



# MINUTES

## Council Meeting

4:30 PM - Thursday, June 22, 2023  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, June 22, 2023, at 4:30 PM, in the Municipal Office, with the following members present:

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

### 1 CALL TO ORDER

In the absence of Mayor Ferguson, Deputy Mayor Nemcek called the meeting to order at 4:30 p.m.. Deputy Mayor Nemcek welcomed Greg Thornicroft, Parks & Recreation Manager to the table. He also noted a very successful rodeo and commended the Committee for their efforts in planning the event.

### 2 DISCLOSURE OF PECUNIARY INTEREST

It was requested that any pecuniary interests be declared at the appropriate time.

### 3 MINUTES

- a) Regular Council Meeting Minutes of June 8, 2023

#### RESOLUTION-2023-228

Councillor Jenny Redick made a motion that the June 8 minutes be approved as presented without error or omissions. Councillor Don McCabe 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-2023-229

Councillor Jenny Redick made a motion that the circulated correspondence be received and filed. Councillor Don McCabe seconded the motion.

**Carried**

- b) Correspondence Requiring Action

#### RESOLUTION-2023-230

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

**Carried**

## **7 STAFF REPORTS**

- a) Public Works Superintendent's Report: LaSalle Line

### **RESOLUTION-2023-231**

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

**Carried**

- b) Clerk Administrator's Report: Employee HR Policy revisions & Council Travel & Expense Policy

### **RESOLUTION-2023-232**

Councillor Jenny Redick made a motion that staff be directed to work on revisions to the Employee HR policy; and that the highlighted policy be forwarded to Council for approval; And that staff prepare a draft Council Travel & Expense Policy for review. Councillor Don McCabe seconded the motion.

**Carried**

- c) Drainage Superintendent's Report - Drain Maintenance Request

### **RESOLUTION-2023-233**

Councillor Jenny Redick made a motion that the request for maintenance from Jim Goodhand on the McKinlay Drain be forwarded to the Drainage Superintendent with the power to act. Councillor Don McCabe seconded the motion.

**Carried**

- d) Clerk Administrator's Report: Update on the Alvinston Cemetery Board Operations

### **RESOLUTION-2023-234**

Councillor Don McCabe made a motion that this report be received and filed for information; and that the Appointment By-law be administratively amended to reflect the changes to the Board composition. Councillor Jenny Redick seconded the motion.

**Carried**

- e) Clerk Administrator's Report: 2023 AMCTO (Association of Municipal Clerks & Treasurer's of Ontario Conference

### **RESOLUTION-2023-235**

Councillor Don McCabe made a motion that the report on the Clerk's attendance at the AMCTO conference be received and filed for information. Councillor Jenny Redick seconded the motion.

**Carried**

## **8 BY-LAWS**

## **9 NEW BUSINESS**

- a) Councillor McCabe commented on the recent SCRCA meeting and noted a request for demolition of the Campbell House will be forwarded to Council; he further noted that a recommendation for recognition of the house should be requested.

- b) Councillor McCabe noted the Inwood 150th celebrations this coming weekend and commended the library staff on the activities they have planned.
- c) Councillor Redick was advised by an attendee at a school assembly that a chair broke and questioned if preventative maintenance was done on the chairs and is there and adequate amount of chairs.
- d) The Clerk Administrator noted that the Chair of the Canada Day Committee has requested volunteers and they should contact Jeannette if able to assist.

**RESOLUTION-2023-236**

Councillor Jenny Redick made a motion that Council has no issues with a c-can and job trailer being moved onto the MTO site and metered for hydro useage. Councillor Don McCabe seconded the motion.

**Carried**

- e) The Public Works Manager advised that cameras will be installed by Brooke Telecom at the MTO for monitoring of Public
- f) The Public Works Manager advised the crosswalk has officially been removed from Nauvoo Road
- g) The Deputy Mayor questioned when the arena plans would be received. The Clerk Administrator advised that she expects them in June and will provide a follow up with the firm and advise that Greg Thornicroft will be the new contact person.
- h) Don McCabe noted the Lambton Farm Safety Event: Family Safety Day being held in Petrolia on July 6th.
- i) The Public Works Manager noted a sea can and job trailer was requested to be located to the MTO site for use by Pickards
- j) Deputy Mayor Nemcek noted that Don & Anne McGugan have been inducted into the Lambton Agricultural Hall of Fame in addition to Brooke-Alvinston resident Jim Johnson.

**10 CLOSED SESSION**

**11 RISE AND REPORT**

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law

**RESOLUTION-2023-237**

Councillor Jenny Redick made a motion that the Confirming By-law be read a first, second and third time and finally passed this 22nd day of June, 2023. Councillor Don McCabe seconded the motion.

**Carried**

**13 ADJOURNMENT**

Councillor Redick made a motion to adjourn the meeting at 5 p.m..

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Clerk-Administrator

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Mayor