



# MINUTES

## Council Meeting

4:00 PM - Thursday, October 28, 2021  
Municipal Office

---

The Council of the Brooke-Alvinston was called to order on Thursday, October 28, 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 October 14, 2021

#### **RESOLUTION-2021-317**

Deputy Mayor Frank Nemcek made a motion that the October 14, 2021 meeting Minutes 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

### 6 CORRESPONDENCE

a) Letter to Council from Marilyn Dolbear - Request for Walking Path

#### **RESOLUTION-2021-318**

Councillor Jamie Armstrong made a motion that Council directs Staff to provide a report on the estimated cost to construct an asphalt walking path along River Street to the Alvinston Cemetery. Councillor Jeannette Douglas seconded the motion.

**Carried**

b) Stephen & Colette Grover - Municipal Water Line

#### **RESOLUTION-2021-319**

Councillor Wayne Deans made a motion that Council support the request from Stephen & Colette Grover to allow a water extension to the proposed build at 7952 Centre Street; and that they work with the Public Works Manager to install the appropriate metre / pit; and that the Public Works Manager contact the other two inquiries; and that the Grover's understand that should a waterline go into the area in the future, they will be required to abandon their current line and hook into the new line. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c) General Correspondence

**RESOLUTION-2021-320**

Councillor Jamie Armstrong made a motion that the General Correspondence be received and filed. Councillor Wayne Deans seconded the motion.

**Carried**

## 7 STAFF REPORTS

- a) **Clerk Administrator's Report:** Draft Council / Committee Mandatory Vaccination Policy

**RESOLUTION-2021-321**

Councillor Jamie Armstrong made a motion that Council adopt the draft Council-Committee Mandatory Vaccine Policy Effective Nov. 1, 2021. Councillor Wayne Deans seconded the motion.

**Carried**

- b) **Clerk Administrator's Report:** 2021 Staff / Council Appreciation

**RESOLUTION-2021-322**

Councillor Jamie Armstrong made a motion that Council agrees to support the organization(s) as listed in the Clerk Administrator's staff report. Councillor Jeannette Douglas seconded the motion.

**Carried**

- c) **Clerk Administrator's Report:** Normal Farm Practices Board Costs

**RESOLUTION-2021-323**

Councillor Wayne Deans made a motion the report on cost sharing of the Normal Farm Practice Board be provided for information and that staff be authorized to forward the share of billings to the Township of Dawn-Euphemia and Warwick respectively. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- d) **Clerk Administrator's Report:** Grant Writing Options

**RESOLUTION-2021-324**

Councillor Jeannette Douglas made a motion that Council receive and file this report with direction to staff to explore further options. Councillor Jamie Armstrong seconded the motion.

**Carried**

- e) **Treasurer's Report:** Ontario Municipal Partnership Fund

**RESOLUTION-2021-325**

Deputy Mayor Frank Nemcek made a motion that Council Receive and File the Ontario Municipal Fund (OMPF) and Brooke-Alvinston Taxation Levy Comparisons. Councillor Jamie Armstrong seconded the motion.

**Carried**

- f) **Public Works Manager's Report:** Refreshment Area - Alvinston Killer Bees Games

**RESOLUTION-2021-326**

Councillor Wayne Deans made a motion that Council directs the Public Works Manager to look into additional advertising of the arena ice surface boards on the east end or suggest that cups only be used for the serving of drinks in the specified area. Councillor Jeannette Douglas seconded the motion.

**Carried**

- g) **Public Works Manager's Report:** Proposed new development - BAICCC

**RESOLUTION-2021-327**

Councillor Jamie Armstrong made a motion that the Public Works Manager be the point of contact to speak with at least three (3) Engineering Firms to obtain pricing and design information (building code requirements) for the proposed new development initiated by the Alvinston Optimist Club; and that once pricing options are received, a meeting with the Optimist Club Building Committee on a design be discussed and subsequent approval from Council prior to any contracts on design be completed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**8 BY-LAWS**

**9 NEW BUSINESS**

- a) **Notice of Motion - Councillor Armstrong**

That the Municipality of Brooke Alvinston support in principle, planning and fundraising efforts for Phase 2 of the Optimist's Alvinston Arena Building Project; This project shall include but not limited to a new change room, new canteen, janitorial storage room, bar , a shared mechanical room and renovations/improvements to the front dressing rooms; The Optimist Club will be responsible for all fund raising efforts and grant applications; The Optimist club will also pursue input from all stake holders of the Alvinston arena (including municipality) to finalize plans before sending them to an architect for final drawings.

Based on Motion 2021-327, Councillor Armstrong withdrew his motion.

- b) **Notice of Motion - Councillor Douglas**

That Council consider amending the Procedural Bylaw to allow a hybrid type of meeting whereby members can participate in the meeting electronically or in person.

**RESOLUTION-2021-328**

Councillor Jeannette Douglas made a motion that Council amends the Procedural By-law to allow a hybrid type of meeting whereby members can participate in the meeting electronically or in person, with a limit of three consecutive electronic meetings; and that the By-law be revisited with the next term of Council. Councillor Wayne Deans seconded the motion.

**Carried**

- c) Public Works Manager

i) Policies / Procedures

The Public Works Manager commented on the winter sidewalk Policy, overnight parking on the streets and snow removal practices; there were no comments from Council on these matters

ii) Santa Claus Parade

The Optimist Club will be hosting a parade similar to 2020 with floats parked on the west side of the street (River Street) and vehicular traffic on east side (no parking of other vehicles allowed)

iii) Naming of Pavilion Bar

The Public Works Manager clarified that the Optimist Club intends to have a banner made with the naming of the bar (Tanner Redick Memorial Bar) only displayed during Optimist events.

iv) Survey of Municipal Building

A surveyor has been contacted to look into the proper survey of the municipal area and we are yet to receive it.

- d) The Public Works Manager reported that a request was received to install a street light at the north end of Elgin Street.

**RESOLUTION-2021-329**

Councillor Wayne Deans made a motion that Council directs the Public Works Manager to arrange for the installation of a street light at the north end of Elgin Street. Councillor Jamie Armstrong seconded the motion.

**Carried**

- e) Notice of Motion - Councillor Deans

The the Committee developed to procure the next fire apparatus include a Councillor (Jamie Armstrong)

- f) Campbell House - A.W. Campbell Conservation Area

**RESOLUTION-2021-330**

Councillor Jamie Armstrong made a motion that a letter be sent urgently to the SCRCA requesting that a discussion on the future status of the Campbell House be held with Council and the Community and that the demolition be paused. Councillor Wayne Deans seconded the motion.

**Carried**

**10 CLOSED SESSION**

**11 RISE AND REPORT**

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law

**RESOLUTION-2021-331**

Councillor Jamie Armstrong made a motion that By-law 48 of 2021 be read a first, second and third time and finally passed this 28th day of October, 2021. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**13 ADJOURNMENT**

Councillor Douglas adjourned the meeting at 5:53 p.m.

---

Clerk-Administrator

---

Mayor