

Municipality of Brooke-Alvinston

The Council of the Municipality of Brooke-Alvinston met in regular session on Wednesday, June 27, 2018 at 8:30 a.m. in the Municipal Council Chambers.

Present: Mayor Don McGugan, Councillors Ken Alderman, Frank Nemcek, Jeannette Douglas and Wayne Deans

Staff Present: Clerk Administrator Janet Denkers
Treasurer Stephen Ikert
Public Works Manager Randy Hills
Fire Chief Jeff McArthur

1. CALL TO ORDER

Mayor Don McGugan called the regular meeting to order at 8:30 a.m.

2. DISCLOSURE OF PECUNIARY INTEREST

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

3. MINUTES

i) Special Council Meeting Minutes of May 25, 2018

Motion #2018-207

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the special Council meeting minutes of May 25, 2018 be approved as presented.

Carried

ii) Regular Council meeting Minutes of June 14, 2018

Motion # 2018- 208

Moved by Councillor Alderman / Seconded by Councillor Deans

Be it resolved that the regular session Council minutes of June 14, 2018 be approved as presented.

Carried

4. DELEGATIONS & TIMED EVENTS

4.1 Holly Martin – Fire Department response times

Holly Martin requested to be a delegation at the meeting to discuss her concerns with the resignation of the Inwood Fire Station members and their response time in responding to a call at her Dawn-Euphemia home.

Chief McArthur noted that Brooke-Alvinston is not required to maintain NFPA standards regarding response times. Response times can pose a challenge for rural departments throughout Canada. The Fire Protection and Prevention Act requires every municipality to provide fire protection services. It does not specify staffing, response or apparatus requirements.

Mary Ethel Douglas questioned the standards between response times and training requirements and if there was flexibility between the both.

Councillor Alderman reiterated that Council at no time asked the Inwood Station members to resign – the members resigned on their own.

Ms. Martin questioned why there was no outreach to the members after their resignation and requesting a meeting with them.

Councillor Douglas noted that training has always been a priority of the Fire Service and noted that the records lack to prove training has been obtained.

Rob Howlett stated that all training records were provided to the Clerk Administrator at the time of the OFMEM review.

Councillor Deans stated that a meeting should be arranged between the Council members and Clerk to discuss the situation.

5. CORRESPONDENCE

Motion # 2018-209

Moved by Councillor Alderman / Seconded by Councillor Nemcek
Be it resolved that correspondence items i(a)-i(e) be received and filed.

Carried

Motion # 2018-210

Moved by Councillor Deans / Seconded by Councillor Douglas
Be it resolved that the Council of the Municipality of Brooke-Alvinston support the May 22, 2018 resolution from the City of Quinte West in requesting that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the OPP are adequately trained to enforce the said legislation.

Carried

6. ACCOUNTS

Motion # 2018-211

Moved by Councillor Douglas / Seconded by Councillor Deans

Be it resolved that the accounts in the amount of \$ 105,220.00 be approved and paid if not already.

Carried

Staff were directed to invite Brian MacDougall of the SCRCA to a Council meeting to discuss fees imposed for SCRCA comments.

7. STAFF REPORT

Public Works Manager's Report

i) Preliminary Straatman Relief Drain

The Public Works Manager discussed the options presented in the preliminary Straatman Relief Drain Report. The Clerk distributed the report to the other Council members at this point and were reminded of the consideration meeting on July 26, 2018 at 8:00 a.m.

ii) Community Living Student

Motion # 2018 -212

Moved by Councillor Douglas / Seconded by Councillor Alderman

Be it resolved that the Council of the Municipality of Brooke-Alvinston has no objections to the hiring of a student through Community Living.

Carried

The Public Works Manager advised that the crushing of concrete will begin June 28, 2018. Three quotes were received for the process. The low quote increased by \$ 1/ tonne from the 2016 rate;

It was advised that the dust suppressant application will be completed soon.

Clerk –Administrator's Report

i) EarlyOn Program

The Clerk Administrator advised that the EarlyON child and family centre will be relocating to the 4th floor of the municipal office on Tuesday and Friday mornings offering programs for children and parents that foster positive learning with a wide range of quality programs and services to help children reach their full potential.

Motion # 2018-213

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston has no objections to the EarlyON program leasing the 4th floor of the municipal office for their program and directs the Mayor and Clerk Administrator to sign a lease agreement for the space.

Carried

ii) Mainstreet Revitalization Grant

The Clerk Administrator and Public Works Manager commented on the proposed projects outlined for discussion under the grant. Council approved the wayward and directional signs with direction for staff to investigate a project in Inwood to share costs equally. Staff were requested to provide information for the next regular meeting.

iii) McLachlan Drain Tenders

Tenders for the maintenance work done on the McLachlan Drain were reviewed with the following results:

Bruce Poland & Sons	\$4,210.48 (including tax)
GJS Contracting	\$4,422.54 (including tax)
McNally Excavating	\$5,600.84 (including tax)

Motion # 2018- 214

Moved by Councillor Alderman / Seconded by Councillor Douglas

Be it resolved that the Council of the Municipality of Brooke-Alvinston accept the low tender from Bruce Poland & Sons Trucking in the amount of \$4,210.48 (including tax).

Carried

Treasurer's Report

i) Inwood Sewer Operational Costs

The Treasurer reviewed the Inwood waste water system charges and recommended that a by-law be passed at the July 12, 2018 meeting setting the 2018 and 2019 rates at \$630 per user which would result in a 3% reduction for the 2017 charge. Council had no objections.

Fire Chief's Report

The Fire Chief reviewed his submitted report which highlighted Brooke Fire Rescue training for June as well as recent fire calls attended.

He noted that recruitment strategies are underway and a noted that a new Firefighter Application Form and Information Guide has been developed which

addresses previous fire / emergency response training, training expectations, availability for calls and work / family acknowledgement. Requirements to obtain a fit test, current First Aid/CPR and the requirements to complete NFPA 1001 Firefighter levels 1 & 2.

The Fire Chief recommended that Robert Munro be moved into the probationary firefighter position and registered for the next available NFPA 1001 firefighting training course. Council had no objections.

The Chief commented on the status of the radio placement in the Alvinston Station, Emergency Operations Centre (EOC) and Inwood Station.

An update on the Automatic Aid agreements in place with surrounding municipalities was provided with note that an extension of the agreement is an option if needed.

The Chief further provided to Council in their packages a copy of the 2018 schedule of training for fire members and noted the policies and guidelines to meet the minimum training requirements. To further clarify, he noted that first aid / CPR is not considered part of the regular training set out in the training schedule. First Aid / CPR is a standard certification to be obtained by all members.

8. **BY-LAWS**

- i) By-law to authorize sale of municipal lands

Motion # 2018-215

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that By-law Number 37 of 2018, being a by-law to authorize the sale of municipal land be taken as read a first, second and third time and finally passed this 27th day of June, 2018.

Carried

9. **NEW BUSINESS**

Councillor Deans inquired who will be attending to the Inwood Station during power outages to turn the generator on. Chief McArthur advised he will look into that and request a member to do this.

Councillor Douglas advised of all the Canada Day activities and events happening over the long weekend. She noted volunteers are always welcome.

Mayor McGugan noted the Senior of the Year presentation will occur on Sunday and commented on the ecumenical service and guest speaker.

10. **PUBLIC INQUIRIES**

Holly Martin commented that adequate response times are more important than training; she further emotionally stated that should a Councillor have a medical issue in their home (themselves or children) they will die.

Jimmy Martin requested that Council rate themselves.

Due to the agitation in the Council Chambers, Mayor McGugan closed the public inquiries immediately and requested the Clerk to proceed with the in camera motion.

11. CLOSED SESSION

Motion # 2018-216

Moved by Councillor Alderman / Seconded by Councillor Douglas

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(s): personnel matters about an identifiable individual.

Carried

12. RISE & REPORT

The Clerk Administrator advised that a closed session meeting was held to discuss a personal matter about an identifiable individual including employees. It was reported that Cheryl Beaugrand be offered a one year employment contract with the Municipality.

13. BY-LAWS CONFIRMING PROCEEDINGS

Motion # 2018-217

Moved by Councillor Nemcek / Seconded by Councillor Alderman

Be it resolved that By-law Number 38 of 2018, 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 27, 2018 be taken as read a first, second and third time and finally passed this 27th day of June, 2018.

Carried

14. ADJOURNMENT

Motion # 2018-218

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that this meeting be adjourned at 10:40 a.m. to meet again on July 12, 2018 at 7:00 p.m. or at the call of the chair.

Carried

Mayor
Don McGugan

Clerk Administrator
Janet Denkers