



MINUTES

Council Meeting

4:30 PM - Thursday, February 27, 2025
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, February 27, 2025, 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, Councillor Jenny Redick, and Councillor Craig Sanders

Staff Present: Treasurer Stephen Ikert, Public Works Superintendent Jamie Butler, Fire Chief Steve Knight, and Administrative Assistant Darlene Paolucci

Regrets: Clerk-Administrator Janet Denkers
Parks & Recreation Supervisor Greg Thornicroft

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any pecuniary interests be declared when appropriate during the meeting.

3 MINUTES

a) Regular Council Meeting Minutes of February 13, 2025

RESOLUTION-2025-061

Deputy Mayor Frank Nemcek made a motion that the minutes of the February 13, 2025 meeting be approved as presented without error or omission.
Councillor Craig Sanders seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

6 CORRESPONDENCE

a) Municipal Information

RESOLUTION-2025-062

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

Carried

b) Watford-Alvinston Road Race - Request for Sponsorship

RESOLUTION-2025-063

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston support the Road Race with a bronze sponsorship. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) Autism Ontario - April 2nd World Autism Day

RESOLUTION-2025-064

Deputy Mayor Frank Nemcek made a motion that the Municipality of Brooke-Alvinston supports Autism Ontario by recognizing April 2 as World Autism Day while committing to embrace awareness and acceptance today and every day throughout the year. Councillor Craig Sanders seconded the motion.

Carried

- d) Municipality of Northern Bruce Peninsula - Tow Hooks

RESOLUTION-2025-065

Councillor Craig Sanders made a motion that the request from the Municipality of Northern Bruce Peninsula requesting tow hooks be installed on vehicles be received and filed. Councillor Jenny Redick seconded the motion.

Carried

- e) Municipality of Northern Bruce Peninsula - Cell Tower Maintenance

RESOLUTION-2025-066

Councillor Craig Sanders made a motion that the Municipality of Brooke-Alvinston supports the request from the Municipality of Northern Bruce Peninsula to request that the Government of Canada and the Province of Ontario set targets to close gaps in cellular service in rural communities and mandate service providers in partnership with all levels of government to develop a 48-hour maximum maintenance period for repairing of cellular infrastructure. Councillor Jenny Redick seconded the motion.

Carried

7 STAFF REPORTS

- a) 2025 Draft Budget Discussion - Deferred from the February 13, 2025 Council Meeting

RESOLUTION-2025-067

Deputy Mayor Frank Nemcek made a motion that Council approve the 2025 Draft Budgets for General Operating and Capital Budgets and for Water and Sewer Operating and Capital Budgets, including the related Budgeted Reserves and Reserve Fund Contributions/withdrawals that were presented at the February 13, 2025 Council Meeting.

Councillor Don McCabe seconded the motion.

Carried

- b) **Clerk Administrator's Report:** Requests from the Inwood 150th Committee

Councillor Redick declared a conflict of interest as she is a member of the Inwood 150th Committee.

RESOLUTION-2025-068

Deputy Mayor Frank Nemcek made a motion that the report be received and filed; and that the Inwood 150th Committee members (TBD) be added to the Municipal Insurance for their Kids Day July 19, 2025. Councillor Craig Sanders seconded the motion.

Carried

- c) **Clerk Administrator's Report:** Inwood & Alvinston Canteen Operation Agreement - 2nd review

Councillor Nemcek declared a conflict of interest as he is a member of the

Alvinston Optimist Club.

RESOLUTION-2025-069

Councillor Jenny Redick made a motion that Council reconsider the motion from the July 18, 2024 Council meeting; and that the amended draft agreement be approved and forwarded to the Optimist Club for comment. Councillor Craig Sanders seconded the motion.

Carried

RESOLUTION-2025-070

Councillor Don McCabe made a motion that the agreement be amended to include submitted copies of the Safe Food Handlers certificates. Councillor Craig Sanders seconded the motion.

Carried

- d) **Treasurer's Report:** 12-13 Sideroad Drain New Culvert Request

RESOLUTION-2025-071

Councillor Jenny Redick made a motion that Council receive the Notice of Request for Minor Improvements to the 12-13 Sideroad Drain and that R. Dobbin Engineering Inc. be appointed under Section 78(5) of the Drainage Act to prepare a minor report for the culvert request from the landowner. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- e) **Treasurer's Report:** LAWSS (Lambton Area Water Supply System) Membership Buy-in Proposal

RESOLUTION-2025-072

Councillor Jenny Redick made a motion that Council receive and file this report and direct staff as to whether or not we should pursue further discussions with LAWSS staff to clarify the buy-in proposal presented or continue as we have been at the new non-member rate. Councillor Craig Sanders seconded the motion.

Carried

- f) **Clerk Administrator's Report:** Enhancing Accessibility in Municipal Facilities in the Municipality

RESOLUTION-2025-073

Councillor Jenny Redick made a motion that the attached report indicating both current and ongoing accessibility improvements within the Municipality be received and filed. Councillor Craig Sanders seconded the motion.

Carried

- g) **Treasurer's Report:** Alvinston Summary Water Report 2024 - O. Reg. 170/03 Section 11 and Schedule 22

RESOLUTION-2025-074

Councillor Jenny Redick made a motion that Council review and acknowledge reading the 2024 Annual Water Report provided by our operator, OCWA (Ontario Clean Water Agency); and that this report be filed and made available to any member of the public during normal business hours without charge. Councillor Craig Sanders seconded the motion.

Carried

- h) **Treasurer's Report:** Council Remuneration - 2024

RESOLUTION-2025-075

Councillor Jenny Redick made a motion that Council receive and file the Statement of Council Remuneration and Expenses attached, provided as required by the Municipal Act. Councillor Don McCabe seconded the motion.

Carried

8 BY-LAWS

- a) By-law 10 of 2025 - Food Truck By-law (section 5.4 added)

RESOLUTION-2025-076

Deputy Mayor Frank Nemcek made a motion that By-law 10 of 2025 be read a first, second and third time and finally passed this 27th day of February, 2025
Councillor Don McCabe seconded the motion.

Carried

9 NEW BUSINESS

- a) The Fire Chief reported that four members of Brooke Fire Rescue completed the National Fire Protection Association training. He also reported that there are four new recruits and that currently there are 30 members on the department.

- b) The Public Works Superintendent informed Council that he has put the half load limit signs up.

10 CLOSED SESSION

- a) In accordance with section 239(2):
(b) personal matters about an identifiable individual including municipal or local board employees - *Senior of the Year Nominations*

RESOLUTION-2025-077

Councillor Jenny Redick made a motion that Council move into closed session.
Councillor Craig Sanders seconded the motion.

Carried

11 RISE AND REPORT

The Acting Clerk/Treasurer advised that a closed session meeting was held and the following was reported:

- Minutes of the February 13, 2025 were approved as presented
- Staff were directed to submit the selected Nomination for Senior of the Year to the Ministry

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law 11 of 2025

RESOLUTION-2025-078

Councillor Jenny Redick made a motion that By-law 11 of 2025 be read a first, second and third time and finally passed this 27th day of February, 2025.
Councillor Don McCabe seconded the motion.

Carried

13 ADJOURNMENT

Councillor Redick adjourned the meeting at 5:01 pm.

Clerk-Administrator

Mayor