



MINUTES

Council Meeting

4:00 PM - Thursday, December 9, 2021
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, December 9, 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, Administrative Assistant Darlene Paolucci, and Rob Nesbitt

Regrets:

1 CALL TO ORDER

Mayor Ferguson called the meeting to order at 4:00 p.m. In the Council Chambers were Mayor Ferguson, Councillors Nemcek and Armstrong. Councillor Douglas attended virtually.

Councillor Deans was late for the meeting, and arrived at 4:10 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 November 25, 2021

RESOLUTION-2021-358

Deputy Mayor Frank Nemcek made a motion that the Minutes from the November 25, 2021 Council meeting be approved as presented without any errors or omissions. Councillor Jamie Armstrong seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 CORRESPONDENCE

The Mayor moved into the Correspondence section of the meeting in order that Councillor Deans could arrive in time to participate in the public meeting.

a) Correspondence to Council

RESOLUTION-2021-359

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

Carried

b) Alvinston Regional Silver Stick - Request for Support

RESOLUTION-2021-360

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke Alvinston supports the Alvinston Regional Silver Stick Tournament December 27-30, 2021 with a banner sponsor of \$135; BAICCC ad for \$25 and a ¼ page municipal ad for \$50 in the program book. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) City of St. Catharines - National Childcare Program

RESOLUTION-2021-361

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston supports the request from the City of St. Catharines to request that the provincial government take the necessary steps to work with the federal government on a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response. Councillor Jeannette Douglas seconded the motion.

Carried

6 DELEGATIONS & TIMED EVENTS

- a) Application for Rezoning - Lucan

There were no members of the public present for the public meeting. The Planner was present to discuss his report and recommendation of approval of the application. There were no questions from Council.

7 STAFF REPORTS

- a) **Clerk - Administrator's Report:** Extension - Surplus Dwelling-8418 LaSalle Line

RESOLUTION-2021-362

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston extend the approval of the use of the existing dwelling at 8418 LaSalle Line by Tyler and Britt Foster for an additional 5 month period to July 1, 2022 while a new dwelling is being constructed; Councillor Jamie Armstrong seconded the motion.

Carried

- b) **Clerk-Administrator's Report:** Perry Drain (Enniskillen) Consideration of Report

RESOLUTION-2021-363

Councillor Jamie Armstrong made a motion that Mayor Ferguson be appointed to attend the Township of Enniskillen Consideration of the Perry Drain report meeting (via ZOOM) January 10, 2022 at 7p.m. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) **Clerk-Administrator's Report:** Exemption from the Municipal Alcohol Policy

RESOLUTION-2021-364

Councillor Jamie Armstrong made a motion that the auditorium at the B.A.I.C.C.C be offered to the members of Brooke Fire Rescue at no cost for their appreciation event on December 18, 2021. Councillor Wayne Deans seconded the motion.

Carried

- d) **Clerk-Administrator's Report:** 2021 Emergency Response Plan Update

RESOLUTION-2021-365

Councillor Wayne Deans made a motion that the attached and revised municipal emergency response plan be approved as presented by Council and the accompanying by-law receive full reading. Councillor Jamie Armstrong seconded the motion.

Carried

- e) **Clerk-Administrator's Report:** Tenders for Firehall and Inwood Canteen Improvements

RESOLUTION-2021-366

Councillor Wayne Deans made a motion that he, the Fire Chief, Public Works Manager and Treasurer be authorized to open, review and approve the tenders submitted for work to be done on the Alvinston Firehall under the ICIP COVID Grant in the absence of a Council meeting and to keep the project(s) progressing in a timely manner. Councillor Jamie Armstrong seconded the motion.

Carried

- f) **Clerk-Administrator's Report:** Proposal for Shared Contribution to the cost of the Capital & Operation of the BAICCC

RESOLUTION-2021-367

Councillor Jamie Armstrong made a motion that staff be directed to commence discussions with local municipalities for the implementation of a user fee for non residents enrolled in an organized sport in Brooke-Alvinston. Councillor Wayne Deans seconded the motion.

Carried

- g) **Treasurer's Report:** Accounts Payable Listing - November 2021

The accounts were presented to Council for review.

- h) **Drainage Superintendent's Report**

RESOLUTION-2021-368

Councillor Wayne Deans made a motion that the recommendation to accept the request under section 74 of the Drainage act be approved and that Council gives the Drainage Superintendent the powers to act and approve KT Excavating to complete repairs on an hourly basis; and that the submitted report be approved as presented. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- i) 9-10 Sideroad Drain & Totten Drain Maintenance Tender.

The tender prices submitted for the Maintenance work on the 9/10 and Totten Drain were:

Bruce Poland and Sons	\$ 77,843.11
GM Construction	\$ 93,300.11
McNally Excavating	\$107,999.96
JLH Excavating	\$115,113.78
VanBree Drainage and Bulldozing	\$130,092.15

RESOLUTION-2021-369

Councillor Jamie Armstrong made a motion that the low tender submitted by Bruce Poland & Sons for work on the 9-10 Sideroad Drain and Totten Drain be accepted. Councillor Wayne Deans seconded the motion.

Carried

- j) Government Drain No. 1 / Kelly Drain / Orange Drain No. 1

The tender prices submitted for the drain were:

GM Construction	\$ 50, 511.18
Bruce Poland & Sons	\$ 64,284.72
JLH Excavating	\$128,851.87
McNally Excavating	\$ 94,947.57
Van Bree Drainage & Bulldozing	\$128,851.87

RESOLUTION-2021-370

Deputy Mayor Frank Nemcek made a motion that the low tender submitted by GM Construction in the amount of \$50,511.18 be accepted. Councillor Jamie Armstrong seconded the motion.

Carried

8 BY-LAWS

- a) Zoning By-law Amendment (Lucan)

RESOLUTION-2021-371

Councillor Wayne Deans made a motion that By-law 52 of 2021 be read a first, second and third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

Carried

- b) Emergency Management Plan

RESOLUTION-2021-372

Councillor Wayne Deans made a motion that By-law 53 of 2021 be read a first, second and third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

Carried

9 NEW BUSINESS

- a) Verbal Update on Engineering RFP -BAICCC

The Public Works Manager advised that no tenders were received in response to the RFP for improvements at the BAICCC. The reason provided was the uncertainty of the project.

RESOLUTION-2021-373

Councillor Jamie Armstrong made a motion that the Public Works Manager maintain dialogue with the Engineering firms to obtain 2022 budget numbers for further discussion. Councillor Wayne Deans seconded the motion.

Carried

- b) ICIP Funding - washroom in Inwood

RESOLUTION-2021-374

Deputy Mayor Frank Nemcek made a motion that the Public Works Manager be authorized to single source contractors for the ICIP-COVID-19 funded project. Councillor Jamie Armstrong seconded the motion.

Carried

- c) By-law to authorize funding - My Mainstreet Community Activator Program

RESOLUTION-2021-375

Councillor Wayne Deans made a motion that By-law 54 of 2021 being a By-law to authorize an agreement with Canadian Urban Institute - My Mainstreet Community Activator be read a first, second, third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

Carried

- d) County of Lambton Tower Agreement

The Clerk Administrator noted that the County has renewed the tower license agreement for an additional five year term as set out in the agreement.

- e) Accessibility Audit

The Clerk Administrator noted that the Municipality has been selected to undergo an accessibility audit. The main components of the audit are policy development, training and accommodation plans as needed. The Clerk Administrator noted that the audit will be completed by Dec. 17, 2021.

- f) SCRCA - 2022 Budget

Councillor Nemcek noted the SCRCA budget will increase by 17% in 2022 which is an estimated \$3000 increase for Brooke-Alvinston.

RESOLUTION-2021-376

Deputy Mayor Frank Nemcek made a motion that due to the uncontrolled access of using the 4th floor municipal office and the municipal requirement to be double vaccinated, that the 4th floor access for performers and parade float attendees be withdrawn. Councillor Jamie Armstrong seconded the motion.

Carried

- g) Municipal Access for Parade

Councillor Nemcek noted that he became aware that the 4th floor of the Municipal Office was being used for parade performers to eat, use the facilities and change into costume prior to the parade. Councillor Armstrong asked if a dressing room at the BAICCC could be provided for use.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2021-377

Councillor Wayne Deans made a motion that the Confirming By-law be read a first, second and third time and finally passed this 9th day of December 2021. Councillor Jamie Armstrong seconded the motion.

Carried

13 ADJOURNMENT

Councillor Armstrong made a motion to adjourn the final meeting of 2021 at 5:10 p.m..

Clerk-Administrator

Mayor