



The Corporation of the Township of Brock

Council Minutes

February 24, 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
Supervisor Bylaw/Animal Control Sarah Jones
Recreation & Leisure Coordinator Alicia Bagshaw

1. Call to Order & Moment of Silence - 6:00 p.m.

Mayor Schummer called the meeting to order at 6:00 p.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

None.

5. Public Meeting

None.

6. Presentations

None.

7. Delegations / Petitions

7.1 The Witness Blanket Exhibit

<https://witnessblanket.ca/>

Sharon Woodrow introduced her husband Don Woodrow and Reverend Jeanette Miller from Beaverton. Sharon provided a delegation with respect to 'The Witness Blanket' which included:

- this exhibit is one of two travelling replicas of The Witness Blanket and will be on display at Trinity-St.Andrew's United Church, Cannington, commencing September 7 until October 15, 2025
- the blanket is made of B.C. Redwood Cedar and measures 12 metres long, 3 metres high and weighs 2 tonnes
- the original display is exhibited at the Canadian Museum for Human Rights, Winnipeg, Manitoba
- designed as a tribute by Vancouver Island artist Carey Newman, and dedicated to his father, a survivor of the residential school system

- contains 800 items collected from schools, churches, donations, and government buildings and is interactive
- encourages others to bear witness and work towards Truth and Reconciliation
- residential school system was anti-Indigenous and genocidal
- request to Council is to promote the display, attend opening and closing ceremonies and provide any QR code readers available

Resolution: C-2025-099

Moved by Councillor Canavan

Seconded by Councillor Pettingill

Be it Resolved That the delegation by Sharon Woodrow on behalf of the Trinity-St. Andrew's United Church, Witness Blanket Committee, with respect to the Witness Blanket Exhibit be received; and

That the Township of Brock recognizes the importance of this exhibit as part of the Truth and Reconciliation process; and

That the Township supports Trinity-St. Andrew's United Church in their efforts to bring the exhibit to Brock Township; and

That staff help to promote the event and that Township Council participate in the opening and closing ceremonies.

CARRIED

8. Adoption of Minutes of Previous Meetings

Resolution: C-2025-100

Moved by Councillor Doble

Seconded by Regional Councillor Jubb

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

- Council - January 27, 2025
- Council - February 3, 2025
- Council - Closed - February 3, 2025
- Council - February 5, 2025

- Council - February 10, 2025
- Council - Closed - February 10, 2025
- Special Council - February 18, 2025

And receives minutes of Advisory Committee meetings as listed in Section 8.2:

- Committee of Adjustment - December 17, 2024
- Manilla Hall Community Association - December 18, 2024
- Brock Tourism Advisory Committee - January 7, 2025
- Committee of Adjustment - January 21, 2025

CARRIED

8.1 Council Minutes

- 8.1.1 Council - January 27, 2025
- 8.1.2 Council - February 3, 2025 Budget
- 8.1.3 Council - Closed - February 3, 2025
- 8.1.4 Council - February 5, 2025 Budget
- 8.1.5 Council - February 10, 2025
- 8.1.6 Council - Closed - February 10, 2025
- 8.1.7 Special Council - February 18, 2025

8.2 Advisory Committee Minutes

- 8.2.1 Committee of Adjustment - December 17, 2024
- 8.2.2 Manilla Hall Community Association - December 18 Minutes
- 8.2.3 Brock Tourism Advisory Committee - January 7, 2025
- 8.2.4 Committee of Adjustment - January 21, 2025

9. Sub-Committees (Reports)

9.1 Finance Committee (Chair - Mayor Schummer)

- 9.1.1 Report 2025-FI-004, Surety Bond Regulations

Director of Finance/Treasurer and Director of Development
Services

Resolution: C-2025-101

Moved by Councillor Canavan
Seconded by Councillor Doble

Be It Resolved That Report 2025-FI-004, Surety Bond Regulations be approved; and
That Council approve the attached policies for Letter of Credit and Surety Bond acceptance.

CARRIED

9.1.2 Report 2025-FI-009, 2025 Operating and Capital Budget

Director of Finance/Treasurer

Resolution: C-2025-102

Moved by Councillor Canavan
Seconded by Councillor Doble

Be It Resolved That Report 2025-FI-009, 2025 Operating and Capital Budget be received; and
That Council direct staff to create a new Asset Management Reserve; and
That \$214,275.00 from the 2025 budget be transferred into to the Asset Management Reserve; and
That Council approve the recommended net tax levy increase of 4.44% for 2025.

CARRIED

9.1.3 Report 2025-FI-008, 2024 Annual Report on Building Fees and Costs

Director of Finance/Treasurer

Resolution: C-2025-103

Moved by Councillor Frank
Seconded by Councillor Pettingill

Be It Resolved That Report 2025-FI-008, 2024 Annual Report on Building Fees be received; and
That Council authorize the transfer of the remaining balance in the

Building Fees Reserve to assist with offsetting the deficit experienced in 2024.

CARRIED

9.1.4 Report 2025-FI-010, Annual Statement of Development Charge Activity for 2024

Director of Finance/Treasurer

Resolution: C-2025-104

Moved by Regional Councillor Jubb

Seconded by Councillor Campbell

Be It Resolved That Report 2025-FI-010, Annual Statement of Development Charge Activity for 2024 be received.

CARRIED

9.2 Operations Committee (Chair - Councillor Pettingill)

9.2.1 Report 2025-OP-004, King Street Parking

Director of Public Works

Resolution: C-2025-105

Moved by Councillor Frank

Seconded by Regional Councillor Jubb

Be It Resolved That Report 2025-OP-004, King Street Parking, be received; and

That Council direct staff to prepare a bylaw to amend Traffic Bylaw #957-88-PP to reflect the following changes:

1. That Schedule 1 of Traffic By-law 957-88-PP, as amended removes the reference to No-Stopping on McKay Street; and
2. That Schedule 1 of Traffic By-law 957-88-PP, as amended, add No-Stopping on King Street on the North side, from Mara Road to Lakeland Crescent; and
3. That Schedule XVII of Traffic By-law 957-88-PP, as amended, remove the School Bus Loading zone for King Street; and

That Council authorize staff to write to the Ministry of Attorney General updating any required Short Form Wording, necessary to impose penalties for the amended changes to Traffic By-law 957-88-PP, as amended.

CARRIED

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

9.3.1 Report 2025-PRF-006, Summer Camp – Individual Day Registration

Recreation and Leisure Coordinator

Resolution: C-2025-106

Moved by Regional Councillor Jubb

Seconded by Councillor Doble

Be It Resolved That Report 2025-PRF-006, Summer Camp Individual Day Registration be received; and
That Council direct staff to offer, as a 2025 pilot, individual day registration after June 7 cut off date; and
That Council amend the fees schedule to include a daily camp rate of \$38 per day.

CARRIED

9.3.2 Report 2025-PRF-005, Township of Brock Sports Hall of Fame – Proposed Updates

Recreation and Leisure Coordinator
and Deputy Clerk

Resolution: C-2025-107

Moved by Councillor Pettingill

Seconded by Regional Councillor Jubb

Be It Resolved That Report 2025-PRF-005, Township of Brock Hall of Fame- Proposed Updates be received; and
That Council approve the program amendments as contained within the report for the creation of an annual Awards of Merit event; and
That Council direct staff to include the Non-Profit Sector Advisory

Committee as part of the planning and organizing of the new Awards of Merit event.

CARRIED

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

There was no correspondence for consideration.

9.5 Protective Services Committee (Chair - Councillor Frank)

9.5.1 Report 2025-PS-003, By-law and Animal Services Division Q4 Report 2024

Supervisor of By-Law Enforcement and Animal Services

Resolution: C-2025-108

Moved by Councillor Campbell

Seconded by Councillor Canavan

Be It Resolved That Report 2025-PS-003, By-law and Animal Services Division Q4 Report 2024 be received.

CARRIED

9.6 Development Services Committee (Chair - Councillor Doble)

9.6.1 Report 2025-DS-001, Planning Fees By-law Update

Director of Development Services

Director of Development Services

Resolution: C-2025-109

Moved by Regional Councillor Jubb

Seconded by Councillor Campbell

Be it Resolved that Report 2025-DS-001, Planning Fees By-law Update, be received; and

That the new Planning Fees By-law (Attachment 1) be approved by Council.

CARRIED

9.7 General Government Committee (Chair - Regional Councillor Jubb)

9.7.1 Report 2025-GG-003, Sunderland Lions Lease Agreement –
Sunderland Town Hall

Deputy CAO and Municipal Clerk

Resolution: C-2025-110

Moved by Councillor Campbell

Seconded by Councillor Frank

Be It Resolved That Report 2025-GG-003, Sunderland Lions Lease Agreement – Sunderland Town Hall, be received; and That Council authorize the Mayor and Clerk to enter into a 3-year lease agreement with the Sunderland Lions Club for the use of the Sunderland Town Hall at a rate of \$613.36 (including HST) per year (2025 rate subject to CPI increase each subsequent year), for their monthly meetings (maximum 3/month), plus 3 weeks in April for Music Festival, plus 4 weeks in October/November for the Youth Theatre Group, and all other events at current rates as listed in the Fees & Charges Bylaw; and That Council hereby permit and acknowledge an exemption under *Section 107 (2)(b) of the Municipal Act, 2001, S.O. 2001, c.25*, by granting a reduced lease rate for the for Sunderland Lions Club for the use of the Sunderland Town Hall.

CARRIED

9.8 Climate Committee (Chair - Councillor Pettingill)

There was no correspondence for consideration.

10. Correspondence

10.1 2025 Durham Region Mayors' Gala supporting Ontario Philharmonic
Endorsement Request

Ontario Philharmonic
Communication Number 62/25

Resolution: C-2025-111

Moved by Councillor Canavan

Seconded by Councillor Doble

Be It Resolved That Communication Number 62/25, 2025 Durham Region Mayor's Gala Endorsement, submitted by the Ontario Philharmonic be received; and

That Council endorse the 2025 Durham Region Mayor's Gala supporting Ontario Philharmonic and approve the use of the corporate logo on gala material.

CARRIED

11. Notice of Motions

11.1 Amendment to the Procedural By-law

Moved by: Councillor Peter Frank

Seconded by: Regional Councillor Michael Jubb

Resolution: C-2025-112

Moved by Councillor Frank

Seconded by Regional Councillor Jubb

Be It Therefore Resolved That the procedural bylaw be amended to include non-solicited businesses to be able to delegate or present at council discretion.

Amendment:

Resolution: C-2025-113

Moved by Councillor Pettingill

Seconded by Regional Councillor Jubb

Be it Resolved that Resolution C-2025-112 with respect to Amendment to the Procedural By-law be deferred pending a legal opinion from Durham Region advising on procurement issues.

CARRIED

Resolution: C-2025-112

Moved by Councillor Frank

Seconded by Regional Councillor Jubb

Be It Therefore Resolved That the procedural bylaw amendment, to include non-solicited businesses to be able to delegate or present at

Council discretion, be deferred pending a Durham Region Legal opinion on procurement.

CARRIED

12. By-Laws

Resolution: C-2025-114

Moved by Councillor Campbell

Seconded by Councillor Canavan

Be it Resolved That By-law 3325-2025 and 3328-2025 be taken as read, enacted and signed by the Mayor and Municipal Clerk.

CARRIED

12.1 By-Law Number 3325-2025, to amend Fees Bylaw

Being a By-law to amend By-law Number 3285-2024, being a by-law to impose fees for services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property.

12.2 By-Law Number 3328-2025, Planning Fees By-law

A by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters ("The Planning Fees By-law")

13. Closed Session

None.

14. Rise from Closed Session

15. Other Business

None.

16. Regional Councillor Update

- February 26, 2025 is the last public meeting for Beaverton Heights Community Hub idea sharing
- Regional works staff cleared snow from downtown Cannington and Sunderland, with Beaverton to be addressed February 25

17. Public Questions and Clarification

There were no public questions for clarification.

18. Confirmation By-law

By-law Number 3326-2025 to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on February 24, 2025.

Resolution: C-2025-115

Moved by Councillor Campbell

Seconded by Councillor Doble

Be it Resolved That By-law Number 3326-2025, 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 25, 2025 be taken as read, enacted and signed by the Mayor and Clerk/Deputy CAO.

CARRIED

19. Adjournment

Resolution: C-2025-116

Moved by Councillor Campbell

Seconded by Councillor Canavan

Be it Resolved That the meeting of Council adjourn at 8:54 p.m.

CARRIED

Mayor

Clerk