



MINUTES

Council Meeting

4:30 PM - Thursday, December 12, 2024
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, December 12, 2024, at 4:30 PM, in the Municipal Office, with the following members present:

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

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:

1 CALL TO ORDER

The Mayor called the meeting to order at 4:30 p.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 November 28, 2024

RESOLUTION-2024-421

Councillor Craig Sanders made a motion that the minutes of November 28, 2024 be approved as presented without error or omission. Deputy Mayor Frank Nemcek seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) Watt Drain 2003 Branch A - Consideration Meeting

Assessed Owners Present: Brad Goss

RESOLUTION-2024-422

Councillor Jenny Redick made a motion that the meeting to consider the Watt Drain be opened. Councillor Craig Sanders seconded the motion.

Carried

RESOLUTION-2024-423

Councillor Don McCabe made a motion that the Engineer's Report on the Watt Drain dated October 22, 2024 be adopted. Councillor Craig Sanders seconded the motion.

Carried

RESOLUTION-2024-424

Councillor Jenny Redick made a motion that the Consideration meeting on the Watt Drain be adjourned. Councillor Don McCabe seconded the motion.

Carried

- b) Application for Rezoning Amendment - Tizzard / Kucera

Assessed Owners present: Kevin & Lisa Tizzard, Dan & Patti Kettlewell, Henry & Marilyn Vendenberghe. County Planner Johan Chandy and Chief Building Official Corinne Nauta were in attendance.

RESOLUTION-2024-425

Councillor Jenny Redick made a motion that the meeting to discuss the zoning amendment submitted by Kevin & Lias Tizzard for property on Railroad Line be opened. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) The Mayor advised that a decision would be made on the application at the By-law portion of the meeting.

6 CORRESPONDENCE

- a) Municipal Correspondence

RESOLUTION-2024-426

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

Carried

- b) Correspondence Requiring Action

RESOLUTION-2024-427

Deputy Mayor Frank Nemcek made a motion that a donation of \$150 plus the costs associated for the Leonard McNeil keep trophy be provided to the Lambton Plowman's Association for 2025. Councillor Craig Sanders seconded the motion.

Carried

7 STAFF REPORTS

- a) **Drainage Superintendent's Report:**

6-7 Concession Drain Lots 13-15

RESOLUTION-2024-428

Councillor Craig Sanders made a motion that the low tender received from Bruce Poland and Sons in that amount of \$85,437.83 for work on the 6-7 Concession Drain (Lots 13-15) be accepted. Deputy Mayor Frank Nemcek seconded the motion.

Carried

RESOLUTION-2024-429

Councillor Don McCabe made a motion that the low tender submitted by McNally Excavating in the amount of \$18,984 for work on the Weidman Drain be accepted. Councillor Jenny Redick seconded the motion.

Carried

- b) **Clerk Administrator's Report:** 2024 Emergency Response Plan & Program Update

RESOLUTION-2024-430

Councillor Jenny Redick made a motion that the report be received for information. Councillor Craig Sanders seconded the motion.

Carried

- c) **Treasurer's Report:** Accounts Payable Listing - November 2024

RESOLUTION-2024-431

Deputy Mayor Frank Nemcek made a motion that Council receive and file the Accounts Payable Listing for November 2024. Councillor Jenny Redick seconded the motion.

Carried

- d) **Public Works Superintendent's Report:** Accessible Parking Inquiry - Pharmacy

RESOLUTION-2024-432

Councillor Don McCabe made a motion that Council receive and file the presented report for information. Councillor Craig Sanders seconded the motion.

Carried

- e) **Public Works Superintendent's Report:** Drainage Improvements at Fair Grounds

RESOLUTION-2024-433

Councillor Jenny Redick made a motion that Council receive and file this report for information. Councillor Craig Sanders seconded the motion.

Carried

- f) **Public Works Superintendent's Report:** Structure 25 Replacement

RESOLUTION-2024-434

Councillor Craig Sanders made a motion that Council authorize the tendering process for bridge and culvert repair in advance of the 2025 municipal budget adoption. Councillor Don McCabe seconded the motion.

Carried

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

RESOLUTION-2024-435

Councillor Craig Sanders made a motion that an advertisement be prepared requesting applicants to fill the vacant position on the Committee of Adjustment effective February 2025 with a closing date of January 3, 2025; and that the Clerk Administrator and two members of the County of Lambton Planning Department interview the qualified candidates; and that a recommendation for a new member be discussed at the January 9, 2025 regular session of Council. Councillor Jenny Redick seconded the motion.

Carried

- h) **Clerk Administrator's Report:** Site Plan Fees - Major

RESOLUTION-2024-436

Councillor Craig Sanders made a motion that the fee of \$1,200 be incorporated into Schedule F - Planning and Development Fees for Site Plan - Major Projects Councillor Don McCabe seconded the motion.

Carried

- i) **Clerk Administrator's Report:** Killer Bees Building Permit Invoice

RESOLUTION-2024-437

Councillor Craig Sanders made a motion that the invoice for the Building Permit for the Alvinston Killer Bee Hockey Club (AKBHC) in the amount of \$1,950 plus interest be waived. Councillor Jenny Redick seconded the motion.

Carried

- j) **Clerk Administrator's Report:** Fees for wind turbines

RESOLUTION-2024-438

Deputy Mayor Frank Nemcek made a motion that the wind turbine fee be increased in the municipal fees by-law to:

\$18,500 / turbine < 1MW

\$22,375 / turbine > 1MW. Councillor Craig Sanders seconded the motion.

Carried

8 **BY-LAWS**

- a) Third and Final reading of the Saunders Drain (42 of 2024)

RESOLUTION-2024-439

Councillor Jenny Redick made a motion that By-law 42 of 2024 receive third and final reading. Councillor Craig Sanders seconded the motion.

Carried

- b) Fees By-law

RESOLUTION-2024-440

Councillor Jenny Redick made a motion that the Fees By-law, By-law 53 of 2024 be read a first, second and third time and finally passed this 12th day of December, 2024. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) Tizzard Rezoning

RESOLUTION-2024-441

Councillor Don McCabe made a motion that By-law 54 of 2024 be read a first, second and third time and finally passed this 12th day of December, 2024. Councillor Craig Sanders seconded the motion.

Carried

- d) Watt Drain 2003 Branch A

RESOLUTION-2024-442

Councillor Jenny Redick made a motion That By-law 55 of 2024 be read a first and second time. Deputy Mayor Frank Nemcek seconded the motion.

Carried

9 **NEW BUSINESS**

- a) The Treasurer announced that the municipal insurance increase and Selectpath group benefits will both be approximately 5%.

- b) Sewer & Water Services: 3277 Nauvoo Road

RESOLUTION-2024-443

Councillor Craig Sanders made a motion that Ken Graham (Black Creek Engineering) be appointed to investigate, Councillor Jenny Redick seconded

the motion.

Carried

- c) Christmas Celebration
Councillor Nemcek noted the Christmas Celebration planned for Alvinston on December 14th
- d) SCRCA
Councillor McCabe noted updates from the recent SCRCA meeting
- e) Conferences

RESOLUTION-2024-444

Deputy Mayor Frank Nemcek made a motion that the Clerk Administrator prepare a draft policy for Councillor Conference attendance. Councillor Craig Sanders seconded the motion.

Carried

10 CLOSED SESSION

- a) Section 239 (2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees

11 RISE AND REPORT

The Clerk was asked to Rise and Report. She reported that a closed session was held in accordance with the Municipal Act and the following was reported out:

- i) the closed session minutes of Nov. 28th were approved
- ii) Council accepted the resignation of Kent Gosnell, PW Department with regret
- iii) the work boot allowance for employees in the Roads and Parks & Recreation Department be increased to \$250 / year
- iv) that the Payment in Lieu fee for consent applications in the industrial / commercial zone be amended to \$2500
- v) that the report on employee grid moves be received and filed.

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2024-445

Councillor Jenny Redick made a motion that By-law 56 of 2024 be read a first, second and third time and finally passed this 12th day of December 2024
Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

A motion was made to adjourn the meeting at 5:40 p.m..

Clerk-Administrator

Mayor