



MINUTES

Council Meeting

4:30 PM - Thursday, January 12, 2023
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, January 12, 2023, at 4:30 PM, in the Municipal Office, with the following members present:

Council Present: Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Jenny Redick, Councillor Craig Sanders, and Councillor Don McCabe

Staff Present: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Fire Chief Steve Knight, Public Works Superintendent Jamie Butler, Drainage Superintendent David Moores, and Parks and Recreation Manager Kevin Miller

Regrets:

1 CALL TO ORDER

The Mayor called the meeting to order at 4:30 p.m.. It was noted that Councillor Sanders was in attendance virtually.

2 DISCLOSURE OF PECUNIARY INTEREST

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

3 MINUTES

a) Draft Emergency Management Program Committee Meeting Minutes

RESOLUTION-2023-001

Deputy Mayor Frank Nemcek made a motion that the draft EMPC meeting minutes be approved as presented. Councillor Jenny Redick seconded the motion.

Carried

b) Regular Council Meeting Minutes of December 8, 2022

RESOLUTION-2023-002

Councillor Jenny Redick made a motion that the regular Council meeting minutes of December 8, 2022 be approved as presented. Councillor Don McCabe seconded the motion.

Carried

c) Special Council Meeting minutes of December 16, 2022

RESOLUTION-2023-003

Deputy Mayor Frank Nemcek made a motion that the special Council meeting minutes of December 16, 2022 be approved as amended. Councillor Jenny Redick seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

5 DELEGATIONS & TIMED EVENTS

- a) **Drainage Superintendent's** Training Session - Drainage Act

The Drainage Superintendent provided a "Drainage 101" training session to Council.

- b) **Public Works Superintendent's Report:** Culvert & Farm Access Installation

RESOLUTION-2023-004

Deputy Mayor Frank Nemcek made a motion that Council receive and file the information provided in the report for consideration in the letter addressed to Council from 2605487 Ontario Ltd; that the penalty be waived on the invoice sent and that the property owner be requested to sign a waiver stating they are responsible should the pipe deteriorate due to insufficient coverage. Councillor Jenny Redick seconded the motion.

Carried

6 CORRESPONDENCE

- a) General Information

RESOLUTION-2023-005

Councillor Jenny Redick made a motion that the general correspondence that was circulated be received and filed. Mayor David Ferguson seconded the motion.

Carried

- b) Request for support: Watford - Alvinston Road Race

RESOLUTION-2023-006

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston authorize the bronze sponsorship for the 2023 Watford-Alvinston Road Race. Councillor Jenny Redick seconded the motion.

Carried

- c) Lambton County Plowman's Association

RESOLUTION-2023-007

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston contribute \$150 to the Lambton Plowman's Association. Councillor Craig Sanders seconded the motion.

Carried

- d) City of Kingston - Request for support: Resource Recovery & Circular Economy Act

RESOLUTION-2023-008

Councillor Don McCabe made a motion that the request for support be received and filed. Councillor Jenny Redick seconded the motion.

Carried

7 STAFF REPORTS

- a) **Drainage Superintendent's Report** - Drain Maintenance Request: Lightfoot Oke Drain

RESOLUTION-2023-009

Deputy Mayor Frank Nemcek made a motion that the maintenance request submitted by Jeannette Douglas be referred to the Drainage Superintendent with the power to act. Councillor Craig Sanders seconded the motion.

Carried

- b) Drainage Superintendent's Report - Drain Maintenance Request: McLean Drain

RESOLUTION-2023-010

Councillor Jenny Redick made a motion that the drain maintenance request submitted by Kevin Tizzard and Marilyn Dolbear be referred to the Drainage Superintendent with the power to act. Councillor Craig Sanders seconded the motion.

Carried

- c) Drainage Superintendent's Report: Drain Maintenance Stewart Douglas Drain (extra work)

RESOLUTION-2023-011

Councillor Don McCabe made a motion that the culvert for L. Douglas be replaced by Van Bree Drainage while currently onsite and that the lower culverts as required be replaced while Van Bree is on site. Councillor Jenny Redick seconded the motion.

Carried

- d) **Treasurer's Report:** Accounts Payable Listing - December 2022

RESOLUTION-2023-012

Deputy Mayor Frank Nemcek made a motion that Council receive and file the Accounts Payable Listing for December 2022. Councillor Jenny Redick seconded the motion.

Carried

- e) **Clerk Administrator's Report:** Municipal Health & Safety Policy 2023

RESOLUTION-2023-013

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston approve the Health & Safety Statement for 2023. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- f) **Parks & Recreation Manager's Report:** Olympia entrance barricades and entry

RESOLUTION-2023-014

Councillor Jenny Redick made a motion that the back door entry to the arena be left unlocked during organized ice rentals; and that no additional barricades (aside from ribbons) be set by the Olympia doors while on ice. Councillor Craig Sanders seconded the motion.

Carried

- g) **Clerk Administrator's Report:** Committee of Adjustment Member Appointment

RESOLUTION-2023-015

Deputy Mayor Frank Nemcek made a motion that Ken McGugan be appointed to the Committee of Adjustment for a three year term commencing February 1, 2023 - January 31, 2026 and that the appointment by-law be amended to reflect this. Councillor Jenny Redick seconded the motion.

Carried

- h) **Parks & Recreation Manager's Report:** Tree Program - 2023

RESOLUTION-2023-016

Councillor Don McCabe made a motion that the Municipality participate in the 2023 large stock tree program offered through SCRCA and subsidize the costs of the trees ordered by \$2 each. Councillor Craig Sanders seconded the motion.

Carried

- i) **Parks & Recreation Manager's Report:** Replacement Convection Oven - BAICCC

RESOLUTION-2023-017

Councillor Jenny Redick made a motion that Council approve the purchase of a replacement convection oven at the BAICCC prior to the 2023 budget being approved to prevent any delays in delivery. Councillor Don McCabe seconded the motion.

Carried

- j) **Public Works Superintendent's Report:** Crosswalks

RESOLUTION-2023-018

Councillor Jenny Redick made a motion that the crosswalk on Nauvoo be removed when the County completes work on that section of roadway and that advance notification of the removal be broadcast from the municipal office and social media in advance. Councillor Craig Sanders seconded the motion.

Carried

- k) **Clerk Administrator's Report:** Summer Student - Public Works Department

RESOLUTION-2023-019

Councillor Don McCabe made a motion that staff submit application for a summer student for the Public Works Department to compliment funding for a summer student. Councillor Craig Sanders seconded the motion.

Carried

- l) **Treasurer's Report:** 2023 Municipal Insurance Renewal Increase

RESOLUTION-2023-020

Councillor Jenny Redick made a motion that Council receive and file this 2023 Municipal Insurance Renewal Increase Report Deputy Mayor Frank Nemcek seconded the motion.

Carried

- m) **Treasurer's Report:** Water and Wastewater Budgets and Rates

RESOLUTION-2023-021

Councillor Don McCabe made a motion that Council approve the respective Water and Wastewater Operating and Capital Budgets and approve the Water and Wastewater Rates for 2023 and beyond and that the authorizing By-law to be passed at the next regular Council Meeting. Councillor Jenny Redick seconded the motion.

Carried

- n) **Clerk Administrator's Report:** 2023 Draft budget deliberations

RESOLUTION-2023-022

Councillor Jenny Redick made a motion that a special Council meeting be set for January 19th at 4:30 p.m. to review the preliminary 2023 budget. Councillor Craig Sanders seconded the motion.

Carried

8 BY-LAWS

- a) By-law - Joint Fire Agreement

RESOLUTION-2023-023

Councillor Jenny Redick made a motion that By-law 1 of 2023 be moved a first, second and third time and finally approved this 12th day of January 2023. Councillor Don McCabe seconded the motion.

Carried

- b) By-law - Interim Tax Levies

RESOLUTION-2023-024

Deputy Mayor Frank Nemcek made a motion that By-law 2 of 2023 be read a first, second and third time and finally passed this 12th day of January 2023. Councillor Don McCabe seconded the motion.

Carried

- c) By-law - Penalty

RESOLUTION-2023-025

Councillor Jenny Redick made a motion that By-law 3 of 2023 be read a first and second time and finally passed this 12th day of January 2023. Councillor Don McCabe seconded the motion.

Carried

- d) By-law - Borrowing

RESOLUTION-2023-026

Deputy Mayor Frank Nemcek made a motion that By-law 4 of 2023 be read a first and second time and finally passed this 12th day of January 2023. Councillor Craig Sanders seconded the motion.

Carried

9 NEW BUSINESS

- a) Councillor McCabe noted the AGM for Lambton Farm Safety will be held in Petrolia on February 2nd; he also noted that Lambton Farm Safety will be going to County Council in April as a delegation regarding 911 signs on vacant farms.
- b) The Parks & Recreation Manager presented Council with current staff costing (loss of revenue) to accommodate a private function on New Years Eve and was requested to report back on increased pricing to cover staffing costs.
- c) Councillor Redick requested pricing be obtained to extend netting to the east side of the arena.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law - Confirming

RESOLUTION-2023-027

Councillor Jenny Redick made a motion that the confirming By-law be read a first, second and third time and finally passed this 12th day of January 2023. Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

Craig Sanders made a motion to adjourn the meeting at 6:35 p.m..

Clerk-Administrator

Mayor