



# MINUTES

## Council Meeting

4:30 PM - Thursday, September 25, 2025  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, September 25, 2025, 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, Public Works Superintendent Jamie Butler, Parks & Recreation Manager Greg Thornicroft, and Fire Chief Steve Knight

**Regrets:** Treasurer Stephen Ikert

### 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 when applicable during the meeting.

### 3 MINUTES

a) Special Council Meeting Minutes of September 8, 2025

#### **RESOLUTION-2025-279**

Deputy Mayor Frank Nemcek made a motion that the minutes of the Special September 8, 2025 meeting be approved as presented, without any error or omission. Councillor Craig Sanders seconded the motion.

**Carried**

b) Regular Council Meeting Minutes of September 11, 2025

#### **RESOLUTION-2025-280**

Councillor Craig Sanders made a motion that the minutes of the September 11, 2025 meeting be approved as presented, without any error or omission. Councillor Don McCabe seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

### 5 DELEGATIONS & TIMED EVENTS

### 6 CORRESPONDENCE

a) Municipal Information

Council congratulated Treasurer Stephen Ikert on receiving Ministry acknowledgement for filing the 2024 Financial Information Return in a timely manner.

#### **RESOLUTION-2025-281**

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

**Carried**

- b) Christmas Celebration Committee - Request for Support

Councillor Nemcek declared a Conflict of Interest as he is an Optimist member.

**RESOLUTION-2025-282**

Councillor Jenny Redick made a motion that the letter submitted by the Christmas Committee be approved in principle with the Clerk Administrator adding additional requests for consultation with the Fire Chief, Public Works Superintendent and provision of insurance. Councillor Craig Sanders seconded the motion.

**Carried**

- c) Christmas for Everyone - Request for Donation

**RESOLUTION-2025-283**

Councillor Jenny Redick made a motion that the Municipality of Brooke-Alvinston donate \$200.00 to the Christmas for Everyone Campaign. Councillor Craig Sanders seconded the motion.

**Carried**

## 7 STAFF REPORTS

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

**RESOLUTION-2025-284**

Councillor Don McCabe made a motion that R. Dobbin be appointed under Section 78 of the Drainage Act; and that Council acknowledges the application for the emergency designation to replace the culvert immediately. Councillor Craig Sanders seconded the motion.

**Carried**

- b) **Public Works Superintendent's Report:** Request for usage of the MTO yard

**RESOLUTION-2025-285**

Deputy Mayor Frank Nemcek made a motion that Council direct staff to negotiate reasonable compensation for the use the MTO yard by Brooke Telecom and report back to Council. Councillor Craig Sanders seconded the motion.

**Carried**

- c) **Public Works Superintendent's Report:** Cameron Road Bridge

**RESOLUTION-2025-286**

Councillor Jenny Redick made a motion that Council waive the requirements of the municipal Purchasing By-law for remedial work on the Cameron Road bridge and award the project to Vandenberg Construction. Councillor Craig Sanders seconded the motion.

**Carried**

- d) **Clerk Administrator's Report:** Proposed Battery Storage in Enniskillen Township

**RESOLUTION-2025-287**

Councillor Jenny Redick made a motion that the information report on the proposed battery energy storage project located in Enniskillen Township be

received and filed as information. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- e) **Clerk Administrator's Report:** Contract Position - Fundraising Coordinator

**RESOLUTION-2025-288**

that a 3 month contract position be created in the administration organization chart to assist with fundraising initiatives for the arena floor project.

**8 BY-LAWS**

**9 NEW BUSINESS**

- a) The Fire Chief commented on the Open House to commemorate the 130th anniversary of the Fire Department. Of special note was the years of service presentation to Bill Oke and Chris Knight - both having 25 years of service.
- b) The Public Works Superintendent noted the sidewalk construction that is happening on Elgin Street.
- c) The Clerk Administrator noted that a report will be coming to Council on methods of voting in the 2026 municipal election - Vote by Mail or Internet Voting.
- d) The Parks & Recreation Manager provided a verbal update on the Arena Floor Project and noted: that the RFP for the Project Manager closes October 1st and results will be provided to Council for approval; we are currently working with the Ministry on the Transfer Payment Agreement and that all affected users of the arena floor during the construction period have been notified of the project.
- e) Councillor Sanders requested that an appreciation certificate be prepared for Rob & Pat Cummings for 39 years of operating Three Maples Variety.
- f) Councillor Nemcek inquired about numerous cats on properties. He was informed a letter has been sent to request compliance and if no action is taken, the County of Lambton By-law personnel will be called to enforce.
- g) Councillor Redick requested an update on grants available and applied for. She was informed that the Fire Chief is in the process of submission of a Fire Safe Grant.
- h) The Mayor informed Council he met with a member of the Sarnia Lambton Economic Partnership (SLEP) and introduced her to various rural businesses.

**10 CLOSED SESSION**

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

**11 RISE AND REPORT**

The Clerk Administrator provided the Rise and Report from the Council Meeting. She noted the closed session meeting minutes of August 13th were approved and that staff were directed to proceed as outlined in closed session.

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law

**RESOLUTION-2025-289**

Councillor Craig Sanders made a motion that By-law 35 of 2025 be read a first, second and third time and finally passed this 25th day of September, 2025. Councillor Don McCabe seconded the motion.

**Carried**

## 13 ADJOURNMENT

Councillor Sanders adjourned the meeting at 5:18 p.m.

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Clerk-Administrator

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Mayor