

Municipality of Brooke-Alvinston

The Council of the Municipality of Brooke-Alvinston met in regular session on Thursday, November 8, 2018 at 7:00 p.m. in the Municipal Council Chambers.

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

Staff Present: Clerk Administrator Janet Denkers  
Public Works Manager Randy Hills  
Treasurer Stephen Ikert

**1. CALL TO ORDER**

Mayor Don McGugan called the regular meeting to order at 7:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

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

**3. MINUTES**

i) Regular Council Meeting Minutes of October 25, 2018

Motion # 2018-329

Moved by Councillor Nemcek/ Seconded by Councillor Alderman

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

Carried

**4. DELEGATIONS**

**5. CORRESPONDENCE**

Motion # 2018-330

Moved by Councillor Douglas / Seconded by Councillor Deans

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

Carried

i) Poppy Fund

Motion # 2018-331

Moved by Councillor Deans / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke Alvinston donates \$50 to the Alvinston Legion Branch 249 Poppy Fund.

Carried

ii) Family Health Team

Motion #2018-332

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that the Council of the Municipality of Brooke-Alvinston contribute \$300 as requested by the Central Lambton Family Health Team in their letter dated October 29, 2108.

Carried

**6. ACCOUNTS**

Motion # 2018-333

Moved by Councillor Nemcek / Seconded by Councillor Douglas

Be it resolved that the accounts in the amount of \$128,902.01 be approved and paid if not already.

Carried

**7. STAFF REPORT**

Public Works Manager's Report

- i) Minimum Maintenance Standards (MMS) – new requirements

The Public Works Manager discussed requirements under the maintenance standards for clearing snow on sidewalks. Staff were directed to present a by-law closing certain sidewalks at the next regular session of Council.

- ii) Smoke Free Ontario Act

The Public Works Manager discussed the new requirements for cannabis usage and smoking near recreation complexes and public buildings.

- iii) Winter staffing

The Public Works Manager discussed staffing needs during the winter months.

Motion # 2018-334

Moved by Councillor Deans / Seconded by Councillor Nemcek

Be it resolved that the Public Works Manager report back to Council on options to satisfy the Public Works Department and snow removal for the winter months.

Carried

Clerk Administrator's Report

- i) Medical Cannabis Policy

The Clerk Administrator presented to Council a Medical Cannabis Policy. The purpose of this policy is to ensure the protection of employees while at the workplace.

Motion # 2018-335

Moved by Councillor Deans / Seconded by Councillor Nemcek

Be it resolved that the Council of the Municipality of Brooke-Alvinston accept the policy titled Medical Cannabis Policy and that it be incorporated into the Municipal Human Resource Policy.

Carried

- ii) Cannabis Statute Law Amendment Act, 2018

The Clerk Administrator provided a report to Council regarding the Cannabis Statute Law Amendment Act, 2018. The report will be discussed further after the inaugural meeting of Council.

- iii) Accessible Election Report

The Clerk Administrator provided a report to Council outlining the identification, removal and prevention of barriers that affect electors and candidates with disabilities in the 2018 municipal election.

- iv) Water Disconnection Fee

Councillor Alderman declared a Conflict of Interest in regards to this report as he requested the disconnection. He did not participate in the discussion.

Council proceeded to discuss disconnection at curb stops and various situations in town.

Motion # 2018-336

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that the Council of the Municipality of Brooke-Alvinston direct the Public Works Manager to provide options for disconnecting water to users at the next regular session of Council.

Carried

v) Inaugural Meeting of Council

The Clerk Administrator advised that in accordance with the municipal procedural by-law, the Inaugural meeting will be held December 6, 2018 at 11:00 a.m. in the upper hall of the BAICCC.

Treasurer's Report

The Treasurer did not have a report.

**8. NEW BUSINESS**

Councillor Nemcek noted that he received formal notice that the Bank of Montreal in Alvinston intends to close in May of 2019. He noted that there will be a public meeting on December 3, 2018 at the BAICCC and he encouraged all to attend.

Mayor McGugan noted that he has drafted a letter to the Regional Vice President of the Bank of Montreal.

A special presentation at the BAICCC upper hall has been scheduled for November 22, 2018.

Motion # 2018-337

Moved by Councillor Nemcek / Seconded by Councillor Alderman

Be it resolved that the municipal office be closed from 10am to 11 am on November 22, 2018 and that staff provide notice accordingly.

Carried

**9. PUBLIC INQUIRIES**

Former Treasurer Joe McMillan was in attendance to wish the outgoing Council members well and offered best wishes to the incumbents.

**10. BY-LAWS**

Motion # 2018-338

Moved by Councillor Nemcek / Seconded by Councillor Deans

Be it resolved that By-law 52 of 2018 being a by-law to authorize construction of the Straatman Relief Drain be read a first and second time.

Carried

**11. BY-LAWS CONFIRMING PROCEEDINGS**

Motion # 2018-339

Moved by Councillor Alderman / Seconded by Councillor Douglas

Be it resolved that By-law Number 53 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 November 8, 2018 be taken as read a first, second and third time and finally passed this 8<sup>th</sup> day of November, 2018

Carried

**12. ADJOURNMENT**

Motion # 2018-340

Moved by Councillor Deans / Seconded by Councillor Alderman

Be it resolved that this meeting be adjourned at 8:35 p.m. to meet again on November 22, 2018 at 8:30 a.m. or at the call of the chair.

Carried

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Mayor  
Don McGugan

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Clerk Administrator  
Janet Denkers