

Municipality of Brooke-Alvinston

The Council of the Municipality of Brooke-Alvinston met in regular session on Thursday, May 24, 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 10, 2018

Motion # 2018-174

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the Special Council meeting minutes of May 10, 2018 be approved as presented.

Carried

ii) Regular Council Meeting Minutes of May 10, 2018

Motion #2018-175

Moved by Councillor Alderman / Seconded by Councillor Deans

Be it resolved that the Regular Council meeting minutes of May 10, 2018 be approved as presented.

Carried

**4. DELEGATIONS & TIMED EVENTS**

4.1 Don Van Damme – conditions of Shiloh Line

Don Van Damme was present to discuss the crown on Shiloh Line. He expressed his concern with hauling equipment and travelling at certain segments of the road.

The Public Works Manager reviewed various percentages on other municipal roadways and neighbouring roads in comparison.

Motion # 2018-176

Moved by Councillor Alderman / Seconded by Councillor Deans

Be it resolved that the Public Works Manager be directed to guide the crown on Shiloh Line to a 4.5% area.

Carried

4.2 Chad Hayter – Elgin Street Proposal

Chad Hayter was present at Council to discuss potential development at the end of Elgin Street. The area is serviced with a base road.

Motion # 2018-177

Moved by Deans / Seconded by Councillor Douglas

Be it resolved that Council meet at a special time at the end of Elgin Street by the ball diamond to discuss potential development.

Carried

5. **CORRESPONDENCE**

Motion # 2018-178

Moved by Councillor Alderman / Seconded by Councillor Nemcek

Be it resolved that correspondence items i(a)-i3(e) and (ii) be received and filed.

Carried

Mayor McGugan inquired if the municipal asset management planner would be available to attend Council; Councillor Alderman inquired if Councillor Nemcek asked the SCRCA about the west Brooke swamp area at the conservation meetings. The Clerk Administrator was requested to look into requirements for the senior award.

Motion # 2018-179

Moved by Councillor Douglas / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston proclaim June as Seniors month.

Carried

6. **ACCOUNTS**

Motion # 2018-180

Moved by Councillor Douglas / Seconded by Councillor Deans

Be it resolved that the accounts in the amount of \$169,159.45 be approved and paid if not already.

Carried

## 7. STAFF REPORT

### Public Works Manager's Report

#### i) Waste Discharge in Sewer System

The Public Works Manager advised Council that due to a recent sewer discharge issue in the municipality, representatives from the Ministry of the Environment and Climate Change were in the area. As a result, the municipality is encouraged to pass a by-law for protection against property owners placing waste discharge in the storm sewers. A by-law will be presented at the next meeting.

#### ii) Old Walnut Road tenders

The Public Works Manager advised that tenders for Old Walnut Road will be received to June 1<sup>st</sup>.

#### iii) Presentation to Four Counties Health Services

At this part of the meeting, Mayor McGugan presented a cheque in the amount of \$5,000 to Tom Jeffries and representatives of Four Counties Health Services for their medical equipment campaign.

### Clerk Administrator's Report

#### i) Unopened Road allowance – Lot 23 Con. 1

#### Motion # 2018-181

Moved by Councillor Alderman / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston declare the said lands as surplus to their needs and approve the landowner pursuing all legal framework to transfer the said lands to their ownership; that the said lands merge in title with the adjacent property owner and that the sale and transfer of the property be at the property owner's full expense; and that the property owner provide to the municipality full documentation of the sale.

Carried

### Treasurer's Report

No report at this time.

### Fire Chief's Report

Fire Chief Jeff McArthur reviewed his report with Council and discussed recent training, fire calls, the recent Fire Chiefs meeting and provincial regulations.

The Chief further reviewed the coverage areas and noted that all surrounding municipalities have offered automatic aid for two months to cover the Inwood area and if needed longer, will discuss entering into formal agreements.

Councillor Nemcek inquired about the smoke alarm door to door campaign.

## **8. BY-LAWS**

### i) Tax Rate By-law

The Treasurer advised that a revised tax by-law was needed as the large industrial rate was added.

#### Motion # 2018-182

Moved by Councillor Douglas / Seconded by Councillor Nemcek

Be it resolved that By-law Number 30 of 2018 being a by-law to amend By-law 26 of 2018 to set tax rates be taken as read a first, second and third time and finally passed this 24<sup>th</sup> day of May, 2018.

Carried

### ii) Building Service Agreement

#### Motion # 2018-183

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that By-law Number 31 of 2018 being a by-law to enter into a building service agreement be taken as read a first, second and third time and finally passed this 24<sup>th</sup> day of May, 2018.

Carried

## **9. NEW BUSINESS**

Councillor Alderman inquired about the security of two properties on River Street – the medical building and the corner building on River and Centre Street. The Clerk Administrator advised that the by-law officer is looking into the corner lot and that contact has been made with the property owner.

Councillor Douglas provided an update on the community group meeting that was held on May 23, 2018.

Councillor Deans noted that he had extra pickets for the fence in Inwood and will provide them to the Public Works Manager. The extra gravel at the park in Inwood was offered to the Inwood Firemen's Association for their parking lot.

Mayor McGugan commented on the presentation made by Krista Duchene that was recently held at Brooke Central School; a request was also made to staff to inquire about the placement of a defibrillator at the ball park in Alvinston.

## **10. PUBLIC INQUIRIES**

Les Douglas inquired as to what the next steps would be after the two month automatic arrangements made with the surrounding municipalities ended. The Fire Chief advised that recruitment for new members will occur and noted that there are members on the Alvinston station roster that are able to respond from the Inwood station. It was also noted that formal agreements will be looked into if needed.

Mary Ethel Douglas posed the following questions to Council understanding there may be no yes or no answer. She questioned the radio system and placement in Inwood, workable training schedules for the fire stations, insurance rates, the province taking away rights, and that a solution to the current situation needs to be discussed.

Mayor McGugan reiterated that Council had never discussed the closure of the Inwood Station.

Jamie Armstrong questioned page 18 of the strategic plan. As the Council and Clerk Administrator did not have a copy at their desks to respond to, the Clerk Administrator noted that she would look into the comment.

Edna Kerrigan questioned if Council formally adopted the plan. The Mayor responded that the strategic and recreational plan have been adopted, the greenspace plan had not been.

Councillor Deans inquired about the base radio purchased for the Inwood Station and where it is intended to be placed. The Fire Chief advised it is planned to be placed in the EOC.

Anne McGugan noted that Tori Shaw, probationary firefighter for the Alvinston station received a \$2,000 scholarship award from Libro Financial recently.

## **11. CLOSED SESSION**

Motion # 2018- 184

Moved by Councillor Nemcek / 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): proposed or pending acquisition or disposition of land and personnel matters about an identifiable individual.

Carried

**12. RISE & REPORT**

The Clerk Administrator advised that a closed session meeting was held to discuss a proposed or pending acquisition or disposition of land and personal matters about an identifiable individual including employees. It was reported that the offer received for the purchase of 3243 River Street be declined; that the \$220.10 fee associated with building permit 16-001 be waived; and that staff advise the owners of Lot 23 Con.1 of Council's direction in regards to the removal of logs.

**13. BY-LAWS CONFIRMING PROCEEDINGS**

Motion # 2018-185

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that By-law Number 32 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 May 24, 2018 be taken as read a first, second and third time and finally passed this 24<sup>th</sup> day of May, 2018.

Carried

Council agreed to meet on Friday, May 25, 2018 at 7:30 am at the end of Elgin Street to discuss a potential development proposal.

**14. ADJOURNMENT**

Motion # 2018-186

Moved by Councillor Deans / Seconded by Councillor Douglas

Be it resolved that this meeting be adjourned at 10:50 a.m. to meet again on June 14, 2018 at 6:30 p.m. or at the call of the chair.

Carried

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Mayor  
Don McGugan

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Clerk Administrator  
Janet Denkers