



# MINUTES

## Council Meeting

4:30 PM - Thursday, December 14, 2023  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, December 14, 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 Public Works Superintendent Jamie Butler

**Regrets:** Councillor Craig Sanders, Jamie Butler, Public Works Superintendent

### 1 CALL TO ORDER

The Mayor called the meeting to order at 4:30 p.m..

### 2 DISCLOSURE OF PECUNIARY INTEREST

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

### 3 MINUTES

a) Regular Council Meeting Minutes of November 23, 2023

#### RESOLUTION-2023-067

Deputy Mayor Frank Nemcek made a motion that the regular meeting minutes of November 23, 2023 be approved without error or omission. Councillor Jenny Redick seconded the motion.

**Carried**

b) Special Council Meeting Minutes of November 30, 2023

#### RESOLUTION-2023-068

Councillor Jenny Redick made a motion that the special meeting minutes of November 30, 2023 be approved without error or omissions. 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

### 6 CORRESPONDENCE

a) Municipal Correspondence

#### RESOLUTION-2023-069

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

**Carried**

- b) Council Request Letters - 2024 Alvinston Christmas Celebration

**RESOLUTION-2023-070**

Councillor Jenny Redick made a motion that the letter from Chad Hayter, Co Chair of the Alvinston 2024 Christmas Celebration be received and filed and that in addition to a Council member being appointed, a request be sent inquiring if a staff member can also be delegated to attend. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c) Request from the Lambton Plowman's Association

**RESOLUTION-2023-071**

Councillor Jenny Redick made a motion that the request for a donation from the Lambton Plowman's Association be tabled for more comparative information. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- d) Request from the Township of Coleman

**RESOLUTION-2023-072**

Councillor Jenny Redick made a motion that the request from the Township of Coleman be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- e) Request from the Town of Amherstburg

**RESOLUTION-2023-073**

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

**Carried**

- f) Request from the Municipality of South Bruce

**RESOLUTION-2023-074**

Councillor Don McCabe made a motion that the request for support from the Municipality of South Bruce be received and filed. Councillor Jenny Redick seconded the motion.

**Carried**

**7 STAFF REPORTS**

- a) Clerk Administrator's Report: Tree Program - 2024

**RESOLUTION-2023-075**

Councillor Jenny Redick made a motion that the Municipality participate in the 2024 large stock tree program offered through SCRCA and subsidize the costs of the trees ordered by \$2 each. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- b) Clerk Administrator's Report: Surplus Dwelling-Oil Springs Line

**RESOLUTION-2023-076**

Councillor Jenny Redick made a motion that the Council of the Municipality of

Brooke-Alvinston approve the use of the existing dwelling at 7874 Oil Springs Line by Christine McKinley for a 6 month period beginning (on or around) March 1, 2024 while a new dwelling is being constructed; and that a security deposit of \$500 be remitted to the Municipal Office prior to the issue of the building permit; and that the security deposit be held by the Municipality until the construction is complete, the demolition permit obtained and occupancy issued. Councillor Don McCabe seconded the motion.

**Carried**

- c) Clerk Administrator's Report: Solicitor Appointment

**RESOLUTION-2023-077**

Councillor Don McCabe made a motion that this report be received and filed for information and that staff be directed to report back on various companies with wide legal portfolio's. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- d) Clerk Administrator's Report: Four Counties Transit System

**RESOLUTION-2023-078**

Councillor Jenny Redick made a motion that staff be directed to advertise or seek out interest in the proposed transit system and report back to Council within 3 months with the findings; and that Four Counties Transportation / West Elgin be notified. Councillor Don McCabe seconded the motion.

**Carried**

- e) Public Works Manager's Report: Storm & Street Reconstruction: Railroad, Elm and Centre Street

**RESOLUTION-2023-079**

Councillor Jenny Redick made a motion that Council approve a motion in advance of the formal 2024 Budget approval, to proceed with tendering the job for the Storm & Street Reconstruction: Railroad, Elm & Centre Street Project in Alvinston. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- f) Clerk Administrator's Report: 2023 Emergency Response Plan & Program Update

**RESOLUTION-2023-080**

Deputy Mayor Frank Nemcek made a motion that the report be received for information; that Council appoint a second member to the EMPC; that Shiloh Inwood United Church be listed as a reception centre in the Emergency Plan; and that the accompanying by-law receive full reading. Councillor Jenny Redick seconded the motion.

**Carried**

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

**RESOLUTION-2023-081**

Councillor Jenny Redick made a motion that Council receive and file the Accounts Payable Listing for November 2023. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- h) Treasurer's Report: 2024 Municipal Insurance Renewal Increase

**RESOLUTION-2023-082**

Councillor Don McCabe made a motion that Council receive and file this 2024 Municipal Insurance Renewal Increase Report. Councillor Jenny Redick

seconded the motion.

**Carried**

- i) Clerk Administrator's Report: Campbell House Timeline / Recap

**RESOLUTION-2023-083**

Deputy Mayor Frank Nemcek made a motion that this report be tabled to a subsequent meeting for full Council vote. Councillor Don McCabe seconded the motion.

**Carried**

**8 BY-LAWS**

- a) Third & Final Reading - Edgar Podolinsky Drain

**RESOLUTION-2023-084**

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston give third and final reading of the Edgar Podolinsky Drain. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- b) By-law 56 of 2023 - By-law to adopt the Emergency program and Plan (as amended)

**RESOLUTION-2023-085**

Deputy Mayor Frank Nemcek made a motion that By-law 56 of 2023 be given full reading and passed. Councillor Jenny Redick seconded the motion.

**Carried**

**9 NEW BUSINESS**

- a) Special meeting Date - Motion to Reconsider the Campbell House (C. Sanders)

Staff were requested to arrange a special meeting date

- b) Meeting with Provincial candidates

**RESOLUTION-2023-086**

Councillor Don McCabe made a motion that Councillor McCabe and staff send out an invitation to provincial party leaders to attend Brooke Alvinston in conjunction with the Maple Syrup Festival. Councillor Jenny Redick seconded the motion.

**Carried**

**10 CLOSED SESSION**

- a) Personal matters about an identifiable individual including employees

**RESOLUTION-2023-087**

Councillor Jenny Redick made a motion that Council move into a closed session meeting to discuss personal matters about an identifiable individual including employees. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**11 RISE AND REPORT**

The Clerk Administrator provided the rise and report that a closed session was held to

discuss personal matters about an identifiable individual including employees. She reported that staff was to proceed as directed in closed session.

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

a) Confirming By-law

### **RESOLUTION-2023-088**

Councillor Jenny Redick made a motion that By-law 57 of 2023 be read a first, second and third time and finally passed this 14th day of December 2023. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

## **13 ADJOURNMENT**

Jenny Redick made a motion to adjourn the meeting at 5:30 p.m..

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Clerk-Administrator

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Mayor