



MINUTES

Council Meeting

4:30 PM - Thursday, November 13, 2025
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, November 13, 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: Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Parks & Recreation Manager Greg Thornicroft, and Fire Chief Steve Knight

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 when appropriate during the meeting.

3 MINUTES

a) Regular Council Meeting Minutes of October 23, 2025

RESOLUTION-2025-329

Councillor Craig Sanders made a motion that the minutes of the October 23rd, 2025 Council meeting 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

6 CORRESPONDENCE

a) Municipal Information

RESOLUTION-2025-330

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

Carried

b) Alvinston Regional U11 Silver Stick - Request for Support

RESOLUTION-2025-331

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston supports the Alvinston Regional Silver Stick Tournament December 4th - 7th, 2025 with a \$60.00 1/2 page advertisement in the Annual Tournament Program. Councillor Craig Sanders seconded the motion.

Carried

- c) Brooke-Alvinston Holiday Meal - Request for Donation

RESOLUTION-2025-332

Deputy Mayor Frank Nemcek made a motion that the Council of the Municipality of Brooke-Alvinston donate \$200.00 to the Brooke-Alvinston Holiday Meal being held December 26, 2025. Councillor Craig Sanders seconded the motion.

Carried

- d) Royal Canadian Legion, Br. 249, Poppy Fund - Request for Donation

RESOLUTION-2025-333

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston donate \$250.00 to the Royal Canadian Legion Br. 249 Poppy Fund. Councillor Don McCabe seconded the motion.

Carried

- e) Lambton 4-H Association - Request for Donation

RESOLUTION-2025-334

Councillor Don McCabe made a motion that the Council of the Municipality of Brooke-Alvinston donate \$250.00 to the Lambton 4-H Association for their 2026 program year. Councillor Jenny Redick seconded the motion.

Carried

- f) Town of Plympton-Wyoming - Conservation Authorities Act

RESOLUTION-2025-335

Deputy Mayor Frank Nemcek made a motion that the Municipality of Brooke-Alvinston supports the request from the Town of Plympton-Wyoming to request that the SCRCA reconsider the composition of its Hearing Committee to ensure fair and democratic representation, including the participation of elected municipal officials where appropriate and without conflict of interest. Councillor Craig Sanders seconded the motion.

Carried

- g) Township of Stone Mills - Emerald Ash Borer

RESOLUTION-2025-336

Councillor Jenny Redick made a motion that the request from the Township of Stone Mills be received and filed. Councillor Craig Sanders seconded the motion.

Carried

- h) City of Brampton - Automated Speed Enforcement

RESOLUTION-2025-337

Councillor Craig Sanders made a motion that the request from the City of Brampton be received and filed. Councillor Don McCabe seconded the motion.

Carried

- i) Municipality of Tweed - Sustainable Waste Management

RESOLUTION-2025-338

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

Carried

- j) Town of Bradford West Gwillimbury - Removing HST/GST from New Homes

RESOLUTION-2025-339

Councillor Jenny Redick made a motion that the request from the Town of Bradford West Gwillimbury be received and filed. Councillor Don McCabe seconded the motion.

Carried

- k) City of Cambridge - Rent Protection for Tenants

RESOLUTION-2025-340

Councillor Craig Sanders made a motion that the request from the City of Cambridge be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

7 STAFF REPORTS

- a) **Clerk Administrator's Report:** 2026 Municipal / School Board Election - Voting Services Provider

RESOLUTION-2025-341

Councillor Craig Sanders made a motion that the report on the 2026 municipal election be received; and that the proposal submitted by Simply Voting Inc. in the amount of \$16,445.25 + HST for provision of internet voting services for the 2026 municipal / school board election be accepted; and that the Clerk be authorized to sign the Agreement with Simply Voting. Councillor Jenny Redick seconded the motion.

Carried

- b) **Clerk Administrator's Report:** Meeting Schedule - remainder of 2025

RESOLUTION-2025-342

Councillor Jenny Redick made a motion that the November 20, 2025 Council meeting be removed from the 2025 Council schedule and that the draft 2026 preliminary budget be referred to the December 11th regular session. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) **Treasurer's Report:** Federal and Provincial Funding Levels for 2026 -2028.

RESOLUTION-2025-343

Councillor Craig Sanders made a motion that Council receive and file this Report on Federal and Provincial Funding Levels for 2026. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- d) **Treasurer's Report:** Accounts Payable Listing - October 2025

RESOLUTION-2025-344

Councillor Jenny Redick made a motion that Council receive and file the Accounts Payable Listing for October 2025 Deputy Mayor Frank Nemcek seconded the motion.

Carried

- e) **Clerk Administrator's Report:** 2nd Dwelling Agreement - 8478 Petrolia Line

RESOLUTION-2025-345

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston has no objections to the second dwelling agreement as

proposed. Councillor Craig Sanders seconded the motion.

Carried

- f) **Clerk Administrator's Report:** Update on Fundraising for the Arena Floor

RESOLUTION-2025-346

Councillor Jenny Redick made a motion that the report on the Fundraising for the Arena Floor be received and filed; and that staff be approved to offer Naming Opportunities in the Parks and Recreation Department; and that staff be further directed to create a donor recognition wall concept with tiered sponsorships in addition to a social media page and other promotional information. Councillor Craig Sanders seconded the motion.

Carried

- g) **Fire Chief's Report:** Brooke Fire Rescue - Quarter 3 Fire Report

RESOLUTION-2025-347

Councillor Jenny Redick made a motion that the Quarter 3 Fire Report be received and filed. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- h) **Drainage Superintendent's Report:** Elliott Tait Drain Tender

RESOLUTION-2025-348

Councillor Craig Sanders made a motion that Council accepts the low tender submitted by JLH Excavating in the amount \$17,449.46 (including HST). Deputy Mayor Frank Nemcek seconded the motion.

Carried

- i) **Drainage Superintendent's Report :** Piper Johnson Drain Tender

RESOLUTION-2025-349

Councillor Don McCabe made a motion that Council accepts the low tender submitted by McNally Excavating in the amount of \$21,131.00 (including HST). Councillor Craig Sanders seconded the motion.

Carried

8 BY-LAWS

- a) By-law 40 of 2025 - Transfer Payment Agreement (CSRIF)

RESOLUTION-2025-350

Councillor Jenny Redick made a motion that By-law 40 of 2025 be read a first, second and third time and finally passed this 13th day of November, 2025. Councillor Craig Sanders seconded the motion.

Carried

- b) By-law 41 of 2025 - Second Dwelling Agreement

RESOLUTION-2025-351

Councillor Jenny Redick made a motion that By-law 41 of 2025 be read a first, second and third time and finally passed this 13th day of November, 2025. Councillor Don McCabe seconded the motion.

Carried

9 NEW BUSINESS

- a) Arena Floor Project

The Clerk Administrator provided Council with an Arena Floor Project Update

that will be circulated to the Legion, Optimist Club, Canada Day Committee and Fair Board for information

- b) 3211 River Street

RESOLUTION-2025-352

Councillor Jenny Redick made a motion that Council has no objections to the building permits being applied for at 3211 River Street with the proposed layout provided. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) The Clerk Administrator noted the information letter provided by the Christmas Committee notifying Council of the proposed refreshment area at the Let's Play parking lot.
- d) Councillor McCabe noted the availability of the flu shot at the Pharmacy

10 CLOSED SESSION

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

RESOLUTION-2025-353

Deputy Mayor Frank Nemcek made a motion that Council move into Closed Session. Councillor Jenny Redick seconded the motion.

Carried

11 RISE AND REPORT

The Clerk Administrator provided the Rise and Report:

- approved the Minutes of the October 23, 2025 closed session meeting
- directed staff to contact the suggested names for the Fundraising Committee and report back

12 BY-LAW CONFIRMING PROCEEDINGS

- a) By-law 42 of 2025 - Confirming By-law

RESOLUTION-2025-354

Councillor Jenny Redick made a motion that By-law 42 of 2025 be read a first, second and third time and finally passed this 13th day of November, 2025
Deputy Mayor Frank Nemcek seconded the motion.

Carried

13 ADJOURNMENT

The meeting was adjourned at 5:21 p.m.

Clerk-Administrator

Mayor