



The Corporation of the Township of Brock
Committee of the Whole Agenda

Monday, January 30, 2023, 3:00 p.m.
Virtual Meeting

Pages

1. **Zoom Link**

<https://us06web.zoom.us/j/88680429925?pwd=bkY5QUNtT1EzTnNpY21wM01BTjd6Zz09>

2. **Call to Order & Moment of Silence - 3:00 p.m.**

3. **Land Acknowledgement**

It is important to begin each public gathering with a Land and Territorial Acknowledgement, to recognize the Indigenous people for being good stewards of the land and environment, here where we are meeting today. The Township of Brock has traditionally been a hunting and fishing ground for First Nations people. We reside on and benefit from the Williams Treaty Territories, on the land of the Mississaugas and Chippewas. May we share the land as long as the sun rises, the grass grows and river flows.

4. **Disclosure of Pecuniary Interest and Nature thereof**

5. **Presentations**

5.1 North Durham Economic Development Updates

Stacey Jibb, Manager, Agriculture & Rural Economic Development
Durham Region

Glen McFarlane, Rural Economic Development Specialist Durham
Region

Recommendation:

BE IT RESOLVED THAT Report 2023-TED-001, North Durham Economic Development Updates and Presentation from the Region of Durham be received; and
THAT Council endorse the the Growing North Durham Rural Economic Development Action Plan.

6

5.1.1	Report 2023-TED-001 - Growing North Durham: Rural Economic Development Action Plan Stacey Jibb Manager, Agriculture and Rural Economic Development Durham Region	56
6.	Delegations / Petitions	
6.1	Update on the Wishing Well Project Beaverton Special Events Communication Number 23/23 Recommendation: BE IT RESOLVED THAT Communication Number 23/23 The Wishing Tower Delegation, presented by Beaverton Special Events be received.	61
7.	Sub-Committees	
7.1	Finance Committee (Mayor Schummer - Chair)	
7.2	Operations Committee (Councillor Pettingill - Chair)	
7.2.1	Report 2023-CO-002 - Request for Children Playing Sign Recommendation: BE IT RESOLVED THAT Report 2023-CO-002, Request for Children Playing Sign be received; and THAT Committee provide staff with direction.	73
7.2.2	Report 2023-CO-003, Request for Speed Reduction Director of Public Works Recommendation: BE IT RESOLVED THAT Report 2023-CO-003, Request for Speed Reduction be received; and THAT Committee provide staff with direction.	75
7.2.3	Report 2023-CO-004 - 4-way stop request Director of Public Works Recommendation: BE IT RESOLVED THAT Report 2023-CO-004, 4 way stop request, be received; and THAT staff be authorized to continue with road maintenance operations of brushing and clearing along Sideroad 17 and Concession 14 B.	77
7.3	Parks, Recreation and Facilities Committee (Councillor Campbell - Chair)	
7.3.1	Memorandum 2023-PRF-002 - Beaverton Harbour Washrooms Manager of Facilities and IT	79

Recommendation:

BE IT RESOLVED THAT Memorandum 2023-PRF-002, Beaverton Harbour Washrooms be received.

7.4 Tourism & Economic Development Committee (Councillor Frank - Chair)

7.5 Protection Services Committee (Councillor Canavan - Chair)

7.5.1 Report 2023-PS-001 - Fire Department Responses – 2022 - Q4
Fire Chief

80

Recommendation:

BE IT RESOLVED THAT Report 2023-PS-01 Fire Department Responses-2022-Q4 be received.

7.6 Development Services Committee (Councillor Doble - Chair)

7.6.1 Report 2023-DS-002 - Envision Durham – Growth Allocations &
Settlement Area Boundary Expansions
Director of Development Services

84

Recommendation:

BE IT RESOLVED THAT Report 2023-DS-002, regarding Envision Durham – Growth Allocations and Settlement Area Boundary Expansions, be received; and
THAT Council endorse the Region’s proposed growth forecasts and settlement area boundary expansions within the Township of Brock; and
THAT a copy of this report be provided to the Region of Durham as the Township of Brock’s input as part of the Region’s Envision Durham process.

7.6.2 Report 2023-DS-003 - Delegation of Authority By-law Update
Director of Development Services

91

Recommendation:

BE IT RESOLVED THAT Report 2023-DS-003, Delegation of Authority By-law Update, be received; and,
THAT Council support the changes to the Township’s Delegation of Authority By-law to help streamline the Township’s development approvals process; and
THAT the By-law appended to this report as Attachment 1 be brought forward for approval to the January 30, 2023 Council meeting.

7.7 General Government Committee (Regional Councillor Jubb - Chair)

7.7.1 Report 2023-GG-002 - Council Appointed Committees and
Boards
Clerk/Deputy CAO

97

Recommendation:

BE IT RESOLVED THAT Report No. 2023-GG-002 “Council Committees and Boards” be received; and

THAT the Terms of Reference for the Accessibility Advisory Committee, attached as Appendix ‘A’ to Report No. 2023-GG-002 be approved; and

THAT the Terms of Reference for the Appeals Committee, attached as Appendix ‘B’ to Report No. 2023-GG-002 be approved; and

THAT the Terms of Reference for the Manilla Community Association, attached as Appendix ‘C’ to Report No. 2023-GG-002 be approved; and

THAT the Terms of Reference for the Wilfrid Community Association, attached as Appendix ‘D’ to Report No. 2023-GG-002 be approved; and

THAT the previous members of the Manilla and Wilfrid Hall Boards as appointed by by-law for the term 2018-2022, hereby be permitted to continue until such time as the recruitment and appointment to the new respective Community Associations has occurred; and

THAT the recommendation of Report 2023-GG-002 be ratified at the Council meeting held on January 30, 2023.

7.8 Climate Committee (Councillor Pettingill - Chair)

7.8.1 Report 2023 - GG - 005 - Climate Change Initiatives in Brock CAO

122

Recommendation:

BE IT RESOLVED THAT Report 2023-GG-005, Climate Change Initiatives in Brock be received.

8. Closed Session

Recommendation:

BE IT RESOLVED THAT Council proceed into a Closed Meeting of Municipal Council at ____ a.m. p.m.. to discuss the following matters:

- personal matters about an identifiable individual, including municipal employees pursuant to Section 239(2)(b) of the Municipal Act with respect to Committees & Boards.

8.1 Appointment of Durham Agricultural Advisory Committee

8.2 Appointment of Durham Environment and Climate Advisory Committee

8.3 Appointment of Durham Region Transit Advisory Committee

9. **Rise from Closed Session**

Recommendation:

BE IT RESOLVED THAT Committee of the Whole rise & report from the Closed Meeting at _____.; and,

THAT Council endorse all direction provided to staff in the Closed Meeting held on January 30, 2023.

10. **Other Business**

11. **Public Questions and Clarification**

12. **Adjournment**

Recommendation:

BE IT RESOLVED THAT the Committee of the Whole meeting adjourn at this time TIME a.m. p.m.

2023-2027

READY SET FUTURE

A PLACE Blueprint for Durham



An aerial photograph of a rural landscape. In the background, a large, winding lake stretches across the horizon under a blue sky with light clouds. The foreground and middle ground are dominated by a patchwork of green agricultural fields, interspersed with clusters of trees and small farm buildings. A straight road or path cuts through the fields from the bottom center towards the middle ground.

ACKNOWLEDGEMENT

Vision:

Durham's distinct cultural identity, and its vibrant and diverse downtowns will be magnets for talent and investment, and the region's innovation community will be known for solving global challenges.



Aspirations: A 30-Year Vision

PLACE

People

Durham is a leader in Ontario for workforce skill and education attainment.

Location

Intensification and renewal in Durham's urban cores, and vibrant and diverse downtowns.

Acceleration

Durham's innovators are solving global challenges.

Creativity

Durham has a distinct identity for arts, cultural and creative industries.

Enablers

Collaboration, a resourcing plan, and performance metrics will unlock the potential of this strategy.

Eight Economic Growth Principles

PRINCIPLE 1

Collaboration

The Region will achieve bold and transformational objectives by collaborating with area municipal economic development teams, the business and academic communities, the innovation community, and other agencies and levels of government.



Eight Economic Growth Principles

PRINCIPLE 2

Talent

Supporting the growth of the region's skilled and educated workforce is an investment in the region's economic future. The world's most successful and innovative companies will locate new offices and investments in places that can reliably deliver a skilled and innovative workforce.



Eight Economic Growth Principles

PRINCIPLE 3

Distinct Identity Through Culture

Durham Region should support and enable desirable amenities and experiences to attract a diverse range of residents, visitors, and investors. Rural experiences such as recreational cycling and agri-tourism will draw in families. The arts, cultural, and creative industries will create a distinctiveness that is desirable.



Eight Economic Growth Principles

PRINCIPLE 4

Vibrant, Financially Attainable Downtowns

A diverse mix of housing and business premises should be financially attainable to people and entrepreneurs at each stage of their life and career. A combination of urban intensification and renewal, good urban design, cultural and creative industry investment, and supporting the right place-making elements, will help unlock the ability to attract new graduates and a skilled workforce.



Eight Economic Growth Principles

PRINCIPLE 5

Diversity, Equity and Inclusion

Durham Region should support the creation of economic opportunities for people of diverse backgrounds, identities, abilities, lifestyles and life-stages. The Region should ensure it welcomes new residents and establishes strong links with Indigenous communities to ensure there are appropriate opportunities to address past injustices and ensure an inclusive and equitable future for everyone.



Eight Economic Growth Principles

PRINCIPLE 6

Climate Emergency Response

Durham Region’s actions should clearly contribute to the commitment to reach net-zero emissions and should work to reduce the harmful impact on the global environment by the community. Clean infrastructure, clean future energy, transit, electrified mobility, urban intensification, and innovation will all contribute Durham’s ability to reduce environmental impacts, build resilience to the impacts of climate change, and capitalize on the global opportunity of being a climate leader.



Eight Economic Growth Principles

PRINCIPLE 7

Innovation

The region's businesses, institutions, students, and residents should be primed to use insights and research to drive the commitment to adaptation and improved competitiveness in all facets of the economy. The rapid pace of global change is creating new challenges and opportunities that are still being defined. Competing will require the brightest minds backed by ambitious investment and underpinned with supporting infrastructure.



Eight Economic Growth Principles

PRINCIPLE 8

Infrastructure and Investment Readiness

Supportive infrastructure such as transit, the Port of Oshawa, the GO East Extension and associated opportunities for transit-oriented development, along with the servicing of employment lands, all contribute to the region's competitiveness for attracting new investment. This includes the continuing collaboration among the Region and area municipalities to deliver exceptional and seamless concierge services throughout the investment attraction process and includes maintaining and marketing a steady supply of market-ready employment lands for new industrial development.



Priority CLUSTERS





PEOPLE

Durham is a leader in Ontario for workforce skill and education attainment.

Goals:

- 1.1 Identify future talent requirements
- 1.2 Unlock Potential of Women in STEMT
- 1.3 Connect Businesses to Talent
- 1.4 Attract & Retain Talent





LOCATION

Durham has strong intensification and renewal potential in the Urban Growth Centres, and vibrant and diverse downtowns.

Goals:

- 2.1 Urbanize Urban Growth Centres
- 2.2 Facilitate Rural Resilience
- 2.3 Create Magnetic Downtowns





ACCELERATION

Durham's innovators are solving global challenges.

Goals:

- 3.1 Strengthen Innovation Community
- 3.2 Grow Local Businesses
- 3.3 Build a Reputation
- 3.4 Attract Investment



A woman with long dark hair, wearing a white and grey long-sleeved shirt and dark pants, is playing a red double bass on a stage. She is seen from the back, facing a crowd of people. The stage is under a white canopy with the word 'VILLAGE' visible on it. The scene is set at night, illuminated by warm string lights and stage lights. In the background, there is a building with large windows and a street sign for 'Henry'.

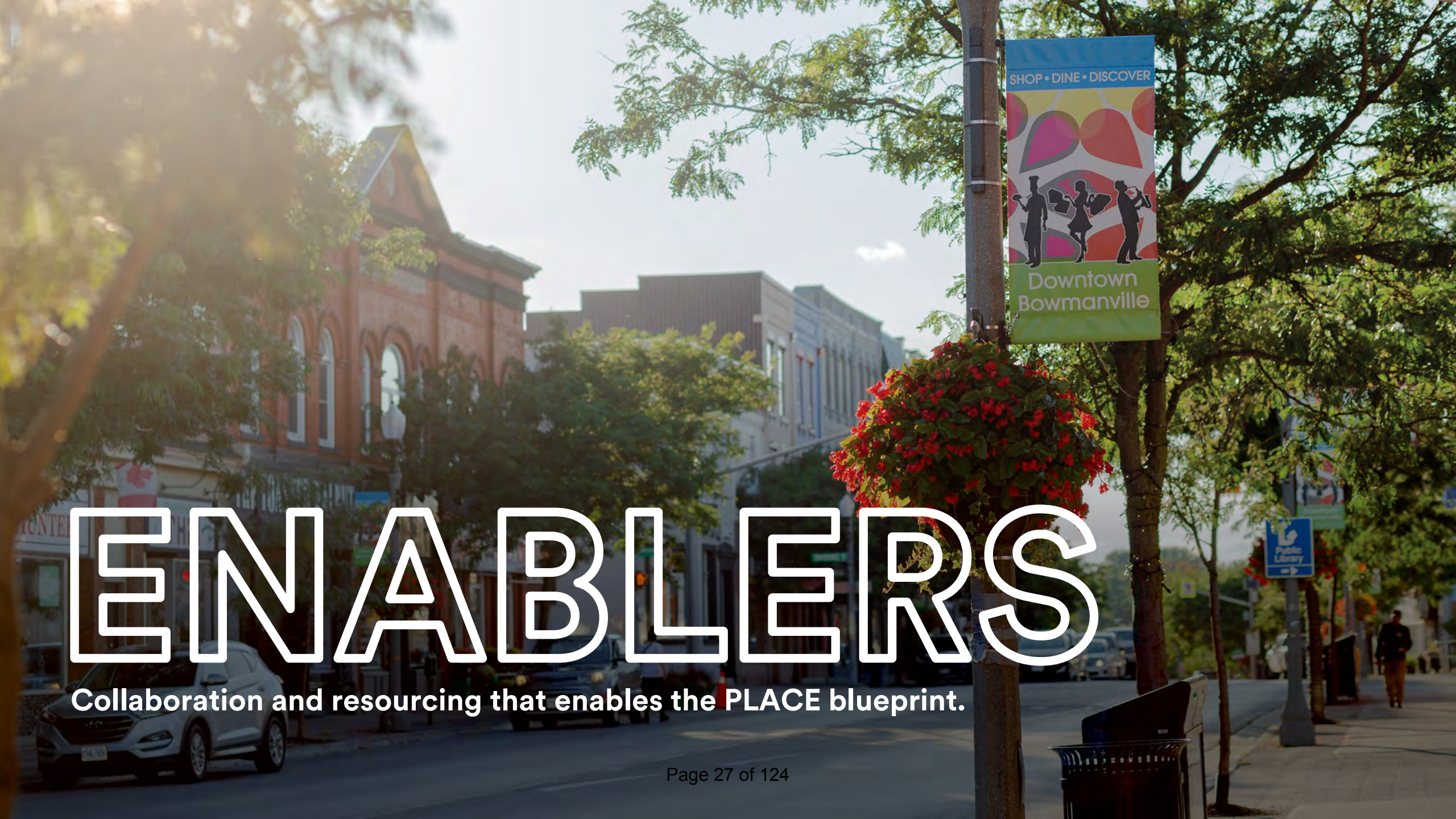
CREATIVITY

Durham has a distinct identity for arts, cultural and creative industries.

Goals:

- 4.1 Build the Tourism Brand
- 4.2 Strengthen Quality of Place
- 4.3 Champion Inclusive Tourism
- 4.4 Drive Prosperity through Local Love





ENABLERS

Collaboration and resourcing that enables the PLACE blueprint.

2023-2027 STRATEGY AND ACTION PLAN

Long-Term Aspirations	Five-Year Goals	Economic Growth Principles	Priority Clusters
<p>PEOPLE</p> <p>Durham is a leader in Ontario for workforce skill and education attainment</p>	<p>1.1 Identify Future Talent Requirements</p> <p>1.2 Unlock Potential of Women in STEMT</p> <p>1.3 Connect Businesses to Talent</p> <p>1.4 Attract and Retain Talent</p>	<p> Collaboration</p> <p> Talent</p>	<p> Future Energy</p>
<p>LOCATION</p> <p>Intensification and renewal in Durham’s urban cores, and vibrant and diverse downtowns</p>	<p>2.1 Urbanize Urban Growth Centres</p> <p>2.2 Facilitate Rural Resilience</p> <p>2.3 Create Magnetic Downtowns</p>	<p> Distinct Cultural Identity</p>	<p> Next Gen Mobility</p>
<p>ACCELERATION</p> <p>Durham’s innovators are solving global challenges</p>	<p>3.1 Strengthen Innovation Community</p> <p>3.2 Grow Local Businesses</p> <p>3.3 Build a Reputation</p> <p>3.4 Attract Investment</p>	<p> Vibrant, Financially Attainable Downtowns</p> <p> Diversity, Equity and Inclusion</p>	<p> Arts, Culture and Creative</p>
<p>CREATIVITY</p> <p>Durham has a distinct identity for arts, cultural and creative industries</p>	<p>4.1 Build the Tourism Brand</p> <p>4.2 Strengthen Quality of Place</p> <p>4.3 Champion Inclusive Tourism</p> <p>4.4 Drive Prosperity through Local Love</p>	<p> Climate Emergency Response</p> <p> Innovation</p>	<p> Applied Digital Tech</p>
<p>ENABLERS</p> <p>Collaboration, a resourcing plan, and performance metrics will unlock the potential of this strategy</p>	<p>1. Delineation of Economic Development Roles across the Region</p> <p>2. Resourcing Plan</p> <p>3. Metrics and KPIs</p>	<p> Infrastructure and Investment Readiness</p>	<p> Agri-Food</p>

Simon Gill
Director, Economic Development and Tourism

InvestDurham.ca





Growing North Durham Plan Overview

January 30, 2023



Agriculture & Rural Economic Development Team



Stacey Jibb

Manager, Agriculture & Rural
Economic Development



Glen Macfarlane

Rural Economic Development
Specialist



Allison De Vos

Agriculture Economic Development
Specialist



Related Strategies and Plans

Growing North Durham



**Ready Set Future: A PLACE Blueprint
for Durham (2023 – 2027)**

Growing Agri-Food Durham Plan

**Connecting our Communities: A
Broadband Strategy for Durham
Region**

Durham Tourism Action Plan

Invest Durham Marketing Action Plan



Growing Agri-Food Durham Plan



Overarching themes



Attract, retain and expand agriculture and agri-food businesses



Promote outreach and agri-food education



Enable a supportive policy environment



Support an agriculture workforce



Growing North Durham Plan



Background

- Previous iteration of this north Durham-specific plan was known as the Vibrant North Durham Plan (2013 – 2018).
- **2019:** The Ainley group was retained to update the 2013 – 2018 VND plan.
- **2020:** COVID-19 pandemic, staff changes, updates needed to economic data to ensure an informed plan was being created.
- **2021:** Work commenced in-house on a regional economic development & tourism strategy and sub-plans including the VND update (using Ainley Group documents).
- **2022:** Consultations were held with key stakeholders, content was finalized, and Vibrant North Durham was rebranded to the Growing North Durham Economic Development Plan.
- **2023:** Seeking endorsement for Growing North Durham Economic Development Plan from each north Durham Council.



Key Pillars

People

Goal Area: Support Entrepreneurship

- North Durham Building Business Forum

Goal Area: Skills, Talent and Workforce Development

- Skills gap analysis and commuter study

Goal Area: Foster the Innovation Economy

- Make connections with key businesses and showcase success stories



Key Pillars

Places

Goal Area: Welcome New and Diverse Businesses

- Re-initiate Red Welcome Wagon Programs.

Goal Area: Vibrant Downtowns

- Review and support the implementation of downtown revitalization action plans (e.g. Shop Brock).

Goal Area: Showcase North Durham

- Promote north Durham's value proposition
- Highlight business success stories from north Durham





Key Pillars

Prosperity

Goal Area: Investment Readiness

- Complete an Investment Readiness Self-Assessment
- Compile, maintain and share community and economic data

Goal Area: Business Retention & Expansion

- Establish a standardized business visitation program across north Durham

Goal Area: Employment Lands, Connectivity and Economic Infrastructure

- Work with South Lake Community Futures Development Corporation to increase their existing presence in Brock Township.





Growing North Durham Plan

Next Steps

- Presentations to Brock, Scugog, Uxbridge and Regional Councils.
- Work with key contacts and Economic Development Advisory Committee's to develop Township-specific Action Plans that align with the overarching pillars, goal areas and actions of the Growing North Durham Plan.
- Implement and monitor progress.





Thank You!

Questions?

InvestDurham.ca **in**  

If this information is required in an accessible format, please contact
Economic Development & Tourism at 1-800-706-9857, ext. 2619.

2023-2027

Growing North Durham

Rural Economic Development
Action Plan





Acknowledgement

Durham Region is located on the traditional lands of the Mississauga Peoples. While the Region has started its journey to develop meaningful relationships and work toward reconciliation with local First Nations, Métis, and Inuit, we recognize and acknowledge that a more comprehensive approach to reconciliation is needed to address systemic inequities and racism; and to better support, celebrate and deliver services to Indigenous Peoples in the region. We give this acknowledgement to show respect to the First Peoples who inhabited this land and to remind ourselves of the importance of strengthening relationships with Indigenous communities and of our continuing commitment to do better.

This strategy endeavours to support the creation of economic opportunities for people of diverse backgrounds, identities, abilities, lifestyles and life stages; and aims to create an inclusive prosperous future for everyone.

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Executive Summary

The three northern Townships of Brock, Scugog and Uxbridge within the Region of Durham, have been identified as “north Durham”. Covering approximately half of the total land area of the region, north Durham is home to about 8 percent of Durham Region’s population with modest growth expected. Its rural character, unique villages and natural landscape makes north Durham distinct from the rest of the region.

In 2013 the Vibrant North Durham Economic Development Plan (VND Plan) was created. Through a collaborative economic development process, the three individual townships comprising north Durham identified common economic challenges and opportunities and recognized the benefits of coordinating resources. To continue building a dynamic and resilient economy ready to face challenges presented locally and globally, north Durham recognizes the impact of intentionally working together to reinforce the advantage of being heard as one voice. Like the first plan, the Growing North Durham: Rural Economic Development Action Plan (Growing North Durham Plan) intends to be a cohesive five-year living document guiding economic development thinking, processes, and projects within the three Townships.

In advance of preparing the updated plan and its high-level economic development strategies, an extensive review of relevant plans and reports from various governments and agencies was conducted. Durham Region economic development staff also reviewed and updated the “North Durham by the Numbers” document (Appendix 1) to ensure that current demographic and economic data was considered while preparing this renewed strategy. Background research and data provided a solid foundation for analyzing perceptions and realities in north Durham. This step was critical in understanding current trends to inform the updated economic development planning.

Community engagement was also an important component in developing the revised Plan. Considerable attention was dedicated to consultation at the community level to reflect on the successes of the first Plan and to build impactful strategies for the next five years. The collaborative participation of community members, elected officials and staff was essential in developing fresh ideas and relevant directions.

Following a review of the four strategies from the VND Plan, and input provided from stakeholders, it was determined that the Growing North Durham Plan would focus on three key pillars that will act as the foundation of economic development in north Durham moving forward.

These three pillars are:



To implement the objectives and actions listed under each key pillar, each Township will embark on developing Township Implementation Plans. The Implementation Plans should be crafted with input from both regional and municipal staff, Council, the broader business community (e.g. economic development committees, boards of trade, chambers of commerce, Business Improvement Areas (BIAs), etc.), the community at large, and other supportive partner organizations. The Implementation Plans will reflect the priorities and resources of each Township, while being open to collaborative opportunities where the advantage for north Durham to speak as one voice is reinforced.



Introduction

Purpose of the Plan

The COVID-19 pandemic has changed the way in which economies of virtually any scale operate. Whether we think of issues that have existed for many years but have been exacerbated by the pandemic, such as the need for reliable broadband in Durham Region's rural areas, or newer trends such as the increased prevalence of teleworking and home-based businesses, economic development policies, programs and initiatives need to reflect these evolving circumstances. The updated Growing North Durham Plan will be a living document outlining strategic directions that will help north Durham realize its economic potential over the next five years.

The 2013-2018 VND Plan was highly effective at coordinating efforts to enact a wide range of economic development activities across north Durham. Extensive and individualized Township Action Plans were created by municipal and regional staff with input from councillors and volunteers from local economic development advisory committees. Leads were assigned to each action item and ongoing monitoring occurred during the life of the first Plan. Annual progress reports were provided to each Township Council. Many of the actions had been accomplished or were well underway by 2018. For this reason, the following updated strategies and subsequent implementation plans reflect the changing economic environment and emerging opportunities in north Durham will ensure this momentum will continue.

Why North Durham?

While the Townships of Scugog, Uxbridge and Brock are unique from one another in many ways, they also share many similarities that warrant a north Durham approach. All three northern Townships are in immediate need of broadband improvements to ensure that reliable high-speed internet is available to all businesses and residents as the economy continues to go digital. The COVID-19 pandemic has exacerbated labour shortages across a wide variety of industries which is proving to be a difficult hurdle for many rural businesses. Simultaneously, the pandemic has increased interest in rural living, placing north Durham in a unique position as a group of rural communities within commuting distance of Toronto and other Greater Toronto Area (GTA) locations.

From an environmental perspective, north Durham is located almost entirely in Ontario's Greenbelt and/or the Oak Ridges Moraine. Despite comprising more than 50 per cent of the region's total land base, Durham Region's northern Townships account for about 8 percent of the region's total population. While important for environmental preservation and sustainability, these conditions limit development. This highlights the need for north Durham's employment areas to be adequately pre-serviced to help attract investment to offset the residential tax base.

The similar socio-economic circumstances, natural features, challenges, and opportunities justify a north Durham approach. The intent is not to create a north versus south Durham ideology, but rather coordinate efforts, share resources and speak as one voice to ensure that the economic needs of Durham Region's rural municipalities are being heard and addressed beyond municipal boundaries.



Related Strategies and Plans

Regional Economic Development and Tourism Strategy

The Region's Economic Development and Tourism Strategy and Action Plan ([Ready Set Future: A PLACE Blueprint for Durham](#)) sets out a vision for Durham three decades into the future, including long-term aspirations focused on People, Location, Acceleration, Creativity and Enablers (PLACE) which complement the pillars identified within this Plan. Within the Region's Economic Development and Tourism Strategy and Action Plan is specific reference to the Growing North Durham Plan and actions to advance economic development initiatives in north Durham. The Growing North Durham Plan will support the implementation of the Regional Economic Development and Tourism Strategy and Action Plan and ensures north Durham is adequately represented for the significant contributions made to the regional economy.

Tourism and Agri-Food

The Region of Durham, Townships of Scugog, Uxbridge and Brock and other partners involved in the development of this plan recognize the immense value that both agri-food and tourism provide to the north Durham economy. Due to the limited expansion opportunities that exists throughout north Durham because of the Provincial Growth Plan, Greenbelt Plan and Oak Ridges Moraine, these two industries are critical to the well-being of the north Durham economy. Neither agriculture or tourism are explicitly referenced throughout this plan, due to the existence of standalone strategic action plans that outline detailed projects and initiatives that will be undertaken to support these industries over the next several years. [The Growing Agri-Food Durham Plan: A 5-year Action Plan](#) was endorsed in June 2022, while the Durham Tourism Action Plan will be developed throughout 2023.

Broadband

The need for fast and reliable broadband in every corner of north Durham is also recognized as a strategic priority. While project support, information-sharing, and advocacy efforts are included within this plan, the Region of Durham has set up a team of dedicated professionals who are working to get broadband infrastructure built-out across the region. This work also has a standalone strategic plan, "[Connecting our Communities: A Broadband Strategy for Durham Region](#)".







Laying the Foundation for Economic Development in North Durham

2018 and Earlier

The foundations of economic development in north Durham were established with the 2013-2018 VND Plan. It was developed as a cohesive 5-year plan to implement economic development thinking, processes, and projects in north Durham. The VND Plan entrenched a coordinated approach to economic development amongst the Townships of Scugog, Uxbridge and Brock with support from the Region of Durham.

The Plan identified 4 key strategies to build a dynamic and resilient economy:

-  1. Be open for business
-  2. Inspire and support entrepreneurship
-  3. Create a vibrant future for young adults
-  4. Build a stronger rural and small-town identity

In addition to the VND Plan, action plans were developed for each Township identifying specific actions to implement the 4 key strategies. Annual updates on the action plans were provided to each Township Council giving insight on the progress of the VND Plan. The Economic Development Advisory Committee's in each Township provided valuable guidance throughout the development and implementation of the VND Plan.



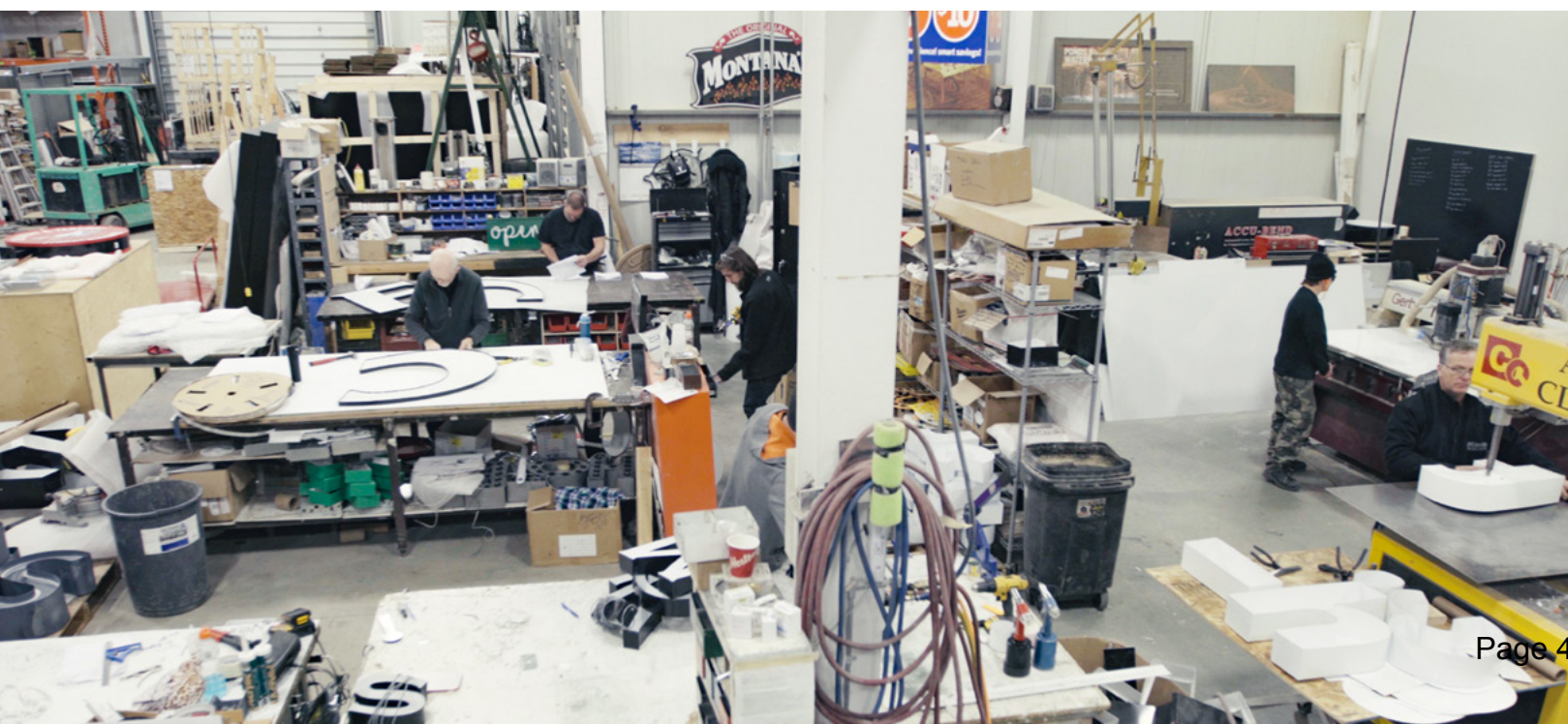
2019 and beyond

In 2019, the process to update the VND Plan for the next 5 years was initiated. The Ainley Group was retained to assist with leading the engagement activities and developing a draft final report. Throughout the spring of 2019, facilitated engagement sessions were held in each northern municipality as well as a fourth engagement session with participants from across north Durham. Throughout this period of engagement, business support organizations (e.g. Chambers of Commerce, Boards of Trade, BIAs, Economic Development and Tourism Advisory Committees, etc.) were invited to participate. In addition to leading facilitated engagement, the consultants reviewed several documents including the Agriculture Strategy, Official Plans, Community Tourism Plans, among others to understand programming and policy implications.

An economic analysis was undertaken titled “North Durham by the Numbers” which has been updated regularly as new data becomes available. This data informs and validates the feedback provided through the consultation process and assists with identifying actions based on both qualitative and quantitative sources.

A draft report was completed by the consultant and circulated to senior leadership at each municipality for initial review. Several updates were made over the preceding months, however unexpected factors such as staff changes, and the COVID-19 pandemic delayed the update process and temporarily refocused priorities.

The current iteration of the Plan has been formulated using the draft report and consultation sessions completed by the Ainley Group, data gathered and analyzed by staff and with the lens of the COVID-19 pandemic and how it will factor into the economic future of north Durham. It has been developed by regional economic development staff who have relied on the ongoing support and guidance of municipal staff and the Economic Development Advisory Committees (EDACs).





An Informed Action Plan

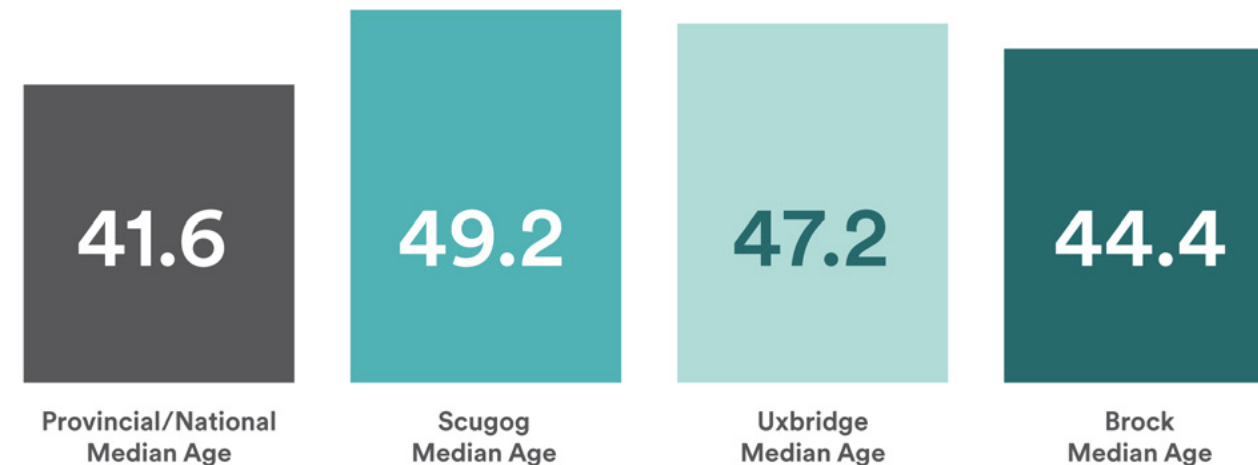
The pillars, goals, objectives, and actions outlined within this plan were developed following research, public consultation, and data analysis to ensure that appropriate economic and social needs within north Durham are being addressed.

Economic Snapshot

The economic snapshot below is a high-level summary of socio-economic data specific to north Durham. For more detailed socio-economic data, refer to North Durham by the Numbers (Appendix 1).



North Durham is expected to see modest population growth over the next 5 years as the combined population of Scugog, Uxbridge and Brock is estimated to grow by about 5% (approximately 58,800 people to 61,850 people).



The north Durham population is considerably older than the provincial or national average. The median age in Ontario and Canada is about 41.6 years compared to 49.2 in Scugog, 47.2 in Uxbridge and 44.4 in Brock.



Using Canada as a benchmark, north Durham has a high concentration of jobs in agriculture, construction, and arts/entertainment/recreation.



There were approximately 18,389 jobs across north Durham in 2022. There were an additional 5,573 self-employed jobs across the three communities for a total of 23,962 jobs.



Small businesses are the heart of the north Durham economy as 85% of Brock businesses, 79% of Scugog businesses and 73% of Uxbridge businesses have 1 – 9 employees. This is compared to 69% of Durham Region businesses.



In 2022, north Durham was home to approximately 2,037 businesses with employees.



The majority of employed north Durham residents are leaving north Durham for work. This is most evident in construction, educational services and public administration. However, Scugog and Uxbridge experienced a positive influx of people who work in jobs in the arts, creative and entertainment industry.

Consultation and Feedback

Throughout spring 2019, several facilitated engagement sessions were conducted to form the basis of the updated Growing North Durham Plan. A session was held with each north Durham Economic Development Advisory Committee (EDAC) as well as a Tri-EDAC session where all three EDACs were consulted together. A report card was circulated in advance of each session and participants were given an opportunity to review what was completed between 2013 – 2019 and reflect on opportunities going forward.

In 2022, staff led additional consultation sessions with each EDAC (Uxbridge EDAC on April 28, Scugog EDAC on May 13 and Brock on June 9). An online survey was also distributed to each EDAC contact list to gather additional feedback on the Growing North Durham Plan.

In addition to presenting the Growing North Durham Plan to north Durham stakeholders, one of the main goals of the 2022 engagement sessions was to identify north Durham's value proposition in the eyes of local business leaders, elected officials and residents.

The following word cloud illustrates some common themes.



Key Pillars

This Plan focuses on three key pillars:



People



Places



Prosperity

A specific set of objectives and actions have been identified for each pillar. Township-specific implementation plans will be developed for each municipality to provide further direction and clarity on how actions can be implemented to best reflect the specific needs and resources of each municipality.



“This pillar is about recognizing the strong correlation between human capital and economic growth.”

More than 54,000 people call the Townships of Scugog, Uxbridge and Brock home. While growth over the next decade is predicted to be modest, the COVID-19 pandemic has led to increased interest in the lifestyle offerings of rural areas and highlighted that people are one of north Durham’s greatest assets. This pillar is about recognizing the strong correlation between human capital and economic growth. It focuses on expanding the knowledge and skills of people and recognizing that investments in our workforce, including expanding opportunities for people from historically underserved communities, can contribute to a diverse employment base and other positive local impacts.



What is human capital?

Human capital can be broadly defined as the stock of knowledge, skills and other personal characteristics embodied in people that helps them to be productive. Pursuing formal education (early childhood, formal school system, adult training programs) but also informal and on-the-job learning and work experience all represent investment in human capital.

Organization for Economic Cooperation and Development:
[oecd.org/economy/human-capital](https://www.oecd.org/economy/human-capital)

Goal Area: Support Entrepreneurship

Objective: Foster north Durham’s entrepreneurial ecosystem.

➔ Actions:

- Re-introduce and host the annual North Durham Building Business Forum (BBF).
- Work with partners to develop, support and/or expand the reach of entrepreneurship programming in north Durham (Business Advisory Centre Durham, Building Youth Capacity, Uxbridge Youth Centre, etc.)
- Build connections with the home-based business community to support targeted business growth.
- Share relevant information with entrepreneurs and the greater business community (e.g. business support programs, funding opportunities for start-up businesses, events, webinars, etc.)

Goal Area: Skills, Talent and Workforce Development

Objective: Attract and retain a skilled workforce that meets the needs of the north Durham economy.

➔ Actions:

- Conduct a skills gap analysis and commuter study for north Durham businesses to identify current/future needs and better understand how north Durham can capitalize on changing working conditions.
- Use skills-gap analysis and commuter study data to develop sector-specific workforce strategies.
- Work with secondary and post-secondary institutions to explore solutions to address workforce challenges, including micro-credentials and upskilling opportunities (e.g. promote the Tap into Talent campaign).
- Partner with Durham Workforce Authority and Durham College Community Employment Services to raise awareness of workforce resources available to businesses.
- Build on Region-wide efforts to create a ‘Magnetic Region’ marketing program with an intentional approach for north Durham (e.g. ‘boomerang’ for youth) – use the data from skills-gap analysis and commuter study to shape marketing programs.

Goal Area: Foster the Innovation Economy

Objective: North Durham businesses are recognized as a pivotal component of Durham Region’s innovation community.

➔ Actions:

- Showcase innovation success stories from north Durham.
- Connect businesses and business support organizations with funding and resources aimed at enhancing digital literacy and online presence (e.g. Digital Mainstreet.)
- Connect aspiring innovators and existing businesses with post-secondary institutions, incubators, accelerators and other resources available to the innovation community across the region (e.g. post-secondary Tactical Teams, Spark Centre, 1855 Accelerator.)
- Create relationships with key businesses to deliver programs and services that support the adoption of new technologies and innovative approaches to doing business.





“This pillar is about highlighting and strengthening north Durham’s unique qualities of place that stimulate meaningful connections with the community.”

Home to a thriving arts scene, endless outdoor recreational activities and a strong agri-food community, the Townships of Scugog, Uxbridge and Brock offer a unique and increasingly sought-after lifestyle combining urban excitement and country charm. This pillar is about highlighting and strengthening north Durham’s unique qualities of place that stimulate meaningful connections with the community. Actions under this pillar will aim to promote and enhance the features that make north Durham a desirable, competitive, and economically vibrant place for a diverse range of businesses, workforce and talent.

Goal Area: Showcase North Durham

Objective: Highlight north Durham’s value proposition, assets and quality of place to potential investors, businesses and talent.

➔ Actions:

- Develop multi-media campaigns to promote north Durham’s value proposition to domestic and international audiences.
- Highlight business success stories from north Durham through Invest Durham and Durham Tourism marketing channels.

Goal Area: Welcome New and Diverse Businesses

Objective: North Durham is a welcoming community that appeals to a diverse range of businesses, workforce, and talent.

➔ Actions:

- Partner to deliver targeted training to employers on culture, leadership, immigration and diversity, well-being, and skilled workforce attraction.
- Work with local business support organizations to re-initiate Red Welcome Wagon Programs.
- Partner with OMAFRA to produce a Market Area Data Report and Market Threshold Analysis for north Durham to identify potential business opportunities.
- Undertake targeted business attraction efforts to entice a diverse range of businesses to locate in strategic commercial/industrial areas across north Durham.

Goal Area: Vibrant Downtowns

Objective: The economic and social vibrancy of north Durham’s downtowns are enhanced through ongoing downtown revitalization programming and community economic development efforts.

➔ Actions:

- Support the implementation of downtown revitalization action plans (e.g. My Downtown Uxbridge) and/or review and existing action plans (e.g. Shop Brock).
- Maintain a current inventory of vacant storefronts in downtowns and promote to new or expanding businesses.
- Build on the prominent arts and culture scene in north Durham by encouraging and supporting place-making initiatives in downtowns (e.g. town squares, murals, beautification, etc.)



Prosperity

“The prosperity pillar is about business retention and making informed decisions to encourage and enable economic growth.”

The Latin origins of the word prosperous mean “doing well” and this pillar aims to see north Durham thrive. The prosperity pillar is about business retention and making informed decisions to encourage and enable economic growth (e.g. sanitary sewer, water, transit, etc). Building off the success of the 2013-2018 VND Plan, this pillar goes a step further in recognizing that economic development not only plays a key role in ensuring north Durham is vibrant but also enables residents and businesses to prosper for years to come.

Goal Area: Business Retention & Expansion

Objective: Retain existing businesses and support their expansion in north Durham to create new jobs as 76 – 90 percent of new jobs come from already existing businesses (Ontario Ministry of Agriculture, Food and Rural Affairs - OMAFRA).

➔ Actions:

- Establish a standardized business visitation program across north Durham to develop relationships with businesses (identify challenges/ opportunities, provide resources (where appropriate), and establish baseline data for year over year comparison).
- Execute and implement project-based Business Retention and Expansion programming using the OMAFRA model (e.g. Scugog BR+E program).

Goal Area: Investment Readiness

Objective: The north Durham communities are investment ready and can effectively respond to investment inquiries while supporting local business expansions and improvements.

➔ Actions:

- Complete an Investment Readiness Self-Assessment and develop a process to effectively respond to investment inquiries for north Durham.
- In coordination with Planning staff, develop and maintain an inventory of investment-ready industrial and commercial properties available in north Durham.
- Act on opportunities to better leverage available Community Improvement (CIP) programs to support economic development efforts, including participation in the budget planning process, gathering advice from economic development committees and enhanced promotion of CIP programs to building and/or business owners.
- Compile and share current community and economic data:
 - Develop updated community profiles for all three north Durham townships ensuring that they are kept up to date as new data becomes available and shared with appropriate audiences.
 - Develop online business information toolkits for each north Durham township ensuring they are updated as information changes and proactively share with new, prospective and existing businesses.

Goal Area: Employment Lands, Connectivity and Economic Infrastructure

Objective: Ongoing improvements and expansions of north Durham’s hard and soft infrastructure and employment land allocations are recognized as key drivers of economic prosperity.

➔ Actions:

- Provide connections and support the appropriate staff/teams leading infrastructure projects and improvements in north Durham (e.g. broadband, transit, etc.)
- Continue advocacy efforts to expand and/or service employment areas in north Durham.
- Work with South Lake Community Futures Development Corporation to increase their existing presence in Brock Township.
- Explore opportunities to expand the South Lake Community Futures Development Corporation catchment area into the Townships of Scugog and Uxbridge.
- Share information related to progress being made on infrastructure initiatives.

Next Steps/Implementation

With support from Durham Region’s northern municipalities, north Durham business support organizations (Chambers of Commerce, Boards of Trade, BIAs) and local economic development committees, township-specific implementation plans will be developed to outline localized actions that align with the overarching pillars, goals, objectives and actions outlined above. Activities, leads, partners and timelines will be identified within each township action plan to ensure that implementation of the Growing North Durham Plan remains achievable and on track. Progress will be monitored regularly, and adjustments may be made to the plan as economic circumstances evolve, both locally and more broadly.




- Premium Organic Coffee, Teas & Smoothies
- Body & Beauty Boutique
- Everyday Essentials & Gifts

Good Times



InvestDurham.ca

 Durham Region, Ontario, Canada

If this information is required in an accessible format, please contact Economic Development and Tourism at 905-668-4113, ext. 2619.



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Stacey Jibb

Position: Manager, Agriculture and Rural Economic Development (Region of Durham)

Title / Subject: Growing North Durham: Rural Economic Development Action Plan

Date of Report: January 20, 2023

Date of Meeting: January 30, 2023

Report No: 2023-TED-001

1.0 Issue / Origin

The purpose of this report is to provide an overview of the Growing North Durham: Rural Economic Development Action Plan ("the Plan"), included as **Attachment #1**.

This Report will be accompanied by a staff presentation by Stacey Jibb; Manager of Agriculture and Rural Economic Development and Glen Macfarlane; Economic Development Specialist with the Region of Durham's Economic Development and Tourism Division.

2.0 Background

Over the last 3 years, staff in the Agriculture and Rural Economic Development Section of the Economic Development and Tourism Division have worked in collaboration with staff from the Townships of Scugog, Uxbridge and Brock in developing a new action plan to replace the prior Vibrant North Durham Economic Development Plan (VND Plan). Since 2013, the prior VND Plan provided a roadmap for economic development initiatives across north Durham.

Development of a new plan began in 2019, and consultations were held across north Durham to gather input on the effectiveness of various activities and projects that were underway or completed during the term of the prior plan.

The consultation session confirmed a desire by all parties to continue with the current approach, whereby the communities of north Durham would work together with Regional economic development staff, share resources, and advance common interests for economic development and tourism.

Throughout 2020 and 2021, staff reprioritized efforts to focus on supporting north Durham businesses and organizations throughout the ongoing COVID-19 pandemic and development of the new plan was paused temporarily.

A socio-economic analysis was undertaken by staff entitled North Durham by the Numbers to inform the development of the Plan. Since its creation, the analysis is regularly updated as new data becomes available (e.g., Census data). It is a valuable tool for effective economic development planning and allows staff and community organizations to better respond to the socio-economic impacts and changes happening in their communities. North Durham by the Numbers will be provided as information at a later date.

In parallel, the Region developed a new five-year Economic Development and Tourism Strategy and Action Plan (Ready Set Future: A PLACE Blueprint for Durham). The new Growing North Durham Plan was developed to align with these broader regional economic aspirations and goals, and Ready Set Future contained specific priorities and initiatives for north Durham.

3.0 Analysis

The delivery of economic development programming in north Durham relies on collaboration between the Region, the Townships of Scugog, Uxbridge and Brock; Economic Development Advisory Committees (EDACs) as well as business support organizations such as the Brock Board of Trade. This collaboration allows communities to take part in identifying opportunities and solutions to economic challenges.

The Plan was presented to the Brock Economic Development Advisory Committee (BEDAC) in spring of 2022, and feedback was gathered at that meeting and through subsequent surveys. The Brock Board of Trade representative on the BEDAC was also able to provide feedback on behalf of the organization.

The Plan was also circulated to other interested parties identified as having a support role in implementation, including South Lake Community Futures Development Corporation, and the Ontario Ministry of Agriculture, Food and Rural Affairs.

The Plan is structured under three pillars. These pillars are central to supporting the community-driven approach to economic development in north Durham and complement the long-term aspirations identified within Ready Set Future (People, Location, Acceleration, and Creativity). The three key pillars are:

- a. **People:** This pillar is about recognizing the strong correlation between human capital and economic growth.
- b. **Places:** This pillar is about highlighting and strengthening north Durham's unique qualities of place that stimulate meaningful connections with the community.
- c. **Prosperity:** The prosperity pillar is about business retention and making informed decisions to encourage and enable economic growth (e.g. sanitary sewer, water, transit, etc).

Within each pillar there are goal areas, objectives, and several high-level action items. As a next step; resources, performance measures, and timelines will be developed in collaboration with the Township to align with their respective capacities, while also maintaining a cohesive north Durham-wide approach to economic development. The Plan also captures projects underway or recently completed (e.g., North Durham Business Toolkits).

The below chart provides a summary of the goals and objectives identified within the Plan.

a. People

Goal Area	Objective
Support Entrepreneurship	Foster north Durham's entrepreneurial eco-system
Skills, Talent, and Workforce Development	Attract and retain a skilled workforce that meets the needs of the north Durham economy
Foster the Innovation Economy	North Durham businesses are recognized as a pivotal component of Durham Region's innovation community

b. Places

Goal Area	Objective
Welcome New and Diverse Businesses	North Durham is a welcoming community that appeals to a diverse range of businesses, workforce, and talent
Vibrant Downtowns	The economic and social vibrancy of north Durham's downtowns are enhanced through ongoing downtown revitalization programming and community economic development efforts
Showcase North Durham	Promote north Durham's value proposition, assets and quality of place to potential investors, businesses, and talent

c. Prosperity

Goal Area	Objective
Business Retention and Expansion	Retain existing businesses and support their expansion in north Durham to create new jobs
Investment Readiness	The north Durham communities are investment-ready and can effectively respond to investment inquiries while simultaneously supporting local business expansions and improvements
Employment Lands, Connectivity, and Economic Infrastructure	Ongoing improvements and expansions of north Durham's hard and soft infrastructure and employment land allocations are recognized as key drivers of economic prosperity

4.0 Related Policies / Procedures

Section 3 of The Township of Brock's Official Plan identifies several Economic Development Goals, including 3.1.5 which identifies support from the Region to facilitate and enable economic growth.

5.0 Financial / Budget Assessment

At this point in time there is no immediate financial impact for the endorsement of the Growing North Durham Plan. Future financial impacts will be brought forward to Council for consideration.

6.0 Climate Change Impacts

There are no climate change considerations at this stage of the Growing North Durham Plan but this will be a consideration during the Action Planning process

7.0 Communications

Regional Economic Development and Tourism staff will present the new Plan, along with Ready Set Future, to Council members of the Townships of Scugog, Uxbridge, and Brock throughout early 2023

Staff will also report annually to Councils in Scugog, Uxbridge and Brock with an individualized update on progress implementing the actions of the Plan.

Once Economic Development Advisory Committees have been confirmed, Regional Economic Development and Tourism staff will work together with Township staff to ensure alignment between

EDAC workplans and the Growing North Durham Plan, ensuring a cohesive approach to economic development across all three Townships.

8.0 Conclusion

The communities in north Durham share many socio-economic similarities which lends well to a coordinated approach of economic development and tourism programming and allows for shared resources and a strong, coordinated approach to supporting businesses.

The Growing North Durham Plan builds on the economic successes achieved under the prior plan. It is aligned with the Region's Economic Development and Tourism Strategy, and vice versa. Growing North Durham takes a community-driven approach to economic development planning that focuses on the pillars of people, places and prosperity, and takes advantage of the unique qualities of place that continue to make north Durham's economy vibrant and strong.

9.0 Recommendation

BE IT RESOLVED THAT Report 2023-TED-001, Growing North Durham: Rural Economic Development Action Plan and presentation from Durham Region be received; and THAT Council endorse the Growing North Durham Rural Economic Development Action Plan.

**WISHES CAN COME
TRUE**

**“THE WISHING
TOWER”**

Presentation by
Beaverton Special Events
to the
Council of the Township of Brock
January 30, 2023



Goals

- Most importantly, thank you for initiating the Harbour Master Plan process, ensuring the future for this important community asset
- Provide update on the Wishing Tower Sculpture (see slide 11 for details)
 - Design and engineering progress
 - Budget and current financial status
 - Critical timelines
- Seek Brock Council assurance that the sculpture will be installed in the Beaverton Harbour in 2023



“The Precious Present”

The gift of the sculpture is a gift of the artist’s time and it is a time-sensitive gift.

The gift is now.

We are moving towards the finish line:

- Strong community support from inception in 2017 to the current fundraising participation
- Council approval of the sculpture gift in 2021 and the design 2022
- Harbour Master Plan is now launched
- Window for sculpture fabrication is limited to spring 2023

Reboot May 2022

Major Donation Received & New Wishing Tower Design Launched

Summer 2022

Previous donors to the original sculpture "Skywoman" confirm their support for the new sculpture design and approve re-allocation of their donation to the Wishing Tower

August 2022

Beaverton Special Events Sculpture Committee finalized new fundraising campaign

Walk to the Wishing Tower



September 2022 Launch of Engraved Paving Stone Fundraiser

‘WALK TO THE WISHING TOWER’



Financial Forecast Income & Expenses

(to January 24, 2023)

INCOME to Jan 30, 2023

Total Raised to January 6, 2023	\$84,484	
Confirmed Funding Pledge	<u>\$20,000</u>	
<u>Total Income to date</u>		\$104,484

ANTICIPATED EXPENSES

Materials and fabrication	\$110,000	
Site prep., delivery & installation	<u>\$ 40,000</u>	
<u>Total Anticipated Expenses</u>		\$150,000

REQUIRED ADDITIONAL FUNDRAISING **\$45,516**

Anticipated IN-KIND Support Excluded from Anticipated Expenses

Engineering Estimated		\$5,000
Foundation Materials, Blank Paving Stones	Estimated	\$5,000
Site Preparation & Foundation	TBC	
Walkway construction (volunteers)	TBC	



Preferred Site – The Details

- A. Recognize the importance of integrating the Wishing Tower with other planned harbour space investments within the *Waterfront Master Plan*
- B. The preferred location is in the upper Beaverton Harbour Park to allow for optimal sightlines from park and harbour – create a unique and memorable entrance feature
- C. Installation considerations include planning for landscaping, and donor recognition features



Request to Council

1. Council support and facilitate approval of the Preferred Site as soon as appropriate to enable foundation preparation followed by installation in summer 2023
2. That Public Works and Engineering staff review engineering stamped drawings and lead site preparation



Additional Considerations

- The Wishing Tower public-private partnership could be positioned as the first major outcome of the Harbour Master Plan
- A member of the Georgina Island First Nations has expressed strong support of this public art and has offered participation in the unveiling events



“Public art stimulates dialogue and interaction, celebration, remembrance, social change, and community pride”

- The installation of the Wishing Tower signals that the harbour is a treasured community asset
- The completion of this project is perfectly timed to integrate with the *Waterfront Master Plan* initiative
- Beaverton Special Events along with our growing community of support is proud to bring this iconic public art sculpture to life, proving that visions (*and wishes*) can come true through partnership and collaboration
- Thank you



*Background: Timeline Inception to Approved Design

- November 16, 2017, Beaverton Special Events announces Beaverton Harbour Sculpture project in honour of Canada's Sesquicentennial
- November 30, 2017, first public input meeting with 50 + attendees, 37 responses re site preference on north spit
- January 15, 2018, initial presentation to Brock Council to share design and preferred location site, fundraising begins
- 2017 & 2018 fundraising through raffle, concerts, garden parties, private donations & etc.
- April 15, 2019, presentation to new Brock Council requesting support for location change to upper harbour park
- November 2020 New Beaverton Harbour Advisory Committee tasked with reviewing the "Skywoman" proposal and making a recommendation to Council
- Concerns re sculpture theme result in creation of new design by artist
- June 2021, Brock Council formally accepts the public art donation by Ron Baird and the Beaverton Special Events for the Beaverton Harbour
- March 28, 2022, Brock Council approves the revised sculpture design of the Wishing Tower



Our Mandate

To celebrate our past, our heritage and our community by promoting, organizing and participating in a variety of activities in cooperation with community volunteer groups, businesses, local government and 'Beavertonians' of all ages, cultures and abilities.

Our Mission

To promote the Town of Beaverton through local community events, to inspire people to become involved and engaged in the community, to enable them to become active members of the community through our organization.

*Initiated 2009 and incorporated 2011 as a charitable, not-for-profit volunteer organization

*Successful partnerships with the Township include leading the first 3 years of Brock's Big Bite, the Accessible Kayak Launch Dock, and the Rewilding Initiative

*Led the successful Beaverton homecoming in 2009 and nine consecutive Brock's Big Bite festivals in partnership with other community organizations resulting in significant investments in public art, amenities and contributions to other community initiatives

*Initiated a variety of community events including the 150th Film Festival, Blues Concert and Heritage Picnic

For a full documentation of community investments, please visit www.beavertonspecialevents.ca/community-investments-portfolio/



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Paul Lagrandeur

Position: Director of Public Works

Title / Subject: Request for Children Playing Sign

Date of Report: January 13, 2023

Date of Meeting: January 30, 2023

Report No: 2023-CO-002

1.0 Issue / Origin

Request for a Children Playing Sign on the 8th Concession of Thorah. Communication Number 394/22

2.0 Background

Elysia Roman and her husband and four-year-old son live on Conc 8(T) and would like a “slow down – children playing” sign. They claim motorists fly down their road at Highway speeds and make them nervous when their son is outside playing.

3.0 Analysis

The Township of Brock frequently receives requests from parents and homeowners for “Children At Play” signs in residential areas. These requests stem from concerns for the safety of their children in the street and near their homes. Unfortunately, these requests are based on a false belief that these signs actually provide protection. Citizens fail to realize that these signs are deceiving and ineffective.

These signs have not been shown to increase driver awareness and are not recognized as a standard highway sign. Studies have shown no evidence that these signs prevent pedestrian accidents or decrease the vehicle speeds. Children at Play signs also give parents and children a false sense of security and can be misinterpreted to mean that it’s ok to play in the street. It is important that parents teach their children about the dangers of playing near or in the street and should discourage them from doing so.

Another consideration with these signs is that nearly every street has children on it and would require a sign to be posted on every block. This is not only impractical but would render the signs meaningless. Streets with no signs might also imply that no children live there and could lead to unsafe driving on

those particular streets. Warning signs are effective tools if used sparingly to warn motorists of uncommon hazards that are not apparent to drivers. The use of unnecessary signs generally promotes a disrespect for all signs. To address pedestrian safety, specific warning signs for school zones, pedestrian crossings, playgrounds and other recreational areas are used where they are truly warranted.

4.0 Related Policies / Procedures

N/A

5.0 Financial / Budget Assessment

Signs of this nature are not expensive and would be able to be absorbed in operating.

6.0 Climate Change Impacts

N/A

7.0 Communications

8.0 Conclusion

As this request is from a resident on a gravel concession road that has a speed limit of 80 kph, and is not considered residential, staff are not promoting the plan for extra signs of this nature to be posted.

9.0 Recommendation

BE IT RESOLVED THAT Report 2023-CO-002, Request for Children Playing Sign be received;
and
THAT Committee provide staff with direction.



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Paul Lagrandeur

Position: Director of Public Works

Title / Subject: Request for Speed Reduction

Date of Report: January 13, 2023

Date of Meeting: January 30, 2023

Report No: 2023-CO-003

1.0 Issue / Origin

A request for speed reduction on Sideroad 18 A between Concession 11(B) and Regional Road 12. Communication Number 558/22. Request for speed limit to be reduced from 50 km per hour to 40 km per hour. Also, a request for a Hidden School Bus Stop to be erected on south side of a hill on the road.

2.0 Background

The road section of Sideroad 18A from Concession 11(B) to Regional road 12 is a class 5 road. The Average Annual Daily Traffic (AADT) is 245. The speed limit is currently 50 km per hour. It is a double surface treated road. All double surface treated roads were reduced in speed from 80km to 60 km when DST was applied. Sideroad 18A from Conc11(B) to #12 Regional Road has been reduced once from 60km to 50km.

3.0 Analysis

Staff have erected the hidden school bus stop already to match what was existing before. Staff have included this section of road in its list of locations for the radar sign. In the spring when weather permits staff will place their traffic counter loop on Sideroad 18 A and record the traffic count and the speed of traffic for a week. Results will be shared with Council.

40 km per hour zones have generally been favoured for school zones, playgrounds or recreational areas. Rural settings are not common to such speed reductions.

4.0 Related Policies / Procedures

N/A

5.0 Financial / Budget Assessment

There is minimal budget impact to changing speed signs. The amount can be absorbed within the approved operating budget.

6.0 Climate Change Impacts

N/A

7.0 Communications

N/A

8.0 Conclusion

Staff are hesitant to respond to all speed reduction requests without new information gathered by traffic counter loops. There are many side roads in the municipality that have similar data as that on Sideroad 18A and could request similar action.

9.0 Recommendation

BE IT RESOLVED THAT Report 2023-CO-003, Request for Speed Reduction be received; and THAT Committee provide staff with direction.



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Paul Lagrandeur
Position: Director of Public Works
Title / Subject: 4 way stop request
Date of Report: January 13, 2023
Date of Meeting: January 30, 2023
Report No: 2023-CO-004

1.0 Issue / Origin

A request has been brought forward for a new four way stop at Concession Road 14 (B) and Sideroad 17. Sight line from a hill on Sideroad 17 appears to be the concern. Communication 540/22.

2.0 Background

Sideroad 17 from Hwy #48 to Concession 14(B) and to Concession 13(B) is a class 4 road with DST surface and has a speed limit of 80 km per hour. The AADT is 225. Concession 14(B) from Sideroad 17 to Lloyds Sideroad is a class 4 road with a gravel surface and has a speed limit of 80 Km per hour. The AADT is 148. Concerns for being able to “pull out” from Concession 14 B onto Sideroad 17 due to visibility.

3.0 Analysis

The most recent version of OTM Book 5 (December, 2021), provides three different all-way stop warrants:

- Minimum Volume Warrant
- Collision Warrant
- Visibility Warrant

The Minimum Volume Warrant conditions are not met at this intersection.

The Collision Warrant does not meet the 9 or more right-angle or turning type collisions over a 36 month period.

The Visibility Warrant is under consideration. Staff have visited the sight and will clear the brush along the west side of Sideroad 17 south of Concession 14 B. The right hand visibility splay from the position at Concession 14 B at Sideroad 17 is compromised by vegetation. Clearing the sightline at that location will remove the concern. Sightline is achieved on Sideroad 17 south of Concession 14 B in regards to the crest of the hill south of the intersection.

4.0 Related Policies / Procedures

OTM Book 5.

5.0 Financial / Budget Assessment

The costs for brushing and clearing in can be accommodated within the road maintenance operating budget.

6.0 Climate Change Impacts

N/A

7.0 Communications

Communication 540/22 December 12 Correspondence from Alyssa Hall.

8.0 Conclusion

On the basis of the foregoing review, staff will clear the vegetative growth along the sightline and continue to monitor the area on a regular basis for clearing.

9.0 Recommendation

On the basis of the foregoing review, it is recommended:

THAT staff report 2023-CO-004, 4 way stop request, be received;

AND THAT staff be authorized to continue with road maintenance operations of brushing and clearing along Sideroad 17 and Concession 14 B.



Township of Brock Interoffice Memorandum

To: Mayor and Member of Council
From: Wayne Ward, Manager Facilities and IT
Subject: Video Surveillance Policy, Beaverton park washrooms
Date: Wednesday, January 18, 2023

Upon further investigation it has been determined that there are no security cameras that have been installed in the vicinity of the Beaverton Harbour or Beaverton Park washrooms.

The current security camera installation at the Randy Skinner Splash Pad requires new equipment to be installed to maintain full operation of the system.

This will be looked into upon completion of the Harbour review to determine if additional security cameras or surveillance equipment is required.

End of Memorandum

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Wayne Ward", is written over a horizontal line.

Wayne Ward
Manager Facilities and IT



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Rick Harrison

Position: Fire Chief

Title / Subject: Fire Department Responses – 2022 - Q4

Date of Report: January 19, 2023

Date of Meeting: January 30, 2023

Report No: 2023-PS-001

1.0 Issue / Origin

The Fire Chief is responsible for preparing and presenting quarterly and annual reports of all fire department responses to Council.

2.0 Background

As per the Ontario regulations, fire departments are required to report all fire department responses to the Office of the Fire Marshal (OFM) for statistical record keeping. The OFM's reporting system breaks down the responses into several categories, dependent on the type of response incident tended to by the fire department.

3.0 Analysis

Definitions:

Code 1-3 Property fires/explosions: fires related to structures, vehicles, brush/grass, combustion explosions.

Code 11-13 Overpressure rupture/explosion (no fire): steam boilers, hot water, gas pipe rupture, bomb, or dynamite.

Code 21-29 Pre-fire conditions/no fire: overheated mechanical devices, engines, brakes, pot on the stove, lightning, toaster, fireworks.

Code 31-39 False fire calls: alarm activations caused by malfunction, accidental, malicious, prank, human perceived emergency.

Code 37-39 CO false calls: perceived CO emergency, equipment malfunction.

Code 41 -59 Public hazard: Gas leak, chemical spill, power lines down, CO incident with CO present.

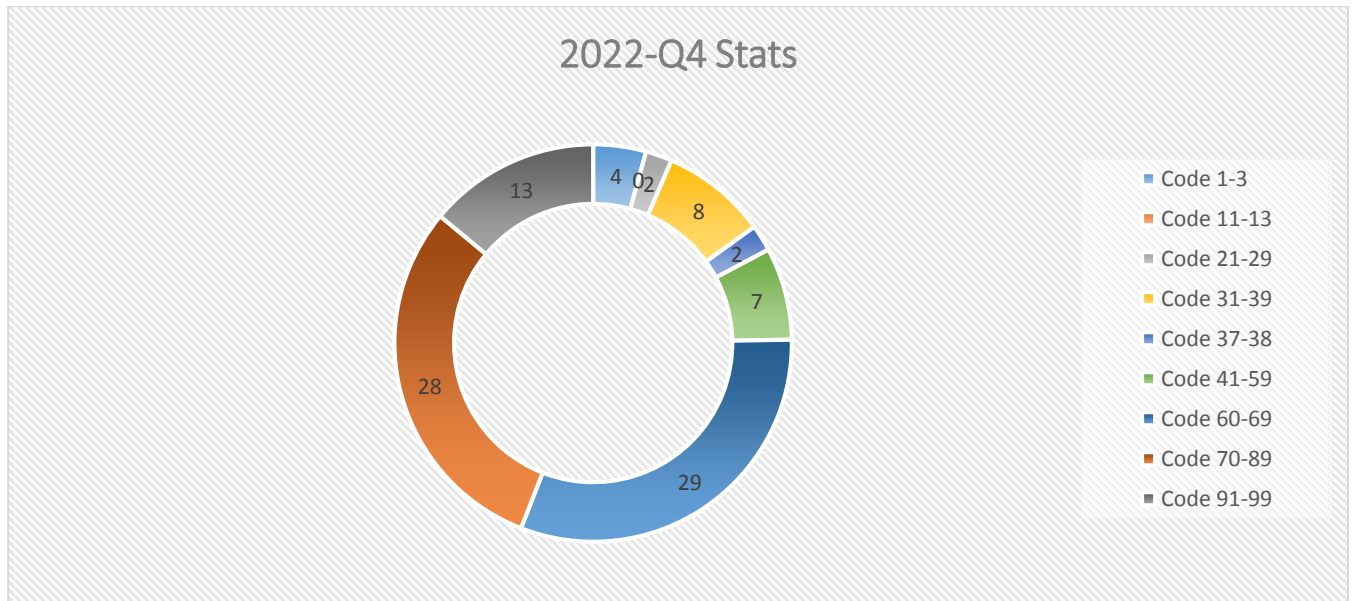
Code 60-69 Rescue: Vehicle extrication, building collapse, water rescue, ice rescue, motor vehicle collision/accident, industrial accident, elevator mishap, trench/confined space/high-low angle rescue.

Code 70-89 Medical resuscitator call: all various types of medical emergencies.

Code 91-99 Other response: Assisting police/other agencies, other public services or incidents that do not match other type codes.

Q4-2021 – Q4-2022 Comparison Chart

OFM Code	Incident Type	Q4 2021	Q4 2022	2021 YTD Total	2022 YTD Total
1 – 3	Property fires/explosions	10	4	51	29
11 – 13	Overpressure rupture/explosions (no fires)	0	0	0	0
21 – 29	Pre-fire conditions (no fires)	8	2	26	13
31 – 39	False fire calls	17	8	56	39
37 – 38	CO False calls	7	2	13	13
41 – 59	Public hazards	16	7	45	31
60 – 69	Rescue	29	29	88	94
70 – 89	Medical/resuscitator Call	10	28	49	82
91 - 99	Other responses	9	13	46	36
Total		106	93	374	337



4.0 Related Policies / Procedures

Fire Department Establishing Regulating Bylaw

5.0 Financial / Budget Assessment

None

6.0 Climate Change Impacts

None

7.0 Communications

The statistical information shall be available on Township social media for public viewing.

8.0 Conclusion

Statistical information for Q4 2022 indicates the fire department response percentage is broken down as per the following:

- Rescues – 31%
- Medical/Resuscitator Call – 30%
- Other Response – 14%
- False Fire Calls – 9%
- Public Hazards – 8%
- Property Fires/Explosions – 4%
- Pre-fire Conditions (no fire) – 2%
- C0 False Calls – 2%
- Overpressure Fire/Explosions – 0%

9.0 Recommendation

BE IT RESOLVED THAT Report 2023-PS-01 "Fire Department Responses-2022-Q4" be received for information.



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Robin Prentice, MCIP, RPP

Position: Director of Development Services

Title / Subject: Envision Durham – Growth Allocations & Settlement Area Boundary Expansions

Date of Report: January 23, 2023

Date of Meeting: January 30, 2023

Report No: 2023-DS-002

1.0 Issue / Origin

In November 2022 as part of the Envision Durham process, Durham Region released a regional information report and draft mapping showing the extent and location of draft Settlement Area Boundary Expansions ([Report #2022-INFO-91](#)), along with the [Municipal Growth Allocations and Land Needs Report](#). The purpose of this report is to provide an update to Council on the Envision Durham process and get Council direction on the Region's proposed growth allocations and settlement area boundary expansions for the Township of Brock.

2.0 Background

In May 2018, Durham Region initiated Envision Durham, representing a Municipal Comprehensive Review (MCR) of the Region's Official Plan, where it is intended that the existing plan is to be revoked and replaced with a new Regional Official Plan (ROP).

The Planning Act requires the Region to undertake an MCR as part of a Provincial Plan conformity exercise to review and amend the ROP to ensure that it:

- conforms with Provincial Plans or does not conflict with them;
- has regard to matters of Provincial interest; and
- is consistent with Provincial Policy Statements.

The Region has released a series of theme-based discussion papers, based on the following topics:

- a) Agriculture and Rural System;
- b) Climate Change and Sustainability;

- c) Growth Management;
- d) Environment and Greenlands System;
- e) Transportation System; and
- f) Housing.

Phase 1 of the Growth Management Study (GMS) focused on preparing a Land Needs Assessment to determine how much additional urban land would be required to accommodate forecasted population and employment growth to 2051. In May 2022, Regional Council endorsed Community Area Land Scenario 2a and Employment Area Land Need Scenario 2.

Phase 2 of the GMS includes identifying, assessing and consulting on proposed area municipal growth allocations and proposed geographic locations for Settlement Area Boundary Expansions (SABE).

The information report on Draft Settlement Area Boundary Expansions and Area Municipal Growth Allocations (Report #2022-INFO-91) was released on November 10, 2022 for public review and comment.

These materials were initially completed prior to the province releasing Bill 23, More Homes Built Faster Act. Bill 23 includes policies that significantly alter Ontario's land use planning framework including the role of Durham Region. Under Bill 23, the ROP would be deemed to be the Township's Official Plan (OP), eliminating the upper tier OP all together. Until such time as the province provides more information with respect to these aspects of Bill 23 and the transition of the ROP to the area municipalities, the Region is proceeding with the Envision Durham process.

The final growth allocations and locations for SABEs will come forward for Regional Council approval in 2023 as part of a draft new ROP.

3.0 Analysis

3.1 Growth Forecasts

By 2051, Durham Region is forecast to grow to 1.3 million people and 460,000 jobs. This represents an increase of approximately 577,000 residents and 218,400 jobs between 2021 and 2051. This will require approximately 225,800 new households, or approximately 7,500 new households annually across the Region.

Population and employment growth is not anticipated to be uniform across the Region, with most of the growth (97%) to occur within the southern municipalities and only 1% of the anticipated growth to take place within the Township of Brock.

The Township of Brock is forecast to grow to 20,900 people and 7,400 jobs by 2051, as outlined in Table 1 of this report. It is anticipated that Brock will add 2,900 housing units, or approximately 100 units annually, to 2051, which is over three times greater than the annual amount of housing growth experienced between 2006 and 2021 (approximately 30 housing units annually).

The Township of Brock housing forecast is comprised of 72% low-density, 14% medium-density, and 14% high-density dwellings, representing a slight shift towards medium-density dwellings compared to historical patterns.

Table 1. Proposed Growth Allocations for the Township of Brock

	Existing 2021	Future 2051	Growth 2021-2051
Population (people)	13,000	20,900	7,900
Urban	8,100	14,620	6,500
Rural	4,900	6,300	1,300
Housing (units)	4,800	7,700	2,900
Employment (Jobs)	3,700	7,400	3,700

Source: Area Municipal Growth Allocations & Land Needs, 2051 (Watson & Associates), Oct. 17, 2022

Employment within the Township is forecast to grow by 3,700 jobs between 2021 and 2051, representing an annual growth rate of 2.3%.

The ability of the Township to ultimately grow to nearly 21,000 people and 7,400 jobs by 2051 will be dependent on the ability to provide servicing infrastructure to accommodate growth.

3.2 Settlement Area Boundary Expansions (SABEs)

Under Regional Council's endorsed Community Area Land Need Scenario 2a and Employment Area Land Need Scenario 2, the quantum of new urban area land required Region-wide is 3,671 hectares (9,071 acres). The proposed SABEs consume approximately 60% of the Region's whitebelt in the southern municipalities. The growth management work and associated mapping also considers the decisions made by Regional Council in December of 2021 with respect to employment area conversion requests.

The Region's GMS has identified that Brock has sufficient land within the existing Urban Area Boundary to accommodate population related growth to 2051 but has identified a need for a SABE to accommodate employment growth. A SABE of 17 ha (42 acres) has been proposed for employment area in the Township of Brock within Beaverton and Sunderland (see Attachment 1).

The Growth Plan permits minor settlement area boundary expansions for urban areas located within the Greenbelt Plan area. The urban settlement areas within the Township of Brock are located entirely within the Greenbelt Plan area. Therefore, any expansion must be limited in size to 5% of the current settlement area up to a maximum of 10 hectares, of which only 50% can be for residential purposes. The proposed expansion must be serviced with municipal water and wastewater systems and the expansion cannot include lands within the Greenbelt Plan Natural Heritage System.

Regional staff, in consultation with Brock staff, identified and reviewed several SABE options for Beaverton, Cannington, and Sunderland which were adjacent to the existing Urban Area Boundary and outside of the Greenbelt Natural Heritage System. Locations which offered a surrounding land use context compatible with future Employment Area uses were prioritized since expansions must include employment uses, while locations that generally consisted of only residential / rural residential uses were not included. Considerations such as proximity to transportation and goods movement infrastructure, impact on adjacent land uses, agricultural quality of the land, presence of natural heritage features and hydrological features/areas, and ability to provide municipal services were also evaluated. Based on these considerations, SABEs are proposed in Beaverton and Sunderland.

The proposed Employment Area expansions in Beaverton total 10 hectares (25 acres) and include lands on the north side of Main Street, opposite existing designated Employment Areas on the south side of the street. A smaller expansion is also proposed at the northeast corner of Highway 12 and Regional Road 15, in recognition of commercial uses that already exist outside of the Urban Area Boundary and to afford them with municipal services in future.

The proposed Employment Area expansion in Sunderland include lands at the western edge of the current Urban Area Boundary, on the south side of Regional Road 10. It is proposed that the existing Fire Station and Paramedic Response Station, which are currently outside the Urban Area Boundary but already provided with municipal water and wastewater services, be included to recognize these existing uses and to create a logical planning boundary with a total SABE area of 7 hectares.

Although there is additional capacity within the Beaverton water and wastewater systems to service additional growth, additional capacity is required to support the long-term development of this community. A significant list of projects and facility upgrades have already been identified as part of a long-term servicing strategy to increase servicing capacity in Beaverton. Regional Works Department staff have reviewed the proposed SABEs and concluded that the proposed expansions can be serviced as part of the long-term servicing strategy for the Beaverton Urban Area.

Currently, there is no additional capacity available in the Sunderland water or wastewater systems to service additional growth for lands already within the existing Urban Area Boundary, or any proposed SABE. A significant list of projects and facility upgrades have already been identified as part of the long-term strategy to increase the capacity of municipal services in Sunderland. A review of the proposed Sunderland SABE by Regional Works Department staff concluded that the proposed SABE can be serviced as part of the long-term servicing strategy for the Sunderland Urban Area.

4.0 Related Policies / Procedures

The Growth Plan (Section 2.2.8) and current Regional Official Plan (Section 7.3.11) outline criteria to be considered when evaluating locations for a SABE. These criteria include:

- municipal servicing capacity and feasibility;
- transportation connectivity;
- the financial viability of providing services;
- impacts on watershed conditions and the water resource system;
- agricultural capacity of the land;
- aggregate potential;
- archaeological and cultural heritage;
- compatibility and fit with the existing Regional Structure.

Growth Plan policy 2.2.8.3 (k) provides criteria for SABEs within the Greenbelt, limiting a SABE to 5% of the current geographic area, up to a maximum of 10 hectares, for Greenbelt settlement areas (ie. Beaverton, Cannington, Sunderland), subject to meeting several requirements and conditions.

5.0 Financial / Budget Assessment

The only anticipated financial impacts associated with report would be associated with future growth and development.

As a result of Bill 23, changes have been made to the Development Charges Act and existing residents and taxpayers will need to cover a portion of the costs associated with growth and development. Provincial investment should continue to be requested to fund required infrastructure needed to accommodate growth and to compensate for the decrease in DC funding opportunities as a result of Bill 23.

6.0 Climate Change Impacts

Long-term, comprehensive planning being done as part of the Envision Durham process helps to address climate change impacts. Planning compact urban areas supports the development of healthy and complete, sustainable communities, while efficiently using land and resources. The proposed growth allocations and SABEs minimize land consumption through compact built form by focusing growth and development within the existing communities and preserving the Greenbelt Natural Heritage System. Balancing jobs and housing reduces automobile dependency, and the need for long distance commuting.

7.0 Communications

The Region has undertaken a comprehensive community consultation program as part of the Envision Durham process, which includes the use of digital engagement tools, social media, and the holding of community events. The Region has a web page dedicated to the [Envision Durham project](#), which is used to assist with public engagement. No further public engagement is required on the Township's behalf at this time.

8.0 Conclusion

This report provides an overview of the Region's Growth Allocations and proposed SABEs which have been released as part of the Envision Durham exercise. Staff are seeking Council's authorization to submit this report as the Township's comments. The proposed SABEs will be reviewed based on feedback received through the consultation process and will form the basis of a new ROP that will guide growth and change in Durham to 2051.

Staff will continue to participate in and monitor the Envision Durham process and provide information and recommendations to Council with respect to Township of Brock related matters.

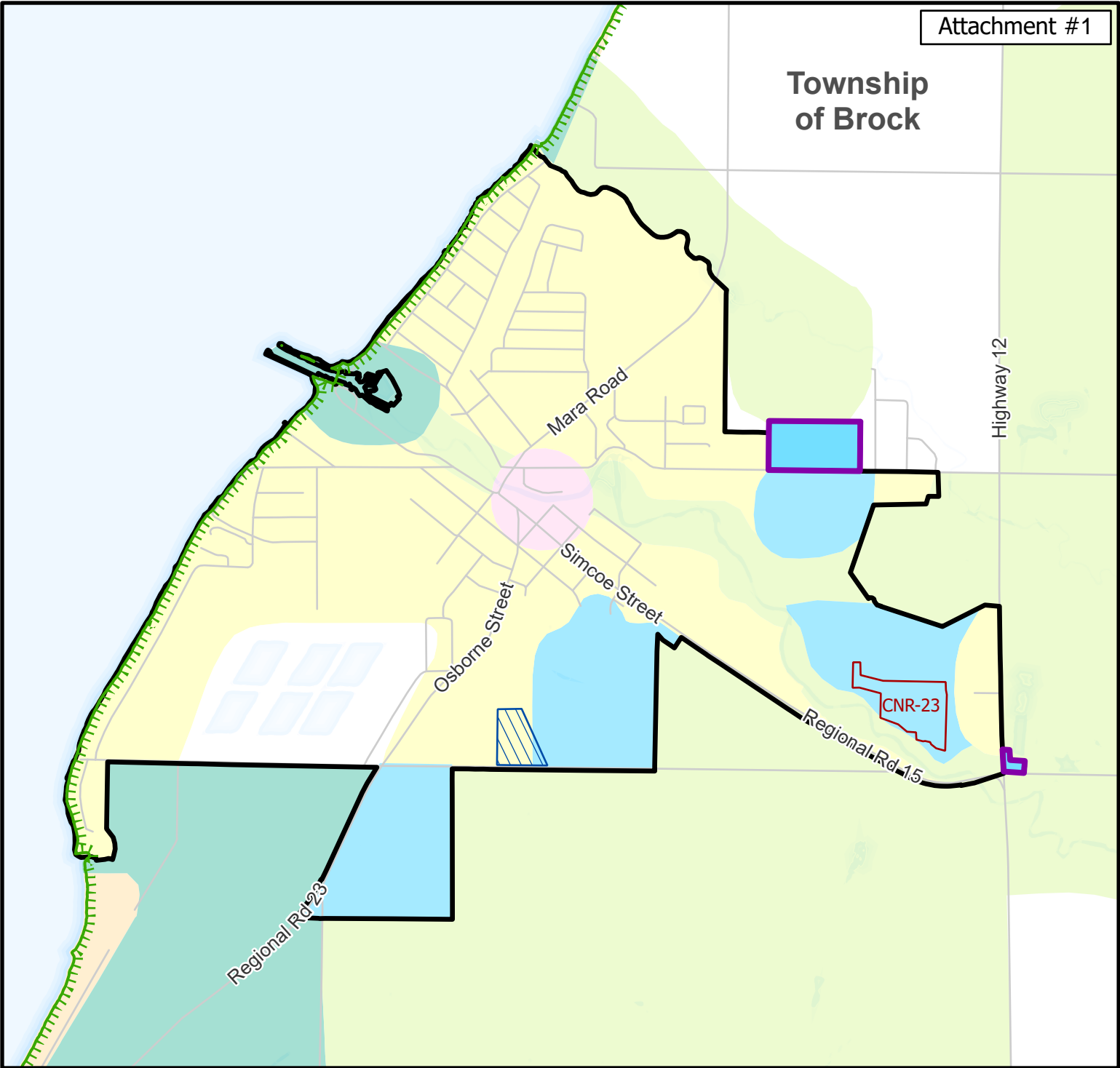
9.0 Recommendation

That staff report 2023-DS-002, regarding Envision Durham – Growth Allocations and Settlement Area Boundary Expansions, be received;

That Council endorse the Region's proposed growth forecasts and settlement area boundary expansions within the Township of Brock;

That a copy of this report be provided to the Region of Durham as the Township of Brock's input as part of the Region's Envision Durham process.

Township of Brock



Settlement Area Boundary Expansions - Beaverton, Brock




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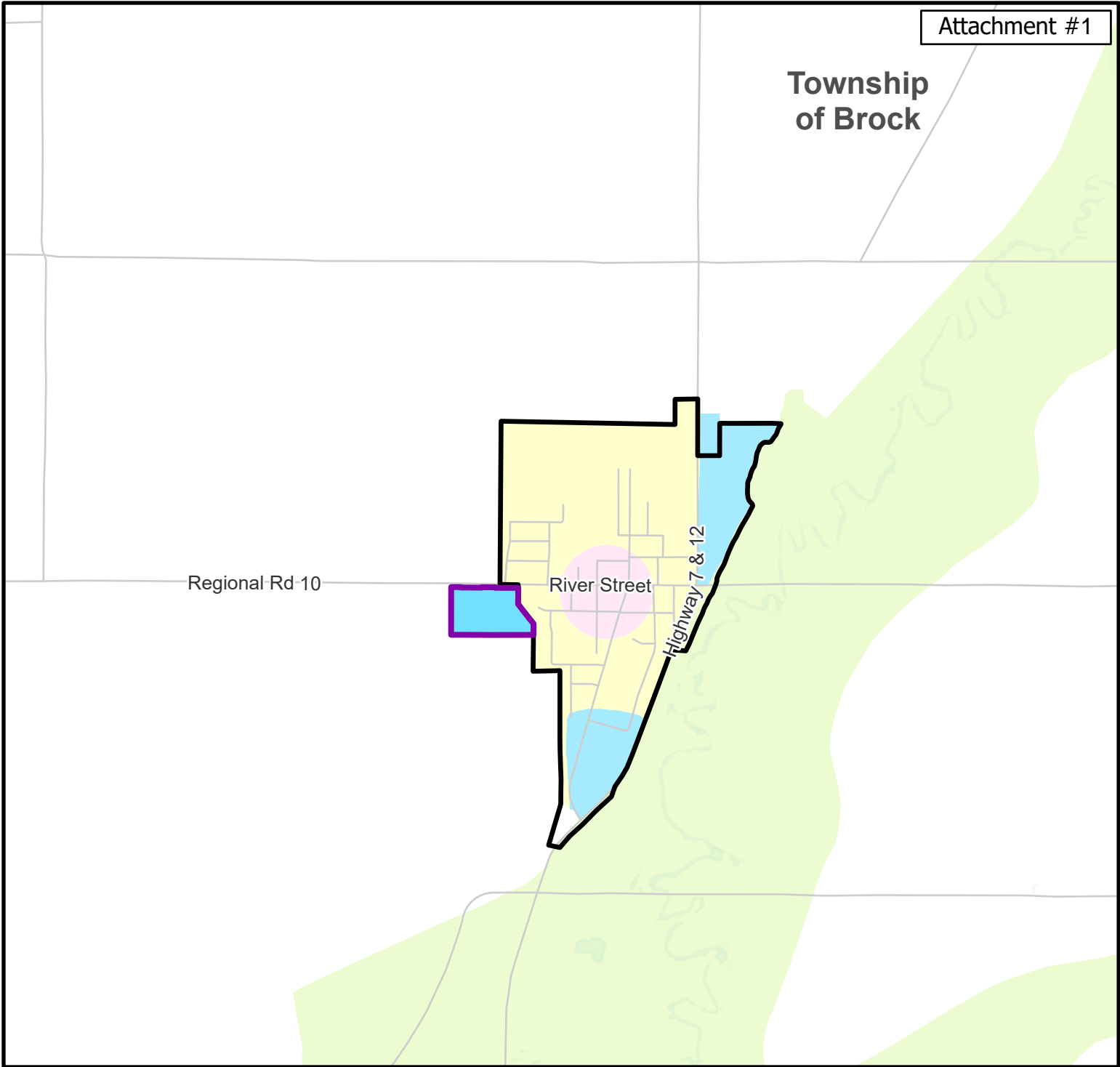
	Proposed Settlement Area Boundary Expansion Areas		Greenbelt Boundary
	Regional Centre		Urban Area Boundary
	Prime Agricultural Areas		Selected Endorsed Employment Conversions (for context)
	Employment Areas		Employment Conversion Request for Reconsideration
	Major Open Space Areas		
	Living Areas / Community Areas		
	Waterfront Areas		
	Shoreline Residential		

Existing ROP Schedule 'A' shown for context and subject to further refinements. See Covering Report for more information.

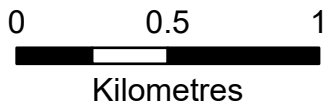
Data Sources and Disclaimer
 Regional Official Plan, Schedule 'A' composite, 2020 consolidation. This map has been produced from a variety of sources. The Region of Durham does not make any representations concerning the accuracy, likely results, or reliability of the use of the materials. The Region hereby disclaims all representations and warranties. Digital cartography by The Regional Municipality of Durham, Planning and Economic Development Department, 2022. All rights reserved. May not be reproduced without permission.

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Township of Brock



Settlement Area Boundary Expansions - Sunderland, Brock



- Proposed Settlement Area Boundary Expansion Areas
- Urban Area Boundary
- Regional Centre
- Prime Agricultural Areas
- Employment Areas
- Major Open Space Areas
- Living Areas / Community Areas

Existing ROP Schedule 'A' shown for context and subject to further refinements. See Covering Report for more information.

Data Sources and Disclaimer

Regional Official Plan, Schedule 'A' composite, 2020 consolidation. This map has been produced from a variety of sources. The Region of Durham does not make any representations concerning the accuracy, likely results, or reliability of the use of the materials. The Region hereby disclaims all representations and warranties. Digital cartography by The Regional Municipality of Durham, Planning and Economic Development Department, 2022. All rights reserved. May not be reproduced without permission.



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Robin Prentice, MCIP, RPP

Position: Director of Development Services

Title / Subject: Delegation of Authority By-law Update

Date of Report: January 23, 2023

Date of Meeting: January 30, 2023

Report No: 2023-DS-003

1.0 Issue / Origin

Bill 109, the More Homes for Everyone Act, was passed by the Province in April 2022 and Bill 23, the More Homes Built Faster Act was passed by the Province in November 2022. An amendment to the Township's Delegation of Authority By-law is being proposed to delegate some procedural matters to establish more efficient development application and approvals processes.

2.0 Background

Section 270(1) of the Municipal Act, 2001 (the "Act") requires that all municipalities adopt and maintain a policy with respect to the delegation of its power and duties. The purpose of this policy is to set out the scope of the powers and duties which Council has delegated and to who. The goal of the delegation of powers and duties policy is to support the efficient management of municipal operations and approvals.

The last update to the Delegation of Authority By-law was done in 2018 through By-law 2802-2018-AP. Since that time Bills 109 and 23 have come into effect, which require municipalities to look at how to streamline and make the planning application process more efficient. As a result, there is a need to review and update the Township's Delegation of Authority By-law.

3.0 Analysis

The intent of the proposed changes to the Delegation of Authority By-law is to facilitate a more efficient development application and approvals process. The proposed changes relate to matters that are primarily routine in nature and procedural matters related to applications that may have already received a form of approval through Council (such as the execution of subdivision agreements once Council has endorsed draft plan approval or approval has been received through the Ontario Land Tribunal (OLT)).

Having these routine matters delegated to staff will help to reduce the amount of time required to process certain applications, including time spent writing reports and waiting for Council/Committee meetings before development is able to proceed. Reducing such procedural barriers will help to get developments under construction quicker.

With limited staff, it is important to make the most efficient use of staff's time, which would be better spent reviewing and processing applications as opposed to writing staff reports for procedural matters or matters related to the implementation of a Council approved application.

A summary of the proposed changes and additions to the Delegation of Authority By-law are found in the Table below with the proposed amending by-law outlined in Attachment 1.

Delegated Authority	Position delegated to	Rationale
Approval of site plan applications	Director of Development Services or their designate	Consistent with the Council approved amendment to the Site Plan Control By-law under Bill 109
Approval of detailed plans subject to the final plans being in general conformance with the Council approved subdivision/condominium plan and conditions of Draft Plan approval.	Director of Development Services or their designate	Considered to be routine in nature. For subdivisions, this would take place after draft plan approval and an endorsement through Council and/or an OLT decision.
Execution of development-related agreements (site plan agreements, pre-servicing agreements, model home agreements, temporary use agreements, subdivision/condominium agreements, etc.).	Mayor and Clerk	Considered to be routine in nature. For subdivisions, this would take place after draft plan approval and an endorsement through Council and/or an OLT decision. Agreements would be reviewed by the Township's solicitor. Council will receive email notifications prior to any construction.
Approval of reductions and the release of letters of credit relating to development agreements provided the works have been completed to the satisfaction of the Township.	Treasurer	Considered to be routine in nature. Will require review and sign-off by the respective department head(s).
Approval of Part Lot Control Exemption applications pursuant to the Planning Act	Director of Development Services or their designate	Considered to be routine in nature. Lots or blocks to be divided are typically part of an approved subdivision or condominium application. The proposed by-law to effect the approval will be included on a Council meeting agenda to be passed by Council.
Delegated Authority	Position delegated to	Rationale

Bring by-laws on the following matters to Council for approval without the submission of a corresponding staff report: <ul style="list-style-type: none"> • Part Lot Control exemption • removal of a holding symbol • dedication of road as part of a public highway system • assumption of services and works within approved subdivisions 	CAO or appropriate director	Considered to be routine in nature. Related to other delegated matters that require a By-law.
Approval of Minor Variance applications under Section 45 of the Planning Act.	Committee of Adjustment	Consistent with the Committee of Adjustment By-law

4.0 Related Policies / Procedures

This report is proposing changes to the Township’s Delegation of Authority By-law No. 2018-2007-AP to streamline the application and approvals process in response to Bills 109 and 23.

Bill 109, the More Homes for Everyone Act, requires decisions on site plan applications to be delegated to staff for applications made on or after July 1, 2022. The Township’s Site Plan Control By-law 2109-2007-PL was amended in 2022 through By-law 3125-2022 to delegate to the Clerk or their designate the ability to approved site plan applications and execute corresponding site plan agreements.

5.0 Financial / Budget Assessment

The are no financial impacts associated with this report, other than the indirect savings that will be achieved through staff time and a more efficient development approvals process.

6.0 Climate Change Impacts

There are no anticipated impacts as a result of this report and associated by-law.

7.0 Communications

There are no further communications required as a result of this report. Staff will continue to provide Council regular updates at key points throughout the development approvals and construction process.

8.0 Conclusion

Township staff recommend the Delegation of Authority By-law be amended by the By-law in Attachment 1 to help streamline the Township’s development application and approvals process in response to the direction from the Provincial government in Bills 109 and 23.

9.0 Recommendation

Be it resolved that staff report 2023-DS-003, regarding the Delegation of Authority By-law Update, be received; and,

That Council support the changes to the Township’s Delegation of Authority By-law to help streamline the Township’s development approvals process; and,

That the By-law appended to this report as Attachment 1 be brought forward for approval.

THE CORPORATION OF THE TOWNSHIP OF BROCK
BY-LAW NUMBER 3167-2023

BEING A BY-LAW TO AMEND BY-LAW 2108-2007-AP, BEING A BY-LAW TO DELEGATE CERTAIN MATTERS UNDER THE MUNICIPAL ACT, S.O. 2001, AS AMENDED

WHEREAS section 23.1 of the Municipal Act, S.O. 2001, as amended, authorizes municipalities to delegate certain powers to an individual who is an officer, employee, or agent of the municipalities;

AND WHEREAS Bill 109, the More Homes for Everyone Act, and Bill 23, the More Homes Built Faster Act, were passed by the Provincial Government in 2022;

AND WHEREAS the Council of the Corporation of the Township of Brock deems it expedient to amend By-law Number 2108-2007-AP to delegate some of the responsibilities under the Planning Act, R.S.O. 1990, as amended, to help streamline the Township's planning application and approvals process;

NOW THEREFORE, the Council of the Corporation of the Township of Brock hereby enacts as follows:

1. That By-law 2108-2007-AP is hereby amended by inserting the following clauses and the remaining clauses shall be renumbered:
 10. That the Director of Development Services or their designate shall approve the plans and drawings submitted pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended.
 11. That the Director of Development Services or their designate shall approve the detailed plans and drawings submitted pursuant to Section 51 of the Planning Act, R.S.O. 1990, as amended, subject to the detailed plans being in general conformance with the Council approved subdivision/condominium plan and conditions of Draft Plan approval.
 12. That the Mayor and Clerk be authorized to execute development-related agreements (e.g. site plan agreements, pre-servicing agreements, model home agreements, temporary use agreements, subdivision/ condominium agreements, etc.).
 13. That the Treasurer shall approve the reductions and final release of letters of credit relating to development agreements, provided the works have been completed to the satisfaction of the Township.

14. That the Director of Development Services or their designate shall approve Part Lot Control Exemption applications submitted pursuant to Section 50 of the Planning Act, R.S.O. 1990, as amended.
 15. That the Chief Administrative Officer or appropriate may bring by-laws on the following matters to Council for approval without the submission of a corresponding staff report:
 - a) Part Lot Control Exemption;
 - b) Removal of a holding symbol;
 - c) Dedication of a road as part of a public highway system;
 - d) Assumption of services/works within approved subdivisions.
 16. That the Committee of Adjustment shall approve Minor Variance applications submitted pursuant to Section 45 of the Planning Act, R.S.O. 1990, as amended.”
2. This By-law shall come into force and effect on the date it is passed by the Council of the Corporation of the Township of Brock.

ENACTED AND PASSED THIS 30TH DAY OF JANUARY, A.D., 2023.

Mayor
Walter Schummer

Clerks/Deputy CAO
Fernando Lamanna



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Fernando Lamanna

Position: Clerk/Deputy CAO

Title / Subject: Council Appointed Committees and Boards

Date of Report: January 4, 2023

Date of Meeting: January 30, 2023

Report No: 2023-GG-002

1.0 Issue / Origin

The purpose of this report is to facilitate discussion around Brock's past Council Appointed Committees & Boards and the review their effectiveness from the previous term while taking into consideration the need to re-establish committees for the 2022-2026 term of office.

Additionally, Council should review the end of term survey results from committee members and from staff and have consideration of the survey results as it relates to future committees & boards.

2.0 Background

Advisory committees and boards are generally established by Council By-law, and their members are appointed by Council and they adhere to approved Terms of Reference for each committee or board.

Generally in Brock, there are three classifications of committees & boards - "Statutory Committees" (must have's); "Advisory Committees" (appointed at Council's wish); and "Hall Boards" (not required but historic community interest groups tied to a municipal facility).

Committees & boards are considered to be "local boards" under the *Municipal Act*, the implications of which are numerous and far-reaching, requiring such committees to abide by many of the same rules as Council itself (e.g. open meeting requirements, agendas, minutes, Integrity Commissioner, etc.).

3.0 Analysis

Township advisory committees & boards can provide value, in the way of advice to staff and Council on a variety of Township projects and initiatives. However, committees and boards

have also experienced ongoing challenges, including but not limited to poor meeting attendance and lack of quorum, unclear reporting relationships, lack of clear direction, and overly bureaucratic systems required to support them.

Approved terms of reference (TofR) for advisory committees & boards establish their mandate and provide the members clear direction as to what Council would like them to accomplish. However, when there is no terms of reference or clear direction from Council, there can be challenges when the Township's work plans, capacities and budgets do not allow for the Township to properly support these groups. Conversely, committee mandates that are too broad, too narrow, or unclear create challenges with ensuring sufficient content is available for review each month. In Brock, not all previous committees & boards have an approved term of reference.

Previous Brock Committees & Boards:

Statutory Committees:

Committee of Adjustment	TofR approved December 12, 2022
Library Board	Recently updated
Brock Accessibility Advisory Committee	existing TofR
Property Standards	No TofR. Stipulated in the Property Standards By-law – appeals go to council
Livestock valuator & Pound Keeper	No TofR. Just an appointment by-law for 2 livestock valutors. NO Pound keeper appointed. This is for livestock at large not pets.
Fence viewers	No TofR. No one appointed.

Advisory Committees:

Beaverton Thorah Medical Centre Board	existing TofR
Brock Environmental	existing TofR
Brock Economic Development	existing TofR
Beaverton Harbour	existing TofR scoped term until December 2021
Non-Profit Sector Review Committee	existing TofR scoped term until December 2021
Tourism Advisory Committee	existing TofR

Hall Boards:

Manilla Hall Board	No TofR, Policies & Procedures outlined in appointing By-law # 2841-2019
Wilfrid Hall Board	No TofR, Policies & Procedures outlined in appointing By-law # 2829-2019
Sunderland Town Hall Board	No TofR, Policies & Procedures outlined in appointing By-law # 2849-2019

Summary of Survey Result:

As a wrap up to the 2018-2022 council appointed committees & boards, staff released a survey to all appointed members as well as supporting staff to those committees. The following is a summary of each of their respective responses.

Committee Member Survey Results:

How much of your time was required on a weekly basis to be an engaged member of a Committee/Board?

1-2 hours	41%
3-5 hours	16%
6 hours	4%
1-2 hours for only the monthly or bi-monthly meeting	27%
Other	10%
Total Responses 48	100%

In your opinion, has the Committee/Board that you participate in, been effective in developing a work plan?

- We definitely developed a work plan, BUT there was never much support from the Township, so some very important issues were never dealt with.(ie front door replacement and decorative, historic front window in major disrepair)
- The committees that I'm on were effective until the Covid pandemic hit.

If YES, has the Committee/Board been able to accomplish any of the items on the work plan?

- I believe that the Brock Accessibility Advisory Committee (BAAC) did accomplish most of the items on the work plan.
- Yes mostly
- Yes, some of the items on the work plan are being accomplished and this is significant considering the committee was only re-established part way through Council term.

If the answer was NO, please explain.

- I think I have said enough but when the same concerns or questions are brought forward for 4 or 5 meetings and get no answers it makes you wonder why you bother.
- Rather not say

Do you feel that the Committee/Board was provided with clear direction from Council on the expectations for the Committee/Board?

Yes 56%

No	16%
Unsure	16%
Other	10%
Total Responses 48	100%

Do you feel that the staff support was sufficient for your Committee/Board?

Yes	64%
No	18%
Sometimes	10%
Other	6%
Total Responses 48	100%

Did the Committee/Board have sufficient funding to complete their workplan?

Yes	58%
No	41%
Total Responses 48	100%

Do you believe that future advisory committee members must have relevant experience with respect to the Committee/Board they are applying for?

Absolutely	45%
Not necessary but is helpful	52%
Not at all	2%
Total Responses 48	100%

What can the new term of Council do to improve the effectiveness of future Committees/Boards?

- Listen to public input and Boards and act on the concerns, please I would like to see the Council members be even more involved in the committees. I would also like to hear the opinions of the Council as a whole

Staff Liaison Survey Results:

How much of your time was required on a weekly basis for your involvement for the advisory board(s) / committee(s)?

1-2 hours	40%
3-5 hours	30%
6 hours	0%
Other	30%
Total Responses 10	100%

Were the advisory boards / committees effective in developing a work plan? Please explain.

- In conjunction with the Region a plan was developed based on a business survey. The plan the committee had put together but wasn't approved, had too many personal agendas, lacked clarity and also had no recognition for the staff time required.
- this was a newly created committee and the membership kept dropping, the Chair was not a strong facilitator, and each member had their own plans for what was to be accomplished - the workplan required intervention by various members of the Clerks department to be developed
- Yes, they were. They were passionate about their involvement and had many ideas.

If YES, was the Committee/Board been able to accomplish any of the items on the work plan?

- just coming together now so no.
- a workplan was developed and the committee accomplished one of their items
- No. Their ideas were mainly for Township staff to accomplish.

If NO, please explain.

- plan finally achieved at the end of the term
- Council needs to determine exactly what they want the committees to do. Committee members are confused about whether they are to provide recommendations to Council for actions that staff should be taking, or whether they are to do the work themselves.
- Advisory Committee meetings should be occurring to address actionable workplan items and not for a general discussion.
- Advisory Committees should support the strategic direction as set by Council.
- BEDAC determined to not have a formal workplan and instead to focus on a brock business survey initiative led by the Region Staff

Do you feel that the Committee/Board was provided with clear direction from Council on the expectations for the Committee/Board?

Yes	20%
No	30%
Unsure	40%
Other	10%
Total Responses 10	100%

What can the new term of Council do to improve the effectiveness of future of Committees/Boards?

- orientation for chairs;
- attendance requirements that should be monitored and address;
- specific experience and education experience;
- clear direction from Council with annual reviews on performance;

- no personal agendas- need strong council member support that aligns with Township set mandate;
- Staff who are clear on what needs to happen. Also remembering that in many cases the staff support is more administrative, and decisions are not made at that level
- reduce number of committees
- Provide clear direction about the expectations for the committee and be realistic about what these volunteers can accomplish. It will be unsuccessful if the terms of reference are too vague allowing members to interpret them as they wish. Committee members, as well as, the Council member on the committee, should have training that clearly outlines what is expected of them, and what realistic support can be anticipated by the staff assigned to them. Develop a method to determine a strong Chair.
- Council can provide clearer direction on whether they would like committee members to provide advice on matters related to economic development or whether they would like them to actively support staff and participate in economic development projects
- Ensure that there remains Township support and visibility on the committee from an administrative and subject matter standpoint
- Provide the committee with a few general areas of focus to help refine workplan

Recommended 2022-2026 Brock Committee & Board Structure:

Statutory Committees:

Recommending that the following Statutory Committees continue to operate as follows:

- Committee of Adjustment appointed December 12, 2022
- Library Board appointed December 12, 2022
- Brock Accessibility Advisory Committee call out for members February/March. New Proposed Terms of Reference attached as Appendix 'A' with minor amendments.
- Livestock valuator & Pound Keeper recommending re-appointment of existing 2 livestock valutors. NO Pound keeper appointed, recommend call out as required.
- Fence viewers No one appointed, recommend utilizing new Appeals Committee if any fence viewing applications are submitted.
- Property Standards Committee – renamed to “Appeals Committee”, and recommending that the committee not be comprised of all council members, but rather be comprised of the Mayor, Regional Councillor & 1(one) Ward Councillor to which the property matter is NOT within their local ward. Local Ward Councillor to be chosen based on rotation (ie: 1 through 5). Recommending that the “Appeals Committee” also hear appeals with respect to vicious dogs and muzzling orders as it relates to the Animal Control By-law. New Proposed Terms of Reference attached as Appendix 'B'

Advisory Committees:

- Beaverton Thorah Medical Centre Board – recommending that the committee is no longer required and any Physician Recruitment/Health Services requirement in Brock to

be addressed by an Adhoc Committee comprised of the Mayor, Regional Councillor, CAO, Clerk & members of Brock CHC and Lakeview Health.

- Brock Environmental – no longer required in-lieu of the new Climate Change Committee added to Committee of the Whole
- Brock Economic Development – recommending that a formal committee is not needed at this time as Durham Economic Development Committee provides for any future economic development growth in North Durham and Brock specifically. Additionally, the Mayor may call upon Durham Economic Development Staff and Brock CAO and other senior staff for any economic development information or proposals.
- Beaverton Harbour – no longer required as it previously had a scoped term until December 2021. Current Waterfront Plan commissioned for 2023.
- Non-Profit Sector Review Committee - re-named to Non-Profit Sector Advisory Committee and call out for members February/march. New Proposed Terms of Reference to be brought back to Council taking into consideration Non-Profit Sector Review Committee final report as well as any budget recommendations.
- Tourism Advisory Committee call out for members February/March. New Proposed Terms of Reference to be brought back to Council.

Hall Boards:

Hall Boards have held a unique historical relationship with Brock Township, whereby, previously Hall Boards were responsible with the general operating, maintenance, cleaning and rental bookings of the township halls. With Covid-19 the rental booking of the halls has transferred, in part to township staff.

Hall Boards traditionally bring a benefit to each community by hosting a number of different events throughout the year that bring community members closer and provide for greater inclusivity. Additionally, some of the events raise money, which then is put in township reserves for each hall for the purpose of any future operating/capital upgrades.

The recommended structure moving forward for Hall Boards is to rebrand them as “Community Associations” with their mandate being as follows:

- Organize, promote, and host a variety of community events that enhances community interaction and inclusiveness.
- Advise and assist Council on all matters related to community engagement, events and festivals.
- Provide Council with a list of dates and times for the upcoming year’s events.
- Make recommendations on policies and actively support and promote community engagement including special community events.

The re-branded “Community Association” would still require a Chair, Vice-Chair, Secretary and Treasurer and operate in a similar manner as previously with any revenue raised from the community events being deposited with the Finance Department into a reserve specific to each community hall.

The benefit of this new structure will allow the good volunteers to focus on organizing and hosting various community events to bring the community together, while removing the responsibility of ensuring the maintenance and general operation of the hall and placing that

with the township as part of the township's fiduciary responsibility under capital asset management.

All pre-planned Community Association events will be reserved through facility bookings at no-charge, and in addition, the planned community events will be advertised via the Communication & Tourism Coordinator through a number of township mediums.

The new Community Association will still be appointed by by-law and covered under the township's umbrella insurance policy. In regard to the prior term's appointment by-law, the hall boards ceased to exist with the term of council, as opposed to being appointed until their successors have been appointed. As such, it is recommended that Council pass a resolution that sees the 2018-2022 hall board members for Manilla and Wilfred, be re-activated to continue with upcoming events until the new Community Associations have been appointed.

A new proposed Terms of Reference for the Manilla Community Association is attached as Appendix 'C', and a new proposed Terms of Reference for the Wilfred Community Association is attached as Appendix 'D'. It is staff's understanding that the Sunderland Hall Board does not organize community events and as such it is recommended that the Sunderland Hall Board is no longer required.

Staff Liaison and Virtual Meetings

It is recommended that all future Committee meetings continue through virtual platforms (i.e. Teams) and that the virtual meeting link be advertised on each agenda so that any member of the public may attend if they so choose.

The continuation of virtual committee meetings will also enable any staff liaison to join and participate in the meeting from their homes, as opposed to either staying after working hours or having to drive back to the Administrative Building after hours to attend the meeting.

4.0 Related Policies / Procedures

The Terms and References for each Committee and Community Association shall govern the procedures for each.

5.0 Financial / Budget Assessment

There will be some budget impacts with respect to projects related to the Non-Profit Sector Committee, which can be addressed as part of Council's operating budget in 2023 or budgeted for 2024.

An additional operating budget increase will exist with the cleaning of each hall following any planned Community Association events. The Manager of Facilities will incorporate that increase in a future RFP tender for Township cleaning services.

Funding will be requested in future staff reports or at the direction of Council during budget deliberations.

6.0 Climate Change Impacts

There is a potential for climate change impact as it relates to the reduction in driving vehicles to the Administrative Building for in-person meetings.

7.0 Communications

Following Council approval of the new recommended Committee structure, staff will advertise for volunteer members, after which, the applications will be reviewed by Council during closed session, followed by formal appointments.

Once the Committees have been appointed, Clerks staff will conduct all relevant training.

8.0 Conclusion

The recommended 2022-2026 committee structure streamlines township the number of committees for this term of Council.

9.0 Recommendation

BE IT RESOLVED THAT Report No. 2023-GG-002 "Council Committees and Boards" be received; and

THAT the Terms of Reference for the Accessibility Advisory Committee, attached as Appendix 'A' to Report No. 2023-GG-002 be approved; and

THAT the Terms of Reference for the Appeals Committee, attached as Appendix 'B' to Report No. 2023-GG-002 be approved; and

THAT the Terms of Reference for the Manilla Community Association, attached as Appendix 'C' to Report No. 2023-GG-002 be approved; and

THAT the Terms of Reference for the Wilfred Community Association, attached as Appendix 'D' to Report No. 2023-GG-002 be approved; and

THAT the previous members of the Manilla and Wilfred Hall Boards as appointed by by-law for the term 2018-2022, hereby be permitted to continue until such time as the recruitment and appointment to the new respective Community Associations has occurred; and

THAT the recommendation of Report 2023-GG-002 be ratified at the Council meeting held on January 30, 2023.



Township of Brock Accessibility Advisory Committee (BAAC) Terms of Reference

Number: ToR-BAAC-2023
Reference: Council Resolution # _____
Date Approved: January 30, 2023
Date Revised: N/A

1. Enabling Legislation

The Brock Accessibility Advisory Committee (BAAC) is committed to improving access to its citizens, through the requirements and in the spirit of the Ontarians with Disabilities Act, 2001 (ODA), the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standards, Ontario Regulation 191/11.

2. Mandate and Responsibilities

- 2.1 The Committee will advise Council on specific initiatives to be undertaken by the Township of Brock to reduce barriers experienced by persons with disabilities.
- 2.2 Advocate on behalf of persons with disabilities through the promotion of public awareness.
- 2.3 Make recommendations to Council on strategies and policies on the identification and removal of existing barriers, and to ensure that no new barriers will be created
- 2.4 To provide advice and recommendations to staff and Council on the development and implementation of the Township of Brock Multi-Year Accessibility Plan and annual status reports.

- 2.5 To monitor the development of the legislative requirements of the Ontarians with Disabilities Act, 2001 (ODA), the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standards, Ontario Regulation 191/11 and offer advice on the Township's compliance with various regulations contained therein.

3. Term/Appointments

- 3.1 Committee members are appointed by Council, for the term of Council or until their successors are appointed.
- 3.2 An individual, who wishes to be considered for appointment to a committee must submit a completed and signed application form to the Municipal Clerk. Members wishing to be reappointed for a subsequent term must advise the Municipal Clerk in writing of their continued interest.
- 3.3 If a vacancy occurs during the term, Council may appoint a replacement to complete the term. The Chair must advise the Municipal Clerk in writing as soon as a vacancy occurs. If directed by Council, the opening will be posted on the Township's website and/or other communication mediums.

4. Composition

- 4.1 A minimum of five, and in accordance with Section 29(3) of the AODA, "a majority of the members of the committee shall be persons with disabilities". Best efforts to adhere to the legislation will be a focus, while making every effort to respect the member's privacy when it comes to sharing information about their disability on a voluntary basis.
- 4.2 All Committee members are considered volunteer positions and there are no per diems for any Committee position.
- 4.3 The Mayor will assign a Council Liaison at the beginning of each term and from time to time, may re-appoint a Council Liaison. A Council Liaison will be the direct link between the committee and Council, by providing advice and information regarding Township and/or Council business, where applicable. Council Liaisons are to be provided with a copy of all formal communications from the committee (including notices, agendas and minutes). They are ineligible for the positions of Chair or Vice-Chair and are not a voting member of the committee and not included in the count for quorum.

5. Staff Liaison/Support

- 5.1 Township Staff have two principle functions in regard to the BAAC:

- i. Committee Coordinator Role – organizing meetings, preparing agendas and minutes.
 - ii. Staff Liaison Role - providing content support and policy advice.
- 5.2 The BAAC will receive administrative support from the Clerk's Department. This will include the recording of minutes, preparation of agenda, support necessary to convene a meeting and other support as may be necessary from time to time.
- 5.3 The Staff Liaison(s) is not a voting member of the committee and not included in the count for quorum.

6. Membership Selection Process & Qualifications

- 6.1 At the beginning of each Council term, the Township of Brock shall place an advertisement within the newspaper and on its website requesting expressions of interest from individuals who are residents of the Township of Brock.
- 6.2 Applicants shall be required to submit a written expression of interest outlining their reasons for applying and whether they have any related experience.
- 6.3 Council may also receive applications for membership and may appoint members to the Committee of Adjustment at any time throughout its term.
- 6.4 Upon receipt of applications, staff shall prepare and forward to Council for consideration during a closed session, for review of all candidates' qualifications and appointment by by-law.
- 6.5 All persons appointed to the BAAC shall attend a mandatory Advisory Board and Committee Training prior to their first meeting.
- 6.6 All members appointed to the BAAC shall be required to adhere to the established by-laws, policies, and procedures of the Corporation of the Township of Brock.

7. Chair/Vice-Chair

- 7.1 A Chair, whose responsibility will be to chair the meetings in accordance with the Township's procedural by-law, shall be selected by the Committee at the start of each Council term and two years thereafter (each Chair shall be appointed for a two year period).
- 7.2 A Vice-Chair shall also be selected for the same term as the Chair and shall act as Chair when the Chair is absent or unable to fulfill his/her duties.

8. Meeting Frequency & Attendance

- 8.1 All meetings are open to the public. Meeting dates are established by the members at the first meeting of the Committee, and shall be set on a recurring schedule so that Council and Staff Liaison are able to attend.
- 8.2 The Committee shall hold a minimum of four (4) meetings per year and shall meet electronically.
- 8.3 Committee members are expected to attend all meetings. Should a member be unable to attend a meeting, the member shall advise the Chair, Council Liaison and/or Staff Liaison, at least one business day prior to the meeting. This will assist in determining if there will be a quorum.
- 8.4 If a member is absent from three (3) consecutive regularly scheduled committee meetings (without notice), the committee may pass a resolution declaring a vacancy and requesting Council to appoint a replacement member.
- 8.5 The BAAC meeting schedule will be posted on the Township of Brock website and will be updated on an annual basis.
- 8.6 The Committee shall participate in meetings with the Accessibility Advisory Committees (AACs) of surrounding area municipalities (including Durham Region AAC) at a frequency mutually established by all committees. The purpose of such meetings shall be to share best practices and enhance cross-border collaboration.

9. Quorum

- 9.1 A quorum shall consist of a simple majority of appointed voting-members.
- 9.2 If there is no quorum after fifteen (15) minutes of the scheduled start time, the meeting will be cancelled and/or rescheduled.

10. Sub-Committees

- 10.1 The BAAC may form Subcommittees as may be necessary to address specific issues, studies or projects.
- 10.2 The purpose of a Subcommittee shall be to make recommendations on a particular issue to the BAAC, or to assist with the implementation of an assigned project.

11. Annual Work Plan/Budget/Reports

- 11.1 The BAAC shall prepare a projected budget and work plan for the upcoming year. Budget Committee will review any budget requests during the annual budget process; Council has final approval of committee funding.
- 11.2 The BAAC shall attend as a delegation before Council to present its accomplishments and work plan at the end of each year. Additional reports or deputations to Council shall be provided, as required.
- 11.3 When the BAAC wishes to make a recommendation, a report must be submitted to CWC for approval. Reports will be signed by the Chair and submitted through the Staff Liaison to the Chief Administrative Officer for information prior to uploading to an agenda.

12. Conflict of Interest

- 12.1 A conflict of interest may arise for Committee members when their personal business interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Committee.
- 12.2 Members who have declared an interest on any matter may not move, participate in the discussion, or vote on the matter nor attempt to influence others on the matter.



Township of Brock Appeals Committee Terms of Reference

Number: ToR-Appeals-2023
Reference: Council Resolution # _____
Date Approved: January 30, 2023
Date Revised: N/A

1. Enabling Legislation

The Appeals Committee is a quasi-judicial body that shall meet and deliberate as required by the legislation pursuant to which the by-laws have been enacted, and when necessary in order to hear appeals pursuant to these by-laws.

The Appeals Committee will also serve as fence-viewers under the authority of the Line Fences Act, 1990, as amended.

2. Mandate and Responsibilities

- 2.1 The Appeals Committee is established for the purpose of hearing appeals pursuant to the following by-laws:
- i. Property Standards By-law No. 1562-98-PP, as amended - established under the authority of the *Building Code Act, So. 1992. c. 23, as amended*, Prescribing Standards for the Maintenance and Occupancy of Property.
 - ii. Animal Control By-law No. 2446-2012-PP, as amended – established to provide for the licensing and regulation of certain animals, including Order to Restrain.
 - iii. Fence-viewers – established under the authority of the *Lines Fences Act, 1990*, as amended, for the purpose of arbitrating disputes between adjoining neighbours for sharing the costs of the construction, reconstruction or repair of a common fence.

- 2.2 The Appeals Committee will be responsible to hear and determine all applications made, proceedings instituted and matters brought before it and for such purpose to make such orders, give such directions, issue such approvals, deny or vary applications and otherwise do and perform all such acts, matters, deeds and things as may be necessary or incidental to the exercise of the powers conferred upon the Appeal Committee.
- 2.3 The Appeals Committee will follow the Township's Procedure By-law No. 3017-2021, as amended. The Committee may also adopt its own procedures specific to the hearing process.

3. Composition

- 3.1 The Appeals Committee shall be comprised of three(3) Members of Council, specifically, the Mayor, Regional Councillor and one(1) local Ward Councillor to which the appealed matter is NOT within their local ward. Local Ward Councillor to be chosen, based on rotation ward 1 through ward 5.
- 3.2 Where the Mayor or Regional Councillor have a conflict of interest with a specific appeal matter filed, The Clerk shall call upon the remaining Local Councillors to sit in their place.

4. Staff Liaison/Support

- 4.1 The Appeals Committee will receive administrative support from the Clerk's Department. This will include the recording of minutes, preparation of agenda, support necessary to convene a meeting and other support as may be necessary from time to time.
- 4.2 Decisions will be distributed to the applicable parties.
- 4.3 All records under the Appeals Committee are subject to privacy legislation.

5. Chair/Vice-Chair

- 5.1 The Chair of the Appeals Committee shall be the Mayor
- 5.2 The Vice-Chair of the Appeal Committee shall be the Regional Councillor

6. Meeting Frequency & Attendance

- 6.1 All meetings are open to the public. Meeting dates are established on an "as required" basis when appeals/applications are filed.

7. Conflict of Interest

- 7.1 A conflict of interest may arise for Committee members when their personal interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Appeals Committee.
- 7.2 Members who have an interest on any appeal matter submitted shall note the conflict prior to the establishment of any hearing so that the composition of the Appeals Committee will always have 3 Council Members sitting in the hearing.



Township of Brock Manilla Community Association Terms of Reference

Number: ToR-Manilla-2023
Reference: Council Resolution # _____
Date Approved: January 30, 2023
Date Revised: N/A

1. Mission

- 1.1 Review, evaluate and make recommendations to Council regarding community engagement and the organization of Special Events for the community of Manilla

2. Mandate and Responsibilities

- 2.1 Organize, promote, and host a variety of community events that enhances community interaction and inclusiveness.
- 2.2 Advise and assist Council on all matters related to community engagement, events and festivals. Provide Council with a list of dates and times for the upcoming year's events.
- 2.3 Make recommendations on policies and actively support and promote community engagement including special community events.

3. Term/Appointments

- 3.1 Members are appointed by Council, for the term of Council or until their successors are appointed.
- 3.2 An individual, who wishes to be considered for appointment to a committee must submit a completed and signed application form to the Municipal Clerk.

Members wishing to be reappointed for a subsequent term must advise the Municipal Clerk in writing of their continued interest.

- 3.3 If a vacancy occurs during the term, Council may appoint a replacement to complete the term. The Chair must advise the Municipal Clerk in writing as soon as a vacancy occurs. If directed by Council, the opening will be posted on the Township's website and/or other communication mediums.

4. Composition

- 4.1 The composition of the Manilla Community Association shall be a minimum of 5 members.
- 4.2 The Mayor will assign a Council Liaison at the beginning of each term and from time to time, may re-appoint a Council Liaison. A Council Liaison will be the direct link between the community association and Council, by providing advice and information regarding Township and/or Council business, where applicable. Council Liaisons are to be provided with a copy of all formal communications from the community association (including notices, agendas and minutes). They are ineligible for the positions of Chair, Vice-Chair, Secretary, and Treasurer, and are not a voting member of the community association and not included in the count for quorum.

5. Staff Liaison/Support

- 5.1 There will be no direct staff support for the Manilla Community Association
- 5.2 Finance staff will facilitate all deposits to the Manilla Hall reserve account and maintain annual records for the account.

6. Chair/Vice-Chair/Secretary/Treasurer

- 6.1 The Manilla Community Association will elect among its members a Chair and Vice-Chair. A Chair will preside over the meetings, ensure public attendees are welcomed, sign reports submitted to Committee of the Whole (COW), approve expenses, and monitor the annual budget. The Vice-Chair will perform the same duties in the absence of the Chair. The Municipal Clerk will attend the first meeting and will preside over the election of the Chair.
- 6.2 The Manilla Community Association will elect among its members a Secretary to prepare and distribute agendas & minutes to all members. Community Association minutes, once approved shall be forwarded to the Clerk via email at clerks@brock.ca for inclusion on a Council agenda.

- 6.3 For Community Associations that raise funds through their various events, they must elect, among its members, a Treasurer, who will be responsible for:
- Keeping proper and accurate records of all finances
 - Depositing with Township Finance all revenue collected following each event.
 - Reporting to the Community Association, its financial position

7. Finances

- 7.1 The Community Associations may raise funds through the various events held each year and ensure to deposit all revenue with township finance department, who will maintain a dedicated reserve.
- 7.2 Reserve balances for each community hall will be used for community hall improvements, in accordance to township operating and capital requirements subject to Council approval.
- 7.3 Community Associations shall not open or maintain their own bank account.
- 7.4 Community Associations that require municipal funding, shall prepare a projected budget and work plan for the upcoming year. Budget Committee will review any budget requests during the annual budget process; Council has final approval of Community Associations funding.
- 7.5 Community Associations have a fiduciary responsibility to ensure that the funds raised are properly expensed in the manner in which the funds were collected.
- 7.6 The Township's Director of Finance & Treasurer, or their designate, and the Township's appointed Auditor shall have access to all Community Association books and records, when requested.

8. Reservations & Communications

- 8.1 Community Associations shall establish an annual calendar of events (including any meetings) and book each event through the township's Recreation & Leisure Coordinator, at no charge.
- 8.2 Community Associations shall forward the list of annual events with a brief description or ticket information with the township's Communication & Tourism Coordinator, to help promote and advertise the community events through various township mediums.
- 8.3 Any event not listed on the annual calendar of events must be booked as soon as possible and subject to availability.

9. Conflict of Interest

- 9.1 A conflict of interest may arise for Committee members when their personal interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Appeals Committee.



Township of Brock Wilfred Community Association Terms of Reference

Number: ToR-Wilfred-2023
Reference: Council Resolution # _____
Date Approved: January 30, 2023
Date Revised: N/A

1. Mission

- 1.1 Review, evaluate and make recommendations to Council regarding community engagement and the organization of Special Events for the community of Wilfred

2. Mandate and Responsibilities

- 2.1 Organize, promote, and host a variety of community events that enhances community interaction and inclusiveness.
- 2.2 Advise and assist Council on all matters related to community engagement, events and festivals. Provide Council with a list of dates and times for the upcoming year's events.
- 2.3 Make recommendations on policies and actively support and promote community engagement including special community events.

3. Term/Appointments

- 3.1 Members are appointed by Council, for the term of Council or until their successors are appointed.
- 3.2 An individual, who wishes to be considered for appointment to a Community Association must submit a completed and signed application form to the

Municipal Clerk. Members wishing to be reappointed for a subsequent term must advise the Municipal Clerk in writing of their continued interest.

- 3.3 If a vacancy occurs during the term, Council may appoint a replacement to complete the term. The Chair must advise the Municipal Clerk in writing as soon as a vacancy occurs. If directed by Council, the opening will be posted on the Township's website and/or other communication mediums.

4. Composition

- 4.1 The composition of the Wilfred Community Association shall be a minimum of 5 members.
- 4.2 The Mayor will assign a Council Liaison at the beginning of each term and from time to time, may re-appoint a Council Liaison. A Council Liaison will be the direct link between the community association and Council, by providing advice and information regarding Township and/or Council business, where applicable. Council Liaisons are to be provided with a copy of all formal communications from the community association (including notices, agendas and minutes). They are ineligible for the positions of Chair, Vice-Chair, Secretary, and Treasurer, and are not a voting member of the community association and not included in the count for quorum.

5. Staff Liaison/Support

- 5.1 There will be no direct staff support for the Wilfred Community Association.
- 5.2 Finance staff will facilitate all deposits to the Wilfred Hall reserve account and maintain annual records for the account.

6. Chair/Vice-Chair/Secretary/Treasurer

- 6.1 The Wilfred Community Association will elect among its members a Chair and Vice-Chair. A Chair will preside over the meetings, ensure public attendees are welcomed, sign reports submitted to Committee of the Whole (COW), approve expenses, and monitor the annual budget. The Vice-Chair will perform the same duties in the absence of the Chair. The Municipal Clerk will attend the first meeting and will preside over the election of the Chair.
- 6.2 The Wilfred Community Association will elect among its members a Secretary to prepare and distribute agendas & minutes to all members. Community Association minutes, once approved shall be forwarded to the Clerk via email at clerks@brock.ca for inclusion on a Council agenda.

- 6.3 For Community Associations that raise funds through their various events, they must elect, among its members, a Treasurer, who will be responsible for:
- Keeping proper and accurate records of all finances
 - Depositing with Township Finance all revenue collected following each event.
 - Reporting to the Community Association, its financial position

7. Finances

- 7.1 The Community Associations may raise funds through the various events held each year and ensure to deposit all revenue with township finance department, who will maintain a dedicated reserve.
- 7.2 Reserve balances for each community hall will be used for community hall improvements, in accordance to township operating and capital requirements subject to Council approval.
- 7.3 Community Associations shall not open or maintain their own bank account.
- 7.4 Community Associations that require municipal funding, shall prepare a projected budget and work plan for the upcoming year. Budget Committee will review any budget requests during the annual budget process; Council has final approval of Community Associations funding.
- 7.5 Community Associations have a fiduciary responsibility to ensure that the funds raised are properly expensed in the manner in which the funds were collected.
- 7.6 The Township's Director of Finance & Treasurer, or their designate, and the Township's appointed Auditor shall have access to all Community Association books and records, when requested.

8. Reservations & Communications

- 8.1 Community Associations shall establish an annual calendar of events (including any meetings) and book each event through the township's Recreation & Leisure Coordinator, at no charge.
- 8.2 Community Associations shall forward the list of annual events with a brief description or ticket information with the township's Communication & Tourism Coordinator, to help promote and advertise the community events through various township mediums.
- 8.3 Any event not listed on the annual calendar of events must be booked as soon as possible and subject to availability.

9. Conflict of Interest

- 9.1 A conflict of interest may arise for Committee members when their personal interests conflict with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the *Municipal Conflict of Interest Act* will apply to the Appeals Committee.



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Ingrid Svelnis

Position: CAO

Title / Subject: Climate Change Initiatives in Brock

Date of Report: January 23, 2023

Date of Meeting: January 30, 2023

Report No: 2023-GG-005

1.0 Issue / Origin

Staff were requested to report back to Committee on the Climate Change Initiatives that have taken place in Brock during the last 15 years.

2.0 Background

Integrated Community Sustainability Plan- in conjunction with Scugog and Uxbridge. FCM Funding was received to help offset the costs to prepare the plan and the plan was approved by the three municipal Councils at a joint Council meeting January 25th, 2011.

PCP Partners for Climate Change: Milestones 1, 2 and 3- 2012 in conjunction with Scugog and Uxbridge

Community Climate Change- Local Action Plan Region of Durham 2012

Towards Resilience- Climate Adaptation Plan Region of Durham 2016

Brock Township Climate Emergency Declaration- 2021

Adding: Climate Change Impacts to all staffing reports

NRCan Funding- EV charging stations 2022

Environmental Committee Successes (2019-2022):

No Mow May

Water bottle Filling Stations in the Arenas

Communications for the Durham Region Greener Homes Initiative

Student Hired to map out where invasive species are located throughout Brock and
Communications out to the public regarding the different ones identified.

At the Beaverton Arena – Elexicon has put a system in place to monitor the electrical, water and natural gas under a 1 year contract. The contract started Nov/Dec. 2022

The Final Environmental Committee Report Successes are listed below:

- Zero Carbon Landscapes - No Mow May Event – 80 signs ordered: the committee marker for success was 25 signs utilized and over 45 signs were issued for the event including 5 signs placed at public/catholic schools. A dedicated Township web page was created for the month of May, and bi-weekly ads were placed in the newspaper and on social media. Participants felt connected to the community.
- Zero Plastic Brock – Council approved the installation of water refill stations in the 3 community arenas
- Council provided approval for Township staff to determine municipal areas that could be designated for rewilding
- Council provided approval for various public awareness campaigns as created by BEAC and endorsed by Council

3.0 Analysis

2023 Objectives will include:

1. Tree and shrub plantings based on mapping and in conjunction with LSRCA
2. Naturalization of public green spaces
3. Public education sessions geared to local issues and initiatives
4. Consideration to pursue funding to complete an Active Transportation Plan- to improve walkability and cycling options/opportunities
5. Continue with LEAF program
6. Continue to participate in and support programs offered by the Region
7. EV Charging Stations and Policy work to support
8. GHG calculations and improvements to date plus establish targets for improvement
9. Prepare for Energy Conservation Demand and Energy Plan requirements for 2024

4.0 Related Policies / Procedures

In development

5.0 Financial / Budget Assessment

Funding has been set aside in the 2023 budget. Once the programs and amounts have been finalized, priorities will be established.

6.0 Climate Change Impacts

Goal continues to be to reduce GHG emissions and to better educate the public on how they can be involved.

7.0 Communications

Communication will take place throughout the next four years and beyond. Efforts will be made to improve our messaging and keep the public informed.

8.0 Conclusion

Work will progress as the committee begins to meet.

9.0 Recommendation

BE IT RESOLEVED THAT Report No. 2023-GG-005 entitled "Climate Change Initiatives in Brock" be received for information.