



MINUTES

Council Meeting

4:00 PM - Thursday, October 14, 2021
Municipal Office

The Council of the Brooke-Alvinston was called to order on Thursday, October 14, 2021, at 4:00 PM, in the Municipal Office, with the following members present:

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

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Public Works Manager Randy Hills, Fire Chief Steve Knight, Public Works Foreman Jerrett Hodgins, 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 at the appropriate time during the meeting.

3 MINUTES

a) Regular Council Meeting Minutes of September 23, 2021

RESOLUTION-2021-291

Councillor Wayne Deans made a motion that the September 23, 2021 Minutes be approved as presented, without any errors or omissions. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

6 CORRESPONDENCE

a) Letters to Council

Jay Miller - Installation of Fence

RESOLUTION-2021-292

Councillor Jamie Armstrong made a motion that Council direct Staff to investigate the property lines at 3238 River Street and provide a report at the next meeting with options. Councillor Jeannette Douglas seconded the motion.

Carried

b) Alvinston Killer Bees - Licensed Area Proposal

RESOLUTION-2021-293

Councillor Jeannette Douglas made a motion that the discussion be tabled until the next meeting in order to provide staff the time to discuss with Mr. Cumming the proposal further. Councillor Wayne Deans seconded the motion.

Carried

- c) Municipal and General Information

RESOLUTION-2021-294

Councillor Jamie Armstrong made a motion that the Municipal and General Information as presented be received and filed. Councillor Wayne Deans seconded the motion.

Carried

- d) Central Lambton Recruitment Committee- Request for Grant

RESOLUTION-2021-295

Councillor Jamie Armstrong made a motion that the Municipality of Brooke-Alvinston donate \$300.00 to the Central Lambton Recruitment Committee for 2022. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- e) Christmas For Everyone Campaign - Request for Donation

RESOLUTION-2021-296

Councillor Jamie Armstrong made a motion that the Municipality of Brooke-Alvinston donate \$200.00 to the 2021 Christmas for Everyone Campaign. Councillor Jeannette Douglas seconded the motion.

Carried

7 STAFF REPORTS

- a) **Clerk Administrator's Report:** Normal Farm Practice -Determination of Cost

RESOLUTION-2021-297

Councillor Jamie Armstrong made a motion that the report be received and filed as information. Councillor Jeannette Douglas seconded the motion.

Carried

- b) **Clerk Administrator's Report:** November Meeting Schedule

RESOLUTION-2021-298

Councillor Wayne Deans made a motion that the regular scheduled Council meeting for November 11, 2021, be moved to November 10, 2021 at 4 p.m. Councillor Jamie Armstrong seconded the motion.

Carried

- c) **Clerk Administrator's Report:** Municipal Modernization Program Intake 3- Implementation Stream - Project Proposals

RESOLUTION-2021-299

Councillor Jamie Armstrong made a motion that Council endorse the proposed applications under the Municipal Modernization program Intake 3 - Implementation Stream:

- 1) Customized Ontario Health & Safety Consulting Services
 - 2) Upgrade of Municipal Phone System
 - 3) Improve IT connectedness – arena, shop, fire station to allow secure access
 - 4) Ipads for Councillors and other staff to reduce paper for meetings
- Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Ontario Regulation 364/20 & Arena Operations

RESOLUTION-2021-300

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston authorize that effective Nov. 1, 2021, individuals aged 12 years or older must be fully vaccinated to enter the Brooke-Alvinston-Inwood Community Centre Complex in efforts to maintain consistency throughout the County. Councillor Wayne Deans seconded the motion.

Carried

- e) **Public Works Manager's Report:** Amendments to Storage Room - Pavilion

RESOLUTION-2021-301

Councillor Wayne Deans made a motion that Council direct Staff to provide additional items for consideration at the next regular session of Council including lease and insurance expectations. Councillor Jamie Armstrong seconded the motion.

Carried

- f) **Public Works Manager's Report:** Demolition Derby

RESOLUTION-2021-302

Deputy Mayor Frank Nemcek made a motion that the originally scheduled demolition derby, hosted by the Alvinston Ag Society, be approved to be held on the municipal grounds October 23, 2021 with the grounds fee waived. Councillor Wayne Deans seconded the motion.

Carried

- g) **Treasurer's Report:** Corporate Server Replacement

RESOLUTION-2021-303

Councillor Jeannette Douglas made a motion that Council approve the replacement of the Municipal Corporate Server through Keystone Technologies. Councillor Jamie Armstrong seconded the motion.

Carried

- h) **Treasurer's Report:** Year-to-Date (to September 30) Budget to Actual Comparisons

RESOLUTION-2021-304

Deputy Mayor Frank Nemcek made a motion that Council receive and file the Year-to-date (to September 30) Budget to Actual Comparisons Councillor Jeannette Douglas seconded the motion.

Carried

- i) **Treasurer's Report:** Accounts Payable Listing - September 2021

- j) **Fire Chief's Report:** October Report

RESOLUTION-2021-305

Councillor Jamie Armstrong made a motion that the Fire Chief's monthly report be received and filed. Councillor Jeannette Douglas seconded the motion.

Carried

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

- l) **Drainage Superintendent's Report:** Drain Maintenance Requests

RESOLUTION-2021-306

Councillor Jamie Armstrong made a motion that the report of the Drainage Superintendent be received and filed. Councillor Jeannette Douglas seconded the motion.

Carried

- m) Totten Drain

RESOLUTION-2021-307

Deputy Mayor Frank Nemcek made a motion that Council accept the request under Section 74 and give the Drainage Superintendent the powers to act and that a maintenance onsite meeting be arranged with the affected owners
Councillor Jamie Armstrong seconded the motion.

Carried

- n) 9-10 Sideroad Drain

RESOLUTION-2021-308

Councillor Jamie Armstrong made a motion that Council accept the request under Section 74 and gives the Drainage Superintendent the powers to act and that a maintenance onsite meeting be arranged with the affected landowners.
Councillor Wayne Deans seconded the motion.

Carried

- o) Orange Drain No. 2

RESOLUTION-2021-309

Deputy Mayor Frank Nemcek made a motion that Council accepts the request under Section 74 and gives the Drainage Superintendent the power to act and that and maintenance onsite meeting be arranged with the affected landowners. Councillor Jamie Armstrong seconded the motion.

Carried

- p) MacDougall Drain

RESOLUTION-2021-310

Councillor Jamie Armstrong made a motion that Council appoints R. Dobbin Engineering to prepare a new report under Section 78 of the Drainage Act and that an onsite meeting be arranged with the affected property owners.
Councillor Jeannette Douglas seconded the motion.

Carried

- q) White Drain

RESOLUTION-2021-311

Deputy Mayor Frank Nemcek made a motion that Council accepts the request under section 74 and approves the work already completed. Councillor Jamie Armstrong seconded the motion.

Carried

- r) Tender Opening - 14th Concession Drain

RESOLUTION-2021-312

Councillor Jamie Armstrong made a motion that Council accepts the low tender from Bruce Poland and Sons in the amount of \$51,773.88. Councillor Jeannette Douglas seconded the motion.

Carried

- s) Tender Opening - McNeil Drain

RESOLUTION-2021-313

Councillor Jamie Armstrong made a motion that Council accepts the low tender from Bruce Poland and Sons in the amount of \$17,236.07. Councillor Jeannette Douglas seconded the motion.

Carried

8 BY-LAWS

- a) Proposed By-law 46 of 2021 - Debenture (Shiloh Line)

RESOLUTION-2021-314

Deputy Mayor Frank Nemcek made a motion that By-law 46 of 2021 be read a first, second and third time and finally passed this 14th day of October, 2021. Councillor Jeannette Douglas seconded the motion.

Carried

9 NEW BUSINESS

- a) Alvinston Optimist 2021 Santa Claus Parade Notification: Dec. 11, 2021

The Clerk Administrator noted that she was advised of the Alvinston Optimist Parade scheduled for Dec. 11th and requested suggestions from Council

- b) The Clerk Administrator noted that although the vaccine rate is high among staff and Brooke Fire Rescue members, an employee vaccination policy would be appropriate. She questioned if Council wished one to be extended to Council and Committee Members for consideration at the next meeting.

RESOLUTION-2021-315

Councillor Jamie Armstrong made a motion that the Clerk Administrator prepare a draft vaccination policy for Council and Committee members for their consideration at the next regular session of Council. Councillor Jeannette Douglas seconded the motion.

Carried

- c) The Clerk Administrator asked Council if they were conducive to recommendations for a staff / Council appreciation for 2021. Council requested a report be presented at the next regular session of Council for consideration.
- d) The Mayor requested a report be developed for the next meeting on options for a grant writer.
- e) The Mayor suggested a letter be sent to neighbouring municipalities for support of the legal process the Municipalities (Brooke-Alvinston, Dawn-Euphemia and Warwick) undertook

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2021-316

Councillor Wayne Deans made a motion that By-law 47 of 2021 be read a first, second and third time and finally passed this 14th day of October, 2021. Councillor Jamie Armstrong seconded the motion.

Carried

13 ADJOURNMENT

Councillor Armstrong adjourned the meeting at 5:17 p.m.

Clerk-Administrator

Mayor