual billing statements.

The Lambton Group OPP Detachment Board has provided OPP policed municipalities in Lambton with this motion for consideration.

Thank you.

Greg Nemcek, Chair

lgpsb.chair@gmail.com

encl.



Donna Clermont, Dawn-Euphemia Clerk



From: EMO Community Grants (TBS) <[REDACTED]>
Sent: March 28, 2025 1:55 PM
To: EMO Community Grants (TBS)
Subject: Community Emergency Preparedness Grant / Subvention pour les projets communautaires de protection civile

Generator@DECC

Dear Community Emergency Preparedness Grant applicant:

Thank you for applying to the 2024-25 Community Emergency Preparedness Grant (CEPG). We sincerely appreciate the effort you put into submitting your application.

This was an extremely competitive year, with a large number of applicants. Unfortunately, we regret to inform you that your application was not selected to receive funding.

As the one window for provincial emergency management, EMO remains available to support your community to be better prepared for any emergency.

To support communities, EMO offers a variety of resources such as training, exercise opportunities and public education materials that are available at no cost. Should this be of interest to your community please let us know and we will connect you with your local EMO Field officer to provide further information.

Thank you once again for your application and your ongoing leadership to ensure that people and communities across Ontario are safe, practiced and prepared before, during and after emergencies.

Nina Diaz
Director, Emergency Management Preparedness, Programs and Planning
Emergency Management Ontario | Treasury Board Secretariat
[REDACTED]

To learn more about how emergencies are managed in Ontario, visit Emergency Management Ontario's [webpage](#).



Madame, Monsieur, candidat(e) à la Subvention pour les projets communautaires de protection civile :

Nous vous remercions d'avoir fait une demande dans le cadre du Programme de subventions pour les projets communautaires de protection civile (Programme de SPCPC) de 2024-2025. Nous vous remercions sincèrement pour les efforts que vous avez déployés pour soumettre votre candidature.

Township of Dawn-Euphemia

March 11, 2025

MAR 19 2025

RECEIVED

Corporation of the Township of Dawn-Euphemia
RR 4
4591 Lambton Line
Dresden, ON N0P 1M0

Good Morning,

We wish to express our appreciation for your 2025 Municipal Grant/Donation to Four Counties Health Services Foundation toward the purchase of a Workstation on Wheels. Your receipt is at the bottom of this letter.

The FCHS Foundation is proud to be supporting the Four Counties Health Services site in being one of the most modern, technologically advanced small hospitals in Ontario. We have been able to successfully recruit new physicians and medical professionals, and now we are ensuring they have the very best equipment to support them in their work bringing Care Closer to Home.

At FCHS Foundation we treat your personal information with respect and we do not rent, sell or trade any personal information. Your information is used only to issue your charitable receipt, for donor recognition and to inform you about fundraising and other events at FCHS. If you wish to have your name removed from the mailing list please notify us by phone at [REDACTED] or email [REDACTED]

Sincerely,

[REDACTED]

Tom Jeffery, FCHS Foundation Chair

*Thank for
continued support*



Cultural Services Division
Library Headquarters
787 Broadway Street, Box 3100
Wyoming, ON N0N 1T0

Telephone: 519-845-8324
Toll-free: 1-866-324-6912
Fax: 519-845-0700
www.lclibrary.ca



NEWS RELEASE

For Immediate Release

Lambton County Library Releases Survey to Gather Public Feedback of New Hours of Operation in Dawn-Euphemia

Thursday, April 3, 2025

Wyoming, ON – Residents of Dawn-Euphemia Township and Lambton County Library patrons are being asked for their feedback concerning expanded hours of operation coming to Florence Library in September following the scheduled permanent closure of Shetland Library on August 29, 2025.

In February, Councils of Dawn-Euphemia Township and Lambton County approved a recommendation to close Shetland Library due to an inability to renovate the library branch to meet accessibility standards. Both Councils agreed to double the hours of operation at nearby Florence Library, located approximately seven kilometres south of Shetland, from 12 hours per week to 24 hours per week. Now, the library service is asking local residents and library patrons when it would be most convenient for them to visit the library as it considers what Florence Library's new hours of operation will be in September.

An online survey is available at lclibrary.ca/survey and paper copies are available at the Township of Dawn-Euphemia Municipal Office at 4592 Lambton Line, Rutherford until April 30, 2025. Of the completed surveys, one random winner will receive a \$100 grocery gift card.

"We are interested in hearing everyone's opinion about when it would be most convenient for them to access Florence Library, whether they are current library cardholders or not," said Darlene Coke, Manager, Library Services. "Even if a resident is not currently a library card holder, we hope that in time they will learn that today, libraries offer so much more than just books, and the first step is finding hours of operation that are convenient for their lifestyle or household."

Enhancements are planned for Florence Library including a new computer designed for children known as an Early Literacy Station, that is loaded with games and activities that build children's literacy and numeracy skills. The library's interior space will also be re-organized to allow for an additional computer workstation and more shelving for a larger collection. Efforts will also be made to better use the attached community hall space to design new programs or enter into new partnerships with other government agencies to deliver service in the community.

More...


“Today, visitors to some of our libraries can borrow video games and DVDs, pick up garden seeds, attend a meeting with a representative from Service Canada to apply for Canada Pension, receive job search help from Lambton Works, learn to code, and of course, borrow books,” said Coke. “At your local library, there is something for every age, and nearly every interest. We are hopeful that with expanded hours at Florence Library, more local residents will stop in and discover the many benefits of being a Lambton County Library cardholder.”

Library cards are free for anyone who lives, works, studies, owns property in Lambton County, or is a resident of a First Nations community in Ontario. Lambton County Library also has reciprocal borrowing agreements with neighbouring library systems, members from these neighbouring systems, including Chatham-Kent Public Library, may register with Lambton County Library for free membership. For more information on how to become a Lambton County Library cardholder visit lclibrary.ca/apply.

-30-

Please contact:

Darlene Coke
Manager, Library Services
County of Lambton



Florence Library Hours Survey

Lambton County Library is reallocating hours from Shetland Library to Florence Library this fall, and we want your input!

lclibrary.ca/survey

Survey closes April 30, 2025.



In light of the pending closure of Shetland Library, Lambton County Library is increasing operating hours at Florence Library. The Library is currently looking for community feedback regarding expanded hours of operation that meet the needs of Dawn-Euphemia residents. Fill out a survey at lclibrary.ca/survey between March 31- April 30, 2025, and receive a chance to win an \$100 grocery gift card.

Paper surveys are available at the Dawn-Euphemia Township Municipal Office. Public computers are available at Shetland and Florence Libraries, and staff can assist in accessing the survey online at :

<https://forms.lclibrary.ca/Florence-Library-Hours-Preference-Survey>



Cultural Services Division
Library Headquarters
787 Broadway Street, Box 3100
Wyoming, ON N0N 1T0

Telephone: 519-845-3324
Toll-free: 1-866-324-6912
Fax: 519-845-0700
www.lclibrary.ca

Florence Library Hours Survey

In light of the pending closure of Shetland Library, Lambton County Library is increasing operating hours at Florence Library. Your feedback is crucial in helping us assess adjustments to the current hours of operation.

Which municipality do you live in? *

Are you currently a Lambton County Library cardholder? *

- ☐ Yes
☐ No

How often do you currently use library services in Dawn-Euphemia? (Select one) *

- ☐ Weekly
☐ Monthly
☐ A few times a year
☐ Rarely
☐ Never

When are you most likely to visit Florence Library? (Select one) *

- ☐ Monday to Friday
☐ Saturday

Please rank your preference for which days the Florence Library should be open (1=most preferred, 6=least preferred):

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

What hours would you be most likely to visit the Florence Library? (Select all that apply) *

- ☐ Morning (9:00 a.m. - 12:00 p.m.)
☐ Afternoon (12:00 p.m. - 4:00 p.m.)
☐ Evening (4:00 p.m. - 8:00 p.m.)

For weekdays, which of these schedule options would you prefer? (Select one) *

- ☐ Morning to early afternoon
☐ Late afternoon to evening

For Saturdays, which of these schedule options would you prefer? (Select one) *

- ☐ Morning
☐ Afternoon

**What specific services / programs do you / your family currently use when visiting the library?
(Select all that apply)**

- ☐ Collections (books, DVDs, audiobooks, telescope, etc)
- ☐ Public Computer Workstations
- ☐ Free Wi-Fi
- ☐ Children's Programming

- ☐ Adult Programming
- ☐ Study / Workspace
- ☐ Socialization Space

If you are not a currently library cardholder, what services or programs would encourage you to visit the library?

Do you have any additional comments or suggestions regarding Florence Library's expanded hours?

Do you have any additional comments or suggestions regarding Florence Library's programs / services?

Thank you for taking the time to complete this survey. Your input will help ensure that the expanded Florence Library hours meet the needs of Dawn-Euphemia residents.

Please provide your name and contact information if you wish to be entered into the draw to win an \$100 grocery gift card.

Name:

Phone:

Email:



The following is a summary of the Plumbing Permits issued for the Township of Dawn-Euphemia to the end of the month of February, 2025:

<u>PERMIT #</u>	<u>DESCRIPTION &/OR LOCATION</u>	<u>OWNER/CONTRACTOR</u>
PP-24-004	Mandaumin Rd, Con 1, S Pt Lot 17	
PP-25-001	Dawn Valley Rd, Con 1, N Pt Lot 33	

TOWNSHIP OF DAWN-EUPHEMIA
BUILDING PERMIT COMPARISON
2025 & 2024
FOR THE MONTH OF FEBRUARY

89

Type of Permit	No. of Permits Issued		Value of Construction		Permit Fees		Year to Date					
							No. of Permits Issued		Value of Construction		Permit Fees	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
New Residential							0	0	\$0	\$0	\$0.00	\$0.00
Residential Alterations/Additions							1	0	100,000	0	1,560.00	0.00
Non-Residential							0	0	0	0	0.00	0.00
New Commercial							0	0	0	0	0.00	0.00
Commercial Alterations/Additions							0	0	0	0	0.00	0.00
New Industrial							3	0	1088350	0	7560.00	0.00
Industrial Alterations/Additions							0	0	0	0	0.00	0.00
New Institutional							0	0	0	0	0.00	0.00
Institutional Alterations/Additions							0	0	0	0	0.00	0.00
New Agricultural		2		120,000		1,020.00	0	2	0	120,000	0.00	1,020.00
Agricultural Alterations/Additions							0	0	0	0	0.00	0.00
Demolitions							1	0	1,000,000	0	200.00	0.00
Swimming Pools							0	0	0	0	0.00	0.00
Other							0	0	0	0	0.00	0.00
Totals	0	2	\$0	\$120,000	\$0.00	\$1,020.00	5	2	\$2,188,350	\$120,000	\$9,320.00	\$1,020.00
No. of New Dwelling Units Created							0	0				

*Please note that Non-Residential permits are for garages, sheds, accessory buildings.



VOUCHER # 7 - 2025

07-Apr-25

INVOICES	CHEQUE RUN	CHEQUE #	TOTAL
Admin/P Wks/Fire/Drain/Water/DECC	March 17 & 20		\$ 1,522,719.45
EFT Payment	3/18/25		\$ 16,183.14
Grand total of all invoices			\$1,538,902.59
PAYROLL	PP # 7		
Administration		\$	18,134.72
Public Works		\$	35,698.42
Council		\$	4,191.18
Grand total of all Payroll			\$ 58,024.32
VOUCHER # 7 - 2025			GRAND TOTAL \$1,596,926.91

The Corporation of the Township of Dawn-Euphemia

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RESOLUTION – REGULAR MEETING

Date: April 7, 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 this Regular Meeting of Council be hereby adjourned at the hour of _____ pm, to meet again for the Regular Meeting of Council on April 22, 2025, at 6:30 pm or at the call of the Chair. *Carried.*