



The Corporation of the Township of Brock

Council Minutes

December 8, 2025

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

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

Staff Present: CAO Michelle Willson
Clerk/Deputy CAO Fernando Lamanna
Deputy Clerk Maralee Drake
Clerk's Assistant Deena Hunt
Clerk's Assistant Stefanie Stickwood
Director of Finance/Treasurer Trena DeBruijn
Interim Director of Public Works Ben Kester
Director Parks, Recreation and Facilities R. Wayne Ward
Director Development Services Robin Prentice
Fire Chief Rick Harrison
Supervisor By-Law and Animal Services Sarah Jones

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

None.

5. Community Announcements

- Sunderland Santa Claus Parade December 13, 2025 at 7:00 p.m.

6. Public Meeting

None.

7. Presentations

7.1 Long Service Awards Presentation

Council recognized the following long service recipients:

Jennifer Furlop - 5 Years - Sends their regrets

Deena Hunt - 10 Years

Katherine Johnson - 15 Years

Stephanie DeMuth - 15 Years - Sends their regrets

Lori Mitchell - 20 Years

Adeline Graham - 40 Years

7.2 Non-Profit Sector Advisory Committee, Annual Report to Council

Sarah Barron, Chair Non-Profit Sector Advisory Committee provided a presentation which included:

- NPSAC Overview - Members and Mandate
- Accomplishments
- Challenges
- Recommendations
- Future initiatives

Resolution: C-2025-461

Moved by Councillor Canavan

Seconded by Regional Councillor Pettingill

Be It Resolved That the annual presentation from the Non-Profit Sector Advisory Committee be received.

CARRIED

7.2.1 Report 2025-GG-028, Non-Profit Sector Advisory Committee Annual Report - 2025

Resolution: C-2025-462

Moved by Councillor Canavan

Seconded by Councillor Campbell

Be It Resolved That Report 2025-GG-028, Non-Profit Sector Advisory Committee Annual Report - 2025 be received.

CARRIED

7.3 Brock Accessibility Advisory Committee, Annual Report to Council

Tony Laundrie, Chair Brock Accessibility Advisory Committee provided a presentation which included:

- Committee Members
- Accomplishments and Challenges
- 2025 Accessibility Awards
- Requests to Council
- Looking forward

Resolution: C-2025-463

Moved by Councillor Canavan

Seconded by Councillor Campbell

Be it resolved that the annual presentation from the Brock Accessibility Advisory Committee be received.

CARRIED

7.3.1 Report 2025-GG-024, Brock Accessibility Advisory Committee Annual Report 2025

Resolution: C-2025-464

Moved by Regional Councillor Pettingill

Seconded by Ward 4 Councillor Ron Hodgson

Be It Resolved That Report 2025-GG-024 Brock Accessibility Advisory Committee – Annual Report 2025 be received; and That the 2026 BAAC workplan attached to this report as Appendix #1 be approved; and

That the continuation of the \$1,000.00 BAAC budget for 2026 be approved to purchase additional promotional items should their inventory run low.

CARRIED

7.4 Brock Tourism Advisory Committee, Annual Report to Council

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

- Committee members
- Mandate
- Highlights
- Durham Tourism Accomplishments
- BTAC Accomplishments
- Recommendations and Challenges

Resolution: C-2025-465

Moved by Councillor Frank

Be It Resolved That the annual presentation from the Brock Tourism Advisory Committee be received.

CARRIED

7.4.1 Report 2025-TED-005, Brock Tourism Advisory Committee – 2025 Annual Report

Resolution: C-2025-466

Moved by Councillor Canavan

Seconded by Regional Councillor Pettingill

Be it Resolved that Report 2025-TED-005 from the Brock Tourism Advisory Committee be received.

CARRIED

8. Delegations / Petitions

8.1 Brock Community High School Hockey - Trevor Fray

Related to item 11.3 Brock High School Student Hockey Team Request for Reduced Ice Fees for the 2026-2027 Season

Resolution: C-2025-467

Moved by Councillor Frank

Seconded by Councillor Canavan

Be it Resolved That the presentation by Trevor Fray, of Brock High School with respect to Brock Community High School Hockey be received.

CARRIED

Resolution: C-2025-468

Moved by Councillor Canavan

Seconded by Regional Councillor Pettingill

Be it Resolved That the agenda be amended to bring forward Communication number 841/25 for consideration at this time.

CARRIED

8.2 Brock High School Student Hockey Team Request for Reduced Ice Fees for the 2026-2027 Season - Trevor Fray

Communication Number 841/25

Resolution: C-2025-469

Moved by Regional Councillor Pettingill

Seconded by Councillor Canavan

Be It Resolved That Communication Number 841, 2025, Brock High School Student Hockey Team Request for Reduced Ice Fees for the 2026-2027 Season, submitted by Trevor Fray on behalf of Brock High School be received; and
That Council forward the request to staff and report back for the first meeting in February 2026.

CARRIED

Resolution: C-2025-470

Moved by Councillor Canavan

Seconded by Ward 4 Councillor Ron Hodgson

Be it Resolved That Council break for a recess at 11:15 a.m.

CARRIED

Mayor Jubb reconvened the meeting at 11:25 a.m. and a quorum was present.

9. Adoption of Minutes of Previous Meetings

Resolution: C-2025-471

Moved by Councillor Canavan

Seconded by Councillor Frank

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

- Council - November 24, 2025
- Council - Closed - November 24, 2025
- Council - November 26, 2025

And receives minutes of Advisory Committee meetings as listed in Section 9.2:

- Manilla Hall Community Association - October 15, 2025
- Committee of Adjustment - October 21, 2025

CARRIED

9.1 Minutes of previous Council Meetings

9.1.1 Council - November 24, 2025

9.1.2 Council - Closed - November 24, 2025

9.1.3 Council - November 26, 2025

9.2 Advisory Committee Minutes

9.2.1 Manilla Hall Community Association - October 15, 2025

9.2.2 Committee of Adjustment - October 21, 2025

10. Sub-Committees (Reports)

10.1 Finance Committee (Chair - Mayor Jubb)

There was no correspondence for consideration.

10.2 Operations Committee (Chair - Regional Councillor Pettingill)

10.2.1 Report 2025-OP-029, Introduction of Storm Sewer Use By-law

Interim Director of Public Works

Resolution: C-2025-472

Moved by Mayor Jubb

Seconded by Ward 4 Councillor Ron Hodgson

Be It Resolved That Report 2025-OP-029, Introduction of Storm Sewer Use By-law, be received.

Amendment:

Resolution: C-2025-473

Moved by Mayor Jubb

Seconded by Councillor Frank

Be it Resolved that Resolution C-2025-472 be amended to add that the **Storm Sewer Use Bylaw be amended to remove the need for a pool discharge permit.**

CARRIED

Amended Main Motion

Resolution: C-2025-472

Moved by Mayor Jubb

Seconded by Ward 4 Councillor Ron Hodgson

Be It Resolved That Report 2025-OP-029, Introduction of Storm Sewer Use By-law, be received; and
That Council amend the Draft Storm Sewer Use Bylaw by removing the need for a "Pool Discharge Permit".

CARRIED

10.2.2 Report 2025-OP-036, Concession Road 3, Thorah - Ditch Work

Interim Director of Public Works

Resolution: C-2025-474

Moved by Councillor Canavan

Seconded by Mayor Jubb

Be It Resolved That Report 2025-OP-036, Concession Road 3, Thorah Ditch Work be referred back to staff for an additional engineering report to be presented in January 2026 to address the depth of the ditch and/or the need for guardrails, as well as works conducted on Concession 4; and

That Council direct staff to obtain legal advice with respect to recovering costs for the installation of the guardrails; and

That Council direct staff to implement safety measures onsite immediately to include, signage, traffic barriers, etc.

CARRIED

10.2.3 Report 2025-OP-035, Bridge 39 Concession 11 Thorah, Emergency Funding

Interim Director of Public Works

Resolution: C-2025-475

Moved by Councillor Frank

Seconded by Mayor Jubb

Be It Resolved That Report 2025-OP-035 Bridge 39 Emergency Funding (Concession 11), be received; and

That Council authorize staff to spend \$18,011.52 for emergency supplies to close one lane on Bridge 39 to be funded from the asset management reserve.

CARRIED

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

10.3.1 Report 2025-PRF-030, MacLeod Park Gazebo Proposed Location

Director of Parks, Recreation and Facilities

Resolution: C-2025-476

Moved by Councillor Canavan

Seconded by Councillor Frank

Be It Resolved That Report 2025-PRF-030, MacLeod Park Gazebo Proposed Location be received; and

That staff work with the donator and contractor to install the gazebo, subject to acceptance by the building department for permits or engineer sign-offs, in the proposed location.

CARRIED

10.3.2 Report 2025-PRF-032, Security Cameras

Director of Parks, Recreation and Facilities

Resolution: C-2025-477

Moved by Mayor Jubb

Seconded by Councillor Frank

Be It Resolved That Report 2025-PRF-032, Security Cameras be received; and

That staff be directed to withdraw a further \$6,651.98 from the Insurance Reserve in 2025.

CARRIED

10.3.3 Report 2025-PRF-031, Foster Hewitt Memorial Community Centre Auditorium Project

Director of Parks, Recreation and Facilities

Resolution: C-2025-478

Moved by Ward 4 Councillor Ron Hodgson

Seconded by Mayor Jubb

Be It Resolved That Report Report 2025-PRF-031, Foster Hewitt Memorial Community Centre Auditorium Project be received; and That staff be authorized to draw from the Beaverton Arena Reserve to an upset limit of \$2,500 to cover all remaining invoices for this project.

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-012, Fire Department 2025-Q2-Stats

Fire Chief

Resolution: C-2025-479

Moved by Councillor Campbell

Seconded by Councillor Doble

Be It Resolved That Report-2025-PS-012, Fire Department 2025-Q2 Stats be received.

CARRIED

10.5.2 Report 2025-PS-013, Fire Department 2025-Q3-Stats

Fire Chief

Resolution: C-2025-480

Moved by Councillor Canavan

Seconded by Councillor Campbell

Be It Resolved That Report-2025-PS-013, Fire Department 2025-Q3 Stats be received.

CARRIED

10.6 Development Services Committee (Chair - Councillor Doble)

10.6.1 Report 2025-DS-006, Downtown Community Improvement Plan –
Summary Report

Director of Development Services

Resolution: C-2025-481

Moved by Councillor Campbell

Seconded by Regional Councillor Pettingill

Be It Resolved That Report 2025-DS-006, Downtown Community Improvement Plan Summary Report, be received.

CARRIED

10.7 General Government Committee (Chair - Mayor Jubb)

10.7.1 Report 2025-GG-029, 2026 Statutory Holidays

CAO

Resolution: C-2025-482

Moved by Councillor Canavan

Seconded by Councillor Campbell

Be It Resolved That Report 2025-GG-029, 2026 Statutory Holidays be received.

CARRIED

10.7.2 Report 2025-GG-026, Support for Community Organizations –
Annual Update, 2025

Deputy Clerk, Recreation and Leisure Coordinator, Public Works
Assistant and Facilities Coordinator

Resolution: C-2025-483

Moved by Councillor Canavan

Seconded by Regional Councillor Pettingill

Be It Resolved That Report 2025-GG-026, Support for Community Organizations – Annual Update 2025 be received; and

That Council approve the proposed amendments to the Support for Community Organizations Policy and Special Events form attached as Appendix 1 and 2 to the report.

CARRIED

10.8 Climate Committee (Chair - Regional Councillor Pettingill)

There was no correspondence for consideration.

11. Correspondence

11.1 Request for 2026 Tree Planting - Cannington Horticultural Society

Communication Number 774/25

Resolution: C-2025-484

Moved by Councillor Canavan

Seconded by Ward 4 Councillor Ron Hodgson

Be It Resolved That Communication Number 774/25, Request for 2026 Tree Planting submitted by the Cannington Horticultural Society be received; and

That Council directs the Facility Coordinator to work with the Cannington Horticultural Society with respect to the requests in Communication Number 774/25.

CARRIED

11.2 Request for Reduction of Speed Limit to 40 km/h on Simcoe Street, Beaverton at Holy Family Public School

Shirley Wiche

Communication Number 820/25

Resolution: C-2025-485

Moved by Councillor Frank

Seconded by Councillor Doble

Be It Resolved That Communication Number 820/25, Request for Reduction of Speed Limit to 40 km/h on Simcoe Street, Beaverton at Holy Family Public School, submitted by Shirley Wiche be received; and

That Council direct staff to forward the request to Durham Region for consideration.

CARRIED

12. Notice of Motions

- 12.1 Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities - Withdrawn by Regional Councillor Pettingill

13. By-Laws

Resolution: C-2025-486

Moved by Councillor Canavan

Seconded by Councillor Frank

Be it Resolved That By-laws 3387-2025, and 3388-2025, as amended, be taken as read, enacted and signed by the Mayor and Municipal Clerk.

CARRIED

- 13.1 By-Law Number 3387-2025, Temporary Road Closure

Being a by-law to Temporarily Close a Municipal Road and Prohibit Through Traffic of Motorized Vehicles in Sunderland, in Brock Township, to facilitate the Sunderland Maple Syrup Festival on April 11 & 12, 2026

- 13.2 By-Law Number 3388-2025 Storm Sewer Use

Regulate the discharge of water and waste into and the connection to the municipal storm sewer works and other drainage from land.

14. Closed Session

Resolution: C-2025-487

Moved by Councillor Canavan

Seconded by Councillor Doble

Be it Resolved That Council proceed into a Closed Meeting at 12:53 p.m. to discuss the following matters:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board pursuant to Section 239(2)(e) of the Municipal Act
- Third-party information supplied in confidence to the municipality (e.g., a trade secret or scientific, technical, commercial, or financial information)

that belongs to the municipality pursuant to Section 239 (2)(i) of the Municipal Act

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

CARRIED

14.1 Foster Hewitt Memorial Community Centre Auditorium Construction Lein Update

14.2 Closed Session Report 2025-GG-030 "Prosecution Services"

14.3 Staff left the meeting with the exception of the CAO

14.4 Interim Director of Public Works Contract Update

15. Rise from Closed Session

Resolution: C-2025-488

Moved by Councillor Frank

Seconded by Councillor Canavan

Be it Resolved That Council rise & report from Closed Meeting of Council at 1:46 p.m.; and,

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

CARRIED

16. Other Business

None.

17. Regional Councillor Update

- Regional Council Budget Meeting is scheduled for December 10, and if required, December 11, 2025.
- Durham Region Transit celebrates 20th Anniversary in 2026
 - fares increased to \$4.75, ridership increased, service areas to increase

18. Public Questions and Clarification

There were no public questions for clarification.

19. Confirmation By-law

By-law Number 3389-2025 to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on December 8, 2025

Resolution: C-2025-489

Moved by Councillor Canavan

Seconded by Regional Councillor Pettingill

Be it Resolved That By-law Number 3389-2025, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on December 8, 2025 be taken as read, enacted and signed by the Mayor and Clerk/Deputy CAO.

CARRIED

20. Adjournment

Resolution: C-2025-490

Moved by Councillor Campbell

Seconded by Councillor Frank

Be it Resolved That the meeting of Council adjourn at 1:50 p.m.

CARRIED

Mayor

Clerk