



MINUTES

Council Meeting

4:00 PM - Thursday, August 13, 2020
Zoom Meeting

The Council of the Brooke-Alvinston was called to order on Thursday, August 13, 2020, at 4:00 PM, in the Zoom Meeting, with the following members present:

Council Present: Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Jeannette Douglas, Councillor Jamie Armstrong, Councillor Wayne Deans, and Fire Chief Steve Knight

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Public Works Manager Randy Hills, and Administrative Assistant Darlene Paolucci

Regrets:

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 interests be declared when appropriate.

3 MINUTES

a) Regular Council Meeting Minutes of July 23, 2020

RESOLUTION-2020-225

Deputy Mayor Frank Nemcek made a motion that the minutes from the July 23, 2020 regular meeting be approved as presented without any errors or omissions. Councillor Jeannette Douglas seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

There were no delegations scheduled for this meeting.

6 CORRESPONDENCE

a) Information Only

RESOLUTION-2020-226

Councillor Jeannette Douglas made a motion that the correspondence information be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

7 STAFF REPORTS

a) **Clerk-Administrator's Report:** Investing in Canada Infrastructure Program Rural & Northern Stream-Transfer Payment Agreement

RESOLUTION-2020-227

Deputy Mayor Frank Nemcek made a motion that the Municipality enter into an agreement with the Ministry of Agriculture, Food and Rural Affairs: Investing in Canada Infrastructure Program (ICIP) Rural and Northern Stream. Councillor Jeannette Douglas seconded the motion.

Carried

- b) **Clerk Administrator's Report:** Celebrate Canada 2020 during the Brooke-Alvinston Fall Fair week.

RESOLUTION-2020-228

Councillor Jamie Armstrong made a motion that Bob Squires and Grant McFadden be appointed to the 2020 Canada Day Committee. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) **Clerk Administrator's Report:** Community Mailbox Installation Agreement - Inwood

RESOLUTION-2020-229

Councillor Jeannette Douglas made a motion that Council enter into an agreement with the Canada Post Corporation for the installation of community mailboxes at the Inwood Community Park. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Aecon Fleet Parking at MTO lot

RESOLUTION-2020-230

Deputy Mayor Frank Nemcek made a motion that the report be received and filed as information; and that the attached agreement be signed. Councillor Wayne Deans seconded the motion.

Carried

Councillor Deans arrived at this part of the meeting.

- e) **Clerk Administrator's Report:** Automated Collection Agreement with Bluewater Recycling

RESOLUTION-2020-231

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston enter into the automated collection agreement as drafted with Bluewater Recycling. Councillor Wayne Deans seconded the motion.

Carried

- f) **Clerk-Administrator's Report:** Use of Trailer-Accommodation

RESOLUTION-2020-232

Councillor Jamie Armstrong made a motion that Council authorize the use of a travel trailer for accommodation for 10 months as temporary living accommodations while a house is rebuilt at 4734 Nauvoo Road; and that a cash deposit and temporary use agreement be made with the owner for this arrangement. Councillor Wayne Deans seconded the motion.

Carried

- g) **Planner's Report:** Cooper Request

RESOLUTION-2020-233

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston approve the request from Beverley Cooper to merge two lots so a new larger single family dwelling can be built. Councillor Wayne Deans seconded the motion.

Carried

- h) **Public Works Managers Report:** Surface Treatment Quote

RESOLUTION-2020-234

Councillor Jamie Armstrong made a motion that the Council of the Municipality authorize the Negotiated Method for the awarding of single surface treating in 2020 at the quoted price of \$3.25 / m2 as the Municipality has worked well in the past with Lloyd's Paving and are satisfied with the pricing. Councillor Wayne Deans seconded the motion.

Carried

- i) **Public Works Manager's Report:** Arena Dressing Room Light & Lobby Retrofit

RESOLUTION-2020-235

Councillor Jeannette Douglas made a motion that Gerber Electric be awarded the Arena Dressing Room Light & Lobby Retrofit contract. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- j) **Treasurer's Report:** Accounts Payable Listing - July 2020

RESOLUTION-2020-236

Councillor Jeannette Douglas made a motion that Council Receive and File the Accounts Payable Listing for July 2020. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- k) **Treasurer's Report:** Brooke-Alvinston Community Fund

RESOLUTION-2020-237

Councillor Jeannette Douglas made a motion that Council direct staff to pursue the establishment of a Community Fund through the Sarnia Community Foundation Deputy Mayor Frank Nemcek seconded the motion.

Carried

- l) **Fire Chief's Report:** Efficiency Review of Brooke-Alvinston's Municipal Fire Services

Mayor Ferguson welcomed the new Fire Chief Steve Knight.

RESOLUTION-2020-238

Deputy Mayor Frank Nemcek made a motion that a special meeting date of September 3, 2020 at 4 p.m. be set for a special Council meeting to discuss the Report prepared by Firehouse 33. Councillor Jeannette Douglas seconded the motion.

Carried

- m) **Drainage Superintendent's Report:** Zimmerman & Ross Drain Tender

RESOLUTION-2020-239

Councillor Jamie Armstrong made a motion that the low tender of Bruce Poland Sons in the amount of \$13,760.00 + HST be accepted for maintenance work on the Zimmerman Drain & Ross Drain. Councillor Jeannette Douglas

seconded the motion.

Carried

- n) **Drainage Superintendent's Report:** Monthly Drainage Report

RESOLUTION-2020-240

Councillor Wayne Deans made a motion that the Drainage Superintendent's monthly report be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- o) Consideration of the McVicar Drain

Councillor Nemcek declared a conflict of interest as he is an assessed landowner on the drain.

RESOLUTION-2020-241

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston give first and second reading to the By-law to authorize drainage works on the McVicar Drain and proceed to a Court of Revision. Councillor Jamie Armstrong seconded the motion.

Carried

- p) Consideration of the Logan Drain

RESOLUTION-2020-242

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston refer the drain report on the Logan Drain back to the Engineer for revisions. Councillor Jamie Armstrong seconded the motion.

Carried

- q) **Drainage Superintendent's Report** Requests for Maintenance

RESOLUTION-2020-243

Councillor Jamie Armstrong made a motion that Council direct Staff to forward the requests for drain maintenance to the Drainage Superintendent with the power to act. Councillor Wayne Deans seconded the motion.

Carried

8 BY-LAWS

- a) By-law to authorize an Agreement - ICIP (Shiloh Line)

RESOLUTION-2020-244

Deputy Mayor Frank Nemcek made a motion that By-law 30 of 2020 be read a first, second and third time and finally passed this 13th day of August 2020. Councillor Jeannette Douglas seconded the motion.

Carried

- b) By-law to authorize an Agreement with Canada Post

RESOLUTION-2020-245

Councillor Jeannette Douglas made a motion that By-law 31 of 2020 be read a first, second and third time and finally passed this 13th day of August 2020. Councillor Jamie Armstrong seconded the motion.

Carried

- c) By-law to authorize an agreement with Aecon

RESOLUTION-2020-246

Deputy Mayor Frank Nemcek made a motion that By-law 32 of 2020 be read a first, second and third time and finally passed this 13th day of August 2020. Councillor Jamie Armstrong seconded the motion.

Carried

- d) By-law to Authorize Deeming of two lots (Inwood)

RESOLUTION-2020-247

Councillor Wayne Deans made a motion that By-law 33 of 2020 be read a first, second and third time and finally passed this 13th day of August 2020. Councillor Jeannette Douglas seconded the motion.

Carried

- e) By-law for first and second reading of the McVicar Drain

RESOLUTION-2020-248

Councillor Jeannette Douglas made a motion that By-law 34 of 2020 be read a first and second time. Councillor Wayne Deans seconded the motion.

Carried

- f) By-law for agreement with Bluewater Recycling

RESOLUTION-2020-249

Deputy Mayor Frank Nemcek made a motion that By-law 35 of 2020 be read a first, second and third time and finally passed this 13th day of August 2020. Councillor Jeannette Douglas seconded the motion.

Carried

9 NEW BUSINESS

- a) Verbal Report: BAICCC Auditorium Upgrades - Recommendation of Contract

The Public Works Manager informed Council of the tender process for the upgrades to the auditorium and that two tenders were received. It was noted that the owner of JD Renovations is the spouse of the Clerk-Administrator.

Received Tenders:

Macksville Construction - \$78,921.00 + HST

JD Renovations - \$58,185.33 + HST

The Public Works Manager recommended the low tender from JD Renovations be accepted.

RESOLUTION-2020-250

Deputy Mayor Frank Nemcek made a motion that the low tender from JD Renovations in the amount of \$58,185.33 + HST be accepted. Councillor Wayne Deans seconded the motion.

Carried

- b) The Treasurer reported to Council that the Federal government is providing payments to municipalities to help with the associated costs of the COVID-19 pandemic. He noted that Brooke-Alvinston was awarded \$63,500.
- c) Council Nemcek requested staff to prepare a report for the next regular session of Council on the reopening of the arena ice surface.
- d) Councillor Nemcek inquired if Council should be considering the mandating of masks in Brooke-Alvinston.

10 CLOSED SESSION

- a) Proposed or Pending Acquisition or Disposition of Land

RESOLUTION-2020-251

Councillor Jeannette Douglas made a motion that the Council of the Municipality of Brooke-Alvinston move into closed meeting pursuant to section 239 of the Municipal Act, 2001, as amended for the following reason(s): a proposed or pending acquisition of land by the municipality. Deputy Mayor Frank Nemcek seconded the motion.

Carried

11 RISE AND REPORT

The Clerk Administrator reported that a closed session was held to discuss a proposed or pending acquisition or disposition of land. She reported that the Municipality and Inwood Firemen's Association offers of purchase / sale were rejected.

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2020-252

Councillor Jeannette Douglas made a motion that By-law 36 of 2020 be read a first, second and third time and finally passed this 13th day of August 2020. Deputy Mayor Frank Nemcek seconded the motion.

Carried

13 ADJOURNMENT

Councillor Nemcek made a motion to adjourn the meeting at 5:11 p.m.

Clerk-Administrator

Mayor