



The Corporation of the Municipality of Brooke-Alvinston

MINUTES – June 13, 2019  
Regular Session

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The Council of the Municipality of Brooke-Alvinston met in regular session on Thursday, June 13, 2019 at 4:00p.m. in the Municipal Council Chambers.

Present: Mayor David Ferguson, Councillors Frank Nemcek, Jamie Armstrong, Jeannette Douglas and Wayne Deans

Staff Present: Clerk Administrator Janet Denkers  
Public Works Manager Randy Hills  
Administrative Assistant Darlene Paolucci

Regrets: Treasurer Stephen Ikert  
Fire Chief Jeff McArthur

**1. CALL TO ORDER**

Mayor Ferguson called the meeting to order at 4:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

Mayor Ferguson requested that any pecuniary interest(s) be declared when applicable.

**3. MINUTES**

i) Regular Meeting Minutes of May 23, 2019

Motion # 2019-205

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the regular Council meeting minutes of May 23, 2019 be approved as presented.

Carried

ii) Special Meeting Minutes of June 6, 2019

Motion # 2019-206

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that the special Council meeting minutes of June 6, 2019 be approved as presented.

Carried

**4. BUSINESS ARISING FROM MINUTES**

Councillor Deans inquired about the cell tower agreement between the Municipality and Brooke Telecom and if it included gravel and replacement of a tile that was cut. Councillor Deans inquired about the municipal cell phones that are in the agreement. The Clerk-Administrator reported that the agreement included eight cell phones, which are used by staff.

The Public Works Manager noted that the agreement is for twenty years and is in effect until 2028. He also reported that gravel is not included in the agreement. It was suggested that the Public Works Manager contact Brooke Telecom and inquire about the replacement of the tile and gravel.

Motion # 2019-207

Moved by Councillor Deans / Seconded by Councillor Armstrong  
Be it resolved that the Public Works Manager be authorized to contact Brooke Telecom to discuss the replacement of gravel to fill in the ruts and the replacement of tile that was damaged.

Carried

**5. DELEGATIONS & TIMED EVENTS**

- i) Conny Flynn - Request for Upper Hall Rate Discount

Ms. Flynn was present at Council to discuss her interest in offering cooking classes in the Upper Hall at the B.A.I.C.C.C.. She asked Council for a discounted rental rate to be able to keep the class costs affordable. The Public Works Manager suggested that the Municipality run the cooking program and Ms. Flynn be contracted by the Municipality as an instructor. Staff were requested to discuss this option with Ms. Flynn and report to Council at the next regular session.

**6. CORRESPONDENCE**

Motion # 2019-208

Moved by Councillor Armstrong / Seconded by Councillor Nemcek  
Be it resolved that correspondence items 1a-e be received and filed.

Carried

6ii-a Lambton Historical Society

Motion # 2019 -209

Moved by Councillor Deans / Seconded by Councillor Armstrong  
Be it resolved that the Council of the Municipality of Brooke-Alvinston waive the rental fee of \$40 for the Upper Hall at the B.A.I.C.C.C for the Lambton Historical

Society's November 28, 2019 dinner and meeting as the Historical Society is a Committee of Council.

Carried

6ii-b Township of McNab/Braeside

Motion # 2019 –210

Moved by Councillor Armstrong / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston supports the Township of McNab/Braeside in requesting that the Government of Ontario reconsider online courses in secondary schools until rural Ontario students can be given the same opportunity to access the internet as urban students.

Carried

6ii-c Town of Fort Erie

Motion # 2019 – 211

Moved by Councillor Douglas/ Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston supports the Town of Fort Erie in requesting the Federal government provide information on cannabis licences issued with the exception of personal medical licences.

Carried

**7. STAFF REPORTS**

Public Works Manager's Report

i) Monthly Report

Motion # 2019-212

Moved by Councillor Douglas / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke Alvinston receive and files the June 13<sup>th</sup> submitted report from the Public Works Manager.

Carried

The Public Works Manager provided Council with a verbal update on the brine leak and perceived origin of the leak; he further advised that dust control in the municipality has begun.

The Public Works Manager also noted an informal arrangement has been made with a property owner for snow piling in exchange for grass cutting. A full report with agreement will be presented to Council at the next meeting for review and formal approval.

Council was advised by the Public Works Manager that staff are moving forward with the plans for the UV lights at the sewer plant. Representatives from OCWA have met with staff and are prepared to submit the E of A for approval.

ii) Arena Scoreboard

The Public Works Manager briefly discussed the purchase of the budgeted arena scoreboard. After the discussion, he requested that Council table the item until the next session of Council in order that more information and pricing could be obtained.

### Treasurer's Report

i) Account Summary (May 2019)

Council reviewed the accounts that were paid in May 2019.

### Clerk Administrator's Report

i) Municipal Energy Management Plan

Motion # 2019-213

Moved by Councillor Douglas / Seconded by Councillor Nemcek  
Be it resolved that the draft Corporate Energy Management Plan for the Municipality of Brooke-Alvinston 2019 Update be approved.

Carried

ii) Advisory Committee Recommendations

The Clerk presented the recommendations provided by the Advisory Committee for Council's consideration.

Motion # 2019-214

Moved by Councillor Armstrong / Seconded by Councillor Deans  
Be it resolved that Council and members of the Building Committee be asked to attend the July 11, 2019 Parks & Recreation Advisory Committee meeting to discuss the status and plans of the proposed pavilion project.

Carried

iii) Dressing Room Flooring

Motion # 2019-215

Moved by Councillor Deans / Seconded by Councillor Douglas  
Be it resolved that the Council of Brooke-Alvinston directs the Public Works Manager to inquire with the user groups of their interest to invest in new flooring in the BAICCC dressing rooms prior to the 2019/2020 ice season.

Carried

iv) Grass cutting in Inwood

Staff were requested to provide a report to Council on the tendering of grass cutting at a future meeting.

v) Special Occasion Permit – Alvinston Agricultural Society

Motion # 2019-216

Moved by Councillor Douglas / Seconded by Councillor Nemcek

That the Council of the Municipality of Brooke-Alvinston acknowledge that the Brooke and Alvinston Agricultural Society will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex, auditorium and outside designated refreshment area, at 3310 Walnut Street for the Fall Fair September 27-29, 2019 and has no objections; AND that the Council of the Municipality of Brooke-Alvinston declares the annual Fall Fair being held September 27-29, 2019 as an event of municipal significance; and that a site plan of the location of the beer tent fenced in area be submitted to the Municipality in order to ensure sufficient egress; and that a copy of the insurance listing the Municipality of Brooke Alvinston as additionally insured be submitted 10 days prior to the event.

Carried

vi) Tidy Yard By-law

The Clerk Administrator presented the Tidy Yard By-law and commented on the amendments. Council had no objections to the by-law.

Motion # 2019-217

Moved by Councillor Deans / Seconded by Councillor Douglas

That the Council of the Municipality of Brooke-Alvinston approve the draft Tidy Yard By-law and recommend passing of the By-law at the next regular session of Council.

Carried

Fire Chief Report

i) Monthly Report

Motion # 2019-218

Moved by Councillor Armstrong / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke Alvinston receive and files the June 13<sup>th</sup> submitted report from the Fire Chief.

Carried

## Drainage Superintendent's Report

The Clerk Administrator presented the drain request on the McVicar Drain. The legal description was corrected and forwarded to the Drainage Superintendent.

### **8. NEW BUSINESS**

#### i) July 25, 2019 meeting

The Clerk Administrator requested that Council meet on July 25, 2019 at 6:15 p.m. to hear two planning applications.

#### ii) Gazebo in Inwood

Councillor Deans requested an update on the gazebo in Inwood. He was advised there has been no action to date with the pending proposed sale of the lot. He noted it should be bought locally.

#### iii) Motion from Councillor Armstrong

##### Motion # 2019-219

Moved by Councillor Armstrong / Seconded by Councillor Deans

Be it resolved that staff be requested to move forward with planning with what is needed to make the BAICCC a good upgrade for future use.

Carried

#### iv) Canada Day Volunteers

Councillor Douglas noted that she is in need of volunteers for the Canada Day celebrations. The Clerk Administrator noted the 2019 Canada Day Committee members.

#### v) Alvinston Pro-Rodeo

Councillor Armstrong commented that the laneway to the dog park looks great. Councillor Deans inquired if the fence alongside the dog park laneway and tennis courts could be straightened out. Council requested a report to Council regarding the area affected if the fence was moved.

### **9. CLOSED SESSION**

##### Motion # 2019-220

Moved by Councillor Nemcek / Seconded by Councillor Armstrong

Be it resolved that the Council of the Municipality of Brooke-Alvinston move into a closed meeting session pursuant to section 239 of the Municipal Act, 2001, as amended for the following reason: a position, plan, criteria/instruction to be applied for negotiations.

Carried

**10. RISE & REPORT**

The Clerk Administrator was asked to rise and report. She noted a closed session was had to discuss a position, plan, criteria / instruction to be applied for negotiations. Staff were advised to proceed as directed in closed session with the agreement with the Inwood Firemen's Association.

**11. BY-LAWS CONFIRMING PROCEEDINGS**

Motion # 2019-221

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that By-law Number 34 of 2019, being a by-law of the Corporation of the Municipality of Brooke Alvinston to confirm the resolutions and motions of the Council of the Municipality of Brooke Alvinston which were adopted up to and including June 13, 2019 be taken as read a first, second and third time and finally passed this 13<sup>th</sup> day of June, 2019.

Carried

**12. ADJOURNMENT**

Motion # 2019-222

Moved by Councillor Deans

Be it resolved that this meeting be adjourned at p.m. to meet again on June 27, 2019 at 7:00 p.m. or at the call of the chair.

Carried

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Mayor  
David Ferguson

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Clerk Administrator  
Janet Denkers