



The Corporation of the Township of Brock

Council Minutes

February 5, 2025

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
Clerk/Deputy CAO Fernando Lamanna
Clerk's Assistant Deena Hunt
Clerk's Assistant Stefanie Stickwood
Director of Finance/Treasurer Trena DeBruijn
Director Parks, Recreation and Facilities R. Wayne Ward
Director Development Services Robin Prentice
Fire Chief Rick Harrison
Interim Director of Public Works Ben Kester

1. Call to Order & Moment of Silence - 9:00 a.m.

Mayor Schummer called the meeting to order at 9:00 a.m. and a quorum was present.

2. 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.

3. Disclosure of Pecuniary Interest and Nature Thereof

3.1 Councillor Canavan - 2025 Draft Budget

Councillor Canavan advised that she is an employee of Brock Community Health Centre and declared an indirect conflict of interest with respect to the Grants to Organizations within the 2025 Draft Budget as it refers to the Brock Community Health Centre. She advised that she would not be participating in discussion or voting on that matter.

4. Community Announcements

None.

5. Presentations

None.

6. Delegations / Petitions

None.

7. Sub-Committees (Reports)

7.1 2025 Draft Budget - Continued from February 3, 2025

Councillor Canavan declared a conflict on this item. (Councillor Canavan advised that she is an employee of Brock Community Health Centre and declared an indirect conflict of interest with respect to the Grants to Organizations within the 2025 Draft Budget as it refers to the Brock Community Health Centre. She advised that she would not be participating in discussion or voting on that matter.)

7.1.1 Township of Brock Public Libraries Presentation, Operating Budget (Pages 47-48)

Katie-Scarlett MacGillivray, Chief Executive Officer introduced Lyndsay Irvine, Library Board Chair and provided the following presentation:

Work Plan Highlights

- municipal budget contributions to the library were not approved in full in 2023 and 2024
- 40,000 people visited in 2024 with over 400 new library accounts created
- overall budget increase is \$47,237 and the library board requests \$32,177 from the Township
- workplan highlights include increasing early literacy skills in children, address the digital divide with hotspots, increasing access to learning, and skill development resources
- Ontario Park passes and Royal Ontario Museum passes are available as well as hotspots

2025 Budget Challenges

- pay equity review in 2024 resulted in wage increases partly funded by reserves
- joint community library agreement with DDSB in Sunderland will have budget increases
- budgeted \$21,000 decrease in books and materials, e-resources and streaming services to reduce the impact on the tax levy

Capital Projects 2025-2026

- a new telephone system
- new service desks in Cannington and Beaverton branches as well as carpeting and painting
- AODA compliant website
- a new Integrated Library System
- will be seeking grant funding to assist with capital projects

- if no grants available, projects to be paid from Rate Stabilization Reserve

Resolution: C-2025-046

Moved by Councillor Doble

Seconded by Councillor Pettingill

Be It Resolved That the Township of Brock Public Libraries Presentation be received; and
That Council approve the Township of Brock Public Libraries 2025 Operating Budget.

CARRIED

7.1.2 Public Works Department Presentation - Continued from February 3, 2025

Operating Budget (Pages 52-58, 80-96), Capital Budget (Pages 104-106), New Staffing Request (Page 93)

Ben Kester, Interim Director of Public Works provided further information on the following:

- updated fees for parking lot snow removal contracts

Resolution: C-2025-047

Moved by Regional Councillor Jubb

Seconded by Councillor Frank

Be It Resolved That the Public Works Presentation be received; and

That Council endorses the Public Works 2025 Operating Budget, including the following amendments:

- Increase of \$1,000.00 for expenses related to overtime meal allowances;
- Reduce dust suppressant transfer from \$45,000 to \$22,500
- Reduce the Reserve transfer for Public Works Equipment from \$137,000 to \$100,000
- Reduce Traffic Calming from \$20,000 to \$10,000 funded by the Tax Rate Stabilization Reserve (TRSR);

- Reduce the Parking Lot contract by \$10,000 and increase TRSR for offsetting this expense by \$20,000;
- Reduce the Salaries budget by \$25,000 and increase the TRSR by the same amount; and

That the Public Works 2025 Operating Budget be incorporated in the approved final 2025 Budget.

Resolution: C-2025-048

Moved by Regional Councillor Jubb

Seconded by Councillor Doble

Be It Resolved That Resolution C-2025-047 be divided to consider the dust layer materials and the transfer to Public Works Equipment Reserve as separate resolutions.

CARRIED

Resolution: C-2025-047

Moved by Regional Councillor Jubb

Seconded by Councillor Frank

Be It Resolved That the Public Works Presentation be received;
and

That Council endorses the Public Works 2025 Operating Budget, including the following amendments:

- Increase of \$1,000.00 for expenses related to overtime meal allowances;
- Reduce Traffic Calming from \$20,000 to \$10,000 funded by TRSR;
- Reduce the Parking Lot contract by \$10,000 and increase TRSR for offsetting this expense by \$20,000;
- Reduce the Salaries budget by \$25,000 and increase the TRSR by the same amount; and

That the Public Works 2025 Operating Budget be incorporated in the approved final 2025 Budget.

CARRIED

Resolution: C-2025-049

Moved by Regional Councillor Jubb

Seconded by Councillor Canavan

Be it Resolved That Council amends the Public Works Operating Budget with the following:

- reduce the dust layer materials budget from \$270,000 to \$255,000

CARRIED

Resolution: C-2025-050

Moved by Regional Councillor Jubb

Seconded by Councillor Pettingill

Be it Resolved That Council amends the Public Works Operating Budget with the following:

- reduce the Reserve transfer for Public Works Equipment from \$137,000 to \$100,000

DEFEATED

Resolution: C-2025-051

Moved by Councillor Doble

Seconded by Councillor Pettingill

Be it Resolved That Council endorses the Public Works 2025 Capital Budget, to be incorporated in the approved final 2025 Budget.

CARRIED

7.1.3 Treasury Department Presentation - Operating Budget (Pages 98-102)

Trena DeBruijn, Director of Finance/Treasurer provided a presentation which included:

- 2025 Work Plan Highlights

- Treasury Department Operating Summary - Revenue and Expenses
- Significant Project/New Initiative and risks if not implemented
- Infrastructure Reserve Funding

Resolution: C-2025-052

Moved by Councillor Canavan

Seconded by Councillor Campbell

Be it Resolved That Council break for a recess at 10:43 a.m. until 10:55 a.m.

CARRIED

Resolution: C-2025-053

Moved by Councillor Doble

Seconded by Councillor Canavan

Be It Resolved That the Treasury Department Presentation be received; and

That Council endorses the Treasury Department 2025 Operating Budget, to be incorporated in the approved final 2025 Budget.

CARRIED

7.1.4 Information Technology Presentation - Operating Budget (Pages 50-51), Capital Budget (Page 127)

Wayne Ward, Director of Parks, Recreation, Facilities and IT provided a presentation which included:

- Information and Technology Operating Summary - Revenue and Expenses

Resolution: C-2025-054

Moved by Councillor Pettingill

Seconded by Councillor Canavan

Be It Resolved That the Information Technology presentation be received; and

That Council endorses the Information Technology 2025 Operating Budget, to be incorporated in the approved final 2025 Budget.

CARRIED

7.1.5 Parks, Recreation and Facilities Presentation - Operating Budget (Pages 58-72), Capital Budget (Pages 108-125, 129), New Staffing Request (Page 7)

Wayne Ward, Director of Parks, Recreation and Facilities provided a presentation which included:

- 2025 Work Plan Highlights
- Parks Department Operating Summary - Revenue and Expenses
- Items for Consideration
- New Initiatives and Staffing Requests
- 2025 Capital Projects and risks if not implemented

Resolution: C-2025-055

Moved by Councillor Canavan

Seconded by Councillor Doble

Be it Resolved That Council break for a recess at 12:15 p.m. to 1:00 p.m.

CARRIED

Resolution: C-2025-056

Moved by Councillor Doble

Seconded by Councillor Pettingill

Be It Resolved That the Parks, Recreation and Facilities Presentation be received; and
That Council endorses the Parks and Recreation, Public Buildings and Property and Health Services 2025 Operating Budget, including the following amendments:

- Introduce a new dedicated MacLeod Park Reserve and dedicate \$50,000 from the TRSR

- Reduce the Public Washroom Drawings at Beaverton Harbour from \$150,000 to \$100,000
- Reduce the Beaverton Picnic Pavillion from \$150,000 to \$100,000 funded with \$75,000 from Development Charges and \$25,000 from the Beaverton Lions
- Fund Beaverton Arena Compressor repairs of \$20,000 from the Beaverton Arena Reserve
- Add \$50,000 transfer from TRSR to the Beaverton Harbour and Open Spaces Plan Reserve
- Reduce the Thorah Island Harbour Reserve from \$40,000 to \$30,000
- That the new staffing request for a Temporary Facilities Coordinator be set with an upset limit of \$40,000 (plus legislated benefits) funded by TRSR
- That the Wilfrid Hall Operating expenses of \$18,400 and Revenue of \$2,500 be included back into the 2025 budget

That staff be directed to bring forward and amendment to the Fee's By-law to increase the Day Camp rates as outlined.

Resolution: C-2025-057

Moved by Councillor Doble

Seconded by Councillor Pettingill

Be it Resolved That Resolution C-2025-056 be divided to consider New Staffing for a Facility Coordinator, Wilfrid Hall Budget, and Thorah Island Harbour as separate resolutions.

CARRIED

Resolution: C-2025-056

Moved by Councillor Doble

Seconded by Regional Councillor Jubb

Be It Resolved That the Parks, Recreation and Facilities Presentation be received; and
That Council endorses the Parks and Recreation, Public Buildings

and Property and Health Services 2025 Operating Budget, including the following amendments:

- Introduce a new dedicated MacLeod Park Reserve and dedicate \$50,000 from the TRSR;
- Reduce the Public Washroom Drawings at Beaverton Harbour from \$150,000 to \$100,000;
- Reduce the Beaverton Picnic Pavillion from \$150,000 to \$100,000 funded with \$75,000 from Development Charges and \$25,000 from the Beaverton Lions;
- Fund Beaverton Arena Compressor repairs of \$20,000 from the Beaverton Arena Reserve;
- Add \$50,000 transfer from TRSR to the Beaverton Harbour and Open Spaces Plan Reserve;

That staff be directed to bring forward an amendment to the Fee's By-law to increase the Day Camp rates as outlined.

CARRIED

Resolution: C-2025-058

Moved by Regional Councillor Jubb

Seconded by Councillor Campbell

Be It Resolved that Council approve the Parks, Recreation and Facilities New Staffing Request for a Temporary Facility Coordinator with an upset limit of \$40,000 (plus legislated benefits) funded by Rate Stabilization Reserve.

CARRIED

This resolution was deferred to February 10, 2025

Resolution: C-2025-059

Moved by Councillor Doble

Seconded by Councillor Frank

Be it Resolved That the Wilfrid Hall operating expenses of \$18,400 and revenue of \$2,500 be included back into the 2025 budget and funded from the Rate Stabilization Reserve.

Resolution: C-2025-060

Moved by Regional Councillor Jubb

Seconded by Councillor Doble

Be it Resolved That the Wilfrid Hall budget discussion be deferred to the Council meeting on February 10, 2025.

CARRIED

Resolution: C-2025-061

Moved by Councillor Doble

Seconded by Councillor Frank

Be it Resolved That the Thorah Island Harbour Reserve be reduced from \$40,000 to \$30,000.

CARRIED

Resolution: C-2025-062

Moved by Councillor Canavan

Seconded by Councillor Doble

Be it Resolved That Council break for a recess at 3:26 p.m. to 3:36 p.m.

CARRIED

Resolution: C-2025-063

Moved by Councillor Campbell

Seconded by Councillor Doble

Be It Resolved That Council endorses the Parks, IT and Public Buildings 2025 Capital Budget, to be incorporated in the approved final 2025 Budget include the following changes:

- Reduce the security system retrofit from \$11,000 to \$2,750

CARRIED

7.1.6 2025 Draft Budget - Final Deliberations

Resolution: C-2025-064

Moved by Regional Councillor Jubb

Seconded by Councillor Frank

Be it Resolved that the transfer to the Thorah Island Gravel Reserve be reduced from \$20,000 to \$15,000 funded by tax levy.

CARRIED

Resolution: C-2025-065

Moved by Councillor Doble

Seconded by Regional Councillor Jubb

Be it Resolved that the Fire Services Operating Budget be further amended with the following changes:

- increase revenue by \$8,000
- decrease Fire Equipment Repairs by \$5,000
- decrease Fire Training Expense by \$10,000

Resolution: C-2025-066

Moved by Councillor Pettingill

Seconded by Councillor Canavan

Be it Resolved that Resolution C-2025-065 be divided to consider Fire training expense reduction separately.

CARRIED

Resolution: C-2025-065

Moved by Councillor Doble

Seconded by Regional Councillor Jubb

Be it Resolved that the Fire Services Operating Budget be further amended with the following changes:

- Increase revenue by \$8,000
- Decrease Fire Equipment Repairs by \$5,000

CARRIED

Resolution: C-2025-067

Moved by Councillor Doble

Seconded by Councillor Frank

Be it Resolved that the Fire Training Expense be decreased by \$10,000.

CARRIED

Resolution: C-2025-068

Moved by Regional Councillor Jubb

Seconded by Councillor Doble

Be it Resolved that \$93,000 from the Rate Stabilization Reserve be utilized, at the discretion of the Treasurer, to offset the tax levy:

- \$17,163 Fire Agreements
- \$2,026 Doctor Recruitment
- \$15,500 CIP
- \$58,362 Parking Lot Maintenance

CARRIED

8. Correspondence

None.

9. Notice of Motions - Reconsideration

Resolution: C-2025-069

Moved by Regional Councillor Jubb

Seconded by Councillor Frank

Be It Resolved That Council Reconsider Resolution C-2025-017 passed January 27, 2025, regarding Report 2025-OP-002 "Reallocation of 2024 Budget Funds":

Be It Resolved That Report 2025-OP-002, Reallocation of 2024 Budget Funds be received; and

That staff be authorized to purchase up to three sidewalk units with the available funds of \$157,000 (from the 2024 Capital Budget); and

That Council approve an additional \$41,000 from the Public Works

Reserve; and
That two lawn mower units will be transferred from the Public Works Department to the Parks and Recreation Department.

CARRIED

New Motion

Resolution: C-2025-070

Moved by Regional Councillor Jubb

Seconded by Councillor Frank

Be It Resolved That Report 2025-OP-002, Reallocation of 2024 Budget Funds be received; and

That staff be authorized to purchase up to three sidewalk units with one of the units funded from Public Works Development Charges and the other two units from the available funds of \$157,000 (from the 2024 Capital Budget); and

That two lawn mower units will be transferred from the Public Works Department to the Parks and Recreation Department.

CARRIED

10. Closed Session

None.

11. Rise from Closed Session

12. Other Business

- tentative Council Budget meeting on Friday, February 7, 2025 was cancelled
- Budget Open House will be held on Thursday, February 13, 2025

13. Regional Councillor Update

None.

14. Public Questions and Clarification

There were no public questions for clarification.

15. Confirmation By-law

By-law Number 3319-2025 to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on February 5, 2025.

Resolution: C-2025-071

Moved by Regional Councillor Jubb

Seconded by Councillor Campbell

Be it Resolved That By-law Number 3319-2025, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on February 5, 2025 be taken as read, enacted and signed by the Mayor and Clerk/Deputy CAO.

CARRIED

16. Adjournment

Resolution: C-2025-072

Moved by Councillor Doble

Seconded by Councillor Frank

Be it Resolved That the meeting of Council adjourn at 4:35 p.m.

CARRIED

Mayor

Clerk