



# MINUTES

## Council Meeting

4:00 PM - Thursday, October 13, 2022  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, October 13, 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, Public Works Lead Hand Jamie Butler, and Engineer Ray Dobbin

**Regrets:**

### 1 CALL TO ORDER

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

### 2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any pecuniary interests be declared at the appropriate time.

### 3 MINUTES

a) Regular Council Meeting Minutes of September 22, 2022

#### RESOLUTION-2022-349

Deputy Mayor Frank Nemcek made a motion that the Minutes of the September 22, 2022 regular session of Council be approved as presented without error or omissions. Councillor Jeannette Douglas seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

### 5 DELEGATIONS & TIMED EVENTS

a) Consideration of the Hastings Drain

There were no assessed owners present at the meeting.

#### RESOLUTION-2022-350

Councillor Wayne Deans made a motion that Council consider the report on the Hastings Drain. Councillor Jeannette Douglas seconded the motion.

**Carried**

b) The Engineer reviewed his submitted report and responded to questions from Council and staff regarding SCRCA involvement with the report writing, allowable grants and size of pipes.

#### RESOLUTION-2022-351

Councillor Wayne Deans made a motion that the report dated September 9, 2022 be adopted as presented. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

## **6 CORRESPONDENCE**

- a) Municipal Information

### **RESOLUTION-2022-352**

Councillor Jamie Armstrong made a motion that the Municipal correspondence circulated be received and filed. Councillor Wayne Deans seconded the motion.

**Carried**

- b) Christmas for Everyone - 2022 Request

### **RESOLUTION-2022-353**

Councillor Wayne Deans made a motion that the Council of the Municipality of Brooke-Alvinston donate \$200 to the Christmas for Everyone Campaign. Councillor Jeannette Douglas seconded the motion.

**Carried**

- c) Municipality of Grey Highlands

### **RESOLUTION-2022-354**

Councillor Jamie Armstrong made a motion that the Council of the Municipality of Brooke-Alvinston support the Grey Highlands resolution in regards to fines for speeders. Councillor Wayne Deans seconded the motion.

**Carried**

## **7 STAFF REPORTS**

- a) **Drainage Superintendent's Report:** Cherry Creek Drain Petition

### **RESOLUTION-2022-355**

Councillor Jeannette Douglas made a motion that the Council of the Municipality accept the petition on the Cherry Creek Drain submitted by Ashley Parkins and that R. Dobbin Engineering be appointed under section 4 of the Drainage Act. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- b) **Drainage Superintendent's Report:** Stewart Douglas Drain Tender

### **RESOLUTION-2022-356**

Deputy Mayor Frank Nemcek made a motion that the low tender submitted by Van Bree Drainage in the amount of \$24,207.54 for drainage work on the Stewart Douglas Drain be accepted. Councillor Jamie Armstrong seconded the motion.

**Carried**

- c) **Drainage Superintendent's Report:** Courtright Line Drain Tender

### **RESOLUTION-2022-357**

Councillor Jeannette Douglas made a motion that the low tender submitted by McNally Excavating in the amount of \$17,265.27 for drainage work on the Courtright Drain be accepted. Councillor Jamie Armstrong seconded the motion.

Carried

- d) **Drainage Superintendent's Report:** Cook Drain Tender

**RESOLUTION-2022-358**

Deputy Mayor Frank Nemcek made a motion that the low tender submitted by Van Bree Drainage in the amount of \$42,241.10 for drainage work on the Cook Drain be accepted. Councillor Jamie Armstrong seconded the motion.

Carried

- e) **Parks & Recreation Manager's Report:** Access to the Dog Park

The Parks & Recreation Manager advised that pricing for a gate at the north entrance of the dog park was obtained for the price of \$2,200; Councillor Deans mentioned that if approached, an organization in the municipality might be willing to pay for additional fencing by the playground.

**RESOLUTION-2022-359**

Councillor Wayne Deans made a motion that Council authorize the north end of the dog park to be opened for direct access to the dog park for the interim; and that the Parks & Recreation Manager obtain pricing on fencing by the playground for discussion purposes. Councillor Jeannette Douglas seconded the motion.

Carried

- f) **Public Works Manager's Report:** MTO Roof Tender

**RESOLUTION-2022-360**

Deputy Mayor Frank Nemcek made a motion that the low tender from Morgan Roofing Contractors in the amount of \$46,854.89 be accepted. Councillor Jamie Armstrong seconded the motion.

Carried

- g) **Clerk Administrator's Report:** Amendments to the HR Policy

Councillor Armstrong requested a comparison with other local municipalities on the proposed amendments.

**RESOLUTION-2022-361**

Councillor Jamie Armstrong made a motion that the report on amendments to the HR Policy be tabled for discussion of the new Council. Councillor Wayne Deans seconded the motion.

Carried

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

**RESOLUTION-2022-362**

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

Carried

- i) **Treasurer's Report:** Accounts Payable Listing - September 2022

**RESOLUTION-2022-363**

Councillor Jamie Armstrong made a motion that Council receive and file the Accounts Payable Listing for September 2022. Councillor Wayne Deans seconded the motion.

**Carried**

- j) **Treasurer's Report:** Employee Group Insurance Plan

**RESOLUTION-2022-364**

Deputy Mayor Frank Nemcek made a motion that Council approve the change in Group Insurance providers from Sunlife to Green Shield effective January 1, 2023. Councillor Jeannette Douglas seconded the motion.

**Carried**

- k) Proposed Amendment to Enniskillen Fire Agreement

**RESOLUTION-2022-365**

Councillor Jeannette Douglas made a motion that the Fire Chief be authorized to discuss a formal amendment to the by-law for additional coverage in the Inwood / Enniskillen areas. Councillor Wayne Deans seconded the motion.

**Carried**

**8 BY-LAWS**

- a) By-law 56 of 2022 - Provisional Reading - Hastings Drain

**RESOLUTION-2022-366**

Deputy Mayor Frank Nemcek made a motion that By-law 56 of 2022 be read a first and second time. Councillor Jeannette Douglas seconded the motion.

**Carried**

**9 NEW BUSINESS**

- a) Proposed Picnic Table Donation

The Parks & Recreation Manager noted the area proposed for a donated picnic table by the Ag Society. The Clerk Administrator was directed to get direction from the municipal / Ag Society contact for more specifics.

- b) Council Meetings

The Clerk Administrator questioned if Council wished to keep the scheduled October 27th meeting being it was a few days after the election. Council agreed to maintain the approved schedule.

- c) 2022 Appreciation Event(s)

The Clerk Administrator requested direction for the 2022 Appreciation Event. She was requested to arrange the event.

- d) Official Plan Survey

The Clerk Administrator reminded Council members of the OP survey on the website

- e) Fire School Training Invitation

The Fire Chief invited interested Council members to attend the training at the fire school on October 16th.

- f) Municipal Killer Bee Game tickets

The Mayor advised that the Municipality received 20 game tickets to the sponsored game on Oct. 29th. Council directed the tickets be dispersed to staff and members of Brooke Fire Rescue.

- g) Councillor Armstrong discussed developing a resolution to address scam artists and that increased consequences be imposed to those caught. He was requested to bring a notice of motion to the next meeting for discussion.
- h) Councillor Douglas noted that the Community Meals will commence October 19th at Guthrie Presbyterian church; it was also noted that the Legion is hosting lunches again and that the Inwood United Church will be having a lunch next week.
- i) Councillor Deans noted the pie auction held fair weekend raised \$63,715 with funds being donated to Children's Hospital in London

## 10 CLOSED SESSION

- a) Section 239(2)  
(b) Personal matters about an identifiable individual including municipal or local board employees

### RESOLUTION-2022-367

Councillor Jamie Armstrong made a motion that Council move into a closed session meeting to discuss personnel matters about an identifiable individual including employees. Councillor Wayne Deans seconded the motion.

**Carried**

## 11 RISE AND REPORT

The Clerk Administrator was requested to rise and report from the closed session meeting. She reported that: Jamie Butler was approved to move to the Public Works Superintendent position effective January 1, 2023 with an interim start date of Dec. 5, 2022

That the roads patrol and election workers have been hired.

## 12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

### RESOLUTION-2022-368

Councillor Jamie Armstrong made a motion that By-law 57 of 2022 be read a first, second and third time and finally passed this 13th day of October 2022. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

## 13 ADJOURNMENT

- a) The meeting was adjourned at 5:22 p.m..

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Clerk-Administrator

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Mayor