



**The Corporation of the Township of Brock**

**Council Minutes**

**September 8, 2025**

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

Members Present: Mayor 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  
Deputy Clerk Maralee Drake  
Clerk's Assistant Deena Hunt  
Director of Finance/Treasurer Trena DeBruijn  
Interim Director of Public Works Ben Kester  
Director Development Services Robin Prentice  
Fire Chief Rick Harrison  
Supervisor By-law and Animal Services Sarah Jones

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

Mayor Jubb 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. Playing of the National Anthem**

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

4.1 Mayor Jubb - With Respect to Request for Early Ice 2026-2027 Season

Mayor Jubb declared an indirect conflict of interest on agenda item 8.1, 8.2, and 8.3 as he is a member of the Beaverton Fall Fair Board advising that he would not comment or vote on the matter.

**5. Community Announcements**

- Fire Chief, Rick Harrison - 40 Years Service Pin - Office of the Fire Marshall Mayor Jubb extended congratulations to Fire Chief Rick Harrison on behalf of Council and staff for his extraordinary efforts in public service spanning 40 years in the communities of Vaughan, Woodbridge and Brock.
- AMO Conference August 17 - 20, 2025 highlights
- Region of Durham and Township of Brock advocating for a Northlander train station in Beaverton
- Fall Fairs: Sunderland - September 9, 10 and Beaverton - September 12, 13
- Witness Blanket Exhibit - on display at Trinity-St. Andrew's United Church in Cannington commencing September 7 until October 15, 2025, 12:00 p.m. to 8:00 p.m.

**6. Public Meeting**

None.

**7. Presentations**

None.

**8. Delegations / Petitions**

Mayor Jubb vacated the Chair and Councillor Doble assumed the Chair at 10:25 a.m.

8.1 Request for Early Ice 2026-2027 Season

Communication Number 508/25 and 546/25

Regional Councillor Jubb declared a conflict on this item. (Mayor Jubb declared an indirect conflict of interest on agenda item 8.1, 8.2, and 8.3 as he is a member of the Beaverton Fall Fair Board advising that he would not comment or vote on the matter.)

Matthew Gross, President, Brock Minor Hockey Association (BMHA) provided a delegation which included:

- requesting ice time following Labour Day, similar to surrounding hockey associations, due to changes by the OMHA
- registration has increased 70% since 2021
- OMHA expanded borders for certain age groups to play hockey where they choose which could increase registrations
- require 54 hours of ice time but are getting only 20 hours, and teams must use other arenas
- hope to utilize Brock arenas jointly with other user groups in September

Mayor Michael Jubb joined the meeting at 9:45 am.

Ward 1 Councillor Peter Frank joined the meeting at 9:45 am.

Ward 2 Councillor Claire Doble joined the meeting at 9:45 am.

Ward 3 Councillor Angela Canavan joined the meeting at 9:45 am.

Ward 4 Councillor Cria Pettingill joined the meeting at 9:45 am.

Ward 5 Councillor Lynn Campbell joined the meeting at 9:45 am.

CAO Michelle Willson joined the meeting at 9:45 am.

Clerk/Deputy CAO Fernando Lamanna joined the meeting at 9:45 am.

Deputy Clerk Maralee Drake joined the meeting at 9:45 am.

Clerk's Assistant Deena Hunt joined the meeting at 9:45 am.

Director of Finance/Treasurer Trena DeBruijn joined the meeting at 9:45 am.

Interim Director of Public Works Ben Kester joined the meeting at 9:45 am.

Director Development Services Robin Prentice joined the meeting at 9:45 am.

Fire Chief Rick Harrison joined the meeting at 9:45 am.

**Resolution: C-2025-303**

**Moved by** Councillor Canavan

**Seconded by** Councillor Frank

Be it Resolved That the presentation by Matthew Gross, President on behalf of Brock Minor Hockey Association with respect to a request for early ice for the 2026-2027 season be received.

**CARRIED**

8.2 Sunderland Agricultural Society Request to use the Sunderland Community Centre for the 2026 Fall Fair

Debra Brethour, President, Sunderland Agricultural Society (SAS) introduced Rodney Stickwood and Ted Smith, and provided a delegation which included:

- requesting use of the Sunderland Memorial Community Centre auditorium, arena floor, food booth, resting rooms and lobby in September 2026 for the Sunderland Fall Fair
- historically, the Fair Boards transferred the land to the Township with the condition that they would be granted access for one week for the fair
- the public have raised funds for the community centre which is known as the cornerstone of Sunderland
- with the Sunderland Memorial Community Centre closed for renovations in 2025, SAS is renting Sunderland Town Hall, Sunderland Legion and the United Church for the fair, which is not ideal
- the Sunderland Fall Fair educates the public and keeps youth engaged in rural routes

- SAS works with the Township to be off the ice surface as soon as possible after the fair
- funds to be donated by the BMHA toward the fair and arena have not been disclosed
- hockey registrations represent less than 5% of Brock's population whereas attendance at the fair is a greater percentage
- SAS requires exclusive use of the arena on the Sunday, Monday, Tuesday and Wednesday for the fair
- consider avenues for revenue for the community centre and possible municipal funding to assist SAS with costs for renting tents or building a new structure for the fair should early ice be granted

**Resolution: C-2025-304**

**Moved by** Councillor Pettingill

**Seconded by** Councillor Frank

Be it Resolved That the presentation by Debra Brethour, President for the Sunderland Agricultural Society with respect to Early Ice for the 2026-2027 season at the Sunderland Memorial Community Centre be received.

**CARRIED**

**Resolution: C-2025-305**

**Moved by** Councillor Campbell

**Seconded by** Councillor Pettingill

Be it Resolved That the agenda be amended to bring forward Public Questions and Clarification with respect to the requests for Early Ice, following the delegations.

**CARRIED**

8.3 Request for Early Ice at the Beaverton Arena and Sunderland Arena

Brian McGregor, Treasurer, Beaverton Agricultural Society (BAS) provided a delegation which included:

- Sunderland and Beaverton fairs commenced around 1853

- Fair board transferred the fairgrounds to the Township in early 1900's
- BAS has reinstated the 4H Beef shows and require the arena
- BAS recently regained a midway operator
- costs for tent rental are too expensive
- other options include grant funding, and meeting with all groups affected to determine a solution
- BAS requires a large area for truck and trailer parking
- consider deferring a decision until more options are available

**Resolution: C-2025-306**

**Moved by** Councillor Pettingill

**Seconded by** Councillor Frank

Be it Resolved That the presentation by Brian McGregor, President for the Beaverton Agricultural Society with respect to request for Early Ice at the Beaverton Arena and Sunderland Arena be received.

**CARRIED**

**Resolution: C-2025-307**

**Moved by** Councillor Canavan

**Seconded by** Councillor Campbell

Be it Resolved That the agenda be amended to bring forward Communication numbers 559/25 and 573/25 for consideration at this time.

**CARRIED**

8.4 Response to Early Ice Request

Bill Graham, President, Beaverton Lions Club  
Communication Number 559/25

**Resolution: C-2025-308**

**Moved by** Councillor Frank

**Seconded by** Councillor Pettingill

Be It Resolved That Communication Number 559, Response to Early Ice Request, submitted by the Bill Graham, President of the Beaverton Lions Club be received.

**CARRIED**

8.5 Support for Brock Minor Hockey Association's Ice Allocation Request

Stephen Phillips, Chair - Victoria Durham Minor Hockey League  
Communication Number 573/25

**Resolution: C-2025-309**

**Moved by** Councillor Pettingill

**Seconded by** Councillor Canavan

Be It Resolved That Communication Number 573/25, Support for Brock Minor Hockey Association Ice Allocation Request, submitted by Stephen Phillips, Chair - Victoria Durham Minor Hockey League be received.

**CARRIED**

8.6 Public Questions and Clarification

8.6.1 Ted Smith - Sunderland Resident

Ted Smith, Director and past President of the Sunderland Agricultural Society (SAS) provided information which included:

- Sunderland Fall Fair started in 1851 and SAS owned the fairground lands until 1970's
- SAS permitted the construction of the arena on the fairground property as well as the ball diamonds
- SAS transferred the lands to the Township, free of charge, on the condition that they would be granted access for one week for the fair
- Township requested lease agreements about 25 years ago
- leases changed from 10 years to 5 years
- explore the flooring that covers the ice for events for at least one arena

- SAS could consider a nominal contribution toward the flooring

8.7 Resolution - Regarding Delegations on Early Ice

**Resolution: C-2025-310**

**Moved by** Councillor Frank

**Seconded by** Councillor Campbell

Be it Resolved That Council direct staff to organize a meeting, prior to December 1, 2025, between BMHA, both Fair Boards, and Beaverton Lions Club to discuss options regarding early ice for the 2026 season; and

That Council direct staff to prepare a report on the feasibility of early ice at one arena to include the costs for temporary flooring, staff timing, as well as, insulating the Cannington arena; and

That Council advise the Fair Boards of the notice to potentially amend the lease in accordance with the agreement, should early ice be an option for the 2026-2027 season.

**CARRIED**

8.8 Outer City Arts Business Financial Plan and Lease of Upstairs Auditorium - Old Cannington Town Hall

Mayor Jubb resumed the Chair at 11:48 a.m.

Charlotte Hale, Outer City Arts, introduced board members Judith Tinkl, and Francis Muscat and provided a delegation which included:

- art organizations within a community provide tourism and economic revenue
- in 2016 Outer City Arts formed with the intention to provide arts education for rural communities
- Cannington Theatre was considered as a venue in 2016
- Outer City Arts reorganized in June 2025
- an elevator and washrooms are needed within the Cannington Theatre space prior to use
- Outer City Arts has provided Council with a fulsome programming for the space should it be upgraded

- new residents to Brock include young families who would benefit from the arts
- Outer City Arts requests that the Township install the elevator and washrooms in the Cannington Theatre space, possibly through a debenture

**Resolution: C-2025-311**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Be it Resolved That the presentation and business financial plan presented by Charlotte Hale with respect to Outer City Arts lease of the upstairs auditorium of the Old Cannington Town Hall, be received: and That Council direct staff to prepare a report on the costs of renovating the upstairs auditorium of the Old Cannington Town Hall, as well as including the potential revenue from leasing the space.

**CARRIED**

**9. Adoption of Minutes of Previous Meetings**

**Resolution: C-2025-312**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Be it Resolved That Council adopts all minutes of previous Council meetings as listed in Section 9.1:

- Council - July 28, 2025
- Council - Closed - July 28, 2025

**CARRIED**

9.1 Minutes of previous Council Meetings

9.1.1 Council - July 28, 2025

9.1.2 Council - Closed - July 28, 2025

9.2 Recess

**Resolution: C-2025-313**

**Moved by** Councillor Canavan  
**Seconded by** Councillor Frank

Be it Resolved That Council break for a recess at 12:11 p.m.

**CARRIED**

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

Mayor Jubb reconvened the meeting at 12:51 p.m. and a quorum was present.

10.1 Finance Committee (Chair - Mayor Jubb)

10.1.1 Report 2025-FI-030, 2025 Charity Golf Tournament

Deputy Clerk, Public Works Assistant and Deputy Treasurer

**Resolution: C-2025-314**

**Moved by** Councillor Canavan  
**Seconded by** Councillor Frank

Be It Resolved That Report 2025-FI-030, 2025 Charity Golf Tournament be received.

**CARRIED**

10.1.2 Report 2025-FI-029, Revised 2026 Tariff of Fees

Director of Finance/Treasurer

**Resolution: C-2025-315**

**Moved by** Councillor Doble  
**Seconded by** Councillor Pettingill

Be it Resolved That Report 2025-FI-029, Revised 2026 Tariff of Fees be approved: and  
That Council directs staff to present By-Law 3362-2025, being a by-law to impose fees for municipal services, at the Council meeting held on September 8, 2025

**CARRIED**

10.1.3 Report 2025-FI-028, 2026 Strong Mayor Budget

Director of Finance/Treasurer

**Resolution: C-2025-316**

**Moved by** Councillor Doble

**Seconded by** Councillor Pettingill

Be It Resolved That Report 2025-FI-028, 2026 Strong Mayor Budget Schedule be received; and

That Council direct staff to add the new recommended budget dates on the Council Meeting Schedule.

**CARRIED**

10.2 Operations Committee (Chair - Councillor Pettingill)

10.2.1 Report 2025-OP-023, Asset Management Report

Interim Director of Public Works

**Resolution: C-2025-317**

**Moved by** Councillor Canavan

**Seconded by** Councillor Doble

Be It Resolved That Report 2025-OP-023, Asset Management be received; and

That Council authorize budget expenditure upward of \$10,000, to complete GIS mapping to complete the State of the Infrastructure and Asset Management Plan funded from the 2023 remaining CCBF budget; and

That Council direct staff to seek competitive bids in accordance with our Procurement Policy and report back; and

That Council encourage staff members to accompany consultants on any future works.

**CARRIED**

10.2.2 Report 2025-OP-022, Dump Box for B2025-PW-11 Truck and Chassis

Interim Director of Public Works

**Resolution: C-2025-318**

**Moved by** Mayor Jubb

**Seconded by** Councillor Frank

Be It Resolved That Report 2025-OP-022, Dump Truck Box for B2025-PW-11 Truck and Chasis be received; and  
That staff be authorized to proceed with the awarding of this quotation to Twin Equipment in the amount of \$21,761.38 inclusive of net HST.

**CARRIED**

10.2.3 Report 2025-OP-021, Salt Concentration in Winter Sand

Interim Director of Public Works

**Resolution: C-2025-319**

**Moved by** Councillor Frank

**Seconded by** Mayor Jubb

Be It Resolved That report 2025-OP-021, Salt Concentration in Winter Sand be received; and  
That Council endorse using 4.5% salt in winter sand starting in 2025.

**CARRIED**

10.2.4 Report 2025-OP-024, Hard Surfacing Gravel Roads

Interim Director of Public Works

**Resolution: C-2025-320**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Be It Resolved That Report 2025-OP-023, Hard Surfacing Gravel Roads be received; and  
That Council refer to 2026 budget discussions.

**CARRIED**

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

10.3.1 Report 2025-PRF-015, Foster Hewitt Memorial Community Centre Dehumidifier Replacement

Director of Parks, Recreation and Facilities

**Resolution: C-2025-321**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Be It Resolved That Report 2025-PRF-015, Foster Hewitt Memorial Community Centre Dehumidifier Replacement be received; and That staff proceed to order the electric desiccant dehumidifier with total funding of approximately \$58,000 to be provided from the Beaverton Arena Reserve.

**CARRIED**

10.3.2 Report 2025-PRF-014, Foster Hewitt Memorial Community Centre Seasonal IR Controller

Director of Parks, Recreation and Facilities

**Resolution: C-2025-322**

**Moved by** Mayor Jubb

**Seconded by** Councillor Pettingill

Be It Resolved That Report 2025-PRF-014, Foster Hewitt Memorial Community Centre Seasonal IR Controller be received; and That staff proceed to order the seasonal IR controller replacement with funding of approximately \$54,340 being provided from the Beaverton Arena Reserve Fund.

**CARRIED**

10.3.3 Report 2025-PRF-016, Manilla Hall Accessible Access Improvements

Director of Parks, Recreation and Facilities

**Resolution: C-2025-323**

**Moved by** Councillor Canavan

**Seconded by** Councillor Pettingill

Be It Resolved That Report 2025-PRF-016, Manilla Hall Access Improvements be received; and That staff proceed to award the contract to HEGXA Group with the

additional funding of approximately \$59,803 being taken from the Public Building Reserve fund.

**CARRIED**

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

There was no correspondence for consideration.

10.5 Protective Services Committee (Chair - Councillor Frank)

10.5.1 Report 2025-PS-009 - By-Law and Animal Services Division Q2 Report 2025, 2025-PS-009

By-law and Animal Services Supervisor

**Resolution: C-2025-324**

**Moved by** Councillor Doble

**Seconded by** Councillor Pettingill

Be It Resolved That Report 2025-PS-009, By-Law and Animal Services Division Q2 Report be received.

**CARRIED**

10.5.2 Report 2025-PS-010, Animal Control By-Law Amendments – Off-Leash Dog Park

By-law Enforcement and Animal Services Supervisor

**Resolution: C-2025-325**

**Moved by** Mayor Jubb

**Seconded by** Councillor Doble

Be It Resolved That Report 2025-PS-010, Animal Control By-law Amendments – Off-Leash Dog Park, be received; and  
That Council approve the recommended changes to the Animal Control By-law as outlined in Report 2025-PS-010, and;  
That Council directs staff to present By-Law No. 3364-2025 being a by-law to amend Animal Control Bylaw 2446-2012-PP, at the Council meeting held on September 8, 2025; and  
That Council directs staff to apply to the Ministry of Attorney General, Ontario Court of Justice, to include the changes to the

Animal Control Bylaw Set Fines, attached as Appendix “2” to Report 2025-PS-010.

**CARRIED**

10.6 Development Services Committee (Chair - Councillor Doble)

There was no correspondence for consideration.

RECESS

**Resolution: C-2025-326**

**Moved by** Councillor Frank

**Seconded by** Councillor Canavan

Be it Resolved That Council break for a recess at 2:56 p.m.

**CARRIED**

10.7 General Government Committee (Chair - Regional Councillor & Deputy Mayor Jubb)

Mayor Jubb reconvened the meeting at 3:09 p.m. and a quorum was present.

10.7.1 Report 2025-GG-016, Regional Council Vacancy

Deputy CAO/Clerk

**Resolution: C-2025-327**

**Moved by** Councillor Frank

**Seconded by** Councillor Canavan

Be It Resolved That Report 2025-GG-18, Regional Council Vacancy, be received; and

That Council declare the office of Regional Councillor, vacant; and

That Council approve the new Council Vacancy Policy as attached as Appendix “1” to Report No. 2025-GG-018; and

That Council direct the Clerk to conduct an appointment by open call for qualified interested candidates in accordance with the timelines set out in Report No. 2025-GG-018; and

That Council direct the Clerk to establish a Special Council meeting to be held on Wednesday, October 8, 2025 to consider and appoint an individual to the office of Regional Councillor.

**CARRIED**

10.7.2 Memorandum 2025-GG-020, Proposed Indigenous Engagement Guide for Durham Region Area Municipalities

CAO

**Resolution: C-2025-328**

**Moved by** Councillor Pettingill

**Seconded by** Councillor Canavan

Be It Resolved That Memorandum 2025-GG-020, Proposed Indigenous Engagement Guide for Durham Region Area Municipalities be received; and  
That Council delegate staff the authority to execute the cost sharing agreement regarding the Proposed Indigenous Engagement Guide.

**CARRIED**

10.8 Climate Committee (Chair - Councillor Pettingill)

There was no correspondence for consideration.

**11. Correspondence**

11.1 Request to Extend Rate Reduction for use of the Manilla Hall

Ken Shaw, Narcotics Anonymous  
Communication Number 516/25

**Resolution: C-2025-329**

**Moved by** Councillor Campbell

**Seconded by** Councillor Canavan

Be It Resolved That Communication Number 516/25, Request to Extend Rental Reduction for Use of the Manilla Hall, submitted by Ken Shaw of Narcotics Anonymous be received; and  
That Council approve the request for an extension of 6 months at the rate of \$100 per month starting in October 2025 and ending in April 2026.

**CARRIED**

- 11.2 Boathouse Leases - Beaverton Harbour - Title Transfer - 2 Harbour Park, Beaverton

Riverin Law Firm  
Communication Number 544/25

**Resolution: C-2025-330**

**Moved by** Councillor Doble  
**Seconded by** Councillor Pettingill

Be It Resolved That Communication Number 544/25, Boathouse Leases - Beaverton Harbour - Title Transfer - 2 Harbour Park, Beaverton submitted by Riverin Law Firm be received; and  
That Council direct the Clerk to amend the lease by adding the requested additional lease holder name.

**CARRIED**

- 11.3 Durham Region 9-1-1 System Agreement for Execution

Durham Region  
Communication Number 549/25

**Resolution: C-2025-331**

**Moved by** Councillor Frank  
**Seconded by** Councillor Canavan

Be It Resolved That Communication Number 549/25, Durham Region 9-1-1 System Agreement for Execution be received; and  
That Council authorize the Clerk to execute the 9-1-1 System Agreement.

**CARRIED**

**12. Notice of Motions**

None.

**13. By-Laws**

**Resolution: C-2025-332**

**Moved by** Councillor Frank  
**Seconded by** Councillor Pettingill

Be it Resolved That By-laws 3362-2025, and 3364-2025 be taken as read, enacted and signed by the Mayor and Municipal Clerk.

**CARRIED**

13.1 By-Law Number 3362-2025, Fees By-law

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.

13.2 By-Law Number 3364-2025, Amendment to the Animal Control By-law

Being a By-law amend the "Animal Control By-Law" (2446-2012-PP), to provide for the licensing and regulation of certain animals within the Township of Brock.

**14. Closed Session**

**Resolution: C-2025-333**

**Moved by** Councillor Doble

**Seconded by** Councillor Pettingill

Be it Resolved That Council proceed into a Closed Meeting at 3:42 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
- 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**

14.1 Purchase of Unopened Roadway - Durham Road 23 and Thorah Concession Road 2 PIN Number 72026-0032

14.2 Update on Purchase of Unopened Roadway off of Durham Road 23 PIN Number 72024-0061

14.3 Beaverton Public Works Yard

14.4 Employee Compensation Review

**15. Rise from Closed Session**

**Resolution: C-2025-334**

**Moved by** Councillor Frank

**Seconded by** Councillor Pettingill

Be it Resolved That Council rise & report from Closed Meeting of Council at 6:07 p.m.; and,

That Council endorse all direction provided to staff, at the Closed Meeting of Council held on September 8, 2025.

**CARRIED**

**16. Other Business**

None.

**17. Regional Councillor Update**

None.

**18. Public Questions and Clarification**

There were no public questions for clarification.

**19. Confirmation By-law**

By-law Number 3363-2025 to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on September 8, 2025.

**Resolution: C-2025-335**

**Moved by** Councillor Canavan

**Seconded by** Councillor Pettingill

Be it Resolved That By-law Number 3363-2025, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on September 8, 2025 be taken as read, enacted and signed by the Mayor and Clerk/Deputy CAO.

**CARRIED**

**20. Adjournment**

**Resolution: C-2025-336**

**Moved by** Councillor Doble

**Seconded by** Councillor Frank

Be it Resolved That the meeting of Council adjourn at 6:08 p.m.

**CARRIED**

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Mayor

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Clerk