



MINUTES

Council Meeting

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

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, November 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: 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 November 13, 2025

RESOLUTION-2025-355

Councillor Craig Sanders made a motion that the minutes of the November 13, 2025 meeting be approved as presented without error or omission. Councillor Jenny Redick seconded the motion.

Carried

4 BUSINESS ARISING FROM THE MINUTES

5 DELEGATIONS & TIMED EVENTS

a) Four Counties Health Services Presentation by: Martha Wortner, Julie McBrien and Jackie Beatty on the initiatives of FCHS and their fundraising campaign.

RESOLUTION-2025-356

Deputy Mayor Frank Nemcek made a motion that the allocated \$5,000 hospital donation be forwarded to Four Counties Health Services. Councillor Craig Sanders seconded the motion.

Carried

6 CORRESPONDENCE

a) Municipal Information:

RESOLUTION-2025-357

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

Carried

- b) Selwyn Township - Curbside Recycling for Non-Profit Organizations

RESOLUTION-2025-358

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston supports Selwyn Township and urges the Province to reinstate the eligibility for curbside blue box collection as of January 1st, 2026 for non-profit organizations, such as food banks. Deputy Mayor Frank Nemcek seconded the motion.

Carried

- c) Municipality of Wawa - Alcohol Container Return System

RESOLUTION-2025-359

Councillor Craig Sanders made a motion that the Council of the Municipality of Brooke-Alvinston supports the Municipality of Wawa to urge the Government of Ontario to collaborate meaningfully with municipalities, retailers, environmental organizations, and experts to implement a fair, effective and inclusive solution that ensures the long-term success of Ontario's deposit-return and recycling systems. Councillor Jenny Redick seconded the motion.

Carried

7 STAFF REPORTS

- a) **Drainage Superintendent's Report:** Kennedy Drain Maintenance Request

RESOLUTION-2025-360

Councillor Craig Sanders 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. and that Council approves of Bruce Poland & Sons undergoing the repairs at time & material. Councillor Don McCabe seconded the motion.

Carried

- b) **Clerk Administrator's Report:** 2026 Council Meeting Schedule

RESOLUTION-2025-361

Councillor Craig Sanders made a motion that Council approve the attached Council calendar of meetings for 2026. Deputy Mayor Frank Nemcek seconded the motion.

Carried

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

RESOLUTION-2025-362

Deputy Mayor Frank Nemcek made a motion that an advertisement be prepared requesting applicants to fill the vacant position on the Committee of Adjustment effective February 2026 with a closing date of January 2, 2026; 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 8, 2026 regular session of Council. Councillor Jenny Redick seconded the motion.

Carried

- d) **Clerk Administrator's Report:** Tree Program - 2026

RESOLUTION-2025-363

Councillor Jenny Redick made a motion that the Municipality participate in the 2026 large stock tree program offered through SCRCA and subsidize the costs

of the trees ordered by \$2 each. Councillor Craig Sanders seconded the motion.

Carried

- e) **Clerk Administrator's Report:** Sale of Land Policy Amendments

RESOLUTION-2025-364

Councillor Jenny Redick made a motion that staff be directed to amend By-law 56 of 2013 - the Sale of Land By-law to include the additions noted in the Nov. 27, 2025 staff report. Councillor Craig Sanders seconded the motion.

Carried

8 BY-LAWS

- a) By-law 43 of 2025 - By-law to authorize Internet Voting in the 2026 Municipal Election (By-law amended to exclude telephone voting)

RESOLUTION-2025-365

Councillor Jenny Redick made a motion that By-law 43 of 2025 be read a first, second and third time and finally passed this 27th day of November, 2025 Deputy Mayor Frank Nemcek seconded the motion.

Carried

9 NEW BUSINESS

- a) 2026 Municipal Insurance Renewal Increase

RESOLUTION-2025-366

Councillor Jenny Redick made a motion that Council receive and file the 2026 Municipal Insurance Renewal Increase Report and approve the 2026 Insurance Policy Renewal at a 5% increase from 2024; and that staff undergo an RFP for insurance in 2026. Councillor Craig Sanders seconded the motion.

Carried

- b) Churchill Line Reconstruction - 5 year plan

RESOLUTION-2025-367

Councillor Jenny Redick made a motion that Council incorporate the estimated Brooke-Alvinston share of the Churchill Line reconstruction costs, as proposed by Warwick Township into their 5 year budget plan as outlined. Councillor Don McCabe seconded the motion.

Carried

- c) SCRCA - Changes to Boundaries

RESOLUTION-2025-368

Councillor Jenny Redick made a motion that Council approve the resolution circulated in regards to the SCRCA boundary changes and directs staff to submit the resolution to the Ministry. Councillor Don McCabe seconded the motion.

Carried

- d) SCF - Arena Floor Fundraiser

The Clerk Administrator distributed the SCF - Arena Floor Fund Cards and noted a soft launch of the campaign is underway

10 CLOSED SESSION

11 RISE AND REPORT

12 BY-LAW CONFIRMING PROCEEDINGS

- a) Confirming By-law

RESOLUTION-2025-369

Councillor Jenny Redick made a motion that By-law 44 of 2025 be read a first, second and third time and finally passed this 27th day of November, 2025. Councillor Craig Sanders seconded the motion.

Carried

13 ADJOURNMENT

Councillor Sanders adjourned the meeting at 5:28 p.m.

Clerk-Administrator

Mayor