



The Corporation of the Township of Dawn-Euphemia

- A G E N D A -

Monday, May 5, 2025 – 4:30 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**
 - a) **4:30pm** – Lambton Group OPP Detachment Board, Chris Avery, Chair Greg Nemcek and Vice Chair John McCharles, Board Appointee Ian Veen.
 - b) **4:40pm** – Request dated April 29, 2025, from Ed and Pauline Stinson Re: Request to rename Rutherford Park in Honour of Paul Dalton.
 - c) **4:50pm** – Request dated April 24, 2025, from Association of Ontario Road Supervisors (AORS) Re: Request to rename the Rutherford Garage in Honour of Paul Dalton
 4. **ADOPTION OF MINUTES**
 - a) Minutes of Regular Council Meeting of April 22, 2025, and Minutes of Special Council Meeting of April 24, 2025
 5. **BUSINESS ARISING FROM MINUTES**
 6. **PLANNING/DRAINAGE/PROPERTY**
 7. **REPORTS**
 - a) Report from the Administrator-Clerk Re: Request dated March 6, 2025, from Adjacent Landowner to close Elm Tree Line
 - b) Resolution Re: Dawn-Euphemia Community Centre rental May 17, 2025, Celebration of Life of Paul Dalton
 - c) Report from the Administrator-Clerk Re: Activity Report, March and April 2025
 - d) Report from the Administrator-Clerk Re: Benefit Renewal 2025
 8. **CORRESPONDENCE**
 - a) Invitation dated April 24, 2025, from Blyth Festival re: Council Invite
Information Only
 - b) Plumbing Permits, March 2025
 9. **OTHER BUSINESS**
 - a) Accounts
 10. **BY-LAW**
 11. **CLOSED SESSION**
 12. **ADJOURNMENT:** **Next Meeting of Council**
Regular Council Meeting –Tuesday, May 20, 2025 @ 6:30 pm

LAMBTON GROUP OPP DETACHMENT BOARD ANNUAL MUNICIPAL VISIT SCHEDULE "2025"



LAMBTON GROUP
OPP DETACHMENT BOARD

3a

Municipality	Date	Mayor	Clerk	CAO	Board Member Rep.
Plympton-Wyoming	Wednesday, April 9 @ 5:00 pm	Gary Atkinson	Erin Kwarciuk	Adam Sobanski	Gary Atkinson
Lambton Shores	Tuesday, April 29 @ 7:00 pm	Doug Cook	Stephanie Stroyer-Boyd	Stephen McCauley	Dave Marsh
Dawn-Euphemia	Monday, May 5 @ 6:30 pm	Al Broad	Donna Claremont	N/A	Ian Veen
Brooke-Alvinston	Thursday, May 8 @ 4:30 pm	Dave Ferguson	Janet Denkers	N/A	John Couwenberg
Petrolia	Monday, May 12 @ 7:00 pm	R. Brad Loosley	Mandi Pearson	Rick Charlebois	Joel Field
Enniskillen	Monday, June 2 @ 7:00 pm	Kevin Marriott	Duncan McTavish	N/A	Ian Veen
Oil Springs	Tuesday, June 3 @ 7:00 pm	Ian Veen	Martha Gawley	N/A	Ian Veen
St. Clair	Monday, June 16 @ 6:00 pm	Jeff Agar	Jeff Baranek	John Rodey	Jeff Agar
Warwick	Monday, June 23 @ 3:30 pm	Todd Case	Heather Willemse	Ron VanHorne	John Couwenberg

The Corporation of the Township of Dawn-Euphemia

3b

RESOLUTION – REGULAR MEETING

Date: May 5, 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 request dated April 29, 2025, from residents Ed and Pauline Stinson requesting that the Rutherford Park be renamed in honour of Paul Dalton and his service and dedication to this community be

- (1) granted
- (2) denied
- (3) other

Carried.

Donna Clermont, Dawn-Euphemia Clerk

From: Ed Stinson [REDACTED]
Sent: April 29, 2025 9:25 AM
To: Donna Clermont, Dawn-Euphemia Clerk
Subject: Park Motion

As to our conversation last week, here's what I put together to bring to council for motion

To the mayor, counsellor's, employees of Dawn-Euphemia township, family, and friends of Paul Dalton.

We can all agree that Paul was invaluable to this community. Unfortunately, someone else chose a different path for our dear friend, sooner than what any one expected. But the bright side of this sad story is Paul left us with so many great memories.

His humour, seriousness and knowledge of the local area was something to be admired.

I was incredibly lucky to have grown up with Paul. The Stinson/Dalton family relationship goes back to when my grandfather and Paul's grandfather were the best of friends. The family connection continued through both of our dad's. All these years later, I consider Paul one of my best friends as he was to so many other people that knew him.

I would like to put forward a motion to name the park located on the corner of Lampton Line and Dawn Mills Rd in honour of our friend, Paul Dalton. Considering what this great man has done for our community, he deserves more than just a small plaque. What a better way to say thank you for a job well done, in the township that he grew up in, dedicated his life's work to and was so well respected for his knowledge and leadership.

Like Paul's obituary said, he did the best he could to be the best – strong words to live by.

Thank you,
Ed and Pauline Stinson

Sent from my iPhone

The Corporation of the Township of Dawn-Euphemia

3c

RESOLUTION – REGULAR MEETING

Date: May 5, 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 request dated April 24, 2025, from the Association of Ontario Road Supervisors (AORS) requesting the Township to Honour Paul Dalton's Extraordinary Service to Dawn-Euphemia by renaming the Rutherford Garage on Lambton Line to the "Paul Dalton Public Works Garage" be

- (1) granted
- (2) denied
- (3) other

Carried.



AORS

PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**.

April 24, 2025

Mayor Alan Broad
Members of Council
Township of Dawn-Euphemia
4591 Bentpath Line
Dawn-Euphemia, ON N0N 1A0

Re: Honouring Paul Dalton's Extraordinary Service to Dawn-Euphemia

Your Worship and Members of Council,

It is with both sadness and profound gratitude that the Association of Ontario Road Supervisors (AORS) reflects on the passing of our Past President, **Mr. Paul Dalton**. For more than **45 years** Paul devoted his professional life to the Township of Dawn-Euphemia, and for **two decades** he served on the AORS Board of Directors, holding the presidency twice. His influence was felt not only on your local roads but on municipal public-works practices across Ontario.

From the heartfelt tributes shared last week for Paul, one theme rang clear: **community mattered deeply to Paul**. Whether mentoring new operators, championing safety initiatives, or advocating for better infrastructure funding province-wide, Paul's compass unfailingly pointed back to Dawn-Euphemia. He often said that every kilometer of road he helped maintain was "another ribbon binding neighbours together."

In recognition of this life of service, **AORS respectfully asks Council to consider renaming your Rutherford Garage on Lambton Line the "Paul Dalton Public Works Garage."** We believe such a tribute would:

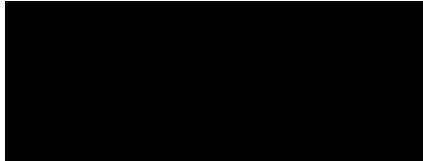
- keep Paul's legacy visible to future generations of municipal staff and residents;
- celebrate a local son whose expertise shaped best-practice manuals, training programs, and safety standards used throughout Ontario; and
- remind all who enter that building of the spirit of stewardship and community-first leadership Paul embodied.

Should Council decide to move forward with this renaming, **AORS is pleased to commit a financial contribution toward the design, fabrication, and installation of new exterior signage** to ensure the facility prominently bears Paul's name.

We recognize that official naming decisions rest with the elected Council and must follow Township policy and public consultation. Nevertheless, it would be our honour to work alongside your staff on the logistical details and to participate in any dedication ceremony you may host. Furthermore, should Council decide to move forward with another dedication for Paul, AORS would still like to commit contributions regardless of the commemoration.

Thank you for considering this request. Paul Dalton's life's mission was to make Dawn-Euphemia a better place; through this gesture, his example of dedication, professionalism, and community pride will continue to light the way for all who keep your roads safe and your Township connected.

With deepest respect,



Karla Musso-Garcia, CRS-I

President, Association of Ontario Road Supervisors

The Corporation of the Township of Dawn-Euphemia

4a

RESOLUTION – REGULAR MEETING

Date: May 5, 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 April 22, 2025, and the Minutes of the Special Council Meeting of April 24, 2025, be adopted. *Carried.*



The Corporation of the Township of Dawn-Euphemia

- MINUTES -

Regular Council Meeting
Tuesday, April 22, 2025
6:30 pm, Municipal Office, 4591 Lambton Line

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

Staff Present: D. Clermont, Administrator-Clerk
J. Collison, Compliance Coordinator

Disclosures: None

The Mayor paused the meeting for a moment of silence in memory of Paul Dalton, Public Works Superintendent, 45-Year Employee.

2025-59 Councillor Gray – Councillor McGuire

Minutes – April 7, 2025

That the minutes of the April 7, 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

2025-60 Councillor LeBoeuf – Councillor McGuire

Drain Mntc – Knight-Kniffen & Wallace

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

1. The Knight-Kniffen Drain Maintenance Request received April 4, 2025, submitted by Brian Butler;
2. The Wallace Drain Maintenance Request received April 9, 2025, submitted by Lee Whitton. *Carried.*

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

2025-61 Councillor McGuire – Councillor Gray

Dust Control 2025

That Council accepts the quote from Den-Mar Brines Limited at a cost of \$70.00 per cubic metre, the quote from Pollard Highway Products at a cost of \$99.00 per cubic metre, and the quote from Eastern Oil Field Servies Ltd., at a cost of \$95.00 per cubic metre, and for \$75.00 per cubic metre to provide dust control product and application to complete the 2025 Dust Control Program as directed by the Public Works Superintendent.
Carried.

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

2025-62 Councillor LeBoeuf – Councillor Gray

Senior of the Year Nomination

That Council hereby agrees to the 2025 Senior of the Year Award nomination, as selected by Council; And that staff be directed to submit the nomination accordingly; And that Council present the award to the nominee at a June 2025 Council meeting, in conjunction with Seniors Month. *Carried.*

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

2025-63 Councillor McGuire – Councillor Meyer

Artificial Intelligence Policy

That the Artificial Intelligence Policy, dated April 22, 2025, be adopted as presented. *Carried.*

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

2025-64 Councillor McGuire – Councillor Meyer

Bylaw 2025-08 – Hydrant Usage

That Council agrees to allow Bannister Pipelines Corporation Limited to access water from a fire hydrant, as per the Agreement as submitted; AND THAT By-Law 2025-08, being a By-Law to enter into Agreement for the Purchase of Water, be read a first, second and third time, and finally passed this 22nd day of April, 2025. *Carried.*

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

Other Business**2025-65 Councillor McGuire – Councillor Meyer**

2025 Scholarship Selection Committee

That Councillor Meyer be appointed to the Township Scholarship Selection Committee. *Carried.*

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

2025-66 Councillor McGuire – Councillor Meyer

Closed Session

That Council hereby now moves into a session of the Regular Council Meeting that shall be closed to the public at 6:47 pm for one (1) matter under S.239(2)(b) Personal Matter about an Identifiable Individual. *Carried.*

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

Rise and Report

Council met in a closed session for the consideration One (1) Matter under S.239(2)(b) Personal Matters about Identifiable Individuals.

In light of the unexpected passing of our Public Works Superintendent/Drainage Superintendent, Council discussed the appointment of a replacement. Direction was given to the Clerk and the following resolution was passed:

2025-67 Councillor McGuire – Councillor Meyer

Appoint. Acting PW & Drainage Superintendent

That Council hereby appoints John Collison, Compliance Coordinator as acting Public Works Superintendent and Drainage Superintendent for the Township of Dawn-Euphemia. *Carried.*

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

2025-68 Councillor LeBoeuf – Councillor Gray

Adjournment

That this Regular Session of Council be hereby adjourned at the hour of 7:33 pm, to meet again on May 5, 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



The Corporation of the Township of Dawn-Euphemia

- MINUTES -

Special Council Meeting
Thursday, April 24, 2025
3:00 pm, Municipal Office, 4591 Lambton Line

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

Staff Present: D. Clermont, Administrator-Clerk
J. Collison, Compliance Coordinator

*For the purpose of a closed session meeting to consider the following:
One (1) matter under S.239(2)(b) Personal Matters about Identifiable Individuals and S.239(2)(d)
Employee negotiations*

Disclosures: None

2025-69 Councillor LeBoeuf – Councillor Gray

Closed Session

That Council hereby now moves into a session of the Special Council Meeting that shall be closed to the public at 3:05 pm, in accordance with one (1) matter under S.239(2)(b) Personal Matters about Identifiable individuals and S.239(2)(d) Employee negotiations. *Carried.*

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

Rise and Report

Council held a Special Meeting of Council to meet in a closed session for the consideration of One (1) Matter under S.239(2)(b) Personal Matters about Identifiable Individuals including Municipal Employees; and S.239(2)(d) Employee Negotiations; Council engaged in an informal discussion with the Acting Public Works Superintendent to discuss key aspects and future priorities of the Public Works/Drainage Superintendent role. Following this discussion, the following By-Law was passed:

2025-70 Councillor Gray – Councillor LeBouef

By-Law 2025-09

That By-Law 2025-09, being a By-Law to appoint a Drainage Superintendent for the Township of Dawn-Euphemia, be taken as read a first, second, and third time, and finally passed this 24th day of April, 2025. *Carried.*

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

2025-71 Councillor Meyer – Councillor Gray

Adjournment

That this Special Meeting of Council be hereby adjourned at the hour of 4:11 pm to meet again on Monday, May 5, 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

7a

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

RECOMMENDED BY ROADS SUPERINTENDENT & CLERK:

1. That the request received from the adjacent landowner at 1677 Johnston Road to permanently close Elm Tree Line Road be denied, and that Hydro One have continued unobstructed access to their infrastructure and utilities lines; And that the Township maintains ownership of the road and that no alterations to the road are permitted without the written consent of the Public Work Superintendent; And further that Council agrees that the road remains as an open seasonal road.

OR

2. **Temporary Road Closure:** Council agrees to temporarily close Elm Street Line; and directs the Public Works Superintendent to install temporary road-closed signage and barricades and ongoing monitoring of this road.

OR

3. **Permanent Road Closure:** That Council directs staff to meet with Hydro One to determine easement requirements prior to closure of Elm Tree Line; and further instructs the landowner to complete the Application for Closing a Municipal Road, and proceed as per the Townships Road Closing Policy.

OR

4. **Permanent Road Closure & Sale to Abutting Land Owners:** That Council directs staff to meet with Hydro One to determine easement requirements prior to the closure of Elm Tree Line; and further instructs the landowner to complete the Application for Closing a Municipal Road, and proceed as per the Townships Road Closing Policy and Sale of Land By-Law 2016-10.



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

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

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

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

To: Members of Dawn-Euphemia Township Council
Meeting Date: May 5, 2025
From: Donna Clermont, Administrator-Clerk
Subject: **ELM TREE LINE REQUEST FOR CLOSURE**

Open Session Report

Background:

Attached is a request from the property owner of 1677 Johnston Road seeking the closure of Elm Tree Line, along with his stated reasons in support of the request.

It is noted that the Township has previously utilized Elm Tree Line for grader operator training, and a Hydro line runs the full length of the road allowance, extending from Watterworth Road to Cameron Road.

Since the beginning of my tenure in 2015, Council has received multiple requests to close or sell municipal road allowances. However, to date, none of these requests have been approved by Council.

Municipal road allowances are public corridors established through original Crown surveys. While some have been constructed and assumed as active roads, many remain unopened and unmaintained. From staff's perspective, these unopened road allowances, though not currently in use, serve important roles in municipal planning, environmental protection, and access preservation especially in a future that is unknown. Retaining unopened road allowances preserves vital corridors for:

- low-cost corridors for infrastructure such as hydro, water, sewer, and broadband;
- future municipal roads, servicing or development access, active transportation routes, and public works projects;
- secondary or emergency access routes;
- long-term development needs, including subdivision layouts and road realignments.

Staff recommend a cautious approach to the closure or sale of these lands and suggest maintaining ownership unless there is a compelling and specific reason for disposition because once a road allowance is sold or closed, reacquiring the land can be expensive, complex, or legally difficult, as well, selling unopened road allowances may create precedents that complicate future decisions.

Comments:

However, if Council is in favor of entertaining the request, there are several options available:

- (1) Close the Road – permanently
- (2) Close the Road - temporarily
- (3) Close and Sell the Road Allowance; or
- (4) Leave Status Quo (deny the request) – **RECOMMENDED**

1. **Close the Road Permanently:** Attached is a copy of the Road Closing Policy outlining the road closure process to permanently close a road. Please note that closure of this road is complicated by the fact that there is a Hydro Line that extends along the north side of the road. At minimum Hydro One would require a survey, easement and registration as easements must be registered on title to be valid, at the Registry Office. The parcel of land that is subject to the easement must be described and the purpose of the easement identified. The Road Closure By-law would need to be registered at the Land Registry Office.
2. **Close the Road Temporarily:** Council has been provided the confidential comments provided from the Township's Insurance Company.
3. **Close and Sell the Road Allowance:** Should Council agree to proceed with the sale of the unopened municipal road allowance, the following section of the "Sale of Land By-law 2016-10" would apply along with the attached Road Closure Policy:

"9.2 Offer to Abutting Owners: A road allowance that has been declared surplus shall be offered for sale to the owners of the land abutting the land to be sold. The owner of each parcel on opposite sides of the land to be sold has the right of first refusal to purchase the land to its middle line, unless otherwise determined by Council (for example, encroachments). If the person entitled to purchase the land does not exercise the right to purchase within a period of time as determined, the municipality may sell the land to any other person as Council determines".

4. **Status Quo - Deny the Request** – RECOMMENDED by the Public Works Superintendent and the Clerk: Self-explanatory.

Consultations:

Intact Insurance
Public Works Superintendent

Financial: TBD

Recommendation:

RECOMMENDED BY ROADS SUPERINTENDENT & CLERK:

1. That the request received from the adjacent landowner at 1677 Johnston Road to permanently close Elm Tree Line Road be **denied**, and that Hydro One have continued unobstructed access to their infrastructure and utilities lines; And that the Township maintains ownership of the road and that no alterations to the road are permitted without the written consent of the Public Work Superintendent; And further that Council agrees that the road remains as an open seasonal road.

OR

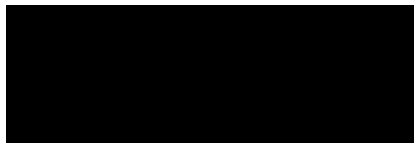
2. **Temporary Road Closure:** Council agrees to temporarily close Elm Street Line; and directs the Public Works Superintendent to install temporary road-closed signage and barricades and ongoing monitoring of this road.

OR

3. **Permanent Road Closure:** That Council directs staff to meet with Hydro One to determine easement requirements prior to closure of Elm Tree Line; and further instructs the landowner to complete the Application for Closing a Municipal Road, and proceed as per the Townships Road Closing Policy.

OR

4. **Permanent Road Closure & Sale to Abutting Land Owners:** That Council directs staff to meet with Hydro One to determine easement requirements prior to the closure of Elm Tree Line; and further instructs the landowner to complete the Application for Closing a Municipal Road, and proceed as per the Townships Road Closing Policy and Sale of Land By-Law 2016-10.



Administrator/Clerk

May 5, 2025

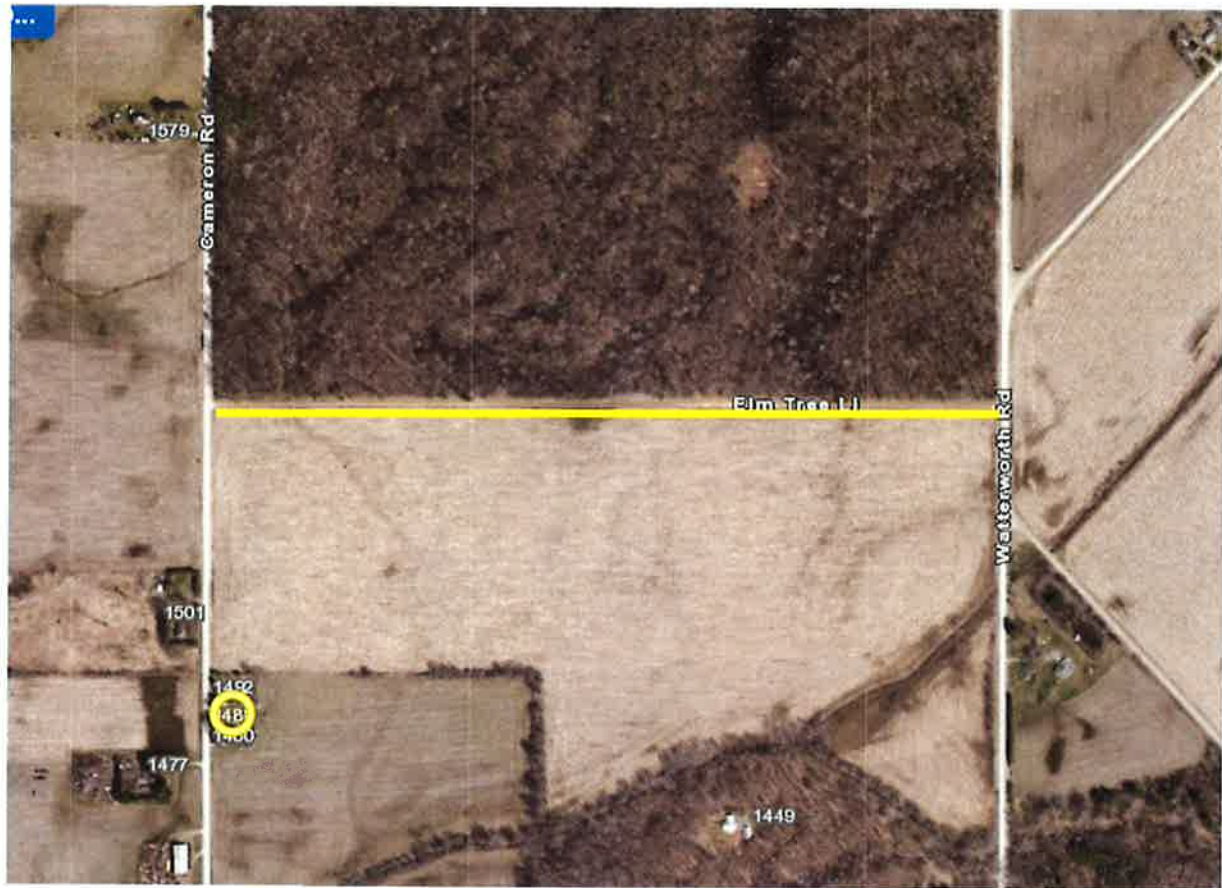
Date

Attach: Photos (1 pg)

Road Closure Request from Landowner 1677 Johnston Road (2pgs)

Confidential Comments from Intact Insurance (3pgs)

Road Closing Policy (6pgs)



Chuck Baresich
[REDACTED]
[REDACTED]

To the Council of the Corporation of the Township of Dawn-Euphemia

We own the land that abuts the south side of Elm Tree Line (known locally as the Sand Road), an unimproved road that runs from Cameron Road to Watterworth Road.

Figure 1 GOOGLE MAP



This road has been in service for many years, however it is often in disrepair and impassable due to wet low areas.

We are asking that this road be permanently closed. This accomplishes several things:

1. When the road is wet, it prevents drivers from simply driving into our field to the south to get by
2. It will save resources by preventing the Township from having to grade the road and potentially upgrade in the future
3. It will stop trespassers, who, whenever we have crops, especially corn in the field to the south, take their trucks and ATV's on joy rides through my field, which occurs every year.
4. It will prevent safety and injuries from ATV and 4x4 truck drivers who careen through the wet areas and ruts, risking loss of control and injury on a road that the Township cannot properly maintain, at no fault of the Township.

If the request is agreed, we will agree to allow Hydro One to continue to have access to their hydro poles that are on the north side of the road, via an easement.

We are not looking for any financial gain from this action. Rather, we would like to stop the public nuisance that the road presents.

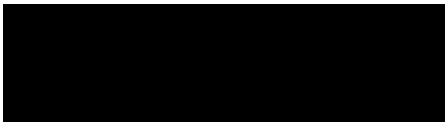
Here is the map from Lambton Online GIS. As you can see, our property line is represented as nearly on or through the road anyway.



The action would be:

1. To install a road closed sign and temporary barricade on each side of the road.
2. We would use a chisel plow to work up the road to make it impassable for vehicles
3. We would maintain weed control along the former road edge and ditch on south side.

Thank you,



Chuck Baresich



Policy Title:	Road Closing Policy
Policy No:	####
Approval Date:	2009-09-08
Effective Date:	2009-09-08
Last Revised Date:	2009-09-08

1. Policy Statement

To provide a consistent, effective and efficient process for the closure and conveyance of surplus municipal road allowances.

2. Purpose / Background Information

This Policy provides direction to Council and staff in considering applications to close and convey municipal roads. The Municipal Act, 2001, permits municipalities by By-Law to close highways. It is desirable that the Township has a policy that sets out a formal approval process, including public consultation that can be applied consistently to ensure roads are closed and conveyed in an orderly and legal manner.

3. Application

This policy applies to all applications made by persons for municipal road closings as well as municipally initiated road closings.

4. Definitions

"road allowance" means any road that is dedicated as a public road in the Township of Dawn-Euphemia.

"municipal road" has the same meaning as a road allowance for the purposes of this policy.

"highway" has the same meaning as a road allowance for the purposes of this policy.

5. Policy Details

- 5.1 From time to time the Township may be approached by landowners requesting the municipality to close portions of road allowances adjacent to their properties and sell the closed road to them.
- 5.2 The Township may also initiate the road closing process by declaring the road surplus. Where the municipality initiates a road closure, a public meeting will be held. All property located within 60m of the proposed road closing will be notified and a public notice will be published once in the local newspaper.
- 5.3 Road Closure applications are available upon request from the Clerk's office. A deposit fee of \$100.00 is required to be submitted with the application. The deposit will be credited to the applicant's invoice for all costs associated with the closure.
- 5.4 Applicants for all road closures must pay all costs associated with any existing drainage apportionments as well as the legal, advertising, and survey work required by the closure and sale. Once a road closing has been requested and proceedings have commenced and costs are to be incurred by the municipality, it is the responsibility of the applicant to pay for the municipal costs upfront, whether they proceed to complete the road closing process or not. If two or more applicants join in one application, costs for survey, advertising and legal work can be shared.
- 5.5 Once an application is received for a road closing, the Administrator-Clerk will review the application and circulate it to the Public Works Superintendent for comments.

- 5.6 All road closing applications are to be assessed using the following criteria as a guide:
- a) Is the road used or likely to be used by the public for access? (this may include future vehicular, pedestrian or cycling access)?
 - b) Are there any municipal or agency infrastructure services located within the road allowance that will need to be relocated and/or protected by an appropriate servicing easement agreement?
 - c) Does the road provide access to public land or a waterway?
 - d) Is there an environmental value in retaining the road as public land to provide a vegetation or wildlife corridor?
 - e) Does the road form part of a continuous road link between existing constructed public roads or public lands?
 - f) Is the road located within a designated future development area?
 - g) Will the community be burdened with the liability and long term maintenance of the road if there are minimal opportunities for the road to be utilized by the public?
 - h) Is the road subject to any existing drainage apportionment?
- 5.7 Once the circulation is completed, the Administrator-Clerk will prepare a report with a recommendation, including the comments from the Public Works Superintendent for Council's consideration.
- 5.8 Council will consider the merits of the application and may recommend proceeding with the road closure in whole or in part.
- 5.9 Applications will not be approved if other owners of land are or may be deprived of the sole vehicular access to their property or if the closure conflicts with Township by-laws.
- 5.10 A resolution will be passed by Council to either proceed with the application by declaring the road as being surplus and directing the Administrator-Clerk to schedule a public meeting or deny the application.
- 5.11 Where the municipality agrees to proceed with a road closure, a public meeting will be held. A minimum notice period of 14 days will be provided. All owners of property located within 60m of the proposed road closing will be notified and a public notice will be published once in the local newspaper(s).
- 5.12 Where Council agrees to proceed to close the full width of a road allowance, Council will first offer one half of the width of the road allowance to each of the abutting property owners. Should one or more of the abutting property owners declare that they are not interested in purchasing their half of the road allowance, those portions will be offered to the applicant.
- 5.13 The applicant is responsible for engaging an Ontario Land Surveyor familiar with road closings to prepare a reference plan of the road allowance. Prior to this reference plan being deposited in the Land Registry Office, it must be reviewed by the Administrator-Clerk to ensure it complies with the Township's policies.
- 5.14 Council will pass a road closing by-law and arrange to have it registered. A by-law permanently closing a municipal road does not take effect until a certified copy of the by-law is registered in the Land registry Office.
- 5.15 Council will also pass a by-law to authorize the sale and transfer of the closed road.
- 5.16 In cases where two or more property owners have expressed an interest in purchasing portions of the closed right-of-way, Council will impose a time frame within which to complete the respective sales of the closed right-of-way. Should any property owners not complete the sale of their portion of the closed right-of-way within the time frame set by

Council, that portion of the closed right-of-way will be offered to other abutting property owners expressing an interest in purchasing portions of the closed right-of-way.

- 5.17 A by-law permanently stopping up and closing a municipal road shall not be passed without the consent of the Government of Canada if the road:
- a) Abuts on land, including land covered by water, owned by the Crown in right of Canada;
 - b) Leads to or abuts on a bridge, wharf, dock, quay or other work owned by the Crown in right of Canada.
- 5.18 When all the costs have been received, the Township will invoice the applicant(s)/purchaser(s).
- 5.19 The Township will arrange for a Solicitor to prepare a Transfer/Deed of Land and register the Transfer/Deed of Land. The Administrator-Clerk will not authorize the registration of the Transfer/Deed of Land until all costs have been paid by the applicant(s)/purchaser(s). The lands being purchased will be joined in title to the lands to which they are being added.
- 5.20 The Administrator-Clerk will forward copies of all registered documents to the applicant(s)/purchaser(s).
- 5.21 A road closing application will be considered expired if it has been inactive for a period of two years.

6. References

- 6.1 The Municipal Act 2001, as may be amended from time to time
- 6.2 Report of the Administrator-Clerk Titled "Road Closing Policy" dated September 8, 2009.

Appendices

Application for Closing a Municipal Road

TOWNSHIP OF DAWN-EUPHEMIA ROAD CLOSURE PROCEDURES

One may request to stop up and close an unopened road allowance by the following:

- 1) Submitting a written request to the Clerk's Department stating reasons for request and include a drawing or map of the road allowance in question;
- 2) This request goes to Council, to proceed or not proceed with the applicant's request;
- 3) A resolution is passed by Council to proceed or not proceed;
- 4) Once Council has passed a resolution, the applicant is notified of the outcome. If Council has approved the road closing, the applicant must notify the Clerk's Department if they wish to proceed;
- 5) It is the applicant's responsibility to hire a Solicitor and their own Counsel;
- 6) The Clerk then proceeds with all that is necessary to stop up and close this road allowance;
- 7) A Drainage Apportionment should be obtained at the transferee's expense;
- 8) This process takes time – anywhere from 3 months to 2 years, depending on the details involved;
- 9) It is the Clerk's responsibility to contact adjacent landowners. All adjacent landowners have a right to that part of the road allowance which abuts their property;
- 10) Letters of interest, or letters to waive interest from adjacent landowners must be forwarded to the Clerk's Office for file;
- 11) It is the Clerk's Office's responsibility to notify all necessary parties (Bell Canada, Conservation Authority, Hydro One, etc);
- 12) A notice of stop up and closure of an unopened road allowance must be published in the newspapers in the area for one issue and a copy of the notice must be posted in one of the most public places near the road allowance. Again this is the responsibility of the Clerk.
- 13) Surveys and appraisals are generally necessary. Refer to By-law 13 of 2004.

-
- 14) All costs incurred by any road closings are borne by the applicant (ie: legal fees, survey costs, appraisal costs, sale price of land). Road closings take place at no expense of the Township;
 - 15) By-Laws are passed by Council for the stopping up and closing of any road allowance. Prior to the passing of said By-Laws, a Public Meeting is held, where at this time, Council listens to any person who may have an objection to the road closing;
 - 16) The procedure to stop up and close an unopened road allowance is a very legal and very detailed matter.

THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

APPLICATION FOR CLOSING A MUNICIPAL ROAD

Date: _____ Roll #: _____

NAME: _____

MUNICIPAL ADDRESS: _____

PHONE NUMBER: _____

NAME OF ROAD PROPOSED TO BE CLOSED: _____

I hereby apply to the Township of Dawn-Euphemia, for the closing and conveying of that portion of the municipal road allowance abutting my property; and having the ownership of same transferred to the below name(s).

I agree to pay all Township legal, advertising and survey fees involved in the above transaction and to assume the charges associated with any existing drainage apportionment that may be applicable to the property being purchased. The applicant(s) understands that the Township's consulting engineer will prepare the drainage apportionment, if applicable, and agrees to reimburse the Township for its expenses in this regard.

Submitted herewith is the following:

- a) A deposit fee of \$ 100.00.

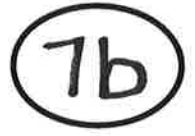
(Note: This deposit will be retained by the Township should the application be abandoned. If the closure is completed the deposit will be applied as a credit to the final invoice from the municipality.

Signature of all Owner(s) of the applicant's property

Signature

Signature

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: May 5, 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 waive all fees associated with the Dawn-Euphemia Community Centre rental on May 17, 2025, for a celebration of Life in memory of Public Works Superintendent and 45-year employee, Paul Dalton. *Carried.*



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

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

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

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

Meeting Date: May 5, 2025
To: Mayor Broad and Members of Dawn-Euphemia Township Council
From: Donna Clermont, Administrator-Clerk
Subject: **ACTIVITY REPORT FOR MARCH & APRIL**

OPEN SESSION REPORT

Background:

The purpose of this report is to provide Council with a brief summary of various meetings/activities for the months of March & April.

March 6 – I attended a webinar regarding a new program called “Text My Gov”. It comprises of different scenarios whereby information can be distributed to the public via text and also reversed whereby the public can also notify government by text.

March 10 – The Treasurer, Deputy Clerk and I met with Sarnia Lambton Economic Partnership for our quarterly meeting to discuss local business initiatives, potential tariff threats and impacts on local economy and other topics of interest.

Mar 12 – Staff and the Emergency Control Group participated in annual training and tabletop exercise. Review consisted of CCG Roles and Responsibilities, 211 Ontario, Public Awareness Program Guideline, Critical Infrastructure Review, Community Risk Profile, Emergency Plan and Revisions, Municipal Compliance Report, Public Education Awareness for 2025 and Emergency Preparedness Day and Week for 2025. The annual table top exercise was hosted by the Deputy Clerk and Compliance Coordinator and focused on a Cyber Attack and Watermain Break.

Mar 17 & 18 – A total of 7 interviews were held for the Deputy Clerk position. The position has been awarded to Lynette Jones who will start on April 22.

Mar 18 – The Treasurer and Deputy Treasurer participated in a webinar hosted by the Municipal Finance Officers on HST Tax.

Mar 20 – Several staff attended the Municipal Banquet in Warwick.

Mar 20 – The Deputy Clerk and I participated in the Clerks Meeting via zoom where topics of general interests are discussed.

Mar 25 – The Deputy Treasurer and Treasurer participated in the AMCTO HST Webinar.

Mar 26 - The Deputy Treasurer and Treasurer participated in the Lambton County Tax Discussion.

Apr 1 – I attended a webinar hosted by AMCTO Re: Mitacs Municipal Innovation Internship Program (MIIP) – goals, outcomes and benefits, project eligibility requirements, and application process. Municipalities are required to submit either an innovation-based or research-based project to Mitacs and AMCTO for evaluation. The projects must be experiential and contain a learning component, must propose to advance the modernization of local government's programs and have beneficial outcomes for the municipality and permit a hybrid work arrangement. Projects

may include: Comprehensive reviews, strategic plans, master plans, modernization reviews, service delivery and operational reviews, system implementation, integration and improvements.

Apr 4 – The Treasurer participated in the AMCTO Staff Report Writing Session in Wyoming.

Apr 15 – The Deputy Treasurer and Treasurer participated in the third MFOA HST Webinar series.

Apr 16, 17 – There were two (2) Livestock Claims filed for Shetland Farms with OMAFRA for the death of two calves. It has been four years since the Township has filed a claim.

Apr 17 – The Alternate CEMC attended the bi-monthly Lambton CEMC Meeting.

Apr 22 – The Deputy Treasurer and Treasurer participated in the AMCTO HST Webinar.

Apr 22 – I attended the Lambton Clerks Meeting hosted by St. Clair Township. Topics of various concerns were discussed.

Apr 24 – Special Council Meeting.

Apr 29 – Met with the Shetland Park Attendant to review operations for 2025.

Apr 30 – I attended the AMCTO Zone 1 Meeting in Chatham-Kent. Various topics on the agenda included AMCTO Presentation by Board of Directors, Administrative Monetary Penalties System, MMAH Presentation, MTO Presentation, Elections Ontario and a Roundtable Discussion.

Apr 30 – Deadline for Scholarships.

PROPERTY COMPLAINTS			
Date of Complaint	Issue	Location	Result
Nov 6/23	Emergency Order – Demolition of building & subsequent clean up Property Standards Order	Florence Rd	Ongoing - Enforcement by Lambton County
Mar 19/24	Tidy Yard & Property Standards	Oakdale Rd	Ongoing - Enforcement by Lambton County - Orders Issued.
Sept 13/24	Zoning Violations	Florence Rd	Ongoing – Enforcement by Lambton County
Sept 16/24	Major renovations to house with no building, plumbing or electrical permits	Lambton Ln	Lambton County notified-Stop Work Orders issued.
Sept 17/24	Outstanding Order relating to septic permit.	Pantry School	Orders & Summons to appear in Court issued by Lambton County
Nov 12/24	Tidy Yard Violation	Dawn Mills Rd	Twp working with owner towards cleanup
Apr 24/25	Tidy Yard Violation	Kent Line	Deadline May 12, 2025
MATTERS RESOLVED			
Apr 8/25	Dog Running at large & dog bite	Pantry School	POA Fine \$150 & Muzzle & Leash Order

Recommendation: Information Only



THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

7d

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: May 5, 2025
From: Donna Clermont, Administrator-Clerk
Subject: **BENEFIT RENEWAL 2025**

Open Session Report

Background:

The Township's benefit renewal plan for Life Insurance, Long Term Disability, Healthcare and Travel is due June 1, 2025. The Township is insured with Green Shield and RWAM.

The Deputy Treasurer attended the benefits renewal meeting on May 1, 2025, in Plympton-Wyoming to discuss the negotiations surrounding the Lambton County Group. Attached is a copy of the proposed renewal.

Comments:

The overall renewal rate adjustment is -0.7% or -\$47.35 monthly.

Basic Life Insurance and Long-Term Disability – no increase

Extended Healthcare includes a decrease of -1.1%

Travel increases 8.5%

Projected increase of 6.7% for 2026

Overall decrease of -0.7% for 2025 renewal.

Financial Impact:

Decrease \$568.20/annually

Total Annual cost \$86,161.13

Consultations:

Kevin Routley, Right Path Advisor

Lambton County Group

Deputy-Treasurer

Recommendation:

That Council renew the Township's benefit plan with Selectpath as invoiced for the June 1, 2025 renewal rate, being at a -0.7% decrease from last years rates.

cc. Selectpath Proposed Renewal 2025 (1 pg)

The Corporation of the Township of Dawn-Euphemia



RESOLUTION – REGULAR MEETING

Date: May 5, 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 an invite for two (2) members of Council to attend the Blyth Festival Theatre Civic Night on Friday, July 18, 2025 for the presentation of Sir John A: Acts of a Gentrified Ojibway Rebellion play; And that _____ and _____ attend on behalf of the municipality.

Carried.

Donna Clermont, Dawn-Euphemia Clerk

From: Nathanya Field [REDACTED]
Sent: April 24, 2025 4:13 PM
To: Donna Clermont, Dawn-Euphemia Clerk
Subject: Blyth Festival - Civic Night Invitation
Attachments: BF Civic Invite - Municipalities Final.jpg; BF Civic Invite - Municipalities Final.pdf

Hello Donna,

I hope this email finds you well!

My name is Nathanya and I am the Box Office Manager at the Blyth Festival Theatre.

Every year, the Blyth Festival hosts an event that we call "Civic Night".

We invite representatives from our local municipalities to attend a reception and performance at the Festival.

We would be delighted to welcome a representative from your council to join us at this year's Civic Night on Friday July 18th.

Attached is the invitation to the event. We have two (2) complimentary tickets available for each Municipality. If more than two folks from your office would like to attend, additional tickets can be purchased at a discounted rate.

There will be a pre-show reception at 6:30pm for all of the attending governance representatives and the performance will begin at 8:00pm.

If someone is able to join us, please contact me in the box office at [REDACTED] or by email [REDACTED] by May 31, 2025.

All the best from Blyth,
Nathanya Field

[REDACTED]

You're Invited!
TO BLYTH FESTIVAL'S CIVIC NIGHT



BLYTH
FESTIVAL
original.canadian.theatre.

PLEASE BE OUR GUEST TO SEE

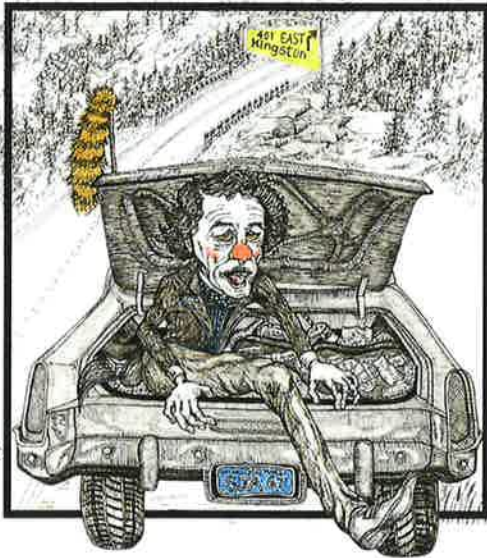
Sir John A: Acts of a Gentrified Ojibway Rebellion

WRITTEN BY DREW HAYDEN TAYLOR

FRIDAY, JULY 18, 2025

6:30PM RECEPTION WITH GUESTS | 8:00PM PERFORMANCE

ON THE MARGARET STEPHENS STAGE | BLYTH, ON



Bobby Rabbit sets out to reclaim his grandfather's stolen medicine pouch by digging up Sir John A. Macdonald's bones and holding them for ransom.

Joined by his eccentric friend and haunted by Sir John's ghost, Bobby's road trip is a hilarious, heartfelt take on Canada's colonial past.

The Blyth Festival is pleased to make available two complimentary tickets to each municipality. Additional tickets may be purchased at the special rate of \$40 each.

Please share this invitation with your Council & municipal staff
RSVP BY MAY 31, 2025 to Nathanya Field, Box Office Manager

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

<u>PERMIT #</u>	<u>DESCRIPTION &/OR LOCATION</u>	<u>OWNER/CONTRACTOR</u>
PP-24-004	640 Mandaumin Rd, Con 1, S Pt Lot 17	[REDACTED]
PP-25-001	2107 Dawn Valley Rd, Con 1, N Pt Lot 33	[REDACTED]
PP-25-003	4632 Lambton Line, Con 8, Pt Lot 16	[REDACTED]



VOUCHER # 8 - 2025

05-May-25

INVOICES	CHEQUE RUN	CHEQUE #	TOTAL
Admin/P Wks/Fire/Drain/Water/DECC	22-Apr-25	4425 - 4449	\$ 177,457.80
Admin/P Wks/Fire/Drain/Water/DECC	23-Apr-25	EFT	\$ 10,471.11
Grand total of all invoices			\$187,928.91
PAYROLL	PP # 9		
Administration	\$ 17,740.01		\$ 17,740.01
Public Works	\$ 48,066.67		\$ 48,066.67
Council			
Grand total of all Payroll			\$ 65,806.68
VOUCHER # 8 - 2025		GRAND TOTAL	\$253,735.59

The Corporation of the Township of Dawn-Euphemia

12

RESOLUTION – REGULAR MEETING

Date: May 5, 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 Tuesday, May 20, 2025, at 6:30 pm or at the call of the Chair.
Carried.