



# MINUTES

## Council Meeting

4:30 PM - Thursday, August 10, 2023  
Municipal Office

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The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, August 10, 2023, at 4:30 PM, in the Municipal Office, with the following members present:

- Council Present:** Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Don McCabe, and Councillor Jenny Redick
- Staff Present:** Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Fire Chief Steve Knight, Parks and Recreation Manager Greg Thornicroft, and Engineer Ray Dobbin
- Regrets:** Councillor Craig Sanders and Public Works Superintendent Jamie Butler

### 1 CALL TO ORDER

The meeting was called to order at 4:30 pm

### 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 July 27, 2023

#### RESOLUTION-2023-271

Councillor Jenny Redick made a motion that the meeting minutes of July 27, 2023 be approved as amended. Deputy Mayor Frank Nemcek 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 Benner Duffy Drain

Members of the public assessed on the drain were: David Dell and Dave McKellar

#### RESOLUTION-2023-272

Councillor Jenny Redick made a motion that Council discuss the Benner Duffy Drain report. Councillor Don McCabe seconded the motion.

**Carried**

#### RESOLUTION-2023-273

Deputy Mayor Frank Nemcek made a motion that the report on the Benner Duffy Drain be adopted. Councillor Jenny Redick seconded the motion.

**Carried**

b) Consideration of the Morwood Petition Drain

Members of the public present that are assessed on the drain were: Earl Morwood. Randy Molzan and Bob Van Damme provided comments in advance.

**RESOLUTION-2023-274**

Councillor Jenny Redick made a motion that Council discuss the Morwod Petition Drain report. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**RESOLUTION-2023-275**

Councillor Jenny Redick made a motion that the report on the Morwood Petition Drain be adopted. Councillor Don McCabe seconded the motion.

**Carried**

c) Bakertilly - Presentation of the 2022 Audited Financial Statements

**RESOLUTION-2023-276**

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke Alvinston approve the 2022 Consolidated Financial Statements for the municipality as presented by Baker Tilly Sarnia LLP and authorize the Treasurer to sign the Management letter. Councillor Jenny Redick seconded the motion.

**Carried**

The letters submitted were reviewed and it was noted that the assessed costs would be discussed at the Court of Revision.

Earl Morwood advised that he would like to keep his name on the petition.

d) Brooke-Alvinston-Watford Fall Fair Ambassador Ashley Podolinsky

Amabassador Ashley provided a review of her tenure as Ambassador, the benefits of the program and her participation in the 2023 CNE competition.

## 6 CORRESPONDENCE

a) General Correspondence

**RESOLUTION-2023-277**

Councillor Jenny Redick made a motion that the general correspondence circulated be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

b) Correspondence from the City of Ottawa

**RESOLUTION-2023-278**

Councillor Don McCabe made a motion that the request from the City of Ottawa Re: Donation of decommissioned Ambulance to St. John Ambulance be received and filed. Councillor Jenny Redick seconded the motion.

**Carried**

c) Correspondence from the Municipality of Chatham-Kent

**RESOLUTION-2023-279**

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston support the motion from the Municipality of Chatham-Kent to

request the Ministry of Government and Consumer Services to review the MFIPPA and consider the forwarded recommendations. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- d) Correspondence from the Town of Fort Erie

**RESOLUTION-2023-280**

Deputy Mayor Frank Nemcek made a motion that the request for support from the Town of Fort Erie Re; Controls on Airbnb, VRBO and others which affect municipal rentals be received and filed. Councillor Jenny Redick seconded the motion.

**Carried**

**7 STAFF REPORTS**

- a) **Clerk Administrator's Report:** Storm Update

**RESOLUTION-2023-281**

Councillor Don McCabe made a motion that the report on the 2023 summer storm be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- b) **Clerk Administrator's Report-**Repealing a Heritage Designation

**RESOLUTION-2023-282**

Councillor Jenny Redick made a motion that the report on Heritage Designation be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c) **Parks & Recreation Manager's Report:** Draft Ice Allocation Policy

Councillor Redick requested that all ice users receive the draft policy if a rep is not on the PARC committee.

**RESOLUTION-2023-283**

Councillor Jenny Redick made a motion that Council review the attached policy on ice allocation and provide direction on any amendments to the policy prior to it being presented to the PARC Committee for further consultation. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- d) **Public Works Superintendent's Report:** Shiloh Line

**RESOLUTION-2023-284**

Deputy Mayor Frank Nemcek made a motion that staff be authorized in advance of the 2024 budget to change the checkerboard sign and install the solar powered lamp with detection along Shiloh Line near the Peak of Mosa. Councillor Jenny Redick seconded the motion.

**Carried**

- e) **Drainage Superintendent's Report:** Tender Results: 12th Concession Road Drain & Stewart Drain & 6-7 Concession Drain

**RESOLUTION-2023-285**

Deputy Mayor Frank Nemcek made a motion that Bruce Poland and Sons be awarded the tender on the 12th Concession Road Drain for the tendered price of \$24,570.72 (including HST) Councillor Don McCabe seconded the motion.

**Carried**

**RESOLUTION-2023-286**

Councillor Jenny Redick made a motion that Bruce Poland & Sons be awarded the tender for the Stewart Drain & 6-7 Concession Drain in the amount of \$38,254.18. Councillor Don McCabe seconded the motion.

**Carried**

- f) **Treasurer's Report:** Community Improvement Plan

**RESOLUTION-2023-287**

Councillor Jenny Redick made a motion that Council approve the Grant Application from Tracey Poelstra for façade improvements to 3229 River Street, Alvinston and enter into an agreement to provide Tracey Poelstra with the grant(s) as provided under program on condition that Tracey Poelstra complies with the requirements of the program. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- g) **Treasurer's Report:** Accounts Payable Listing - July 2023

**RESOLUTION-2023-288**

Councillor Jenny Redick made a motion that Council receive and file the Accounts Payable Listing for July 2023. Councillor Don McCabe seconded the motion.

**Carried**

- h) **Fire Chiefs Quarterly Report**

**RESOLUTION-2023-289**

Councillor Jenny Redick made a motion that the Fire Chief's report be received and filed. Councillor Don McCabe seconded the motion.

**Carried**

- i) **Clerk Administrator's Report:** Requests from the Brooke-Alvinston Ag Society

**RESOLUTION-2023-290**

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston declares the Brooke-Alvinston-Watford Fall Fair being held September 29-October 1, 2023 as an event of municipal significance and acknowledges that the Brooke-Alvinston Agricultural Society will be applying for a Special Occasion Permit (SOP) for the Brooke-Alvinston-Inwood Community Centre Complex / Pavilion / Grounds at 3310 Walnut Street; and that the Council of the Municipality of Brooke-Alvinston waive section 3.9 of By-law 37 of 2021 to allow noise to extend to 2 a.m. during the 2023 Fall Fair weekend; And that the Brooke-Alvinston Ag Society be allowed to use an off road vehicle on the BAICCC grounds during the Fall Fair weekend and for fair purposes only; and that it be noted that the Fair Entertainment will be on the grounds from Sept. 28-2023 to Oct. 2, 2023 Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**8 BY-LAWS**

- a) By-law to authorize First & Second Reading of the Benner Duffy Drain

### **RESOLUTION-2023-291**

Councillor Don McCabe made a motion that By-law 39 of 2023 be read a first and second time. Councillor Jenny Redick seconded the motion.

**Carried**

- b) By-law to authorize First & Second Reading of the Morwood Petition Drain

### **RESOLUTION-2023-292**

Councillor Jenny Redick made a motion that By-law 40 of 2023 be read a first and second time. Councillor Don McCabe seconded the motion.

**Carried**

## **9 NEW BUSINESS**

- a) Public Meeting in November to discuss the 2024 Budget

Council noted a public meeting (perhaps scheduled with the Official Plan adoption) be arranged for the end of November.

- b) The Fire Chief noted that the pumper truck is planned to be delivered the end of September.
- c) The Mayor noted that himself and Councillor McCabe have received a delegation at the AMO conference.
- d) The Mayor noted that the Legion will be celebrating their 90th anniversary on Sunday and the Ladies Auxiliary their 75th in conjunction with their new building kickoff
- e) Jenny Redick noted the overwhelming success of the 3rd annual Tanner Redick Memorial Tournament with \$50,595 raised for local charities and organizations.
- f) Councillor Nemcek requested that the tabled motion from July 27th be brought to the table for the next meeting of Council.

## **10 CLOSED SESSION**

- a) Personnel matters about an identifiable individual including employees.

### **RESOLUTION-2023-293**

Councillor Jenny Redick made a motion that Council move into a closed session to discuss personal matters about an identifiable individual including employees. Councillor Don McCabe seconded the motion.

**Carried**

## **11 RISE AND REPORT**

The Clerk did the rise and report and noted permission was granted to adopt the new Parks & Recreation organization chart to include 1 new FT Labourer position.

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

- a) By-law 41 of 2023 - Confirming By-law

### **RESOLUTION-2023-294**

Councillor Jenny Redick made a motion that the confirming by-law be read a first, second and third time and finally passed this 10th day of August 2023. Councillor Don McCabe seconded the motion.

**Carried**

## **13 ADJOURNMENT**

Jenny Redick made a motion to adjourn the meeting at 6:29 p.m..

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Clerk-Administrator

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Mayor