



**The Corporation of the Township of Brock**

**Council Minutes**

**February 10, 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

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**1. Call to Order & Moment of Silence - 10:00 a.m.**

Mayor Schummer called the meeting to order at 10:00 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**

none.

**4. Community Announcements**

- Brock Board of Trade AGM scheduled for February 11, 2025, 6:00 p.m., Beaverton Town Hall

**5. Public Meeting**

None.

**6. Presentations**

None.

**7. Delegations / Petitions**

7.1 North Durham Social Development Council

Nathan Gardner, Chair of North Durham Social Development Council introduced NDSDC colleagues Mackenzie Devlin, The Nourish and Develop Foundation and Loretta Fernandes-Heaslip, Brock Community Health Centre and provided a presentation which included:

- We are a network of service organizations that collaborate with residents of North Durham to improve quality of life:
  - Blue Door, Community Living North Durham, The Nourish and Develop Foundation, United Way Durham Region, Durham Mental Health Services, Brock Community Health Centre, North House, Durham Region Health Department, Lakeridge Health, Community Development Council
- addressed social needs and served approximately 20,000 residents in North Durham in 2024
- in 2015, dissolved as a non-profit charity and formed a network led by Community Development Council Durham (CDCD)

- a forum to share local knowledge, insights and experiences and develop strategies to address challenges
- improve communication and cooperation between agencies in South and North Durham
- interagency meetings provide an opportunity to understand gaps in needs
- We need representation on NDSDC Executive Committee, proactive communication between Council and NDSDC, participation in interagency meetings, and use of space for the Interagency meetings
- enquiries directed to Padmini Roberts - [proberts@cdcd.org](mailto:proberts@cdcd.org)

**Resolution: C-2025-073**

**Moved by** Councillor Canavan

**Seconded by** Councillor Campbell

Be it Resolved That the presentation by Nathan Gardner of North Durham Social Development Council with respect to the North Durham Social Development Council be received; and  
That Council request to be included in all future North Durham Social Development Council agenda circulations.

**CARRIED**

7.2 Encroachment Request - 0 King Street, Pt lot 6, Concession 7, Vroomanton (R. Schickedanz)

Communication Number 93/25

Michael Smith, Michael Smith Planning Consultants provided a delegation that included:

- the subject property is located on the south side of King Street, Vroomanton
- owner is requesting approval of a minor variance for an encroachment onto the road allowance of the former barn
- new building was erected on the original barn foundation, extending westerly and easterly

- need approval from Lake Simcoe Region Conservation Authority and permission for an encroachment from Brock Council
  - encroachment onto municipal road allowance currently varies from 2 to 5 inches
  - request approval for hydro line relocation onto the north side of King Street to meet minimum separation requirements of Hydro One
- building constructed without a permit, an Order to Comply was issued by the Township, and work has ceased awaiting Council's decision

**Resolution: C-2025-074**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Be it Resolved That the presentation by Michael Smith of Michael Smith Planning with respect to Encroachment Request - 0 King Street, Sunderland be received; and  
That Council respectfully deny an encroachment request for 0 King Street, Sunderland.

**CARRIED**

7.3 Potential Sale of Unopened Laneway, Sunderland - Michael Smith Planning Consulting

Related to item 9.7.1 Report 2024-GG-040, Sale of Unopened Laneway, Sunderland

Michael Smith, Michael Smith Planning Consultants provided a delegation that included:

- retained in November 2024 by Mahmood Reza Zare and Fatemeh Yasiniyan, property owners, 67 River Street, Sunderland to assist with a Zoning Bylaw Amendment (rezone to commercial zoning)
- rezoning application is on hold pending today's decision
- property owners purchased this property understanding that there were 2 points of access to the property
- the intended commercial use was for electronic repairs to vehicles

- repaired vehicles would be parked in the laneway behind the building (south of property)
- closing the laneway will impact business operations and limit usability of the rear yard for exiting of vehicles
- property owners request that the laneway continue to be owned by the municipality
- the report does not address the potential for shared ownership of the laneway
- request the full access route (laneway) be surveyed to address an apparent encroachment
- request that Council not proceed with the sale of the north L section of the laneway by means of a public sealed tender

**Resolution: C-2025-075**

**Moved by** Councillor Pettingill

**Seconded by** Councillor Campbell

Be it Resolved That the presentation by Michael Smith of Michael Smith Planning with respect to Potential Sale of Unopened Laneway, Sunderland be received.

**CARRIED**

**8. Adoption of Minutes of Previous Meetings**

**Resolution: C-2025-076**

**Moved by** Councillor Frank

**Seconded by** Councillor Canavan

Be it Resolved That Council adopts all minutes of previous Council meetings as listed in Section 8.1:

- Council - January 27, 2025

**CARRIED**

8.1 Minutes of previous Council Meetings

8.1.1 Council - January 27, 2025

**9. Sub-Committees (Reports)**

9.1 Finance Committee (Chair - Mayor Schummer)

9.1.1 Report 2025-FI-003, Financial Disclosure Requirements – Ontario Regulation 284/09

Director of Finance/Treasurer

**Resolution: C-2025-077**

**Moved by** Councillor Frank

**Seconded by** Councillor Pettingill

Be It Resolved That Report 2025-FI-003, Financial Disclosure Requirement - Ontario Regulation 284/09 be received.

**CARRIED**

9.1.2 Report 2025-FI-007, 2024 Council Remuneration and Expense Report

Director of Finance/Treasurer

**Resolution: C-2025-078**

**Moved by** Councillor Pettingill

**Seconded by** Regional Councillor Jubb

Be It Resolved That Report 2025-FI-007, 2024 Council Remuneration and Expense Report be received.

**CARRIED**

9.1.3 Report 2025-FI-005, Summary of Investments as of December 31, 2024

Director of Finance/Treasurer

**Resolution: C-2025-079**

**Moved by** Councillor Doble

**Seconded by** Councillor Campbell

Be It Resolved That Report 2025-FI-005, Summary of Investments as of December 31, 2024 be received.

**CARRIED**

**Resolution: C-2025-080**

**Moved by** Councillor Campbell

**Seconded by** Councillor Canavan

Be it Resolved That the agenda be amended to bring forward Report 2024-GG-040 Sale of Unopened Laneway, Sunderland for consideration at this time.

**CARRIED**

9.2 General Government Committee (Chair - Regional Councillor Jubb)

9.2.1 Report 2024-GG-040, Sale of Unopened Laneway, Sunderland

Deputy CAO/Clerk

**Resolution: C-2025-081**

**Moved by** Councillor Campbell

**Seconded by** Councillor Doble

Be It Resolved That Report Number 2024-GG-040 Sale of Unopened Laneway, Sunderland, be received; and That Council declare the Unopened Laneway, Sunderland as surplus and direct staff to prepare a “Stop-Up and Close” By-law to be presented on the February 24, 2025 agenda; and That Council approve the following split and sale of the Unopened Laneway, as shown on Schedule “1” attached and described as follows:

- Part 1 to be conveyed to 5 Albert Street, Lot D, Plan 79, PIN # 72004-0250, owned by Trustee of King Edward Masonic Lodge No. 464, to clear any encroachment issues.
- Part 2 “South L” to be sold and conveyed directly to Gary Bertram, owner of the commercial garage, legal description of Part Lot 29, Plan 26, PIN No. 720040245. The price to be established by the Township at fair market value as outlined in the Closed Session Report No. 2024-GG-023 “Establishment of Land Purchase Price”.

- Part 3 “North L” to be sold by means of a Public Sealed Tender. The minimum starting bid to be established by the Township at fair market value as outlined in the Closed Session Report No. 2024-GG-023 “Establishment of Land Purchase Price”; and

That Council authorize staff to proceed with the services of an Ontario Land Surveyor, to survey the unopened laneway; and

That Council authorize the Mayor and Clerk to execute all required documents necessary to complete the transactions in selling the Unopened Laneway, Sunderland.

**CARRIED**

**Resolution: C-2025-082**

**Moved by** Councillor Frank

**Seconded by** Councillor Pettingill

Be it Resolved That the agenda be amended to bring forward Public Questions and Clarification for consideration at this time.

**CARRIED**

9.2.2 Public Questions for Clarification

Gary Bertram, Sunderland:

- there were no parking issues with the new business owner and the north section of the unopened laneway
- liability issues were never a concern in the past, install signage that declares the Township is not liable
- concern for a third party's interest in purchasing the north section of the unopened laneway and the consequences with parked vehicles
- request that the north section of the unopened laneway remain in Township ownership and be left open

There were no other public questions for clarification.

9.3 Operations Committee (Chair - Councillor Pettingill)

There was no correspondence for consideration.

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

9.4.1 Report 2025-PRF-003, Ice Extension Request - Foster Hewitt Memorial Community Centre for the 2024/2025 Season

Director of Parks, Recreation and Facilities

**Resolution: C-2025-083**

**Moved by** Councillor Doble

**Seconded by** Regional Councillor Jubb

Be It Resolved That Report 2025-PRF-003, Ice Extension Request - Foster Hewitt Memorial Community Centre for the 2024/2025 Season be received; and

That Council receives correspondence 63/25 from Brock Minor Hockey Association; and

That Council approve the request for continuation of ice for the 2024/2025 ice season at the Foster Hewitt Memorial Community Centre up to May 11, 2025; and

That Parks and Recreation staff to continue to maintain the ice at the Foster Hewitt Memorial Community Centre through to May 11, 2025 and to work with all user groups for ice scheduling to provide the highest frequency of ice usage during this extended time including advertising of available ice times for users outside of Brock Township; and

That staff continue to work with all user groups to see if alternatives can be found to allow for better coordination between user groups and events.

**CARRIED**

9.4.2 Report 2025-PRF-002, Foster Hewitt Memorial Community Centre Auditorium Tender Results

Director of Parks, Recreation and Facilities

**Resolution: C-2025-084**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Frank

Be it Resolved That Report 2025-PRF-002, Foster Hewitt Memorial Community Centre Auditorium Tender Results, be received; and

That Council receives correspondence 103/25 from the Beaverton Lions Club; and

That Council approve the re-allocation of approximately \$21,800 from the Foster Hewitt Maintenance and Beaverton Arena Lighting capital projects, previously approved in 2020 and 2022, to the Foster Hewitt Memorial Community Centre auditorium project; and

That Council direct staff to work with the Beaverton Lions Club to select the appliances and to proceed with purchasing the specified appliances as soon as possible to ensure that the appliance pricing does not increase; and

That Council direct staff to have a plaque created and installed upon completion recognizing the partnership with the Beaverton Lions Club and the Township of Brock for the renovation of the kitchen and bar area of the auditorium; and

That Council gratefully accepts the additional contribution of \$5,000 from the Beaverton Lions Club and allows the Beaverton Lions Club to make up any meetings that were not held due to the construction at no cost; and

That Council respectfully denies the request for 2 additional free use events per year to the end of the current agreement as requested;

That staff continue to investigate options for improved WIFI capabilities within the Foster Hewitt Memorial Community Centre and to bring forward a report to Council in regards to this component of this agreement as soon as practicable; and

That Council approve the additional funding required to complete the project as designed in the amount of approximately \$7,659, be funded from the Beaverton Arena reserve, taking into consideration the additional contribution from the Beaverton Lions, and

That the project be descoped to remove the kitchen specific HVAC unit valued at approximately \$7,500; and

That Council award the contract to the lowest bidder Mazand Rah Borna Canada Inc., and authorize the Mayor and Clerk to enter into an agreement; and

That Council direct staff to arrange for this work to be initiated at a time mutually agreed to with the Lions Club and the Township staff.

**CARRIED**

**Resolution: C-2025-085**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Canavan

Be it Resolved That Council break for a recess at 12:16 p.m.

**CARRIED**

9.4.3 Report 2025-CO-001, Divestiture of Wilfrid Hall

CAO

Mayor Schummer reconvened the meeting at 12:46 p.m. and a quorum was present.

Mayor Schummer requested a recorded vote.

**Resolution: C-2025-086**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Whereas the Township of Brock has legislated responsibilities with respect to Capital Asset Management Planning; and

Whereas the Township of Brock received and adopted the Core Services Review (2023) and the Parks, Recreation and Culture Master Plan (2023), where both documents recommended the divestiture of assets; and

Whereas Wilfrid Town Hall generates a minimal amount of rental revenue, runs an operating deficit and has limited reserves for capital repairs or upgrades;

Now, therefore Be It Resolved That Report 2025-CO-001, Wilfrid Hall be received; and

That Council approves the sale of Wilfrid Hall and declares the land and building (Wilfrid Hall) as surplus; and

That Council authorizes that Mayor and Clerk to execute all required documents necessary to complete the transactions in selling Wilfrid Hall; and

That Council direct staff to go back to the Wilfrid Hall Community Association with respect to the use of the built-up profit in the Wilfrid Hall Reserve.

Yes (6): Mayor Schummer, Regional Councillor Jubb, Councillor Frank, Councillor Doble, Councillor Canavan, and Councillor Campbell

No (1): Councillor Pettingill

**CARRIED (6 to 1)**

**Resolution: C-2025-087**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Frank

Be it Resolved That the Wilfrid Hall 2025 operating deficit be funded from the net proceeds of the sale of Wilfrid Hall; and That Council allocate the remaining net proceeds from the sale of the Wilfrid Hall be placed in the Tax Rate Stabilization Reserve.

**CARRIED**

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

There was no correspondence for consideration.

- 9.6 Protective Services Committee (Chair - Councillor Frank)

- 9.6.1 Report 2025-PS-001, Fire Department 2024 Stats

Fire Chief

**Resolution: C-2025-088**

**Moved by** Councillor Canavan

**Seconded by** Regional Councillor Jubb

Be It Resolved That Report-2025-PS-001, Fire Department 2024 Stats be received.

**CARRIED**

9.7 Development Services Committee (Chair - Councillor Doble)

There was no correspondence for consideration.

9.8 Climate Committee (Chair - Councillor Pettingill)

There was no correspondence for consideration.

**10. Correspondence**

10.1 North Durham Labour Force Study

Glen Macfarlane, Rural Economic Development Specialist;  
Lori Talling, Acting Manager, Agriculture & Rural Economic Development  
Durham Region  
Communication Number 71/25

**Resolution: C-2025-089**

**Moved by** Councillor Pettingill

**Seconded by** Councillor Canavan

Be It Resolved That Communication Number 71/25, North Durham Labour Force Study, submitted by Community Growth and Economic Development - Durham Region be received.

**CARRIED**

10.2 Beaverton Barrel Racing Club 2025 Dates Request

Mindy Brophy, Beaverton Barrel Racing Club  
Communication Number 52/25

**Resolution: C-2025-090**

**Moved by** Councillor Canavan

**Seconded by** Councillor Doble

Be It Resolved That Communication Number 52/25, submitted by Mindy Brophy on behalf of the Beaverton Barrel Racing Club with respect to free use of the ring at the Beaverton Fairgrounds for Barrel Racing Events on May 25, June 22, July 1 (at the request of the Beaverton Lions Club

Canada Day Event), July 27, August 24 and September 7, 2025 be received; and

That Council approve the free use of the Beaverton Fairgrounds, provided there are no other events booked on those dates; and

That approval is subject to proof of insurance in the amount of \$2,000,000 naming the Township of Brock as additional insured being provided to staff; and

That Council approves the use of free hydro on those dates; and

That the Mayor and Clerk be authorized to enter into an agreement with the Beaverton Barrel Racing Club for use of the ring at the fairgrounds.

**CARRIED**

10.3 Proposal to Purchase Unopened Laneway - Sunderland

In Relation to Report 2024-GG-040, Sale of Unopened Laneway, Sunderland

Gary Bertram Communication Number 104/25 and Ellen Bertram Communication Number 105/25

**Resolution: C-2025-091**

**Moved by** Councillor Campbell

**Seconded by** Councillor Canavan

Be It Resolved That Communication Number 104/25 and 105/25, submitted by Gary and Ellen Bertram, with respect to Proposal to Purchase Unopened Laneway, Sunderland be received.

**CARRIED**

**11. Notice of Motions**

None.

**12. By-Laws**

None.

**13. Closed Session**

**Resolution: C-2025-092**

**Moved by** Councillor Doble

**Seconded by** Councillor Canavan

Be it Resolved That Council proceed into a Closed Meeting at 1:44 p.m. to discuss the following matters:

- personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2)(b) of the Municipal Act
- educating or training members of the council, local board or committee pursuant to Section 239 (3.1) of the Municipal Act

**CARRIED**

Livestreaming of the meeting ended at 1:45 p.m.

13.1 Advisory Committee Update

13.2 Staff left the meeting at 2:31 p.m. with the exception of the CAO

13.3 Council and Staff Roles and Responsibilities

**14. Rise from Closed Session**

**Resolution: C-2025-093**

**Moved by** Councillor Frank

**Seconded by** Councillor Campbell

Be it Resolved That Council rise & report from Closed Meeting at 3:24 p.m.; and,

That Council endorse all direction provided to staff, at the Closed Meeting of Council held on February 10, 2025.

**CARRIED**

**15. Other Business**

None.

**16. Regional Councillor Update**

None.

**17. Public Questions and Clarification**

There were no public questions for clarification.

**18. Confirmation By-law**

By-law Number 3323-2025 to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on February 10, 2025.

**Resolution: C-2025-094**

**Moved by** Councillor Campbell  
**Seconded by** Councillor Pettingill

Be it Resolved That By-law Number 3323-2025, 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 10, 2025 be taken as read, enacted and signed by the Mayor and Clerk/Deputy CAO.

**CARRIED**

**19. Adjournment**

**Resolution: C-2025-095**

**Moved by** Councillor Campbell  
**Seconded by** Councillor Canavan

Be it Resolved That the meeting of Council adjourn at 3:25 p.m.

**CARRIED**

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Mayor

\_\_\_\_\_  
Clerk