



**The Corporation of the Township of Brock**

**Committee of the Whole Minutes**

**November 18, 2024**

**Council Chambers - 1 Cameron St. E. Cannington and Electronically**

Members Present: Mayor Walter Schummer  
Regional Councillor Michael Jubb  
Ward 1 Councillor Peter Frank  
Ward 2 Councillor Claire Doble  
Ward 3 Councillor Angela Canavan  
Ward 4 Councillor Cria Pettingill  
Ward 5 Councillor Lynn Campbell

Staff Present: CAO Michelle Willson  
Deputy Clerk Maralee Drake  
Clerk's Assistant Deena Hunt  
Clerk's Assistant Stefanie Stickwood  
Director of Finance/Treasurer Trena DeBruijn  
Director Parks, Recreation and Facilities R. Wayne Ward  
Chief Building Official Chris Robinson  
Fire Chief Rick Harrison  
Bylaw Enforcement/Animal Control Supervisor Sarah Jones  
Director of Public Works Dylan Quigley

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- 1. Meeting Details (only on agenda)**
  - 2. Call to Order & Moment of Silence - 3:00 p.m.**

Mayor Schummer called the meeting to order at 3:00 p.m. and a quorum was present.

**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**

None.

**5. Presentation(s)**

5.1 Asset Management Plan Update, Hemson Consulting (see also Item 7.1.1 Report 2024-FI-032)

Andrew Mirabella and Adam Monteith, Hemson Consulting, provided a Proposed Level of Service (PLOS) presentation which included:

- Background and Objectives
  - Ontario Regulation 588/17 stipulates that municipalities are responsible for ensuring infrastructure is planned, built and maintained sustainably
  - to support future Provincial, Federal, CCBF applications for funding, have documentation available
- State of Local Infrastructure
  - inventory of assets - based on Road Needs Study, OSIM, Sidewalk Master Plan, Citywide, and staff knowledge
  - total asset value is \$508.5 million
  - 60% of assets are in 'good' condition, 28% 'fair', 12% 'poor or very poor'
- Current and Proposed Level of Service (PLOS)
  - current asset management spend for capital is \$2.6 million; operating is \$2.5 million, to close the gap
  - total lifecycle costs are \$213 million over a ten year period

- existing investment versus additional investment needed to achieve PLOS
- Financing Strategy Scenarios
  - continue to increase the capital funding needs above what you are currently doing
  - seek funding support from upper levels of government
  - assess risk tolerance level
  - measure capital spending against rates of service levels
  - to bridge the gap, increase funding annually by \$354,000, above the \$2.6 million

Councillor Frank joined the meeting at 4:02 p.m.

**Resolution: COW-2024-201**

**Moved by** Councillor Canavan

Be it resolved that the Hemson Presentation regarding the Asset Management Plan - PLOS Update be received.

**CARRIED**

5.2 Brock Tourism Advisory Committee - 2024 Year End Presentation and Report (see also 7.4.1. Report 2024-TED-004)

Martha McCollum, Brock Tourism Advisory Committee Chair, provided a presentation which included:

- Committee members
- BTAC mandate and responsibilities
- accomplishments of BTAC
  - updated existing tourism assets and events
  - attended webinar - Ontario by Bike
  - attended Tourism networking event in Brock, sponsored by Central Counties
- accomplishments of Durham Tourism

- multi-stakeholder support (influencers, campaigns, Culture Days)
- community support (North Durham Pride, Beaverton Wishing Tower)
- cycling (rural cycling loops launched at NDF September 2024)
- data collection (environics)
- marketing and promotion (influencers, blogs, giveaways)
- new cycling routes in Brock - Countryside Loop, Cannington, Shore Loop and Pro Loop, Beaverton
- BTAC recommendations
  - allocate an additional \$5,000 to Tourism budget
  - continue to incentivize businesses to be certified Ontario by Bike
  - additional bike repair stations where appropriate
  - permit overnight accommodations for visitors in recreational vehicles etc.
- Committee challenges

**Resolution: COW-2024-202**

**Moved by** Councillor Pettingill

Be it Resolved That the presentation by Brock Tourism Advisory Committee with respect to the 2024 Year-End Report be received.

**CARRIED**

**6. Delegation(s) / Petition(s)**

None.

**7. Sub-Committees**

7.1 Finance Committee (Mayor Schummer - Chair)

7.1.1 Report 2024-FI-032, Asset Management Financing

Director of Finance/Treasurer

**Resolution: COW-2024-203**

**Moved by** Regional Councillor Jubb

Be It Resolved That Report 2024-FI-032, Asset Management Financing be received; and

That Council directs staff to include the increased levy funding for increased asset management requirements in the upcoming 2025 budget deliberations.

**CARRIED**

7.1.2 Report - 2024-FI-031, 2024 Budget Guideline

Director of Finance/Treasurer

**Resolution: COW-2024-204**

**Moved by** Councillor Canavan

Be It Resolved That Report 2024-FI-031, 2024 Budget Guideline be received.

**CARRIED**

7.2 Operations Committee (Councillor Pettingill - Chair)

There was no correspondence for consideration.

7.3 Parks, Recreation and Facilities Committee (Councillor Campbell - Chair)

There was no correspondence for consideration.

7.4 Tourism, Economic Development and Community Committee (Councillor Canavan - Chair)

7.4.1 Report 2024-TED-004, Brock Tourism Advisory Committee – 2024 Annual Report

Brock Tourism Advisory Committee

**Resolution: COW-2024-205**

**Moved by** Councillor Pettingill

Be it Resolved that Council receive Report 2024-TED-004 from the Brock Tourism Advisory Committee; and

That Council approve the proposed revisions to the BTAC workplan to include adding the consideration of overnight accommodations, and removal of the Tourism Ambassador Program; and

That Council approve the carry forward of the \$5,000 from the 2024 Tourism budget; and

That Council forward an additional \$5,000 request to the 2025 budget consideration; and

That Council approves the installation of bike repair stations in Cannington and Sunderland for 2025, in consultation with the Director of Parks, Recreation and Facilities, drawing the funds from the BTAC budget.

**CARRIED**

7.5 Protection Services Committee (Councillor Frank - Chair)

7.5.1 Report 2024- PS-017, By-Law and Animal Services Division Q3 Report

Supervisor By-Law and Animal Services

**Resolution: COW-2024-206**

**Moved by** Councillor Campbell

Be it Resolved That Report 2024-PS-017, By-Law and Animal Services - Q3 Report be received.

**CARRIED**

7.6 Development Services Committee (Councillor Doble - Chair)

7.6.1 Report 2024-DS-014, New Swimming Pool Enclosure By-law

Chief Building Official

**Resolution: COW-2024-207**

**Moved by** Regional Councillor Jubb

Be It Resolved That Report 2024-DS-014, New Swimming Pool Enclosure By-law, be received; and

That staff be directed to consider all public, Council and agency

input and bring back the Swimming Pool Enclosure by-law to Council for adoption on December 16, 2024.

**CARRIED**

7.7 General Government Committee (Regional Councillor Jubb - Chair)

7.7.1 Report 2024-GG-033 - Update to Policy AP15 – Website Policy

Deputy Clerk

**Resolution: COW-2024-208**

**Moved by** Councillor Campbell

Be It Resolved that Report 2024-GG-033 Update to Policy AP15 – Website Policy be received; and

That the amended policy attached to this report as Appendix 1 be approved by Council.

**CARRIED**

7.8 Climate Committee (Councillor Pettingill - Chair)

There was no correspondence for consideration.

**8. Closed Session**

**Resolution: COW-2024-209**

**Moved by** Councillor Canavan

Be it Resolved That Committee of the Whole break for a recess at 5:17 p.m. and then proceed into a Closed Meeting at 5:22 p.m. to discuss the following matters:

- a proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Section 239(2)(c) of the Municipal Act

**CARRIED**

8.1 Existing Leases at Beaverton Town Hall Update

**9. Rise from Closed Session**

**Resolution: COW-2024-210**

**Moved by** Councillor Campbell

Be It Resolved That Committee of the Whole rise & report from Closed Meeting at 5:58 p.m.; and,  
That Committee endorse all direction provided to staff, at the Closed Meeting of Committee of the Whole, held on November 18, 2024.

**CARRIED**

**10. Other Business**

None.

**11. Public Questions and Clarification**

There were no public questions for clarification.

**12. Adjournment**

**Resolution: COW-2024-211**

**Moved by** Councillor Campbell

Be it Resolved That the Committee of the Whole meeting adjourn at 5:59 p.m.

**CARRIED**

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Mayor

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Deputy Clerk