



# MINUTES

## Council Meeting

4:00 PM - Thursday, February 24, 2022  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, February 24, 2022, 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, Public Works Foreman Jerrett Hodgins, Rob Nesbitt, and Parks and Recreation Supervisor Kevin Miller

### Regrets:

#### 1 CALL TO ORDER

The Mayor called the meeting to order at 4:00 p.m.

#### 2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor asked that members declare any pecuniary interests at the appropriate time.

#### 3 MINUTES

- a) Regular Council Meeting Minutes of February 10, 2022

##### RESOLUTION-2022-056

Councillor Wayne Deans made a motion That the Regular Council meeting minutes of February 24, 2022 be approved as presented without any errors or omissions. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

#### 4 BUSINESS ARISING FROM THE MINUTES

Councillor Nemcek inquired if any information was found regarding bar helpers requiring smart serve training. He was advised the material reviewed only specifies all persons behind the bar will require the training

#### 5 DELEGATIONS & TIMED EVENTS

- a) Optimist Building Committee - Phase 2

Hannah Symington and Andy Triest were present at Council and reviewed their submitted report to Council, staff and those in attendance.

Due to the budget impact (no funds were budgeted) the Mayor requested a motion for staff to prepare a report and comment on feasibility.

#### 6 CORRESPONDENCE

- a) General Correspondence

## **RESOLUTION-2022-057**

Deputy Mayor Frank Nemcek made a motion That the correspondence items listed be received and filed. Councillor Jeannette Douglas seconded the motion.

**Carried**

- b)** Letter from Dawn-Euphemia (and Southwest Middlesex)

The letter from Dawn-Euphemia regarding assessed costs was discussed in open session. The Clerk Administrator noted an email was further received from Southwest Middlesex.

The Clerk Administrator advised the opinion of the Municipal Auditor has been requested.

The requests were tabled upon response of the Auditor.

## **7 STAFF REPORTS**

- a)** **Planner's Report:** Brooke Central School Site Plan Amendment (Parking)

### **RESOLUTION-2022-058**

Councillor Wayne Deans made a motion that the site plan presented for Brooke-Central School be approved. Councillor Jeannette Douglas seconded the motion.

**Carried**

- b)** **Clerk-Administrator's Report:** Blog Writer

Council was supportive of the idea of the blog. Councillor Armstrong requested the item be tabled for staff to report on liability

### **RESOLUTION-2022-059**

Councillor Jamie Armstrong made a motion that staff prepare a report on potential liability of a blog writer and the Municipality connection. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c)** Amendments to the HR Policy - second report

### **RESOLUTION-2022-060**

Councillor Wayne Deans made a motion that the HR Policy be amended to increase the annual work boot allowance to \$200; and that no additional sick days for COVID-19 isolation or sickness be granted. Councillor Jeannette Douglas seconded the motion.

**Carried**

- d)** **Clerk Administrator's Report:** 2022 Rabies Clinic

### **RESOLUTION-2022-061**

Councillor Wayne Deans made a motion that pending provincial regulations, that Brooke-Alvinston host a Rabies Clinic at the BAICCC in April 2022 pending veterinarian availability. Councillor Jamie Armstrong seconded the motion.

**Carried**

- e)** **Clerk Administrator's Report:** Court of Revision Date

### **RESOLUTION-2022-062**

Councillor Jeannette Douglas made a motion that the Court of Revision on the Bourne, Johnson, Johnson-Symington and Steadman Drain be held March 24, 2022 Councillor Jamie Armstrong seconded the motion.

**Carried**

- f) **Clerk-Administrator's Report:** Designation of a Municipal Significant Event

### **RESOLUTION-2022-063**

Deputy Mayor Frank Nemcek made a motion that Council approve the draft Designation of Municipally Significant Events Policy and directs the Clerk to place on the following agenda for formal approval. Councillor Jamie Armstrong seconded the motion.

**Carried**

- g) **Clerk-Administrator's Report:** Request for Event of Municipal Significance Letter

### **RESOLUTION-2022-064**

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston regards the Alvinston Killer Bees bar for the remainder of the 2022 season, including the playoff games to be an event of municipal significance to the community of Brooke-Alvinston and has no objections to the Alvinston Optimist Club obtaining a Special Occasion Permit to operate a refreshment area. Councillor Jamie Armstrong seconded the motion.

**Carried**

## **8 BY-LAWS**

- a) By-law approving the Brooke-Central School Site Plan Amendment

### **RESOLUTION-2022-065**

Deputy Mayor Frank Nemcek made a motion that By-law 13 of 2022 be read a first, second and third time and finally passed this 24th day of February 2022. Councillor Jeannette Douglas seconded the motion.

**Carried**

## **9 NEW BUSINESS**

- a) The Mayor requested clarification on changes in the Municipality effective March 1, 2022. Staff advised QR Codes will no longer be scanned at the arena however masks will be required as provincially mandated.
- b) Councillor Nemcek advised the Campbell House will not be demolished and a feasibility study will be completed.

## **10 CLOSED SESSION**

## **11 RISE AND REPORT**

## **12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law

### **RESOLUTION-2022-066**

Councillor Wayne Deans made a motion that the Confirming By-law be read a first, second and third time and finally passed this 24th day of February 2022. Councillor Jeannette Douglas seconded the motion.

**Carried**

### 13 **ADJOURNMENT**

Councillor Nemcek made a motion to adjourn the meeting at 4:46 p.m..

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Clerk-Administrator

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Mayor