



MINUTES

Council Meeting

8:00 AM - Thursday, March 28, 2024
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, March 28, 2024, at 8:00 AM, in the Municipal Office, with the following members present:

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

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

Regrets: Councillor Jenny Redick

1 CALL TO ORDER

The Mayor called the meeting to order at 8:00 a.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 March 14, 2024

RESOLUTION-2024-107

Deputy Mayor Frank Nemcek made a motion that the March 14, 2024 meeting minutes be approved as presented without error or omissions. Councillor Craig Sanders 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 Carpenter Drain
(Assessed owners present: Greg Martin, Leigh Moore, Councillor McCabe)

RESOLUTION-2024-108

Councillor Craig Sanders made a motion that the meeting to consider the Carpenter Drain be opened. Deputy Mayor Frank Nemcek seconded the motion.

Carried

David Moores, Drainage Superintendent, presented the report and particulars of the work to be done. There were no additional comments received.

RESOLUTION-2024-109

Deputy Mayor Frank Nemcek made a motion that the report on the Carpenter

Drain be adopted as presented. Councillor Craig Sanders seconded the motion.

Carried

- b) Consideration of the Lucas Drain
(No assessed owners present)

RESOLUTION-2024-110

Councillor Craig Sanders made a motion that the meeting to consider the Lucas Drain be opened. Councillor Don McCabe seconded the motion.

Carried

- c) As noted by the Drainage Superintendent, the report was prepared to address a minor change in one property; the drain is assessed to one owner which negates a Court of Revision.

RESOLUTION-2024-111

Councillor Don McCabe made a motion that the report on the Lucas Drain be adopted as presented. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) Consideration of the Wilcox Drain
(Assessed owners present: Christa Sawyer, Ken Galloway)

RESOLUTION-2024-112

Councillor Craig Sanders made a motion that the meeting to consider the Wilcox Drain be opened. Councillor Don McCabe seconded the motion.

Carried

- e) The Drainage Superintendent indicated that the drain was a s. 78 drain comprised of 3 sections. The placement of the culvert on the Galloway property was addressed.

RESOLUTION-2024-113

Councillor Don McCabe made a motion that the report on the Wilcox Drain be referred back to the Engineer. Councillor Craig Sanders seconded the motion.

Carried

- f) Sarnia Lambton Economic Development (SLEP)

Matt Slotwinski and Chantelle Core were present at Council to update Council on the assistance and initiatives SLEP is undertaking to assist municipalities in Lambton County.

6 CORRESPONDENCE

- a) Municipal Correspondence

RESOLUTION-2024-114

Councillor Craig Sanders made a motion that the correspondence circulated to Council be received and filed. Councillor Don McCabe seconded the motion.

Carried

- b) Correspondence Requiring Action

RESOLUTION-2024-115

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston support the request from the Town of Amaranth to call upon the Province to treat all municipalities fairly and provide equivalent representative operational budget funding amounts to all Ontario municipalities.

Councillor Craig Sanders seconded the motion.

Carried

7 STAFF REPORTS

- a) **Drainage Superintendent's Report** - Drain Maintenance Requests

RESOLUTION-2024-116

Councillor Don McCabe made a motion that the requests for maintenance on the Cameron and Morley drains be received and forwarded to the Drainage Superintendent with the power to act. Councillor Craig Sanders seconded the motion.

Carried

- b) The Drainage Superintendent additionally commented on the SCRCA updates effective April 1st including the DART fees and how they are no longer applicable in s. 74 drain work.

The Parkins Petition was addressed with a site meeting planned to consider it's viability.

- c) **Clerk Administrator's Report:** Municipal Authorization - West Nile Virus Larvicide

RESOLUTION-2024-117

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports local action by Lambton Public Health to reduce the risk of the West Nile Virus and authorizes any permit application for West Nile Virus control submitted to the Ministry of the Environment, Conservation and Parks from an appropriately licensed exterminator to apply a larvicide into catch basins or surface water located within and owned by Brooke-Alvinston and located on private land that drain into the storm drain system or waterways located in Brooke-Alvinston. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Emergency Preparedness Week - 2024

RESOLUTION-2024-118

Councillor Craig Sanders made a motion that May 5-11, 2024 be declared Emergency Preparedness Week in the Municipality. Councillor Don McCabe seconded the motion.

Carried

- e) **Clerk Administrator's Report:** Mutual Assistance Agreement

RESOLUTION-2024-119

Deputy Mayor Frank Nemcek made a motion that Council approve the by-law to form an agreement with the Township of Dawn-Euphemia and Village of Oil Springs for mutual assistance as presented. Councillor Don McCabe seconded the motion.

Carried

- f) **Public Works Superintendent's Report:** Railroad Street Drain-Road Reconstruction

RESOLUTION-2024-120

Councillor Don McCabe made a motion that the low bid submitted by Birnam Excavating in the amount of \$707,756.70 (excluding HST) for the Railroad Line Storm & Street Project be accepted. Councillor Craig Sanders seconded the motion.

Carried

- g) **Parks & Recreation Manager's Report:** 4H Gardening Club

RESOLUTION-2024-121

Councillor Don McCabe made a motion that the Community Park flower beds be available to the local 4H group to utilize for their project area in 2024. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- h) **Fire Chief's Report:** Quarterly Report report

RESOLUTION-2024-122

Councillor Craig Sanders 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:** Stag and Doe events at the BAICCC

RESOLUTION-2024-123

Councillor Craig Sanders made a motion that effective immediately, all wedding and stag and doe bookings be paid for in full and in advance of the event; and that the damage deposit for any newly booked stag and does be adjusted to \$1,000 and the rental fee adjusted to \$800. Deputy Mayor Frank Nemcek seconded the motion.

Carried

8 BY-LAWS

- a) By-law 15 of 2024 - Mutual Assistance Agreement (Emergency Preparedness)

RESOLUTION-2024-124

Deputy Mayor Frank Nemcek made a motion that By-law 15 of 2024 be read a first, second and third time and finally passed this 28th day of March 2024. Councillor Craig Sanders seconded the motion.

Carried

- b) By-law 16 of 2024 - First & Second Reading - Carpenter Drain

RESOLUTION-2024-125

Deputy Mayor Frank Nemcek made a motion that By-law 16 of 2024 (Carpenter Drain) be read a first and second time. Councillor Craig Sanders seconded the motion.

Carried

- c) By-law 17 of 2024 - First & Second Reading - Lucas Drain

RESOLUTION-2024-126

Deputy Mayor Frank Nemcek made a motion that By-law 17 of 2024 (Lucas Drain) be read a first and second time. Councillor Craig Sanders seconded the motion.

Carried

9 NEW BUSINESS

- a) Administrator / Fire Chief: Verbal Report on CVFS Membership Status

RESOLUTION-2024-127

Deputy Mayor Frank Nemcek made a motion that Brooke Fire Rescue

members wishing to enroll in the CVFS insurance program be allowed to independently with the Municipality reimbursing enrollment costs with proof of enrollment. Councillor Craig Sanders seconded the motion.

Carried

- b) Parks & Recreation Manager Verbal Report - Replacement toilets at BAICCC

RESOLUTION-2024-128

Councillor Craig Sanders made a motion that staff be provided the latitude to approve the tender for the BAICCC toilet replacement once further information is received; and that staff report on the tender at the next meeting. Councillor Don McCabe seconded the motion.

Carried

- c) The Mayor noted the creative county grant was awarded to 2 residents/committees in Brooke-Alvinston: Liana Russwurm and the Inwood 150 Committee
- d) Councillor McCabe noted the visit from Marit Stiles, NDP Leader at the Maple Syrup Festival.

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law 19 of 2024 - Confirming By-law

RESOLUTION-2024-129

Councillor Don McCabe made a motion that the confirming by-law be read a first, second, and third time and finally passed this 28th of March, 2024. Deputy Mayor Frank Nemcek seconded the motion.

Carried

13 ADJOURNMENT

Councillor Sanders made a motion to adjourn the meeting.

Clerk-Administrator

Mayor